



MINUTES

DATE: October 28, 2020

REGULAR MEETING: 9:00 A.M.

The October 28, 2020 Capital Budget Meeting was held on the above date and called to order at 9:00 a.m. via electronic participation.

1. **CALL THE MEETING TO ORDER**

2. **ROLL CALL**

ATTENDANCE:

Councillor Sara Bailey
Councillor Matthew Bulmer
Councillor Jessica Goyda
Councillor John Sepulis
Mayor James Seeley

STAFF IN ATTENDANCE:

1. Glenn Schwendinger, CAO/Clerk
2. Mike Fowler, Director of Public Works, Parks and Facilities
3. Mary Hasan, Director of Finance/Treasurer
4. Courtenay Hoytfox, Deputy Clerk
5. Luis Gomes, Fire Chief
6. Gerald Moore, Chief Building Official

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2020-310:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That Council approves the October 28, 2020 Capital Budget Agenda as circulated.

CARRIED

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

None

6. **REPORTS:**

9.2 Finance Department

9.2.1 Report FIN-2020-037 – 2021 Proposed Capital Budget

Resolution No. 2020-311:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report FIN-2020-037 regarding the 2021 Proposed Capital Budget be received; and

That Council approves funding of \$114,300 to be allocated to the Gravel Roads Improvement Discretionary Reserve on a yearly basis; and

That staff report back on the tax levy impact associated with incrementally increasing the contribution to the Gravel Roads Improvement Discretionary Reserve by \$114,300 or \$57,150 on a yearly basis; and

That the previous amounts budgeted in 2018 for a Municipal Class Environmental Assessment – Municipal Water and Wastewater of \$87,500 be reallocated to reduce the 2021 capital tax levy; and

That the previous amounts budgeted in 2018 and 2019 related to New Flooring in the Municipal Office no longer be funded until such time as a Space Needs Analysis is completed for the Municipal Office.

CARRIED

DISCUSSION:

6.1.1 Mary Hasan, Director of Finance/Treasurer, to provide an overview of the report on pages 3-14

6.1.2 Mary Hasan, Director of Finance/Treasurer, to provide an overview of the Capital Carry Forward Plan Summaries – 2018-2020 on pages 15-18

6.1.3 Glenn Schwendinger, CAO/Clerk, to provide an overview of the Space Needs Analysis on page 19

Space Needs Analysis

Council directed staff that a placeholder be added for the actual renovation work for the Municipal Office for the next budget meeting.

6.1.4 Luis Gomes, Fire Chief, to provide an overview of the Fire and Rescue Services 2021 Capital Budget Sheets on pages 21-24

Apparatus Tires

Council directed staff to send the National Fire Protection Association Standard on tire replacements to all of Council; and

Council directed staff to continue to keep the Fire & Rescue Services tire replacements in the Capital Budget to be funded by the Asset Management Discretionary Reserve.

6.1.5 Mary Hasan, Director of Finance/Treasurer & Courtenay Hoytfox, Deputy Clerk, to provide an overview of the Corporate 2021 Capital Budget Sheets on pages 25-30

6.1.6 Mike Fowler, Director of Public Works, Parks & Facilities, to provide an overview of Parks 2021 Capital Budget Sheets on pages 31-37

Replacement of Badenoch Soccer Field: 3 Seat Bleacher

Council directed staff to determine whether the option of repurposing the current bleachers at the Badenoch Soccer Field is viable and that staff report back on this option.

6.1.7 Mike Fowler, Director of Public Works, Parks & Facilities, to provide an overview of Puslinch Community Centre 2021 Capital Budget Sheets on pages 38-39

Kitchen Renovation including Kitchen Washroom

Council directed staff to determine whether as part of the Puslinch Community Centre Kitchen and Washroom Renovation project a drinking water fountain can be incorporated; and

Council directed staff to report back on a proposal to modernize the banquet facilities of the Puslinch Community Centre (ie. to modernize the front-end of the facility, ceiling tiles, etc.).

6.1.8 Mike Fowler, Director of Public Works, Parks & Facilities, to provide an overview of Public Works 2021 Capital Budget Sheets on pages 40-64

Pick-up Truck Director – ½ Ton

Resolution No. 2020-312:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Council direct staff to determine whether a ¾ tonne pickup truck can be purchased jointly with the County or other lower tier municipalities through a pre-budget approval should an opportunity be presented through joint purchasing.

CARRIED

Council recessed from 11:26am to 11:34 am

Roll Call

Councillor Sara Bailey

Councillor Matthew Bulmer

Councillor Jessica Goyda

Councillor John Sepulis

Mayor James Seeley

McLean Road West – Pulverize and Repave

Council directed staff to track the additional costs associated with the McLean Road West - County Road 46 (Brock Road) to Concession 7 project as it relates to the additional overtime costs for the workers and that appropriate notice is provided to ensure businesses are not impacted by the construction.

Carroll Pond & Lesic Jassal Municipal Drain – Closed Circuit Television Inspection

Council directed staff to determine whether the Township has a cost sharing agreement with the County of Wellington for the Carrol Pond Municipal Drain for the maintenance of the drain including completion of inspections (ie. Closed Circuit Television Inspections).

Hume Road Railway Crossing Upgrades

Council directed staff to provide correspondence to the City of Guelph to determine whether the Township's contribution can be reduced to 25% of the total cost of the project related to Hume Road railway crossing to an amount of \$40,000; and

Council directed staff to confirm that the Transport Canada Agency Regulations related to cost sharing of railway projects apply to municipally owned railways.

Transportation Master Plan including Condition Index Updates

Council directed staff to ensure that the results of the Gravel Roads Study including the assessment of the prioritization of repaving of gravel roads are incorporated in the Transportation Master Plan.

6.1.9 Capital Plan Summaries – 2022- 2030 All Staff available to answer Council questions pages 65- 83

Council directed staff to look into the roads repaving project identified as Watson Road South - County Road 37 (Arnell Road) to Maltby Road East - Asset No. 139 and 140 in the year 2024 as it is noted twice in the Capital Plan Summary.



6.1.10 Projects by Year – 2018- 2030 All Staff available to answer Council questions pages 84-96

6.1.11 Equipment Replacement Schedule – 2021-2040 All Staff available to answer Council questions page 97

6.1.12.1 Mary Hasan, Director of Finance/Treasurer - Capital Summary Funding Sources by Year page 98

6.1.12.2 Mary Hasan, Director of Finance/Treasurer - 2021 Proposed Capital Budget compared to previous approved budgets page 99-100

6.1.12 Mary Hasan, Director of Finance/Treasurer - 2021 Proposed 10 Year Plan compared to previous 10 year plans pages 101-102

7. CONFIRMATORY BY-LAW:

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

Resolution No. 2020-313:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

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

By-Law 2020-050 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 28 day of October 2020.

CARRIED

8. ADJOURNMENT:

Resolution No. 2020-314:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That Council hereby adjourns at 1:32 p.m.

CARRIED

James Seeley, Mayor

Glenn Schwendinger, CAO/Clerk