



**MINUTES**

**DATE:** Wednesday, October 7, 2015

**TIME:** 12:00 noon.

The October 7, 2015 Regular Council Meeting was held on the above date and called to order at 12:00 noon in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

Mayor Dennis Lever  
Councillor Matthew Bulmer  
Councillor Susan Fielding  
Councillor Ken Roth  
Councillor Wayne Stokley

**STAFF IN ATTENDANCE:**

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Paul Creamer, Director of Finance/Treasurer
4. Steve Goode, Fire Chief

**OTHERS IN ATTENDANCE**

1. Doug Smith
2. Aldo Salis
3. Steve Smith
4. Kathy White
5. Karen Lever
6. Joanne Townes
7. Stephen Goyda
8. John Slot
9. Jessica Goyda
10. Dave Prior

2. **DISCLOSURE OF PECUNIARY INTEREST & THE GENERAL NATURE THEREOF:**

None.

3. **ADOPTION OF THE MINUTES:**

- (a) Council Meeting – September 16, 2015
- (b) Closed Council Meeting – September 16, 2015

**Resolution No. 2015-363:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the minutes of the following meetings be adopted as written and distributed:

- (a) Council Meeting – September 16, 2015, as amended
- (b) Closed Council Meeting – September 16, 2015

**CARRIED**

4. **BUSINESS ARISING OUT OF THE MINUTES:**

None.



5. **PUBLIC MEETINGS:**

**2016 International Plowing Match discussions on this matter will occur upon conclusion of all other business items on this Agenda.**

- i. Township of Puslinch Theme
- ii. Inclusion of local business, artists and/or musical talent groups
- iii. Budget for IPM contributions.

Council suggested that the Puslinch theme could be "Horse Power" and that each member of Council would submit to Ms. Herner directly suggested business, artists and/or musical talent groups. Ms. Herner will be preparing information to submit to members Council should they wish to contact groups directly. Council set a preliminary budget amount of \$3,500.

6. **COMMUNICATIONS:**

1. **Puslinch Pit – Cox Construction Limited  
6803 Laird Road, Township of Puslinch**

- (a) Memorandum from Aldo Salis, Manager of Development Planning, County of Wellington regarding Vertical Zoning and Proposed Rezoning of Cox Site Township of Puslinch Zoning By-law Amendment File D14/COX Cox Construction Laird Road.
- (b) Revised Site Plan drawings – refer to changes on Page 2 of 3 under Item 22 and Hours of Operation and on Page 3 of 3 under item 16.
- (c) Email correspondence dated September 25, 2015 from Seanna Richardson, Ministry of Natural Resources and Forestry, Guelph District, acknowledging revisions.

**Resolution No. 2015-364:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the following:

- (a) Memorandum from Aldo Salis, Manager of Development Planning, County of Wellington regarding Vertical Zoning and Proposed Rezoning of Cox Site Township of Puslinch Zoning By-law Amendment File D14/COX Cox Construction Laird Road.
- (b) Revised Site Plan drawings- refer to changes on Page 2 of 3 under Item 22 and Hours of Operation and on Page 3 of 3 under item 16.
- (c) Email correspondence dated September 25, 2015 from Seanna Richardson, Ministry of Natural Resources and Forestry, Guelph District, acknowledging revisions.

**CARRIED**

2. **Mini Lakes Mobile Home Community**

- (a) Correspondence from GM Blue Plan Engineering regarding Mini Lakes Wastewater Treatment Plant Effluent Monitoring Report dated September 24, 2015.
- (b) Report from Stantec Consulting Ltd. regarding Mini Lakes Mobile Home Community Quarterly Monitoring Program – 1<sup>st</sup> Quarter 2015 dated May 8, 2015. **\*note a full copy of the report is available for reviewing in the Clerk's office at the Township Offices.**



- (c) Correspondence from Harden Environmental Services Ltd. regarding Mini Lakes 1<sup>st</sup> Quarter 2015 – Groundwater Monitoring dated September 22, 2015.

Council requested that staff advise GM Blue Plan that they are not in support of annual reporting and prefer the 12 month rolling average for nitrate reporting.

**3. Liquor Licence Application – 599 Arkell Rd.**

- (a) Alcohol and Gaming Commission of Ontario Agency Letter of Approval dated July 27, 2015.
- (b) Alcohol and Gaming Commission of Ontario – Application for a New Liquor Licence for outdoor areas being added to an existing liquor licence -Municipal Information – The Dirty Apron, 599 Arkell Road dated September 10, 2015.
- (c) Correspondence from AGCO dated September 25, 2015.
- (d) Correspondence from Glenna & Doug Smith regarding Concern over Liquor Sales Licence dated September 21, 2015
- (e) Correspondence from The Dirty Apron Ltd. to The Arkell/Puslinch Community dated September 30, 2015
- (f) Correspondence from Dave Prior Re: Letter of Objection, Liquor Licence File 803092 dated October 5, 2015.

**Resolution No. 2015-365:**

Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council direct staff to file an Objection with the Alcohol and Gaming Commission of Ontario indicating that all Zoning, Building and Fire Legislation and Municipal By-Laws be complied with prior to the issuing of a Liquor Licence for 599 Arkell Road, Puslinch.

**CARRIED**

**4. University of Guelph  
Mill Creek Pit – Licence #5738  
Lots 21-24, Conc. 2 – 7115 Concession 2**

- (a) Correspondence from Dufferin Aggregates regarding July 2015 monitoring report dated August 13, 2015.

**Mr. Stan Denhoed, Harden Environmental Services Ltd. has reviewed the report and is satisfied with the July 2015 monitoring report.**

**5. Morriston Streetscape Project**

- (a) Ministry of Transportation Encroachment Permit – Morriston Community Streetscape Improvements – Tree and Shrub planting (Phase 1) dated September 18, 2015 with attachments.

**6. 2016 Municipal Insurance Program**

- (a) Frank Cowan Company 2016 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2016 to February 1, 2017.



7. **Cox Construction Ltd.  
2015 Licensees Compliance Assessment Reports – Aggregate  
Resources Act**

- (a) Licence #624889 – 6795 Laird Rd.
- (b) Licence # 5710 – 6795 Laird Rd.
- (c) Licence #20212 -6696 Forestell Rd.
- (d) Licence 20749 (Nigro)

8. **Highway #6 Morriston**

- (a) Correspondence from Bill Knetsch regarding Highway #6 Morriston Ontario dated September 24, 2015.

9. **Intergovernmental Affairs**

- (a) Various correspondence for review.

**Resolution No. 2015-366:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the correspondence items listed on the Council Agenda for October 7, 2015 Council meeting be received.

**CARRIED**

7. **DELEGATIONS/PRESENTATIONS**

1. Julio D'Antonio, Jeffery & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2016 Municipal Insurance Program.

Mr. Juilo D'Antonio and Mr. Steve Smith made a presentation to council on the 2016/2017 Municipal Insurance Program.

Council requested that if there are any insurance requirements regarding cyber crime that Jeffery & Spence Ltd. and Frank Cowan Company advise the Township of the changes.

**Resolution No. 2015-367:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the delegation from Julio D'Antonio, Jeffery & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2016 Municipal Insurance Program and the Frank Cowan Company 2016 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2016 to February 1, 2017; and

That the Township renew its insurance coverage in the Frank Cowan Company as outlined in the 2016 Municipal Insurance Program Renewal Report for the Policy Term February 1, 2016 to February 1, 2017.

**CARRIED**

2. Mr. Stephen Goyda, regarding The Dirty Apron, 599 Arkeil Road.

Mr. Goyda made a presentation to Council which included information regarding his business plans for 599 Arkeil Rd. Mr. Goyda also provided information regarding his Liquor Licence Application to the AGCO.



**Resolution No. 2015-368:**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the delegation from Mr. Stephen Goyda, regarding The Dirty Apron, 599 Arkell Road and correspondence from The Dirty Apron Ltd. to The Arkell/Puslinch Community dated September 30, 2015.

**CARRIED**

3. Mr. John Slood, regarding support of Liquor Licence Application – 599 Arkell Rd.

Mr. Slood made a presentation to Council which included information regarding past usage of the property since his purchase of the building located at 599 Arkell Rd. Mr. Slood advised Council that he is in support of the proposed restaurant at this location.

**Resolution No. 2015-369:**

Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the delegation from Mr. John Slood regarding support of Liquor Licence Application – 599 Arkell Rd.

**CARRIED**

8. **REPORTS:**

1. **Puslinch Fire and Rescue Services**

None.

2. **Finance Department**

(a) Financial Reports – August 2015

- i. Financial Report as of August 31, 2015
- ii. Cheque Register – August 1 to August 31, 2015
- iii. Financial Report By Department – August 2015
- iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – August 2015

**Resolution No. 2015-370:**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby receives the following reports as information:

- i. Financial Report as of August 31, 2015
- ii. Cheque Register – August 1, 2015 to August 31, 2015
- iii. Financial Report by Department – August 2015
- iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – August, 2015.

**CARRIED**





(b) Applications for Cancellation, Reduction or Refund of Taxes re: Chapter 25, Section 357, 358, the Municipal Act, S.O., 2001.

**Resolution No. 2015-371:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council does hereby authorize the applications for Cancellation, Reduction or Refund of Taxes chapter 25, section 357 or 358 of the Municipal Act, 2001 as follows:

Year	Application #	Roll #	Write Off Amount
2013	10/15	7-09950	\$549.68
2014	11/15	7-09950	\$616.96
2015	12/15	7-09950	\$658.90
2015	05/15	6-06300	\$18.20
2015	09/15	6-06300	\$1,390.51

**CARRIED**

**3. Administration Department**

(a) Report ADM-2015-015 – Revised 2015-2016 Council/Budget Meeting Schedule.

Karen Landry, CAO/Clerk advised that since preparation of the Report that an additional date of November 25, 2015 at 9:00 a.m. for the holding of an additional Capital and Operating Budget Meeting.

**Resolution No. 2015-372** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report ADM-2015-015 regarding the Revised 2015-2016 Council/Budget Meeting Schedule, be received; and

That Council adopt the Revised 2015-2016 Council/Budget Meeting Schedule, attached as Appendix "A" to Report ADM-2015-015, as amended; and

That the revised schedule be circulated to the County of Wellington; and

That the Township's website be updated to reflect the changes.

**CARRIED**

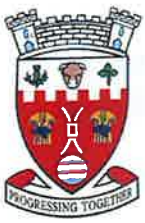
(b) Report ADM-2015-016 – 2018 Municipal Election – Vote Counting Equipment

**Resolution No. 2015-373** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report ADM-2015-016 regarding the 2018 Municipal Election – Vote Counting Equipment be received; and

That Council authorize the single source retainer of Dominion Voting Systems Corporation at the unit prices paid for System Lease Pricing for the 2014 Municipal Election at a total of \$25,295 exclusive of consumables and additional item pricing such as ballot boxes and ballots.

**CARRIED**



**4. Planning and Building Department**

- (a) Report PD-2015-024 – Site Plan Agreement – 1471352 Ontario Inc., property described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch.

**Resolution No. 2015-374**

Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report PD-2015-024 regarding the Site Plan Agreement 1471352 Ontario Inc. property described as Plan 684, Part Lot 12, RP 61R4192, Parts 1 & 3, municipally known as 38 Winer Road, Township of Puslinch, be received; and

That Council pass a by-law to authorize the entering into and the execution of a Site Plan Agreement with 1471352 Ontario Inc.

**CARRIED**

**5. Roads & Parks Department**

None.

**6. Recreation Department**

None.

**7. Mayor's Updates**

None.

**9. NOTICE OF MOTION:**

- (a) Councillor Stokley – Bill 100 Support Ontario Trails Act.

**Resolution No. 2015-375**

Moved by Councillor Stokley and  
Seconded by Councillor Fielding

WHEREAS Bill 100, Supporting the Ontario Trails Act has the following purposes:

1. To increase awareness about and encourage the use of trails.
2. To enhance trails and the trail experience.
3. To protect trails for today's generation and future generations.
4. To recognize the contribution that trails make to quality of life in Ontario.
5. To recognize the contribution to quality of place.

AND WHEREAS the Association of Municipalities of Ontario has had input into this Bill looking out for municipal interests

AND WHEREAS the Bill includes stronger penalties for property damage and trespassing to discourage such actions

AND WHEREAS the Bill will be asking for best practices to be created and will have participation in these practices be voluntary therefore not creating undue hardship on the municipality

AND WHEREAS this is complementary to recommendations contained in the Township of Puslinch Recreation and Parks Master Plan.



NOW THEREFORE LET IT BE RESOLVED THAT the Council of the Township of Puslinch supports the overall direction Bill 100 Supporting the Ontario Trails Act

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch encourages the government to continue to work with stakeholders such as ROMA and OFA to enhance the liability and trespass provisions of the Bill

AND FURTHER LET IT BE RESOLVED THAT the Council of the Township of Puslinch forward this resolution for consideration by all other municipalities in the Province of Ontario.

**CARRIED**

(b) Councillor Bulmer - Amendment to the Township's Site Plan Control By-law 16/08

Councillor Bulmer will work with staff to bring forward a Notice of Motion for consideration by Council to the next meeting regarding an amendment to the By-Law No. 16/08 – Site Plan Control.

**10. COMMITTEE MINUTES**

- (a) Planning and Development Advisory Committee- August 11, 2015
- (b) Committee of Adjustment – August 11, 2015
- (c) Recreation Committee Meeting – July 21, 2015

**Resolution No. 2015-376** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby receives the following minutes as information:

- (a) Planning and Development Advisory Committee – August 11, 2015
- (b) Committee of Adjustment – August 11, 2015
- (c) Recreation Committee – July 21, 2015

**CARRIED**

**11. MUNICIPAL ANNOUNCEMENTS**

**Jack Johnson Memorial Highway Dedication**

Councillor Fielding advised that she attended the Jack Johnston Memorial Highway Dedication on Friday, October 2, 2015.

**COP Committee – Suicide Prevention Workshop**

Councillor Fielding advised that she attended the Suicide Prevention workshop held by the COP Committee on October 1, 2015. Councillor Fielding advised that approximately 25 individuals took part and completed the workshop and received their certificates of completion.

**Arkell Store Meeting**

Councillor Bulmer advised that he attended a meeting with Arkell residents and Mr. Goyda in attendance regarding the proposed AGCO Liquor Licence Application for 599 Arkell Rd.

**Ontario Stone Sand and Gravel**

Councillor Bulmer advised that along with Mayor Lever they attended an OSSGA breakfast meeting on October 7, 2015. Councillor Bulmer advised that he was pleased to hear at the





meeting of the increase in inspectors from 1 to 3 in the Guelph Offices and believes that this is good news in that it assists in building trust in the process.

#### **Gravel Watch – Ontario Meeting**

Mayor Lever advised that he attended the Gravel Watch meeting on October 1, 2015 at the Puslinch Community Centre. Mayor Lever advised that approximately 40-50 individuals attended the meeting along with Ingersoll Mayor Ted Comiskey attended the meeting and gave an excellent presentation.

#### **Wellington County Economic Development Meeting**

Mayor Lever advised that he attended the Wellington County Economic Development Meeting held at the Wellington County Museum at Aboyne on September 17, 2015. Mayor Lever advised that there was a demonstration by StreetCast who have created a software app that will attract tourists and other traffic to local downtown cores through special events being promoted by area businesses.

#### **Stop Lights at Townline and Ellis Rd.**

Mayor Lever advised that the streetlights are now operational at the corner of Ellis and Townline Rds.

#### **Puslinch Historical Society Presentation**

Mayor Lever advised that he attended a presentation at the Knox Crieff Sunday School Room for "The Third", Killean, Crieff and Morriston areas (School Sections 5 to 8 Crieff) on Tuesday October 6, 2015. Mayor Lever advised that there were excellent presentations given that evening. The last presentation in the series will be held in November. Details are available on the Puslinch Historical website.

#### **Community Based Strategic Plan Meeting**

Mayor Lever advised that along with other members of Council and Township Staff they attended a Community Based Strategic Planning session with the Township's consultant John Whitesell on Tuesday, September 29<sup>th</sup> at the Puslinch Community Centre.

### **12. UNFINISHED BUSINESS**

None.

### **13. CLOSED MEETING**

**Council was in closed session from 12:02 p.m. to 12:22 p.m.  
Council recessed from 12:23 p.m. to 1:00 p.m.**

- (a) Confidential verbal report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid - 7827 Wellington Rd. 36
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – 6643 Concession 2
- (c) Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and



advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Insurance Claim Matters.

**Resolution No. 2015-377:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council shall go into closed session under Section 239 of the Municipal Act for the purpose of:

- (a) Confidential Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid - 7827 Wellington Rd. 36
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – 6643 Concession 2
- (c) Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Insurance Claim Matters

**CARRIED**

**Resolution No. 2015-378** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council move into open session.

**CARRIED**

- (a) Confidential verbal report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid - 7827 Wellington Rd. 36

**Resolution No. 2015-379** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the Verbal Report from Karen Landry CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Reid - 7827 Wellington Rd. 36.

**CARRIED**

- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – 6643 Concession 2



**Resolution No. 2015-380** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the confidential verbal report from Karen Landry, CAO/Clerk, regarding litigation including matters before administrative tribunals affecting the municipality or local board and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – 6643 Concession 2

**CARRIED**

(c) Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Insurance Claim Matters

**Resolution No. 2015-381:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the Confidential Report from Julio D' Antonio, Jeffrey and Spence Insurance and Steven Smith, Frank Cowan Company, regarding litigation or potential litigation, including matters before administrative tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Insurance Claim Matters

**CARRIED**

14. **BY-LAWS:**

- (a) A By-law to amend Zoning By-Law 19/95 (Cox Construction ) Part Lot 13, Concession 4, Puslinch
- (b) A by-law to authorize the entering into an Agreement with Whistle Stop Co-Operative Preschool Inc. – Puslinch Community Centre – 23 Brock Rd. S.
- (c) A by-law to authorize the entering into of a Site Plan Agreement with 1471352 Ontario Inc.

**Resolution 2015-382** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

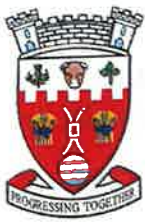
That the following By-law be taken as read three times and finally passed in open Council:

- (a) By-Law 55/15 being a by-law to amend Zoning By-Law 19/95 (Cox Construction) Part Lot 13, Concession 4, Puslinch.
- (b) By-Law 56/15 being a by-law to authorize the entering into of a Site Plan Agreement with 1471352 Ontario Inc.

**CARRIED**

15. **CONFIRMING BY-LAW**

- (a) By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch



**Resolution 2015-383:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That the following By-law be taken as read three times and finally passed in open Council:

- (a) By-Law 57/15 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 7th day of October, 2015.


**CARRIED**


16. **ADJOURNMENT:**

**Resolution No. 2015-384** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby adjourns at 2:51 p.m.

**CARRIED**

  
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Dennis Lever, Mayor

  
\_\_\_\_\_  
Karen Landry, CAO Clerk