



**MINUTES**

**DATE:** Wednesday, July 16, 2014

**TIME:** 6:30 P.M.

The July 16, 2014 Regular Council Meeting was held on the above date and called to order at 6:30 p.m. in the Council Chambers, Aberfoyle.

1. **ATTENDANCE:**

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

**STAFF IN ATTENDANCE:**

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Mary Hasan, Director of Finance/Treasurer
4. Don Creed, Director of Public Works and Parks
5. Steve Goode, Fire Chief

**OTHERS IN ATTENDANCE**

1. Helen Purdy
2. Kevin Johnson
3. Karen Lever
4. Doug Smith
5. Jean & Fred Stahlbaum
6. Bev Wozinak
7. Don McKay
8. Emmanuelle Arnaud
9. Daina Makinson

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

None.

3. **ADOPTION OF THE MINUTES:**

**Resolution No. 2014-258:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

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

- Council Meeting – June 18, 2014

That the minutes of the following meeting be received:

- Public Meeting – Cox Construction - January 15, 2014
- Public Meeting – Proposed Development Charges By-Law – June 19, 2014

**CARRIED**



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

None.

5. **PUBLIC MEETINGS:**

**Proposed Development Charges By-Law**

**\*note this meeting will be held on July 24, 2014 at 7:00 p.m. Municipal Complex, 7404 Wellington Rd 34.**

- (a) Notice of Public Meeting – July 24, 2014
- (b) Watson & Associates Addendum Report dated July 10, 2014
- (c) Watson & Associates – Final Development Charges Study Report with Addendum dated July 10, 2014

6. **COMMUNICATIONS:**

1. **Mill Creek Aggregates**

- (a) Correspondence from Stan Denhoed, Harden Environmental Services Ltd. regarding review of 2013 Monitoring Data dated June 12, 2014.
- (b) Correspondence from Dufferin Aggregates regarding Mill Creek Property Annual Monitoring Reports dated March 28, 2014.
- (c) LRG Environmental Mill Creek Coordinated Monitoring Report January 1 to December 31, 2013 dated March 24, 2014.

Councillor Stokley requested that staff investigate the costs associated with Mr. Denhoed's recommendation of the conducting a study with respect to the heat transfer from a man-made pond to a sand and gravel aquifer adjacent to a sensitive fishery and whether this is information that the Township could benefit from. Councillor Roth requested that staff follow up with the University of Guelph's OMB obligations as referred to in Mr. Denhoed's recommendation.

Karen Landry, CAO/Clerk advised that staff have provided a copy of Mr. Denhoed's correspondence to the University of Guelph and will follow up with them and would obtain information for Council on the costs associated with conducting the recommended study.

2. **Carmeuse Lime (Canada) Limited**

- (a) Correspondence from Ministry of Natural Resources regarding Licence Amendment under the Aggregate Resources Act – Licence #5482, Lot 1, 2, 3 Concession 4, Township of Puslinch, County of Wellington dated May 8, 2014.

3. **Awards and Donations**

- (a) Correspondence from Cambridge Concert Band dated June 15, 2014..

4. **Request to Waive Fees**

- (a) Correspondence from The Whistle Stop Preschool Co-op regarding request to waive annual rink board advertising fees dated June 11, 2014.



**Resolution No. 2014-259:** Moved by Councillor Roth and  
Seconded by Councillor Stokley

That Council receive the correspondence from The Whistle Stop Preschool Co-op regarding request to waive annual rink board advertising fees dated June 11, 2014; and

That Council hereby denies the request to waive rink board advertising fees.

That Staff advise The Whistle Stop Preschool Co-op that their request has been denied.

**A recorded vote was requested.**

<u>Recorded Vote</u>	Yes	No	Conflict	Absent
<b>Councillor Schmidt</b>		√		
<b>Councillor Roth</b>	√			
<b>Mayor Lever</b>	√			
<b>Councillor Stokley</b>	√			
<b>Councillor Fielding</b>		√		
<b>Total:</b>	<b>3</b>	<b>2</b>		

**CARRIED**

**5. Letter of Support – University of Guelph**

(a) Correspondence from Emmanuelle Arnaud, Associate Professor in Glacial Geology, University of Guelph, regarding Letter of Support for ORF Proposal “Groundwater & Wellhead Protection: Adapting to Change in Large and Small Ontario Communities – dated June 25, 2014.

(b) Correspondence from Stan Denhoed, Harden Environmental Services Ltd. regarding support for Beth Parker Groundwater Research dated June 25, 2014.

**Resolution No. 2014-260:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

That Council receive the delegation from Ms. Emmanuelle Arnaud, Associate Professor in Glacial Geology, University of Guelph, regarding ORF Proposal “Groundwater & Wellhead Protection: Adapting to Change in Large and Small Ontario Communities; and

That Council receive the following:

(a) Correspondence from Emmanuelle Arnaud, Associate Professor in Glacial Geology, University of Guelph, regarding Letter of Support for ORF Proposal “Groundwater & Wellhead Protection: Adapting to Change in Large and Small Ontario Communities – dated June 25, 2014.

(b) Correspondence from Stan Denhoed, Harden Environmental Services Ltd. regarding support for Beth Parker Groundwater Research dated June 25, 2014;

and

That Council hereby supports the University of Guelph’s proposal to the Ontario Research Fund – Research Excellence Round 7 funding program (ORF) that will



enable field focused research for the protection of groundwater as source water in large and small communities in Ontario.

**CARRIED**

**6. Mini Lakes**

- (a) Correspondence from from GM Blueplan Engineering regarding Mini Lakes Resident's Association, 7541 Wellington Road 34, Part Lot 21 & 22, Concession 8, dated June 17, 2014.
- (b) Correspondence from GM Blueplan Engineering regarding Mini Lakes Wastewater Treatment Plant Effluent Monitoring Report 1<sup>st</sup> Quarter (2014) dated June 17, 2014.
- (c) Correspondence from GM Blueplan Engineering regarding Mini Lakes Mobile Home Community 2013 Annual Operation & Maintenance Report dated June 17, 2014.

**7. Highway 6 By-Pass**

- (a) News Release – Ted Arnott, MPP Wellington-Halton Hills regarding Premier acknowledges importance of Morriston By-pass dated July 9, 2014. .

**8. Intergovernmental Affairs**

- (a) Various correspondence for review.

**IG#10 – Wellington County Municipal Economic Development Group Minutes  
May 6, 2014**

Karen Landry, CAO/Clerk advised council that the following items were incorrectly referred to in the minutes:

a new Economic Development Coordinator has been hired and the municipalities website has been redesigned.

Ms. Landry advised that the Township has hired a new Development Coordinator and that the municipalities website is being redesigned.

**IG Item #13 – Grand River Conservation Authority Member Attendance**

Mayor Lever requested of staff as to whether attendance records with respect to the other conservation authorities in which the Township appoints representatives can be obtained.

**Resolution No. 2014-261:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

That the correspondence items listed on the Council agenda from the July 16, 2014 Council meeting be received.

**CARRIED**

**7. DELEGATIONS**

- 1. Mr. Julio D'Antonio, Jeffrey & Spence Ltd. and Steven Smith, Frank Cowan Company – Presentation – 2014 Municipal Insurance Program. \*see item 8.3(b).

Mr. Juilo D'Antonio and Mr. Steve Smith made a presentation to council on the 2014 Municipal Insurance Program.



**Resolution No. 2014-262:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

That Council receive the delegation from Mr. Julio D'Antonio, Jeffrey & Spence Ltd. and Steve Smith, Frank Cowan Company regarding the 2014 Municipal Insurance Program.

**CARRIED**

2. Mr. Shawn Armstrong, General Manager Emergency Services/Fire Chief and Mr. Stephen Dewar – Chief of Guelph Wellington EMS regarding County of Wellington 2014 Land Ambulance Plans.

Mr. Shawn Armstrong and Mr. Stephen Dewar made presentation to Council with respect to the County of Wellington 2014 Land Ambulance Plans.

**Resolution No. 2014-263:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the delegation from Mr. Shawn Armstrong, General Manager Emergency Services/Fire Chief and Mr. Stephen Dewar – Chief of Guelph Wellington EMS regarding County of Wellington 2014 Land Ambulance Plans.

**CARRIED**

3. Ms. Emmanuelle Arnaud, Associate Professor in Glacial Geology, University of Guelph, regarding ORF Proposal "Groundwater & Wellhead Protection: Adapting to Change in Large and Small Ontario Communities.\* see item 6.5

**8. REPORTS:**

**1. Puslinch Fire and Rescue Services**

- (a) Puslinch Fire and Rescue Services Response Report for June, 2014.

**Resolution No. 2014-264:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the Puslinch Fire and Rescue Services Response report for June 2014.

**CARRIED**

**2. Finance Department**

- (a) Financial Report as of June 30, 2014
- (b) Cheque Register – June 1, 2014 to June 30, 2014
- (c) Financial Report By Department – June 30, 2014
- (d) Total Expenditures by Account – June 30, 2014
- (e) Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – June 2014.

**Resolution No. 2014-265:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby receives the following reports as information:

- (a) Financial Report as of June 30, 2014
- (b) Cheque Register – June 1, 2014 to June 30, 2014



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
July 16, 2014 REGULAR COUNCIL MEETING

- (c) Financial Report By Department – June 30, 2014
- (d) Total Expenditures by Account – June 30, 2014
- (e) Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – June 2014

**CARRIED**

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

**Resolution No. 2014-266:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

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	14/13	1-02600	\$100.99
2014	14/13	1-02600	\$303.27
2013	13/13A	3-16800	\$2.32
2014	13/13B	3-16800	\$10.81
2014	20/13	5-20200	\$323.72
2011	10/13	7-00305	\$2,118.58
2012	11/13	7-00305	\$2,363.63
2013	12/13	7-00305	\$2,494.43

**CARRIED**

- (g) Report FIN-2014-024 – Municipal Performance Measurement Program Report 2013- File No. F00/MPM

**Resolution No. 2014-267:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

That Report FIN-2014-024 regarding the Municipal Performance Measurement Program Report for 2013 be received; and

That the Director of Finance/Treasurer forward a copy of this report to the Ministry of Municipal Affairs and Housing in accordance with the Municipal Act, 2001.

**CARRIED**

**3. Administration Department**

- (a) Report ADM-2014-016 – 2015 Council and Budget Meeting Schedule

Karen Landry, CAO/Clerk advised that staff are recommending that the October 22, 2014 Public Information Meeting be moved to November 12, 2014 in order hold a Public Information Meeting regarding 2015 User Fees.

**Resolution No. 2014-268:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

That Report ADM-2014-016 regarding the 2015 Council & Budget Meeting Schedule, be received; and



That Council adopt the 2014 Council and Budget Meeting Schedule, attached as Appendix "A" and 2015 Council and Budget Meeting Schedule, attached as Appendix "B" to Report ADM-2014-016; and

That the 2015 Council and Budget Meeting Schedule be circulated to the County of Wellington for Information Purposes; and

That the Township's website be updated to include the respective meeting dates.

**CARRIED**

- (b) Frank Cowan Company 2014 Municipal Insurance Program – Revised dated July 2, 2014. \*see item 7.1

**Resolution No. 2014-269:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

That Council hereby receives Frank Cowan Company 2014 Municipal Insurance Program – Revised date July 2, 2014; and

That the Township renew its insurance coverage in the Frank Cowan Company as outlined in the 2014 Revised Municipal Insurance Program dated July 2, 2014.

**CARRIED**

**4. Planning and Building Department**

- (a) Chief Building Official Report –June, 2014

**Resolution No. 2014-270:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

That Council receive the Chief Building Official Report for June, 2014.

**CARRIED**

- (b) Correspondence from GM Blueplan regarding Asset Maintenance Trust Fund dated July 9, 2014.

**Resolution No. 2014-271:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

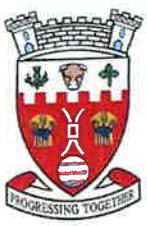
That Council receive the correspondence from GM Blueplan regarding Asset Maintenance Trust Fund dated July 9, 2014; and

That Council directs staff to proceed with the implementation of an asset maintenance trust program and to update the Township's Municipal Servicing Standards; and

That staff review and consider the administrative requirements associated with the implementation of establishing storm water user rates as a future alternative financing mechanism; and

That the applicable conditions be included for any application that has not received draft plan approval.

**CARRIED**



- (c) Correspondence from Jameson Pickard, Junior Planner, County of Wellington regarding Proposed Zoning By-law Amendment D14/SLA Ruth and Louis Slater, Part Lot 18 & 19, Concession 8, Township of Puslinch.

**Resolution No. 2014-272:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the correspondence from Jameson Pickard, Junior Planner, County of Wellington regarding Proposed Zoning By-law Amendment D14/SLA Ruth Louis Slater, Part Lot 18 & 19, Concession 8, Township of Puslinch; and

That Council enact a by-law to amend By-Law Number 19/85, as amended, to change from an Agricultural (A) to an Estate Residential Zone (ER2) to create consistency with surrounding properties in the Fox Run Subdivision as specifically outlined in the correspondence from the County of Wellington dated July 10, 2014.

**CARRIED**

- (d) Report PD-2014-005 – Public Meeting – Rezoning Application File D14/PER – Persian Investments Ltd. – Part Lot 16, Concession 7, municipally known as 424 Maltby Rd.

**Resolution No. 2014-273:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report PD-2014-005 regarding Public Meeting - Rezoning Application File D14/PER – Persian Investments Ltd. – Part Lot 16, Concession 7, municipally known as 424 Maltby Road, be received; and

That Council authorize the holding of a Statutory Public Meeting on August 27, 2014 at 7:00 pm in the Council Chambers, Municipal Complex.

**CARRIED**

**5. Roads & Parks Department**

None.

**6. Recreation Department**

None.

**9. NOTICE OF MOTION:**

Mayor Lever – Submission of Councillor Monthly Expenses

**Resolution No. 2014-274:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

Whereas it is good practice for expenses to be recorded in a timely fashion and;

Whereas it is a transparent process for all Council expenses to be posted on-line and;

Whereas the Township of Puslinch now posts all Council expenses on-line when received;

Therefore, effective August 1, 2014 all Council expenses received more than 30 days after the month they were incurred will not be reimbursed unless approved by Council as an agenda item.

**CARRIED**





## 10. COMMITTEE MINUTES

(a) Planning Advisory Committee - April 28, 2014

**Resolution No. 2014-275:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby receives the following minutes as information:

- Planning Advisory Committee - April 28, 2014

**CARRIED**

## 11. MUNICIPAL ANNOUNCEMENTS

### **Nestle Waters Appreciation Barbeque**

Councillor Stokley advised that along with Councillor Fielding and Mayor Lever they attended the appreciation barbeque on June 25<sup>th</sup>. Councillor Stokley advised that it was a good evening and was able to meet the new president, Deb Moore.

### **Friends of Mill Creek**

Councillor Stokley advised that he attended the Friends of Mill Creek meeting on July 16, 2014. Councillor Stokley advised that he was able to meet the new rangers at the meeting and was advised that the group will be holding their annual barbeque on August 21, 2014 from 3:00 to 7:00 p.m. at the Puslinch Community Centre.

### **Waterloo-Wellington Community Futures**

Councillor Fielding advised that she will be attending the Annual General meeting on July 17, 2014 in Rockwood.

### **COPS Committee**

Councillor Fielding advised that the Cops Committee will be holding an information meeting with respect to drug and alcohol addiction on September 22, 2014 at 7:00 p.m. at the Puslinch Community Centre.

### **Puslinch Optimist Club**

Mayor Lever advised that over 500 attended the Optimist Canada Day pancake breakfast on July 1<sup>st</sup> and there was also large turnouts for the evening fireworks display.

## 12. CLOSED MEETING:

**Council was in closed session from 6:33 p.m. to 7:14 p.m.**

- (a) 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.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees – Employee Matters



- (c) Confidential Report ADM-2014-017 from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - 2014 Township Volunteer Appreciation Award
- (d) Confidential 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 – taxation

**Resolution 2014-276** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

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

- (a) 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.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees – Employee Matters
- (c) Confidential Report ADM-2014-017 from Donna Tremblay, Deputy Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - 2014 Township Volunteer Appreciation Award
- (d) Confidential 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 – taxation

**CARRIED**

**Resolution No. 2014-277** Moved by Councillor Roth and  
Seconded by Councillor Stokley

That Council move into open session.

**CARRIED**

**Council recessed from 7:14 p.m. to 7:30 p.m.**

**Resolution No. 2014-278:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

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**



**Resolution No. 2014-279:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the confidential verbal report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees – Employee Matters.

**CARRIED**

**Resolution No. 2014-280:** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

That Confidential Report ADM-2014-017 regarding Township Volunteer Appreciation Award – Selection be received; and

That presentation of the award to the successful nominee be made at the August 13, 2014 meeting of Council; and

That staff proceed as directed.

**CARRIED**

**Resolution No. 2014-281:** Moved by Councillor Roth and  
Seconded by Councillor Schmidt

That Council receive the confidential 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 – taxation

**CARRIED**

13. **BY-LAWS:**

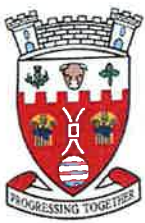
- (a) A by-law to regulate the erection and location of election signs or advertising Devices in the Township of Puslinch and amend by-law 9/91.
- (b) A by-law to amend by-law 74/13 being a by-law to impose fees or charges with respect to service or activities provided, related costs payable and for the use of its property.
- (c) A by-law to authorize Speed limits and to repeal By-Law No. 75/13.

**Resolution No. 2014-282** Moved by Councillor Schmidt and  
Seconded by Councillor Roth

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

- (a) By-Law **49/14** being a by-law to regulate the erection and location of election signs or advertising Devices in the Township of Puslinch and amend by-law 9/91.
- (b) By-Law **50/14** being a by-law to amend by-law 74/13 being a by-law to impose fees or charges with respect to service or activities provided, related costs payable and for the use of its property.
- (c) By-Law **51/14** being a by-law to authorize Speed limits and to repeal By-Law No. 75/13.

**CARRIED.**



14. **CONFIRMING BY-LAW**

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

**Resolution 2014-283:** 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:

- By-Law **52/14** 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 July, 2014.


**CARRIED**


15. **ADJOURNMENT:**

**Resolution No. 2014-284:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby adjourns at 9:24 p.m.

**CARRIED**

  
\_\_\_\_\_  
Dennis Lever, Mayor

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