



## **MINUTES**

**DATE:** Wednesday, May 6, 2015

**TIME:** 12:00 P.M.

The May 6, 2015 Regular Council Meeting was held on the above date and called to order at 12:00 p.m. in the Council Chambers, Aberfoyle.

### **1. ATTENDANCE:**

Mayor Dennis Lever  
Councillor Matthew Bulmer  
Councillor Susan Fielding  
Councillor Ken Roth  
Councillor Wayne Stokley

### **STAFF IN ATTENDANCE:**

1. Donna Tremblay, Deputy Clerk
2. Karen Landry, CAO/Clerk
3. Don Creed, Director of Public Works and Parks
4. Robert Kelly, Chief Building Official

### **OTHERS IN ATTENDANCE**

1. Norma King
2. Doug Smith
3. Bev Wozniak
4. Karen Lever
5. Kathy White
6. Don McKay

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

None.

### **3A. CLOSED MEETING**

**Council was in closed session from 12:30 p.m. to 12:42 p.m.**

**Council recessed from 12:43 p.m. to 1:00 p.m.**

- (a) Confidential Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board – Assessment Appeal delegation of authority.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees – Puslinch 2015 Volunteer of the Year Nomination.
- (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 – 11 Lake Avenue.

**Resolution No. 2015-155:** 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 Verbal Report from Karen Landry, CAO/Clerk regarding litigation or potential litigation including matters before administrative tribunals, affecting the municipality or local board – Assessment Appeal delegation of authority.
- (b) Confidential Verbal Report from Karen Landry, CAO/Clerk, regarding personal matters about an identifiable individual including municipal or local board employees – Puslinch 2015 Volunteer of the Year Nomination.
- (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 – 11 Lake Avenue.

**CARRIED**

**Resolution No. 2015-156:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council move into open session.

**CARRIED**

**Resolution No. 2015-157:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

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 – Assessment Appeal delegation of authority; and

That the County Treasurer be authorized and directed to negotiate settlements of gravel pit properties currently under appeal on the Township's behalf; and

That John O'Kane, Solicitor be authorized to represent the Township on matters related to gravel pit properties currently under appeal.

**CARRIED**

**Resolution No. 2015-158:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

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 – Puslinch 2015 Volunteer of the Year Nomination; and

That staff proceed as directed.

**CARRIED**

**Resolution No. 2015-159:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

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 – 11 Lake Avenue; and

That staff proceed as directed.

**CARRIED**



**3. ADOPTION OF THE MINUTES:**

**Resolution No. 2015-160:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

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

- (a) Council Meeting – April 15, 2015
- (b) Closed Council Meeting – April 15, 2015

**CARRIED**

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

None.

**5. PUBLIC MEETINGS:**

**This meeting to be held on May 7, 2015 at 7:00 p.m. Municipal Offices, 7404 Wellington Rd. 34.**

- (a) Notice – Morriston Streetscaping Plan Open House.

**6. COMMUNICATIONS:**

**1. Site Alteration Agreement – 7827 Wellington Rd. 36**

- (a) Correspondence from Sara Bailey dated April 15, 2015.

Councillor Bulmer requested that staff provide him with a copy of the Petition.

**Resolution No. 2015-161:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the correspondence from Sara Bailey dated April 15, 2015 and the petition titled "I do not support construction soil disposal and commercial fill dumping within Puslinch."

**CARRIED**

**2. University of Guelph – Mill Creek Pit – Licence No. 5738  
Lots 21-24, Conc. 2 – 7115 Concession 2**

- (a) Correspondence from Holcim (Canada) Inc. regarding Dufferin Aggregates Mill Creek Pit Monthly MNR Reports dated February 10, 2015.
  - i. Revised Monthly Reporting – Mill Creek Aggregates Pit – August 2014
  - ii. Revised Monthly Reporting – Mill Creek Aggregates Pit – September 2014
  - iii. Revised Monthly Reporting – Mill Creek Aggregates Pit – October 2014
  - iv. Revised Monthly Reporting – Mill Creek Aggregates Pit – November 2014
  - v. Revised Monthly Reporting – Mill Creek Aggregates Pit – December 2014
- (b) Correspondence from Dufferin Aggregates regarding January 2015 monthly monitoring report dated February 12, 2015.
  - i. Monthly Reporting – Mill Creek Aggregates Pit - January 2015
- (c) Correspondence from Dufferin Aggregates regarding February 2015 monthly monitoring report dated March 12, 2015.



i. Monthly Reporting – Mill Creek Aggregates Pit – February 2015

3. **CBM Puslinch Pit**

**Licence No. 17600 - 4313 Sideroad 25 S**

- (a) Groundwater Science Corp. 2014 Groundwater Monitoring Report CBM Puslinch Pit, Licence No. 17600 North Half Lot 26, Conc. 1.
- (b) Correspondence from Harden Environmental regarding CBM Puslinch Pit – 2014 Monitoring Report Comments dated April 20, 2015.

4. **Request for Union Gas Services**

- (a) Correspondence from Tammie Corrigan regarding Natural Gas Line – Ellis Rd. dated April 1, 2015.

Mayor Lever advised that he believed that one of the initiatives in the Ontario Provincial Budget was to facilitate access to natural gas services in more communities across Ontario and requested that staff look into whether any additional information is available.

5. **Nestle Waters**

- (a) Correspondence from Nestle Waters regarding Application for CofA/ECA Amendments – On Site Private Sewage Works dated April 13, 2015.

**Resolution No. 2015-162:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Council receive the correspondence from Nestle Waters dated April 13, 2015 and April 29, 2015; and

That Council authorize the Township's CAO/Clerk to complete and execute Section 1.5 "Statement of Municipality" of the Application to Amend Nestle Waters' Certificate of Approval; and

That staff provide the executed Application to Nestle Waters upon completion.

**CARRIED**

6. **CBM – McMillan Gravel Pit and AgriMarine Technologies Inc.**

- (a) Correspondence from Bev Wozniak dated March 23, 2015.

7. **Stroys Bridge**

- (a) Correspondence from Gord King dated April 19, 2015.

**Resolution No. 2015-163:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Council receive the correspondence from Gord King dated April 19, 2015; and

That Council supports in principle efforts by the community to pursue full funding for a walking/cycling bridge spanning the Speed River on the closed section of Sideroad 10 between Laird Road and Niska Roads.

**CARRIED**



8. **Black Bridge Cultural Heritage Landscape Committee**

- (a) Correspondence from Laura Waldie, Planner – Heritage, City of Cambridge dated April 15, 2015.

**Resolution No. 2015-164:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council receive the correspondence from Laura Waldie, Planner – Heritage, City of Cambridge dated April 15, 2015; and

That Council hereby appoints Mary Tivy, Chair of the Puslinch Heritage Committee to the City of Cambridge Steering Committee for the Blackbridge Cultural Heritage Landscape Technical Study.

**CARRIED**

9. **Intergovernmental Affairs**

- (a) Various correspondence for review.

**Resolution No. 2015-165:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That the correspondence items listed on the Council Agenda for May 6, 2015 Council meeting be received.

**CARRIED**

7. **DELEGATIONS**

None.

8. **REPORTS:**

1. **Puslinch Fire and Rescue Services**

None.

2. **Finance Department**

- (a) Report FIN-2015-016 – Ontario Regulation 284/09 – 2015 Budget

**Resolution No. 2015-166:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report FIN-2015-016 regarding Ontario Regulation 284/09 2015 Budget be received; and

That Council adopt Report FIN-2015-016, which meets the requirements of Ontario Regulation 284/09 and outlines the conversion of the cash based operating and capital budgets to a Public Sector Accounting Board (PSAB) compliant budget format.

**CARRIED**



(b) Report FIN-2015-017 – Insurance Renewal

**Resolution No. 2015-167:** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

That Report FIN-2015-017 regarding the Township of Puslinch's Insurance Renewal be received; and

That Council extend the 2014 Municipal Insurance Program to February 1, 2016.

**CARRIED**

(c) Report FIN-2015-018 – 2014 Lease Financing Agreement Summary Report

**Resolution No. 2015-168:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Report FIN-2015-018 regarding 2014 Lease Financing Agreement Summary Report be received; and

That Council approve the Lease Financing Agreement Policy as outlined in Schedule "B" to Report FIN-2015-018.

**CARRIED**

(d) Report FIN-2015-019 – Township General Surplus 2014

**Resolution No. 2015-169:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Report FIN-2015-019 regarding Township General Surplus 2014 be received; and

That the General Surplus balance as of December 31, 2014 of \$626,661 be allocated in accordance with the policy adopted by Council through Council Resolution Number 2013-284.

**CARRIED**

(e) Report FIN-2015-020- 2014 Space Needs Assessment

Councillor Stokley inquired of staff as to whether costs will be included for temporary relocation during renovations.

Karen Landry, CAO/Clerk advised that staff will look incorporate these additional costs into the capital budget.

**Resolution No. 2015-170:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Report FIN-2015-020 regarding the 2014 Space Needs Assessment be received; and

That Council authorize the single source retainer of the Ventin Group Architects for the architectural services to prepare a schematic design for the proposed addition and interior layout renovation in accordance with the Township's 2014 Space Needs Assessment and the County of Wellington Facility Accessibility Design Manual; and

That Council authorize the expenditure of funds in the amount of \$17,500 inclusive of the non-refundable portion of HST and disbursements to be funded from the 2014



capital carry-forward account number 01-0010-5000 and the County of Wellington 2015 Accessibility Fund Incentive Programme Grant.

**CARRIED**

- (f) Report FIN-2015-021 – 2015 Grant Application Policy and Fee Reduction/Waiver Policy

**Resolution No. 2015-171:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That the 2015 Grant Application Policy and Fee Reduction/Waiver Policy be deferred to the May 20, 2015 Council meeting in order to seek further input from Council.

**CARRIED**

- (g) Financial Reports - March 2015

- i. Financial Report as of March 31, 2015
- ii. Cheque Register – March 1, 2015 to March 31, 2015
- iii. Financial Report By Department – March 2015
- iv. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – March 2015

**Resolution No. 2015-172:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby receives the following reports as information:

- i. Financial Report as of March 31, 2015
- ii. Cheque Register – March 1, 2015 to March 31, 2015
- iii. Financial Report by Department – March 2015
- v. Total Revenues, Contributions from Working Reserves and Expenditures – All Departments – March 2015.

**CARRIED**

**3. Administration Department**

- (a) Report ADM-2015-005 – Director of Finance/Treasurer – Contract Position

**Resolution No. 2015-173:** Moved by Councillor Stokley and  
Seconded by Councillor Fielding

That Report ADM-2015-005 regarding the Director of Finance/Treasurer – Contract Position be received; and

That Council authorize the use of any surplus capital funds realized during 2015 to fund an extended Contract from 1 year to 1 ½ years to temporarily replace the Director of Finance/Treasurer; and

That staff report to Council upon the realization of any surplus capital funds once the results of the various tenders are known.

**CARRIED**



4. **Planning and Building Department**

None.

5. **Roads & Parks Department**

None.

6. **Recreation Department**

None.

9. **NOTICE OF MOTION**

Councillor Bulmer – Site Alteration By-Law – request that the Township cease receiving future applications until a comprehensive review of the by-law has been completed.

Councillor Fielding – Highway 6 – Morriston By-pass – request a formal meeting with the Minister of Transportation, The Honourable Steven Del Duca

10. **COMMITTEE MINUTES**

- (a) Puslinch Heritage Committee – November 3, 2014
- (b) Recreation Committee – March 17, 2015
- (c) Committee of Adjustment – February 10, 2015
- (d) Planning and Development Committee – February 10, 2015.

**Resolution No. 2015-174:** Moved by Councillor Fielding and  
Seconded by Councillor Stokley

That Council hereby receives the following minutes as information:

- (a) Puslinch Heritage Committee – November 3, 2014
- (b) Recreation Committee – March 17, 2015
- (c) Committee of Adjustment – February 10, 2015
- (d) Planning and Development Committee – February 10, 2015

**CARRIED**

11. **MUNICIPAL ANNOUNCEMENTS**

**Puslinch Lake Association**

Councillor Fielding advised that the Puslinch Lake Conservation Association will be holding a town hall meeting on Tuesday, May 26, 2015 at 7:30 p.m. in the dockside room at the Old Marina Restaurant.

**Wellington County Council Orientation Session**

Councillor Roth advised that along with other members of Puslinch Council and staff he attended an orientation session by Wellington County on Monday, April 27<sup>th</sup>. Councillor Roth indicated that it was an excellent session and requested that staff provide a letter of thanks to County Warden, George Bridge and County staff for the session.

**Green Legacy Tree Distribution Days**

Councillor Roth advised that Green Legacy Tree Distribution day was held on Saturday, April 25, 2015 where 5,000 trees were distributed to Puslinch residents. Councillor Roth advised that in exchange for receipt of the trees residents donated 379 pounds of food and





collected \$175.00 in cash donations to the food bank. Councillor Roth thanked Mayor Lever and County Councillor Don McKay for their assistance with the distribution.

### **Township Clean Up Day**

Councillor Bulmer advised those in attendance that the township cleanup day was held on Saturday, May 2, 2015. Councillor Bulmer advised that along with County Councillor Don McKay, members of Council, members of the Optimist Club, many volunteers and various donations of time and equipment the day was a success.

### **Fire Chief Conference**

Mayor Lever advised that he attended the Fire Chief Conference during the weekend of May 2 and 3<sup>rd</sup>. Mayor Lever advised that there were many interesting sessions in which he attended including legal responsibilities of Council, altitude v. attitude, which spoke about motivating factors for fire departments, emergency response presentations and an emotional presentation regarding a sofa warehouse fire in Charleston, where 9 firefighters lost their lives and the resulting changes in use of best practices resulting from the fire. Mayor Lever encouraged members of Council to consider attending future conferences.

### **Puslinch Historical Society Presentations**

Mayor Lever advised that the Puslinch Historical Society is presenting a series of three evenings dedicated to the communities within Puslinch. The presentations follow the boundaries of the twelve original School Sections. Mayor Lever advised that he attended the first session on Tuesday, May 5th at the Arkell United Church Hall for Arkell, Brock Road, Downey and Aberfoyle areas (S.S. 1 to 4). The remaining sessions are to be held on Tuesday, Oct 6th at Knox Crieff Sunday School Room for "The Third", Killean, Crieff and Morrison areas (S.S. 5 to 8) and Tuesday, Nov 3rd at the Badenoch Community Centre for the history of Badenoch, Corwhin, "The Lake" and Glenchristie areas (S.S. 9 to 12).. Mayor Lever advised that additional information regarding the event can be found in the Puslinch Pioneer.

## **12. CLOSED MEETING**

See Item 3A.

## **13. UNFINISHED BUSINESS**

None.

## **14. BY-LAWS:**

None.

## **15. CONFIRMING BY-LAW**

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

**Resolution 2015-175** Moved by Councillor Bulmer and  
Seconded by Councillor Roth

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

- By-Law **32/15** being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 6th day of May 2015.

**CARRIED**



16. **ADJOURNMENT:**

**Resolution No. 2015-176:** Moved by Councillor Roth and  
Seconded by Councillor Bulmer

That Council hereby adjourns at 2:13 p.m.

**CARRIED**

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Dennis Lever, Mayor

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Karen Landry, CAO Clerk