



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
TWENTIETH REGULAR 2013 COUNCIL MEETING

MINUTES

DATE: Wednesday, October 16, 2013

TIME: 5:30 P.M.

The Twentieth Regular 2013 Council Meeting was held on the above date and called to order at 5:30 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

Mayor Dennis Lever
Councillor Susan Fielding
Councillor Ken Roth
Councillor Jerry Schmidt - absent
Councillor Wayne Stokley

STAFF IN ATTENDANCE:

1. Donna Tremblay, Deputy Clerk
2. Don Creed, Director Public Works and Parks
3. Karen Landry, CAO/Clerk

OTHERS IN ATTENDANCE

1. Kathy White
2. Helen Purdy
3. Bev Wozniak
4. Laura Murr
5. James Allen
6. Jayne Mallin
7. Karen Lever
8. Aldo Salis

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

Councillor Fielding disclosed a pecuniary interest with respect to Item number 6.14 - Highway 6 Economic Development Study, as a family member of Councillor Fielding owns property in the area. Councillor Fielding left the Council Table and did not partake in any discussion or voting on the matters.

3. **ADOPTION OF THE MINUTES:**

Resolution No. 2013-246: Moved by Councillor Stokley and
Seconded by Councillor Fielding

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

- Special Council Meeting – September 27, 2013
- Special Closed Council Meeting – September 27, 2013
- Council Meeting October 2, 2013
- Closed Council October 2, 2013

CARRIED



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

Puslinch Community Trail – Trail Walk – October 2, 2013

Councillor Stokley inquired of Council as to what the next steps would be in moving forward with the proposed trail. Mayor Lever advised Council that the result of the trail walk was that the Township's consultant Mr. Scheifele was to remark some areas of the trail location and obtain an updated plan.

Karen Landry, CAO/Clerk advised Council that the Township's consultant is to provide a revised cost estimate based on an updated plan and this will be included in the Township's upcoming budget process.

Councillor Stokley inquired as to whether a Public Meeting or Open House could be held so that the public can have an opportunity to see the proposed locations and also create a more visual area for the public's viewing.

Karen Landry CAO/Clerk, advised Council that an Open House could be arranged and that she would speak to the Director of Public Works and Parks about clearing out a visual area for the public.

Drainage Issue Wellington Road 32/Townline Road

Councillor Stokley advised Council that given that there has been limited information provided to the Township on this project, that he has made a request of the CAO/Clerk to request the Township's consultant to report on the details with respect to this project. Karen Landry CAO/Clerk advised that the Township's Consultant, Stan Denhoed, has been contacted and will be preparing a report.

5. **PUBLIC MEETINGS:**

1. **Zoning By-law Amendment Application D14-LEE – Barry and Jane Lee**

a) Notice of Public Meeting.

***see Public Meeting Minutes dated October 16, 2013.**

2. **Zoning By-law Amendment Application D14-COX Cox Construction Limited.**

a) Notice of Public Meeting.

*** see Public Meeting Minutes dated October 16, 2013.**

6. **COMMUNICATIONS:**

1. **Zoning By-Law Amendment Application – D14-LEE – Barry and Jane Lee**

(a) Correspondence from Aldo Salis, Manager of Development Planning, County of Wellington to the Township of Puslinch with respect to Proposed Zoning By-Law Amendment #P4/2013 Barry and Jane Lee dated October 7, 2013.



2. **Zoning By-Law Amendment Application – D14-COX – Cox Construction Limited**

- (a) Correspondence from Aldo Salis, Manager of Development Planning, County of Wellington to the Township of Puslinch with respect to Proposed Zoning By-Law Amendment #P1/2012 Cox Construction Limited dated October 7, 2013.

3. **Mill Creek Pit Licence No. 5738**

- (a) Correspondence from Harden Environmental to Township of Puslinch regarding Review of 2012 Mill Creek Aggregates Pit Report dated July 16, 2013;
- (b) Correspondence from Dufferin Aggregates to the Ministry of Natural Resources regarding 2013 Compliance Assessment Report for Mill Creek Pit.

Karen Landry, CAO/Clerk advised Council that the report referred to in Harden Environmental report dated July 16, 2013, was not included in the Council package, as an electronic copy of the report was provided directly to Mr. Denhoed for his review. Ms. Landry advised Council that Mr. Denhoed has advised staff that he will provide the Township with a copy of the report along with a revised copy of his letter dated July 16, 2013, and this information will be included on a future Council Agenda.

4. **Aberfoyle Pit 1, Licence No. 5483**
Aberfoyle Pit 2, Licence No. 5609

- a) Correspondence from Dufferin Aggregates to the Ministry of Natural Resources regarding 2013 Compliance Assessment Reports for Aberfoyle Pit #1, Licence #5483 and Aberfoyle Pit #2, Licence #5609.

5. **Puslinch Pit Licence No. 17600**

- a) Correspondence from Groundwater Science Corp to CBM regarding August 2013 Groundwater Monitoring Report dated September 11, 2013.

The Township's consultant has advised that he has no concerns with the information provided.

6. **Preston Sand and Gravel Company Limited**

- (a) **Licence No. 5654 (Martini Pit)**

Correspondence from Robert Gibson Consulting Service Inc. to the Ministry of Natural Resources regarding the Annual Compliance Assessment Report for 2013 dated September 25, 2013.

- (b) **Licence No. 5610 (Philips Pit)**

Correspondence from Robert Gibson Consulting Services Inc. to the Ministry of Natural Resources regarding the Annual Compliance Assessment Report for 2013 dated September 25, 2013

7. **McKenzie Brothers (Guelph) Limited**

- (a) **Licence No. 15338**

Correspondence from Robert Gibson Consulting Services Inc. to the Ministry of Natural Resources regarding the Annual Compliance Assessment Report for 2013 dated September 25, 2013.



(b) **Licence No. 5709**

Correspondence from Robert Gibson Consulting Services Inc. to the Ministry of Natural Resources regarding the Annual Compliance Assessment Report for 2013 dated September 25, 2013.

8. CBM Neubauer Pit – Licence No. 625284

- (a) Correspondence from Harden Environmental Services Ltd. to the Township of Puslinch dated July 25, 2013, regarding review of Groundwater Science Corp. 2012 Groundwater Monitoring Summary of CBM Neubauer Pit dated January 16, 2013.
- (b) Correspondence from Groundwater Science Corp. to CBM Aggregates regarding 2012 Groundwater Monitoring Summary, CBM Neubauer Pit, Licence No. 625248 dated January 16, 2013.

9. Lafarge Canada Inc.

- (a) Licensees Compliance Assessment Reports for the following Pit Licences Nos.:
 - i. 5514 (Guelph Plant)
 - ii. 10671 (McMillian Pit)

10. Cox Construction Ltd.

- (a) Licensees Compliance Assessment Reports for the following Pit Licences Nos.:
 - i. 5710, Lot 9 to 13, Concession 4
 - ii. 20212, Lot 8 to 10 , Concession 4
 - iii. 20749 (Nigro)
 - iv. 624889, Lot 13, Concession 4

11. St. Marys Cement Inc. (Canada)

- (a) Licensees Compliance Assessment Reports for the following Pit Licences Nos.:
 - i. 5497 (McNally Pit)
 - ii. 5520 (Aberfoyle Pit)
 - iii. 5531 (Edgington 1 Pit)
 - iv. 5734 (Edgington 2 Pit)
 - v. 5737 (McMillian Pit)
 - vi. 5563 (Coburn Pit)
 - vii. 17600, Part Lot 26, Concession 1
 - viii. 48576 (Tikal)
 - ix. 129817 (Mast-Snyder)
 - x. 624864 (McNally East)
 - xi. 624952 (Lanci)
 - xii. 625189, Part Lots 1 & 2, Concession 3 & 4
 - xiii. 625284 (Neubauer Pit)

12. Notice of Study Commencement – Highway 6 Rehabilitation from Highway 401 to Clair Road

- (a) Correspondence from the Ministry of Transportation to the Township of Puslinch regarding Notice of Study Commencement, Highway 6 Rehabilitation from Highway 401 to Clair Road, Pavement Resurfacing and Drainage Improvements, detailed design and Class Environmental Assessment Study dated September 27, 2013.



13. **QPA Solar Inc.**

- (a) Correspondence from Marjan Stosic, President, QPA Solar Inc. to the Township of Puslinch regarding renewal of Municipal Council Support Resolution for Solar PV Systems dated September 24, 2013.

Resolution No. 2013-247: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That the correspondence from Marjan Stosic, President, QPA Solar Inc. to the Township of Puslinch regarding renewal of the Municipal Council Support Resolution for Solar PV Systems dated September 24, 2013 be received.

CARRIED.

Resolution No. 2013-248: Moved by Councillor Fielding and
Seconded by Councillor Stokley

WHEREAS the Province's FIT program encourages the construction and operation of roof top solar PV and ground mount solar PV generation projects (the "Projects");

AND WHEREAS one or more Projects may be constructed and operated in the Township of Puslinch;

AND WHEREAS, pursuant to FIT Rules, Version 3.0, Applications whose Projects receive the formal support of Local Municipalities will be awarded Priority Points, which may result in these Applicants being offered a FIT Contract prior to other persons applying for FIT Contracts;

NOW THEREFORE be it resolved that Council of the Township of Puslinch supports the construction and operation of the Projects anywhere in the Township of Puslinch; and

Further that this resolution's sole purpose is to enable the participants in the FIT Program to receive Priority Points under the FIT Program and may not be used for the purpose of any other form of municipal approval in relation to the Application or Projects or any other purpose; and

Further that this resolution shall expire on October 16, 2014.

CARRIED

14. **Highway 6 Economic Study**

***refer to item 2(1) regarding Disclosure of Pecuniary Interest-Councillor Fielding.**

- (a) Correspondence from Sandra Solomon to Township of Puslinch dated October 10, 2013.

15. **Small Rural and Northern Municipal Infrastructure Fund**

- (a) Correspondence from Ministry of Rural Affairs to the Township of Puslinch dated October 4, 2013
(b) Small Rural and Northern Municipal Infrastructure Fund – Capital Program – Expression of Interest
(c) Draft Council Resolution



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Resolution No. 2013-249: Moved by Councillor Stokley and
Seconded by Councillor Fielding

Whereas the Ontario Government announced for the 2013/2014 fiscal year, the Small Rural and Northern Municipal Infrastructure Fund which is designed to help municipalities address roads, bridges and other critical infrastructure; and

Whereas the deadline for submitting an Expression of Interest is November 1, 2013; and

Whereas projects must be critical in that their primary objective must be to address urgent public health and safety issues or maintain public health and safety over the long-term; and

Whereas road, bridge, water and wastewater (includes both sanitary and storm water) capital projects are eligible; and

Whereas applicants must have a comprehensive Asset Management Plan completed by December 31, 2013, that identifies the proposed project as a priority; and

Whereas applicants are encouraged to consider renewal, rehabilitation and replacement projects before expansion projects; and

Whereas the Township anticipates completion of its Assessment Management Plan by December 31, 2013; and

Whereas a 2013 Ontario Structure Inspection Manual report identifies French's Bridge with the following performance deficiencies:

- a) approaches- rough riding surface;
- b) embankments and streams – unstable embankments;
- c) barriers, posts, signs and hand railings – pedestrian and vehicular hazard; and

Whereas the Township's consultant has advised that the Township's Asset Management Plan identifies French's Bridge as a priority project; and

Whereas French's Bridge was identified as a capital project in the 2014 Capital Budget forecast; and

Whereas the submission process requires Council through resolution to declare and certify that:

- The information in the Expression of Interest is factually accurate; and
- That the municipality has a comprehensive Asset Management Plan that includes all of the information and analysis described in the Building Together Guide for Municipal Asset Management Plans in place or will have one in place by December 31, 2013; and
- The comprehensive Asset Management Plan will be publicly available, including online by May 30, 2014; and
- The project put forward in this application will be completed by December 31, 2015.

Now therefore be it resolved that the Township of Puslinch hereby directs staff to file an Expression of Interest under the Small Rural & Northern Municipal Infrastructure Fund for the French's Bridge project for an estimated project cost of \$134,577.60; and



Whereas Council hereby declares and certifies that the:

- information in the Expression of Interest is factually accurate; and
- Township will have completed its Asset Management Plan in accordance with the Building Together Guide for Municipal Asset Management Plans by December 31, 2013; and
- Comprehensive Asset Management Plan will be publicly available including online by May 30, 2014; and
- Project will be completed by December 31, 2015.

CARRIED

16. Intergovernmental Affairs

- a) Various correspondences for review.

I.G. #3 – Smoke Free Outdoor Spaces

Councillor Fielding requested of Staff as to whether the Township's By-Law Officer would be able to work on a Plan for Smoke Free Outdoor Spaces in the Township. Karen Landry, CAO/Clerk advised Council that staff could contact the County of Wellington to see if they are working on a policy for the County of Wellington and suggestions on the next steps.

I.G. #4 – Halton-Hamilton Source Protection Committee

Councillor Fielding advised Council that Peter Ashenhurst will be Acting Chair for the Committee until the Province appoints a new Chair in 2014.

Resolution No. 2013-250: Moved by Councillor Fielding and
Seconded by Councillor Stokley

That the correspondence items listed on the Council agenda from the October 16, 2013 Council meeting be received.

CARRIED

7. DELEGATIONS

1. Mr. Dave Belanger, Water Supply Program Manager, City of Guelph regarding City of Guelph Water Supply Master Plan.

City of Guelph Councillor, Lee-Ann Piper gave an introduction of the individuals from the City of Guelph who were attending the presentation to Township Council these included Janet Laird, Executive Director, Planning, Building, Engineering and Environment, Peter Busatto, General Manager, Water Services and Dave Belanger, Water Supply Program Manager.

Mr. Belanger gave a presentation to Council which included the key points of the Water Supply Master Plan Update. These key points included: Where does Guelph's water come from; How has the City progressed since the 2007 Water Supply Master Plan; Update on the current Master Plan and the next steps in the current project.



Resolution No. 2013-251: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That the delegation from Dave Belanger, Water Supply Program Manager, City of Guelph regarding City of Guelph Water Supply Master Plan be received.

CARRIED

8. **REPORTS:**

1. **Puslinch Fire and Rescue Services**

(a) Puslinch Fire and Rescue Services Response Report for September, 2013.

Resolution No. 2013-252: Moved by Councillor Roth and
Seconded by Councillor Stokley

That Council receive the Puslinch Fire and Rescue Services Response report for September 2013.

CARRIED

2. **Finance Department**

- (a) Financial Report as of September 30, 2013.
- (b) Statement of Expenditures for the period ending September 30, 2013.
- (c) Budget Report by Department as of September 30, 2013.
- (d) Budget Report as of September 30, 2013.

Mayor Lever requested an update from Ms. Landry CAO/Clerk on the preparation of departmental capital budgets. Ms. Landry advised that meetings have taken place with Department Heads on the preparation of their capital budgets. The November 13, 2013, Budget meeting will consist of presenting information on policy and presentation of budget information.

Resolution No. 2013-253: Moved by Councillor Fielding and
Seconded by Councillor Roth

That Council hereby receives the following reports as information:

- (a) Financial Report as of September 30, 2013.
- (b) Statement of Expenditures for the period ending September 30, 2013.
- (c) Budget Report by Department as of September 30, 2013.
- (d) Budget Report as of September 30, 2013.

CARRIED

3. **Planning and Building Department**

(a) Chief Building Official Report –September 2013.

Resolution No. 2013-254 Moved by Councillor Roth and
Seconded by Councillor Stokley

That Council receive the Chief Building Official Report for September, 2013

CARRIED



4. **Roads & Parks Department**

None.

5. **Administration Department**

(a) Report ADM-2013-007 – Records Retention By-Law

Karen Landry CAO/Clerk, provided council with an summary of the report including the TOMRMS system and how it will be applied to the Township's Records Retention by-law.

Resolution No. 2013-255: Moved by Councillor Fielding and
Seconded by Councillor Roth

That Report ADM-2013-007 regarding the Records Retention By-Law be received;
and

That Council authorize retaining an annual subscription service from the Information Professionals in the amount of approximately \$3,900.00 initially which includes a one day training session for all office staff and \$300.00 thereafter annually to be funded from the General Governance – Legal Services Account;

That Council enact a by-law to adopt Records Retention By-Law in accordance with Appendix "A" to Report ADM-2013-007, and repeal By-Law 30-1966

CARRIED

9. **NOTICE OF MOTION:**

None.

10. **COMMITTEE MINUTES**

None.

11. **MUNICIPAL ANNOUNCEMENTS**

Puslinch Lake Dredging Update

Councillor Stokley provided Council with an update on the dredging project including that the budgeted works have now been completed and works on cleaning out boat channels have been commenced. Councillor Stokley advised Council that the Puslinch Lake Association will be coming to Council at its meeting scheduled for November 16, 2013, to seek a grant from Council for the 2014 works.

Special Recreation Committee Meeting – Wednesday, October 23, 2013 at 5:00 p.m.

Councillor Fielding advised Council that at the Recreation Committee's meeting on October 17, 2013, that the Committee has scheduled a Special Meeting to consider the proposed fees for the Puslinch Community Center and Optimist Recreation Centre.

Guelph Water Supply Master Plan Update

Mayor Lever advised Council that he attended the City of Guelph's Open House on October 10, 2013.



In Motion Week Challenge- October 7-11, 2013

Mayor Lever advised Council that he was pleased with the participation in the In Motion Week Challenge and that the results of the challenge are not yet available.

12. CLOSED MEETING:

Council was in Closed session from 5:30 pm to 5:50 pm

Resolution 2013-256: Moved by Councillor Fielding and
Seconded by Councillor Roth

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

- (a) Confidential Report from Council regarding personal matters about an identifiable individual including municipal or local board employees – Chief Administrative Officer Performance Review.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation and 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 – Construction Lien.

CARRIED

Resolution 2013-257: Moved by Councillor Roth and
Seconded by Councillor Stokley

That Council move into open session.

CARRIED

12. (a) Confidential Report from Council regarding personal matters about an identifiable individual including municipal or local board employees – Chief Administrative Officer Performance Review.

Resolution 2013-258: Moved by Councillor Roth and
Seconded by Councillor Stokley

That the Confidential Report regarding personal matters about an identifiable individual including municipal or local board employees – Chief Administrative Officer Performance Review be received.

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 – Construction Lien.

Resolution 2013-259: Moved by Councillor Stokley and
Seconded by Councillor Fielding

That Council receive the Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding litigation or potential litigation, including matters before administrative



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tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Construction Lien.

CARRIED

13. UNFINISHED BUSINESS:

None.

14. BY-LAWS:

Resolution 2013-260: Moved by Councillor Roth and
Seconded by Councillor Fielding

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

- By-Law **64/13** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 16th day of October, 2013.


CARRIED

15. ADJOURNMENT:


Resolution No. 2013-261: Moved by Councillor Stokley and
Seconded by Councillor Roth

That Council hereby adjourns at 9:06 p.m.

CARRIED



Dennis Lever, Mayor



Karen Landry, CAO/Clerk