



## MINUTES

**DATE:** Wednesday, December 18, 2013

**TIME:** 9:00 A.M.

The Twenty Fourth Regular 2013 Council Meeting was held on the above date and called to order at 9:00 a.m. in the Council Chambers, Aberfoyle.

### 1. ATTENDANCE:

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

### STAFF IN ATTENDANCE:

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

### OTHERS IN ATTENDANCE

1. Doug Smith
2. Steve Conway
3. Karen Lever
4. Janice Marr
5. Don McKay
6. Kathy White
7. June Williams
8. Ken Williams
9. Amanda Pepping

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

None.

### 3. ADOPTION OF THE MINUTES:

**Resolution No. 2013-343:** Moved by Councillor Stokley and  
Seconded by Councillor Schmidt

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

- Council Meeting December 4, 2013
- Closed Council December 4, 2013

That the minutes of the following meetings be received:

- Public Meeting – Proposed Fireworks By-Law – November 6, 2013

**CARRIED**

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

None.



5. **PUBLIC MEETINGS:**

None.

6. **COMMUNICATIONS:**

1. **Mini Lakes**

- (a) Correspondence from Gamsby and Mannerow Limited to the Township regarding Mini Lakes Wastewater Treatment Plant Effluent Monitoring Report, 3<sup>rd</sup> Quarter (2013) dated November 19, 2013.
- (b) Correspondence from Stantec Consulting Ltd. to the Township of Puslinch regarding Mini Lakes Mobile Home Community Quarterly Monitoring Program – 3<sup>rd</sup> Quarter 2013 dated October 30, 2013.
- (c) Township of Puslinch Notice Regarding Council's intention to Pass a By-Law to Remove in Part the Holding Symbol.

2. **Tikal Pit Licence No. 48576**

- (a) Correspondence from GWS Ecological & Forestry Services Inc. to the Township regarding Biological Monitoring at the Tikal Pit dated November 25, 2013.
- (b) Dance Environmental Inc. 2013 Biological Monitoring Report – Tikal Pit, dated August 30, 2013.

3. **Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF) Capital Program**

- (a) Correspondence from the Ministry of Agriculture and Food – Ministry of Rural Affairs to the Township of Puslinch regarding the Small, Rural and Northern Municipal Infrastructure Fund (SRNMIF) Capital Program dated December 9, 2013.

4. **Asset Management Plan**

- (a) Asset Management Plan for The Corporation of the Township of Puslinch prepared by Gamsby and Mannerow Limited dated December 2013.

**Resolution No. 2013-344:** Moved by Councillor Schmidt and  
Seconded by Councillor Stokley

Whereas the Government of Ontario requires comprehensive Asset Management Plans to form the base of requests for provincial infrastructure funding; and

Whereas the Township entered into an Agreement with Her Majesty the Queen in Right of Ontario as represented by the Minister of Agriculture, Food and Rural Affairs to receive funding for the development of an Asset Management Plan; and

Now therefore be it resolved that:

Council adopt in principle the Asset Management Plan prepared by Gamsby and Mannerow Limited dated December 2013; and

That the Asset Management Plan be utilized to assist the Township with identifying and prioritizing the long term needs of its infrastructure; and



That the Asset Management Plan be used as a tool for the Township's Capital Program; and

Further that the Township commence during the preparation of the 2015 Budget an expansion of the 5 year Capital Forecast to a 10 year Capital Forecast.

**CARRIED**

**5. Subdivision Agreement – Release – 20 Nicholas Beaver Rd., Puslinch**

- (a) Correspondence from Scarfone Hawkins LLP to Township regarding Release of Subdivision Agreement – 20 Nicholas Beaver Road, Puslinch.
- (b) Correspondence from Gamsby and Mannerow Engineers to Township of Puslinch regarding Site Inspection – 20 Nicholas Beaver Rd. dated December 13, 2013.

**Resolution No. 2013-345:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the correspondence from Scarfone Hawkins LLP to Township regarding Release of Subdivision Agreement – 20 Nicholas Beaver Road, Puslinch; and

That Council receive the correspondence from Gamsby and Mannerow Engineers to Township of Puslinch regarding Site Inspection – 20 Nicholas Beaver Rd. dated December 13, 2013; and

That Council hereby authorizes the execution of a release for Lot 6, Plan 684 of the Subdivision Agreement between Bendon Holdings Limited and the Township registered as Instrument Number ROS229871.

**CARRIED**

**6. Intergovernmental Affairs**

- a) Various correspondence for review.

**Resolution No. 2013-346:** Moved by Councillor Fielding and  
Seconded by Councillor Stokely

That the correspondence items listed on the Council Agenda for December 18, 2013 Council meeting be received.

**CARRIED**

**7. DELEGATIONS**

- 1. Mr. Stan Denhoed, Senior Hydrogeologist, Harden Environmental Services Ltd. regarding an update on Wellington Road 32/Pinebush and Townline Road drainage project .

Mr. Denhoed made a presentation to Council which included information regarding the project and the various options presented to the various stakeholders by the Region of Waterloo to eliminate periodic flooding of the intersection at Townline Road and Wellington Road 32. Mr. Denhoed advised Council of the preferred option by the Region of Waterloo and the Township and Puslinch Lake Conservation Association concerns surrounding that option. Mr. Denhoed advised Council of the Township and Puslinch Lake Conservation Association preferred option and the reasoning with respect to this preference.



**Resolution No. 2013-347** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That the delegation by Mr. Stan Denhoed, Senior Hydrogeologist, Harden Environmental Services Ltd. regarding an update on Wellington Road 32/Pinebush and Townline Road drainage project.

**CARRIED**

Council requested that in addition to correspondence to the Region of Waterloo that correspondence be sent to the various stakeholders with respect to the Township's preferred option including, Puslinch Lake Conservation Association, Grand River Conservation Authority, Ministry of Transportation and County of Wellington.

**Resolution No. 2013-348** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

Whereas the Township was approached by the Regional Municipality of Waterloo in 2010 to obtain the Township's input with regard to engineering solutions to eliminate periodic flooding of the intersection at Townline Road and Wellington Road 32; and

Whereas the Township and the Puslinch Lake Conservation Association have been unable to dissuade the Regional Municipality of Waterloo from including options that result in discharging storm water into the Puslinch Lake basin; and

Whereas Option 6 is the preferred solution by the Regional Municipality of Waterloo which includes discharging water into the basin adjacent to the Lake; and

Whereas the Puslinch Lake Conservation Association is spending significant time and money on improving the quality of the Lake; and

Whereas storm water concerns have been identified in the nearby industrial area; and

Whereas the Township has concerns with additional storm water being diverted into the Lake from this area; and

Whereas a mechanism to prevent additional storm water from being diverted into the Lake should Option 6 be approved should be considered; and

Whereas Option 8 is the Township's preferred option;

Now therefore be it resolved that the Township of Puslinch hereby requests the Regional Municipality of Waterloo to reconsider Option 8 or a portion thereof as requested by the representative of the Ministry of Transportation of Ontario to eliminate any discharge of storm water into Puslinch Lake.

**CARRIED**

2. Ken Williams, Puslinch Optimist Club – Family Day Weekend Event

Mr. Williams gave a presentation to Council which included a summary of the events which the Optimist Club held during the Family Day weekend in 2013 and the events which the Club would like to hold at the Puslinch Community Centre Grounds on the weekend of February 15-17, 2014.

Mr. Williams advised Council of the club's request for use of the rink pad at the Optimist Recreation Centre to hold a hockey tournament and the use of the green shed for the sale of alcohol on Saturday and Sunday, February 15<sup>th</sup> and 16<sup>th</sup>.



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Mr. Williams explained that the proceeds from the hockey tournament and liquor sales would go towards the costs associated with the events that would be offered for the community on Monday, February 17, 2014.

Mr. Williams advised Council of the club's request to use of the gymnasium, rink pad, ball diamonds and community centre for their events to be held on Monday, February 17, 2014.

**Resolution No. 2013-349** Moved by Councillor Schmidt and  
Seconded by Councillor Stokley

That the delegation from Mr. Ken Williams, Puslinch Optimist Club regarding the Puslinch Optimist Club – Hockey Tournament and Family Day Events be received; and

That Council authorize the use of the Rink Pad and Community Centre for Saturday, February 15<sup>th</sup> and Sunday, February 16, 2014; and

That Council authorize the use of the rink pad, gymnasium, Puslinch Community Centre and Ball Diamond on Monday, February 17, 2014; and

That the Optimist Club provide insurance in the amount of 5 million naming the Township as an additional insured; and

That the Optimist Club assume the costs for the part-time staff and bartenders on Saturday, February 15<sup>th</sup> and Sunday, February 16, 2014; and

That Council waive the fees associated with the rental of the rink pad at the cost of \$3,853.30 inclusive of HST, for Saturday, February 15<sup>th</sup> and Sunday, February 16, 2014; and

That Council waive the fees associated with the rental of the rink pad, gymnasium, Puslinch Community Centre and Ball Diamond at a cost of \$1,293.85 inclusive of HST for Monday, February 17, 2014; and

That Staff advise the Puslinch Optimist Club that the fees have been waived.

**CARRIED**

**8. REPORTS:**

**1. Puslinch Fire and Rescue Services**

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

**Resolution No. 2013-350:** Moved by Councillor Stokley and  
Seconded by Councillor Schmidt

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

**CARRIED**

**2. Finance Department**

(a) Financial Report as of November 30, 2013.

(b) Statement of Expenditures for the period ending November 30, 2013.

(c) Budget Report by Department as of November 30, 2013.

(d) Budget Report as of November 30, 2013.



**Resolution No. 2013-351** : Moved by Councillor Stokley and  
Seconded by Councillor Schmidt

That Council hereby receives the following reports as information:

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

**CARRIED**

**3. Administration Department**

- (c) Report ADM-2013-014 – 2014 Municipal Election – Establishment of Advance Voting Dates \* **see item 14(a)**

**Resolution No. 2013-352** : Moved by Councillor Schmidt and  
Seconded by Councillor Stokley

That Report ADM-2013-014 regarding 2014 Municipal Election – Establishment of Advance Voting Dates be received; and

That the Clerk's Department be open for the hours set out in Report ADM-2013-014; and

That Council enact a By-law to establish October 18, 2014 as an Advance Voting Date for the 2014 Municipal Election.

**CARRIED**

- (d) Report ADM-2013-015 – 2014 Municipal Election – Reduced Hours of Voting at Certain Voting Places. \***see item 14(b)**

**Resolution No. 2013-353** : Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report ADM-2013-015 regarding 2014 Municipal Election – Reduced Hours of Voting at Certain Voting Places be received; and

That Council enact a By-law to provide for reduced hours of voting for voting places in institutions and retirement homes for the 2014 Municipal Election.

**CARRIED**

- (e) Report ADM-2013-016- Advertising on Township Property

**Resolution No. 2013-354** : Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Report ADM-2013-016 regarding Advertising on Township Property be received; and

That Council approve the Advertising Policy as outlined in Appendix "A" to Report ADM-2013-016; and

That staff work with the current rink board advertisers in order to facilitate the issuing of a permit under the new policy.

**CARRIED**



**4. Planning and Building Department**

(a) Chief Building Official Report – November, 2013

**Resolution No. 2013-355 :** Moved by Councillor Stokley and  
Seconded by Councillor Schmidt

That Council receive the Chief Building Official Report for November, 2013.

**CARRIED**

**5. Roads & Parks Department**

None.

**9. NOTICE OF MOTION:**

None.

**10. OTHER BUSINESS**

None.

**11. COMMITTEE MINUTES**

(a) Committee of Adjustment – September 10, 2013

**Resolution No. 2013-356** Moved by Councillor Schmidt and  
Seconded by Councillor Stokley

That Council hereby receives the following minutes as information:

- Committee of Adjustment– September 10, 2013

**CARRIED**

**12. MUNICIPAL ANNOUNCEMENTS**

**Seasons Greetings**

Mayor Lever and Councillor Stokley extended to everyone best wishes for the holiday season.

**Halton Hamilton Source Water Protection**

Councillor Fielding advised that she attended a meeting of the Halton Hamilton Source Water Protection on December 17, 2013. Councillor Fielding advised that the committee has received comments regarding their source water protection plan from the Ministry of the Environment with many points for clarification and questions. Councillor Fielding advised that a Chair of the Committee has not yet been appointed and the Interim Chair resigned in order to take on other matters on December 17<sup>th</sup>, the Committee will be seeking a new Interim Chair in the new year.



### **Puslinch Fire & Rescue Notice**

Mayor Lever advised Council that Puslinch Fire & Rescue will be placing a Notice regarding carbon monoxide detectors on the train at the Old Marina Restaurant at Puslinch Lake during the holiday season.

### **13. CLOSED MEETING:**

Council was in Closed session from 9:03 a.m. to 10:18 a.m.  
Council recessed from 10:19 a.m. to 7:30 p.m.

**Resolution 2013-357** Moved by Councillor Stokley and  
Seconded by Councillor Schmidt

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

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees and labour relations or employee negotiations – recruitment Fire Chief.
- (b) Confidential Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards
- (c) 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 – 3 Kerr, Puslinch
- (d) 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 – R&C Job Holding Inc. – D14-REN.
- (e) 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 – Superior Court Application – Krayishnik – 6643 Concession 2.
- (f) 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 – Drennan.

**CARRIED**

**Resolution 2013-358:** Moved by Councillor Schmidt and  
Seconded by Councillor Stokley

That Council move into open session.

**CARRIED**

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees and labour relations or employee negotiations – recruitment Fire Chief.





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**Resolution 2013-359** 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 and labour relations or employee negotiations – recruitment Fire Chief.

**CARRIED**

(b) Confidential Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards.

**Resolution 2013-360:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the Confidential Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees - Appointment of Individuals to the Various Committees and Boards.

**CARRIED**

**Resolution 2013-361:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby appoints two (2) members of Council for the remaining term of Council to the Badenoch Community Centre Board Committee as follows:

1. Councillor Roth
2. Councillor Jerry Schmidt

**CARRIED**

**Resolution 2013-362:** Moved by Councillor Fielding and  
Seconded by Councillor Schmidt

That Council appoint the following individuals for a two (2) year term from January 2014 to December 31, 2015 to the Planning Advisory Committee;

1. Dennis O'Connor
2. Robin Wayne

That the next term of Council confirm these appointments for the period that applies to that term; and

That Council hereby appoint two (2) members of council for the remaining term of Council as follows:

1. Councillor Ken Roth
2. Councillor Jerry Schmidt

**CARRIED**

**Resolution 2013-363:** Moved by Councillor Fielding and  
Seconded by Councillor Schmidt

That Council appoint the following individuals for a two (2) year term from January 2014 to December 31, 2015 to the Audit Committee;



1. Jim McQueen

That the next term of Council confirm these appointments for the period that applies to that term; and

That Council hereby appoint two (2) members of council for the remaining term of Council as follows:

- 1. Councillor Jerry Schmidt
- 2. Councillor Susan Fielding

**CARRIED**

**Resolution 2013-364:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council hereby appoints two (2) members of council for the remaining term of Council to the Fire and Rescue Committee as follows:

- 1. Councillor Wayne Stokley
- 2. Councillor Ken Roth

**CARRIED**

**Resolution 2013-365:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council appoint the following individuals for a two (2) year term from January 2014 to December 31, 2015 to the Recreation Committee;

- 1. Nichole Caswell
- 2. Thomas Jefferson

That the next term of Council confirm these appointments for the period that applies to that term; and

That Council hereby appoint two (2) members of council for the remaining term of Council as follows:

- 1. Councillor Jerry Schmidt
- 2. Councillor Wayne Stokley

**CARRIED**

**Resolution 2013-366:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby appoints representatives to the following Committees/Organizations as follows:

<b>Committee</b>	<b>Member(s)</b>	<b>Term</b>
Bay Area Restoration Council	Councillor Susan Fielding	2014
Community Oriented Police Committee	Councillor Susan Fielding	2014
Emergency Management	Councillor Susan Fielding	2014
Friends of Mill Creek	Councillor Wayne Stokley	2014
Guelph Water Supply Master Plan		
Liaison Committee	Councillor Wayne Stokley	2014
Alternate	Mayor Dennis Lever	2014



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Halton Hamilton SWP	Councillor Susan Fielding	2014
Local Health Integration Network	Mayor Dennis Lever	2014
Puslinch Lake Conservation Association	Councillor Wayne Stokley	2014
Wellington Farm & Home Safety Association	Councillor Jerry Schmidt	2014
Well Protection Committee (Nestle Waters)	Councillor Wayne Stokley	2014

**CARRIED**

- (c) 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 – 3 Kerr, Puslinch.

**Resolution 2013-367:** Moved by Councillor Fielding and  
Seconded by Councillor Schmidt

That Council receive the 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 – 3 Kerr, Puslinch;

**CARRIED**

- (d) 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 – R&C Job Holding Inc. – D14-REN.

**Resolution 2013-368** Moved by Councillor Fielding and  
Seconded by Councillor Schmidt

That Council receive the 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 – R&C Job Holding Inc. – D14-REN;

**CARRIED**

- (e) 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 – Superior Court Application – Krayishnik – 6643 Concession 2.

**Resolution 2013-369** 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 tribunals affecting the municipality or local board and advice that is subject to Solicitor-Client privilege, including communications necessary for that purpose – Superior Court Application – Krayishnik – 6643 Concession 2.

**CARRIED**



- (f) 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 – Drennan.

**Resolution 2013-370** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council receive the 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 – Drennan.

**CARRIED**

**14. UNFINISHED BUSINESS:**

None.

**15. BY-LAWS:**

- (a) By-Law to establish advance voting dates for the 2014 Municipal Election.
- (b) By-Law to establish reduced hours of voting in long term care facilities for the 2014 Municipal Election

**Resolution 2013- 371** Moved by Councillor Schmidt and  
Seconded by Councillor Fielding

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

- By-Law **78/13** to establish advance voting dates for the 2014 Municipal Election.
- By-Law **79/13** to establish reduced hours of voting in long term care facilities for the 2014 Municipal Election

**CARRIED**

**16. CONFIRMING BY-LAW**

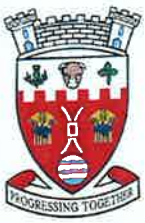
- (a) By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

**Resolution 2013-372:** 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:

- By-Law **80/13** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 18<sup>th</sup> day of December, 2013

**CARRIED**



**17. ADJOURNMENT:**

**Resolution No. 2013-373:** Moved by Councillor Fielding and  
Seconded by Councillor Schmidt

That Council hereby adjourns at 9:04 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO/Clerk