

**MINUTES – SPECIAL MEETING – JANUARY 22, 2019**

**MEMBERS PRESENT**

Mary Tivy – Chair  
John Arnold  
Councillor Matthew Bulmer  
John Levak

**MEMBERS ABSENT**

Barb Jefferson

**TOWNSHIP STAFF**

Lynne Banks – Development & Legislative Coordinator

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m.

**2. DISCLOSURE OF PECUNIARY INTEREST**

None

**3. OPENING REMARKS**

The Chair advised that the meeting is to prepare an orientation package for Council and to discuss a couple of minor items.

**4. CONFIRMATION OF 2019 HERITAGE COMMITTEE MEETING TIMES**

- A discussion was held regarding the times for the meeting.
- Councillor Bulmer suggested that the terms of reference should have the meeting dates for the year, but if possible, that the time be floating – depending on the committee member's availability. If not, the meeting times should be 1:00 p.m. on the 1<sup>st</sup> or 3<sup>rd</sup> Monday of each month.

**5. OLD SCHOOL SURVEYS/PRINT**

The decision was made that the Township will keep the surveys and the print at its offices until a decision is made as to whether to make copies of them and then provide them to the Puslinch Historical Society.

**6. PREPARATION OF ORIENTATION PACKAGE FOR TOWNSHIP OF PUSLINCH COUNCIL**

- Discussed and prepared the orientation package to possibly be presented to Council at one of its meetings in April, 2019.
- The committee was reminded that it will need to be provided to Karen Landry 2 weeks before the council meeting, and that the presentation should be no more than 30 minutes.

**7. ADJOURNMENT**

The meeting adjourned at 8:23 p.m.

**8. NEXT MEETING**

February 4, 2019 @ 1:00 p.m.