



MINUTES

DATE: October 13, 2021

REGULAR MEETING: 10:00 A.M.

The October 13, 2021 Regular Council Meeting was held on the above date and called to order at 10:00 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
2. Mike Fowler, Director of Public Works, Parks and Facilities
3. Mary Hasan, Director of Finance/Treasurer
4. Courtenay Hoytfox, Municipal Clerk
5. Jeff Bunn, Deputy Clerk

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2021-293:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Council approves the October 13, 2021 Agenda as circulated; and

That Council approves the additions to the agenda as follows:

13.3 Confidential report regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding contract negotiation matters concerning bylaw enforcement

CARRIED

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

Councillor Goyda declared a potential pecuniary interest related to item 9.3.1 as a family member operates a quarry within the Township which has regular dealings with other aggregate companies including CBM, therefore a conflict of interest may arise from any discussions or decision made on this matter.

Councillor Bailey declared a potential pecuniary interest related to item 9.4.1 as a family member who operates a home industry within the Township.

6. **CONSENT AGENDA**

6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:

6.1.1 September 5, 2021 Electronic Participation Council Meeting Minutes

6.1.2 May 18, 2021 Recreation Committee Meeting Minutes

6.1.3 Public Information Meeting – Proposed 2022 User Fees and Charges By-law



Minutes

- 6.2 2021 Compliance Assessment Report - 5465 - Pit 1 - Capital Paving Inc.
- 6.3 2021 Compliance Assessment Report - 5482 - Glenchristie - James Dick
- 6.4 2021 Compliance Assessment Report - 20085 - Wellington Pit - Capital Paving Inc.
- 6.5 Minister of Municipal Affairs and Housing - Letter to Heads of Council - Construction Noise
- 6.6 Anishinabek Nation - Vaccine Passports and First Nations Memo
- 6.7 City of Sarnia - Renovictions
- 6.8 Municipality of Chatham-Kent - Support City of Sarnia Resolution Regarding Renovictions
- 6.9 Town of Kingsville - Save Eye Care Ontario
- 6.10 Municipality of Chatham-Kent - Support Trent Lakes Resolution Regarding Ontario Health Insurance Plan Eye Care
- 6.11 Northumberland County - Resolution Capital Gains Tax on Primary Residence
- 6.12 Township of Scugog - Structure Inventory and Inspections
- 6.13 Township of Huron-Kinloss - Provincial Offences Court
- 6.14 Municipality of Shuniah - Support for 988 Suicide and Crisis Hotline
- 6.15 Municipality of Shuniah - Support for Affordable Internet
- 6.16 Municipality of Shuniah - Support for Motion M-84 Anti-Hate Crimes and Incidents and Private Member's Bill - C 313 Banning Symbols of Hate Act
- 6.17 Township of Puslinch - Conservation Halton 2022 Budget - September 17, 2021

Resolution No. 2021-294:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That the Consent Agenda items listed for OCTOBER 13, 2021 Council meeting be received for information.

CARRIED

7. **DELEGATIONS:**

None

8. **PUBLIC MEETINGS:**

None

9. **REPORTS:**

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2021-027 - Cancellation, Reduction or Refund of Taxes through Sections 357/358

Resolution No. 2021-295:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report FIN-2021-027 regarding the Cancellation, Reduction or Refund of Taxes through Sections 357/358 be received; and

That Council authorizes the Treasurer, through Sections 357/358 of the Municipal Act, to process the cancellation, reduction or refunds of property taxes for certain properties in the amount of \$157 for the years 2020 and 2021 as outlined in Schedule A.

CARRIED

9.2.2 Report FIN-2021-028 - Second Quarter Financial Report – 2021

Resolution No. 2021-296:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Report FIN-2021-028 regarding the Second Quarter Financial Report – 2021 be received.

CARRIED

9.2.3 Report FIN-2021-030 - Municipal Performance Measurement Program Report for 2020

Resolution No. 2021-297: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Report FIN-2021-030 regarding the Municipal Performance Measurement Program Report for 2020 be received.

CARRIED

9.2.4 Report FIN-2021-031 - Request for Proposal 36-21 - External Audit Services

Resolution No. 2021-298: Moved by Councillor Bulmer and
Seconded by Councillor Bailey

THAT Report FIN-2021-031 regarding Request for Proposal 36-21 – External Audit Services be received; and

That Council give 3 readings to By-law No. 2021-051 being a By-law to appoint RLB LLP as its auditor until December 31, 2023 with the option to renew for a period of 2 years based on satisfactory performance in accordance with Request for Proposal 36-21.

CARRIED

9.2.5 Report FIN-2021-032 - Puslinch Community Centre Park Renovation and Upgrade and Replacement of the Lights and Upgrading of the Washrooms at Old Morriston Park - Funding Recommendations

Resolution No. 2021-299: Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That Report FIN-2021-032 regarding the Puslinch Community Centre Park Renovation and Upgrade and Replacement of the Lights and Upgrading of the Washrooms at Old Morriston Park - Funding Recommendations be received; and

That the Puslinch Community Centre Park Renovation and Upgrade costs estimated at \$1,836,765 be funded as follows:

- Investing in Canada Infrastructure Program - \$1,346,900
- Fundraising/Cash in Lieu of Parkland - \$404,245
- Parks and Recreation Services Development Charges - \$75,620
- County Accessibility Grant Funding - \$10,000; and

That the Replacement of the Lights and Upgrading of Washrooms at the Old Morriston Park estimated at \$204,721 be funded as follows:

- Investing in Canada Infrastructure Program - \$150,122
- Fundraising/Cash in Lieu of Parkland - \$54,599

That Council request that once a detailed list of components for the projects with associated costs is finalized, the Recreation Committee liaise with community groups in order to facilitate fundraising efforts for the Puslinch Community Centre Park Renovation and Upgrade and the Replacement of the Lights and Upgrading of Washrooms at the Old Morriston Park; and

That the Recreation Committee's and community groups coordinated fundraising efforts be prioritized as a goal/objective for 2022/2023 with final funds provided to the Township by December 1, 2023; and

That the Mayor pursue corporate sponsorship opportunities and report back to the Recreation Committee to assist with fundraising; and

That staff proceed as directed.

CARRIED

9.2.6 Report FIN-2021-033 - 2022 User Fees and Charges By-law

Resolution No. 2021-300:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report FIN-2021-033 regarding the 2022 User Fees and Charges By-law be received; and

That Council give 3 readings to By-law No. 2021-052 being a by-law to adopt the User Fees and Charges By-law.

CARRIED

Councillor Goyda declared a potential pecuniary interest related to item 9.3.1 as a family member operates a quarry within the Township, which has regular dealings with other aggregate companies including CBM, therefore a conflict of interest may arise from any discussions or decision made on this matter and refrained from discussions and voting on that item.

9.3 Administration Department

9.3.1 Report ADM-2021-063 St. Marys Cement Inc. Canada – Proposed changes to the conditions of an ARA licence

Resolution No. 2021-301:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

THAT Council receives Report ADM-2021-063 regarding St. Marys Cement Inc. (Canada) - Changes to the conditions of a licence to operate a pit or quarry ERO No. 019-4363 and ERO No. 019-4365; and

Whereas it is necessary to ensure to the safety of users of Concession 2 which includes school buses; and

Whereas St. Mary's Cement Inc. utilizes trucks to transport gravel from a gravel pit on one side of Concession 2 to another gravel pit on the opposite side of the road; and

Whereas a nearby gravel pit uses a conveyor system to transport gravel from one side of the road to the other side; and

Whereas truck traffic crossing Concession 2 is likely to increase with the tonnage for the Neubauer Pit proposed to be increased to 1,250,000 tonnes, in combination with the adjacent Mast Pit; and

Whereas public traffic on the public road very likely has increased since the associated traffic study was undertaken in 2011; and

Whereas the Neubauer Pit Operational Plan dated December 2011 Note 13 requires that material be moved via a conveyor system with occasional processing at the face being transported via truck across the road; and

Whereas material has exclusively been trucked across the road contrary to Note 13 on the Operational Plan; and

Whereas a conveyor system has not been established to date;

Therefore be it resolved:

That the Township of Puslinch does not support the proposed ERO No. 019-4363 and ERO No. 019-4365 unless St. Mary's Cement Inc. complies with the current Neubauer Pit Operational Plan dated December 2011 including the requirement that material will be moved under the municipal road via a conveyor; and

Either St. Mary's Cement Inc. constructs and operates a conveyor system to transport gravel under Concession 2;

Or satisfactorily demonstrates to the Province with a technical justification report that it is not technically and safely feasible to construct and operate such conveyor system; and

Where a conveyor system is determined not feasible by the technical justification report, that an underpass or overpass be established to truck material across the municipal road;

And further, if the current operation must stay in place, that St Marys Cement is then

- a) obligated to cover all costs associated with the installation of adequate markers, warnings, signage, and flag persons to the satisfaction of the Township for the duration of all extraction work to be in place and operating for all crossings which will take place; and
- b) St. Marys Cement provide the Township with securities associated with rock trucks crossing the road in the amount of \$100,000 to be maintained and topped up on an annual basis to cover all costs associated with the maintenance and repair of the road crossing; and
- c) That an updated traffic study be prepared and provided to the Township; and
- d) That St. Marys Cement pays for a risk assessment and Health and Safety study to be undertaken by a Township consultant to determine the level of safety that must be provided pursuant to the traffic study; and

That St Marys Cement solely accept and assume all risk and liability associated with this crossing, including public traffic on the road; and

That the above noted justification and traffic reports be provided to the Township; and

That this resolution be provided to MPP Ted Arnott for his support in this matter.

CARRIED

9.3.2 Report ADM-2021-064 Council and Committee 2022 Draft Schedule

Resolution No. 2021-302:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Council adopts the 2022 Council, Committee & Budget Meeting Schedule, attached as Appendix "A".

CARRIED

9.3.3 Report ADM-2021-065 By-law Enforcement Occurrence 3rd Quarter Report

Resolution No. 2021-303:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report ADM-2021-065 regarding the 3 Quarter By-law Enforcement update be received for information.

CARRIED

Council recessed from 12:00pm to 12:30pm

Roll Call

Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Bulmer
Mayor Seeley

9.3.4 Report ADM-2021-066 Proposed Amendments to the Halton-Hamilton
Source Protection Plan

Resolution No. 2021-304:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report ADM-2021-066 regarding Proposed Amendments to the Halton-Hamilton Source Protection Plan be received for information.

CARRIED

9.3.5 Report ADM-2021-067 Proposed Publicized Display By-law

Resolution No. 2021-305:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Report ADM-2021-067 regarding a draft Publicized Display By-law be received for information; and

That Council directs staff as follows:

That staff incorporate Council's comments from the meeting and any further written comments in the next draft of the proposed By-law.

CARRIED

9.3.6 Report HER-2021-002 Report from the Heritage Committee: Progress Report
on 2021-2022 Goals and Objectives

Resolution No. 2021-306:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Report HER-2021-02, providing a progress report on the activities of the Heritage Committee for 2021-2022, be received for information.

CARRIED

9.3.7 Report REC-2021-002 Report from the Recreation Committee: Progress Report
on 2021-2022 Goals and Objectives

Resolution No. 2021-307:

Moved by Councillor Bulmer and

Seconded by Councillor Bailey

THAT Report ADM-2021-02, providing a progress report on the activities of the Recreation Committee for 2021-2022, be received for information; and further,

That the budget proposal outlined under Financial Implications be referred to the 2022 budget Deliberations; and

That the Recreation Committee update the 2022 Goals and Objectives to include coordinated fundraising opportunities related to the Puslinch Community Centre Park Renovation and Upgrade and Replacement of the Lights and Upgrading of the Washrooms at Old Morriston Park.

CARRIED

9.4 Planning and Building Department

Councillor Bailey declared a potential pecuniary interest related to item 9.4.1 as a family member who operates a home industry within the Township and refrained from discussions and voting on that item.

9.4.1 County of Wellington Planning Information Report regarding Home Industries Options

Resolution No. 2021-308: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Council receives the County of Wellington Planning Information Report regarding Home Industries Options for information; and

THAT Council direct staff to proceed with public engagement and scheduling a public information centre with proposed amendments to the zoning by-law.

CARRIED

9.5 Emergency Management

9.5.1 None

9.6 Roads and Parks Department

9.6.1 Report PW-2021-005 Reallocation of Funds to purchase a Use Truck Cap

Resolution No. 2021-309: Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Report PW-2021-005 regarding the request for reallocation of funds for a used truck-cap be received; and

That Council approve reallocating \$2,500 from the unspent funds of the Replacement of Dump Truck for the purchase of a used truck-cap for the Parks department pick-up truck.

CARRIED

9.7 Recreation Department

9.7.1 None

10. CORRESPONDENCE:

10.1 City of Guelph Water Supply Master Plan 2021 Update – Agency and Municipality Workshop No. 2 and the City of Guelph presentation Water Supply Master Plan Update – Overview

Resolution No. 2021-310: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Council receives Correspondence item 10.1 from the City of Guelph entitled Water Supply Master Plan 2021 Update – Agency and Municipality Workshop No. 2 and the City of Guelph presentation; and

WHEREAS the City of Guelph staff have extended the Township commenting deadline from October 22, 2021 to only November 5, 2021 despite Township staff requesting a longer review window given the technical nature of the topic, the absence and availability of City draft report to review and the potential impact to the Township;

THEREFORE BE IT RESOLVED:

THAT Council pass a resolution stating their concerns to the City of Guelph staff's stipulation that Township comments to be provided no later than November 5, 2021 and direct staff to submit the resolution to the City of Guelph; and

THAT Council direct Township staff and consultant(s) to review the City of Guelph Water Supply Master Plan Update correspondence and draft report, when available, and to provide comments for Council's consideration at the November 24 Puslinch Council meeting; and

That the City of Guelph Council provide the opportunity for Puslinch Council to provide comments in advance of the draft report being adopted by City of Guelph Council; and

That Council request that the City of Guelph Council acknowledge receipt of Township comments and that the City of Guelph provide a response to the Township's comments; and

That Council request City of Guelph Council to authorize the release of the draft report to Puslinch staff in advance of the City of Guelph Council meeting in order to prepare comments; and

That this resolution be forwarded to the Township of Guelph Eramosa.

CARRIED

Council recessed from 2:45 pm to 2:50pm

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Bulmer
Mayor Seeley**

10.2 Wellington Common Elements Condominium Corporation #214 (WECECC #214) Mini Lakes Capital Projects Status Update

Resolution No. 2021-311: Moved by Councillor Bailey and
Seconded by Councillor Goyda

That Council receive Correspondence item 10.2 regarding the Mini Lakes Capital Projects Status Update for information.

CARRIED

10.3.1 Ontario Clean Water Agency Responses to GM BluePlan Recommendations to Wellington Common Elements Condominium Corporation #214 (WECECC #214) regarding Drinking Water System Annual Reports



Resolution No. 2021-312:

Moved by Councillor Goyda and
Seconded by Councillor Bulmer

That Council receive Correspondence item 10.3.1 Ontario Clean Water Agency Responses to GM BluePlan Recommendations to Wellington Common Elements Condominium Corporation #214 (WECECC #214) regarding Drinking Water System Annual Reports for information.

CARRIED

10.3.2 Ontario Clean Water Agency Responses to GM BluePlan Recommendations to Wellington Common Elements Condominium Corporation #214 (WECECC #214) regarding Waste Water Treatment Plant Annual Reports

Resolution No. 2021-313:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council receive Correspondence item 10.3.2 Ontario Clean Water Agency Responses to GM BluePlan Recommendations to Wellington Common Elements Condominium Corporation #214 (WECECC #214) regarding Waste Water Treatment Plant Annual Reports for information.

CARRIED

10.4 County Official Plan Review – Consultation and Engagement Overview

Resolution No. 2021-314:

Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

That Council receive Correspondence item 10.4 County Official Plan Review – Consultation and Engagement Overview for information; and

That Council request that County Planning staff attend a future Puslinch Council meeting to present and be available to answer questions related to the County Official Plan Review.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 None

11.2 Council Member Reports

11.2.1 None

12. BY-LAWS:

12.1.1 BL2021-051 - To appoint RLB LLP as the Auditor for the Township

12.1.2 BL2021-052 - User Fees and Charges By-law and to repeal 059-2020

12.1.3 BL2021-053- to amend By-law 2021-039 Non-application of Line Fences Act

Resolution No. 2021-315:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

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

12.1.1 BL2021-051 Being a by-law to appoint RLB LLP as the auditor for the Township of Puslinch;

12.1.2 BL2021-052 Being a by-law to permit the Municipality to impose fees or charges with respect to services or activities provided, related costs payable, and for the use of its property, and to repeal By-law 059-2020;

12.1.3 BL2021-053 Being a by-law to amend By-law 2021-039 to provide for the non-application of the Line Fences Act in the Township of Puslinch for a period not to exceed 240 days commencing July 14, 2021

CARRIED

13. CLOSED SESSION:

Council was in closed session from 3:14p.m. to 4:45 p.m.

The Clerk stopped the recording and removed all public attendees from the webinar. The webinar was then 'locked' so no new participants are able to join.

Resolution No. 2021-316:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

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

13.1 Confidential Report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Encroachments on a Township road allowance;

13.2 Confidential Report regarding personal matters about an identifiable individual, including municipal or local board employees - CAO performance review;

13.3 Confidential report regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding contract negotiation matters concerning bylaw enforcement

CARRIED

Resolution No. 2021-317:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

THAT Council moves into open session at 4:45pm

CARRIED

Council resumed into open session at 4:45p.m.

Resolution No. 2021-318:

Moved by Councillor Bailey and
Seconded by Councillor Goyda

That Council shall continue its meeting past 5:00pm in order to conduct its regularly schedule business.

CARRIED

Resolution No. 2021-319:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

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

13.1 Confidential Report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Encroachments on a Township road allowance;

13.2 Confidential Report regarding personal matters about an identifiable individual, including municipal or local board employees - CAO performance review;



13.3 Confidential report regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding contract negotiation matters concerning bylaw enforcement

CARRIED

Resolution No. 2021-320:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

THAT Council moves into open session at 5:28pm

CARRIED

Council resumed into open session at 5:28p.m.

Resolution No. 2021-321:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receives the:

13.1 Confidential Report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Encroachments on a Township road allowance;

13.2 Confidential Report regarding personal matters about an identifiable individual, including municipal or local board employees - CAO performance review;

13.3 Confidential report regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board regarding contract negotiation matters concerning bylaw enforcement; and

That Council direct staff to notify the Bayview Cottagers association to remove unauthorized signage anywhere within the municipal right-of-way; and

That staff proceed as directed.

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION:

None

15. NOTICE OF MOTION:

None

16. NEW BUSINESS:

None

17. ANNOUNCEMENTS:

17.1 None

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2021-322:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

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

By-Law 2021-054 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 13 day of October 2021.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 13, 2021 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

CARRIED

19. ADJOURNMENT:

Resolution No. 2021-323:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council hereby adjourns at 5:30 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk