



Fire & Rescue Committee Meeting
Wednesday November 20, 2013
1:00 pm
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT

Councillor Schmidt, Chair
Councillor Stokley
Josh Shepherd, Fire Association representative
Steven Goode, Deputy Fire Chief
Robert Gordon, Fire Chief

TOWNSHIP STAFF & OTHERS

John Uptegrove
Councillor Roth
Karen Landry, CAO/Clerk

1. **CALL TO ORDER**

The meeting was called to order at 1:00 pm.

2. **DISCLOSURE OF PECUNIARY INTEREST**

None.

3. **APPROVAL OF MINUTES**

Moved by Councillor Stokley, Seconded by Steven Goode **FIR-2013-011**
THAT the amended Fire and Rescue Committee minutes dated September 18,
2013 be approved.

CARRIED

4. **CLOSED MEETING**

None.

5. **DELEGATIONS/PRESENTATIONS**

None



6. **REGULAR BUSINESS**

1. Report FIR-2013-002 Puslinch Township West End Fire Protection 2013
Response Trial Outcomes

Steve Goode reviewed the results of the West End Fire Protection 2013

Response trial outcomes specifically outlining:

- Response times from receipt of 911 call to Enroute
- Response times Enroute to On Scene
- Response times from receipt of 911 call to On Scene
- Response times for second unit from receipt of 911 call to On Scene
- Response times of 911 call to On Scene 90th Percentile
- Measuring Operational Performance
- Comparison of all zones – Response times from receipt of 911 call to On Scene
- Geographical West End Zone On Scene Response Time Comparison
- Test Trial outcomes summary

Moved by Councillor Stokley, Seconded by Steve Goode **FIR-2013-012**

THAT the FIR-2013-002 Puslinch Township West End Fire Protection Report be received; and

THAT the Committee supports the Response Trial Outcome data being used in the formulation of a Master Fire Plan for Puslinch Fire and rescue Service which has been included in the 2014 Budget.

CARRIED



2. Fireworks By-Law – Update

Karen Landry advised that the public meeting to obtain input from the public on the proposed fireworks by-law was held on November 6, 2013. The next steps are for staff to prepare a report outlining and responding to the input received at the public meeting.

The Committee requested that the report be considered at a Committee meeting prior to it proceeding to Council, and that the interested parties on this matter be advised of the date that the Committee will consider the report. Staff will target having the report listed on a Committee agenda in early 2014.

3. Open Air Burning By-Law Review

Karen Landry advised that a few minor changes still needed to be made to the draft by-law to address matters such as camp fires, and an exemption provision for the Township Public Works and Parks department and the deletion of clause 8(3).

Staff will make the following changes and prepare a report for consideration by the Committee that will recommend that Council direct staff to proceed with holding a public meeting to obtain input on the draft by-law. Staff will target having the report listed on a Committee agenda in early 2014.

4. Draft Automatic Aid Agreement, Guelph

Moved by Councillor Stokley, Seconded by Councillor Schmidt **FIR-2013-013**
THAT the Committee hereby recommends that Council authorize the entering into of an Automatic Aid Agreement with the City of Guelph.

CARRIED



5. Budget Update

Karen Landry advised that the capital budget for Fire and Rescue Services will be considered by Council at its capital Budget meeting scheduled for December 3, 2013.

6. Future Initiatives Update

Steve Goode reported there have been 12 mutual aid incidents responded to this year. Steve Goode noted that the capital budget includes a request to acquire an interface for the communications equipment to facilitate communications with all Fire Departments including the City of Guelph.

7. Response Activity Report – September, October 2013

Moved by Councillor Stokley Seconded by Steve Goode **FIR-2013-014**
THAT the Response Activity Reports – September and October 2013 be received.

CARRIED

8. Budget review – September, October 2013

Moved by Councillor Stokley Seconded by Councillor Schmidt **FIR-2013-015**
THAT the Budget review – September and October 2013 be received.

CARRIED



9. Firefighters' Association Report

John Uptegrove advised the committee of the kids Christmas party.

John Uptegrove indicated that approximately \$6500.00 was raised for Muscular Dystrophy during the boot drive.

Josh Shepherd reported the Firefighters will be participating in the Santa Claus Parade in Puslinch and also the Rockwood Festival Parade of Lights.

Josh Shepherd and Chief Gordon advised that the annual Beef on a Bun for Firefighters and Council is on December 18, 2013.

10. Training Update

Josh Shepherd advised that the Wellington County Training Officer is coordinating County wide training for new recruits. A component of the program will commence in April and includes on-line training.

John Uptegrove distributed information to the Committee members outlining statistics on training from January to November including:

- Total training hours of 3397
- Total training days of 425
- Average training day per firefighter is 11.5 for the year

Public Education

The Committee members discussed the importance of communicating through an annual report to council information on the public education events that are attended by the Firefighters.



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Steve Goode updated the Committee on proposed changes to the legislation regarding carbon monoxide detectors, and the potential impact of the legislation regarding the retrofitting of retirement homes with automatic sprinklers on a facility in Puslinch.

Tender

Steve Goode advised that the tender for the Supply, delivery & installation of One (1) – Breathing Air Compressor and Two (2) 6,000 PSI Storage Cylinders will be opened on November 21, 2013 at 2:00pm.

Fire Extinguisher

Councillor Schmidt inquired if Fire and Rescue Services provides the service of checking fire extinguishers for residents. Chief Gordon advised that they do not and indicated that if the fire extinguisher is over 10 years he recommends replacing it with a new one.

Retirements

The retirement celebration for Chief Gordon and Don Stewart will be held on February 2, 2014.

7. **ADJOURNMENT**

The meeting adjourned at 2:43 pm.



10(b)

Planning Advisory Committee Meeting
Monday December 16, 2013
7:30 pm
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT

Councillor Stokley, Chair
Robin Wayne
John Sepulis
Marilyn Fisher
Brian Cowan

MEMBERS ABSENT

Councillor Roth
Lorne Wallace

OTHERS IN ATTENDANCE

Dennis Lever, Mayor
Karen Landry, CAO/Clerk
Aldo Salis, County of Wellington

1. CALL TO ORDER

The meeting was called to order at 7:30 pm.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. APPROVAL OF MINUTES

Moved by John Sepulis and Seconded by Robin Wayne.

That the minutes of the Fifth Regular 2013 Planning Advisory Committee Meeting dated October 28, 2013 be and are hereby adopted as presented.

CARRIED.

4. DELEGATIONS/PRESENTATIONS

None.

5. REGULAR BUSINESS

1. Zoning By-law Amendment Matters

- A. Cox Construction Ltd. – 6803 Laird Road – Part of Lot 13, Concession 4 – ZBA #P1/2012
- (i) The Chair advised the public meeting is to be held on January 15, 2014 at 7:00 pm at the Puslinch Community Centre.

- B.** R &C Job Holdings (Ren's Pet Depot) – Part of Lot 20, Concession 7 – ZBA #P4/2013 (Related File: County Official Plan Amendment #OP-2012-05)

Karen Landry, CAO/Clerk indicated a public meeting was held on October 23, 2013 and that the Township is waiting for a response by the Planning consultant to the concerns that were raised.

- C.** Barry Lee – 7751 Maltby Road – Lot 16, Concession 10 – ZBA #P4/2013
(i) Notice of Passing of Zoning By-law 65/13

Karen Landry, CAO/Clerk advised no appeals were received.

- D.** Mini Lakes Resident's Association – 7541 Wellington Rd 34 – Part Lot 21 & 22, Concession 8 – ZBA #P6/2013
(i) Notice of Council's intention to remove holding symbol

Karen Landry, CAO/Clerk stated this matter will be considered by Council at the January 8, 2014 meeting.

2. Committee of Adjustment Matters

- A.** Jason Kenel and B.Patricia Ross – 7391 Concession 1 – Part Lot 35, Gore Concession - #A12/2013

(i) Notice of Public Hearing advises the Township will hear the application on December 10, 2013.

(ii) A letter from the County of Wellington dated November 27, 2013 advises there are no concerns with the relief requested provided that the committee is satisfied that the septic system is not impacted.

Councillor Stokley noted the Committee of Adjustment granted the requested variance.

3. County of Wellington Land Division Committee

- A.** Lena Trinchini – Part Lot 30, Gore Concession - #B40/13
(i) A notice of decision was issued by the County which is subject to 9 conditions of approval.

Karen Landry, CAO/Clerk advised that the correspondence received from the County of Wellington on December 16, 2013 indicated no appeals were filed.

- B.** Edward Luck Limited – Part Lot 31, Gore Concession - #B56/13
(i) A notice of decision was issued by the County which is subject to 9 conditions of approval.

Karen Landry, CAO/Clerk advised that the correspondence received from the County of Wellington on December 16, 2013 indicated no appeals were filed.

- C.** Lino & Rina Trevisan – Part Lot 10, Concession 11 - #B112/13
(i) A notice of decision was issued by the County which is subject to 7 conditions of approval.

Karen Landry, CAO/Clerk advised that the correspondence received from the County of Wellington on December 16, 2013 indicated no appeals were filed.

- D.** William Harrison – Part Lot 15, Concession 9 - #B119/13

No concerns were expressed with regard to this application.

- E.** Lorne Wallace - Part Lot 4, Registered Plan 386 – #B126/13.

- (i) A letter from the Grand River Conservation Authority dated November 14, 2013 advises the GRCA has no objections to the proposed severance/lot line adjustment.

The committee expressed no concerns.

- F. L E L Farms Limited – Part Lot 7, Concession 4 - #B133/13**
 (i) A letter from the Grand River Conservation Authority dated December 3, 2013 advises that the GRCA does not object to the consent application as proposed.

Comments with regard to suitability of a severance in the Prime Agricultural area were submitted to the County.

Moved by Marilyn Fisher and Seconded by Brian Cowan.

That the Planning Advisory Committee does not support application #B133/13 and #B134/13 as each parcel of land should have separate services not shared services through the creation of an easement (utilities and driveway entrance) and fragmentation of Primary Agriculture lands

- G. L E L Farms Limited – Part Lot 7, Concession 4- #B134/13**

See Item 5(3)(f).

- H. William Harrison – Part Lot 15, Concession 9 - #B135/13**

No concerns were expressed with regard to this application.

- I. Calvary Baptist Church – Lots 9-21, Plan 131 - #B137/13**
 (i) A letter from the Grand River Conservation Authority dated December 2, 2013 states the GRCA does not object to the consent application as proposed.

Members of the Committee discussed potential zoning implications but had no concerns regarding the application.

6. CLOSED MEETING

None.

7. FUTURE MEETINGS

Councillor Stokley thanked Brian Cowan for his service on the committee.

1. The 2014 committee schedule was approved with the deletion of the October 27, 2014 meeting.

8. AJOURNMENT

The meeting adjourned at 8:00 pm.



10667
Puslinch Recreation Committee
Tuesday December 17, 2013
7:00 p.m.
Council Chambers, Aberfoyle

MINUTES

MEMBERS PRESENT

Councillor Susan Fielding, Chair
Councillor Jerry Schmidt
Tom Jefferson
June Williams
Margaret Hauwert
Cameron Tuck
Daina Makinson

MEMBERS ABSENT

TOWNSHIP STAFF

Donna Tremblay, Deputy Clerk
Don Creed, Director of Public Works and Parks
Erin Wallace, Recreation Administrative Assistant

OTHERS PRESENT

Mayor Dennis Lever

1. CALL TO ORDER

The meeting was called to order at 7:04 p.m.

2. DISCLOSURE OF PECUNIARY INTEREST

None.

3. APPROVAL OF MINUTES

Moved by Tom Jefferson and Seconded by Margaret Hauwert REC-2013-031
The Minutes of the Recreation Committee meeting dated November 19, 2013 be received.

CARRIED

4. **DELEGATION** – Ken Williams, Optimist Club Winter Classic Family Day Event
Mr. Williams, Puslinch Optimist Club Member made a presentation to the committee regarding the club's request to have the rental fees waived for the February 2014 Winter Classic Hockey Tournament. Mr. Williams advised the committee, that this year there will be more costs involved due to it not being a fundraiser. The money that will be raised from the hockey tournament will pay for the family day event on Monday February 17, 2014 and all the costs. This would be a free community event.

Mr. Williams, requested that the committee consider a recommendation to Township Council to waive the rental fees for the Arena and Gym for February 15 and 16, 2014 and the rental fees for the Puslinch Baseball diamond, arena and gym for February 17, 2014.

The committee approved a recommendation to Council that the requested fees be waived.

5. **REGULAR BUSINESS**

1. **Washroom Addition**

Ms. Hauwert requested from staff an update on the washroom addition. Donna Tremblay, Deputy Clerk advised the committee that the outstanding work included the additional strapping of the ceiling, grout replacement in the men's washroom and the addition of a motion sensor for the lights in the storage room. Ms. Tremblay advised that the accessible washroom door lock is in working order.

2. **Phone App for Township**

Mr. Cameron Tuck advised the committee on the capabilities of two phone applications and how they would assist the Township. Mr. Tuck advised the committee that this app could be used to notify the community of upcoming events, bulletins and other information easily and affectively. Mr. Tuck explained that citizens can choose to subscribe to the app and decide what notifications they receive. This app would enable the Township to reach demographics that are not currently accessible. Costs for the app would depend on the capabilities. Ms. Tremblay advised the committee that the request for proposal for the Township's website design would be released in January 2014 and that this information could be included in the proposal.

The committee expressed interest in the app and requested that staff look into the phone applications.

3. **Hardwood Floor Update**

Ms. Hauwert requested an update from staff on the hardwood floor. Ms. Tremblay advised the committee that the specs for the request for quotation will be completed in January and it is anticipated that the RFQ will be distributed in early January. The request for proposal will include the cost for replacement, repair and refinish of the hardwood flooring and the replacement of the carpet on the stage, and all baseboards in the Archie Macrobbie Room.

The committee inquired about the recent moisture testing, Ms. Tremblay advised that the results from the moisture test indicated that the moisture content was extremely high. The company that conducted the testing is to provide recommendations that will be used in development of the RFQ. Ms. Tremblay advised the committee that it has been recommended that a commercial dehumidifier be installed at the Community Centre for use during high periods of humidity. Ms. Tremblay advised that the moisture testing company will return after the holidays to perform follow up readings of moisture levels.

4. Optimist Recreation Bookings – Free Skate Schedule Update

Mrs. Hauwert requested an update from staff on the changes made to the free skate schedule. Miss Wallace advised the committee that the Kids Free Skate was extended from 3:00pm – 4:00pm Monday to Friday to 3:00pm – 5:00pm Monday to Friday. On Saturdays and Sundays that did not have bookings already in place free skate would be offered from 2:00pm – 4:00pm to make it accessible to all community members. The days where bookings have already been scheduled, free skate would be offered at different times.

5. Cenotaph – Update

Ms. Hauwert requested an update from staff on the Cenotaph. Ms. Tremblay advised the committee that in staff will be meeting in early 2014 to discuss next steps in the project and will continue to update the committee.

6. Trophy Case

Ms. Hauwert requested of staff an update on the trophy case. Ms. Tremblay advised the committee that glass doors have been reinstalled and that staff will be requesting direction from committee regarding which of the trophies and plaques will be replaced in the case. Ms. Daina Makinson advised the committee that a list of the located trophies will be provided to staff in January, 2014.

7. Puslinch Community Centre Cloakroom

The committee requested of staff as to when repairs to the cloakroom would be made. Ms. Tremblay advised the committee that it is anticipated that repairs to the cloakroom will be made at the time the cupboard and storage works are conducted.

8. Community Centre Grounds – Pet Signage

The committee reviewed the list of pet signage signs.

6. FINANCIAL REPORTS

1. Expenses

(a) November 2013 – Puslinch Community Centre

Moved by Margaret Hauwert and Seconded by Jerry Schmidt REC-2013-033

That the November 2013 Puslinch Community Centre Statement of Expenses be received.

CARRIED

(b) November 2013 – Optimist Recreation Centre

Moved by Cameron Tuck and Seconded by Daina Makinson REC-2013-034

That the October 2013 Optimist Recreation Statement of Expenses be received.

CARRIED

2. Revenue Summaries

(a) November 2013 - Community Centre Rental Report

Moved by Tom Jefferson and Seconded by Margaret Hauwert REC-2013-035

That the November 2013, Puslinch Community Centre Rental Report be received.

CARRIED

(b) Yearly Revenue Comparison – Puslinch Community Centre

Moved by Cameron Tuck and Seconded by June Williams REC-2013-036

That the November 2013, Puslinch Community Centre Yearly Revenue Report be received.

CARRIED

(c) November 2013 - Optimist Recreational Centre Rental Report

Moved by Jerry Schmidt and Seconded by Margaret Hauwert REC-2013-037

That the November 2013, Optimist Recreation Centre Rental Report be received.

CARRIED

(d) 2013 Monthly Revenue Comparison – Optimist Recreation Centre

Moved by June Williams and Seconded by Daina Makinson REC-2013-038

That the November 2013, Optimist Recreation Centre Monthly Revenue Comparison Report be received.

CARRIED

7. CLOSED MEETING

None.

8. ADJOURNMENT

Moved by Cameron Tuck and Seconded by Daina Makinson REC-2013-039

The Recreation Committee meeting hereby adjourns at 7:55 p.m.

CARRIED