



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 28, 2022 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

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AGENDA

DATE: Wednesday September 28, 2022

CLOSED MEETING: None

REGULAR MEETING: 10:00 A.M.

≠ Denotes resolution prepared

Page

1. **Call the Meeting to Order**
2. **Roll Call**
3. **Moment of Reflection**
4. **Confirmation of the Agenda ≠**
5. **Disclosure of Pecuniary Interest & the General Nature Thereof**
6. **Consent Agenda ≠**
 - 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
 - 6.1.1 September 7, 2022 Council Minutes 4
 - 6.1.2 August 9 2022 Committee of Adjustment Meeting Minutes 10
 - 6.1.3 August 9 2022 Planning and Development Advisory Committee Minutes 12
 - 6.2 Monthly Monitoring Report - Mill Creek Pit - License 5738 15
 - 6.3 Township of Baldwin - Support Township of Puslinch Regarding Provincial Bill 109 More Homes for Everyone Act, 2022 18
 - 6.4 Municipality of Huron Shores - Support Resolutions Regarding Strong Mayor, Building Homes Act 19
 - 6.5 Town of Plympton-Wyoming - Support Resolution for Wasaga Beach, Strong Mayors Building Homes Act 20



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 28, 2022 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

6.6	Township of Lucan Biddulph - Support Motion for Town of Wasaga Beach Regarding Strong Mayors, Building Homes Act	21
6.7	Town of Kingsville - Resolution - Opposition to Strong Mayors, Building More Homes Act	25
6.8	Municipality of Brighton - Support Regarding Changes to Healthcare Connect System for Members of Armed Forces	31
6.9	Township of Ashfield-Colborne-Wawanosh - Ontario Wildlife Damage Compensation Program	32
7.	Delegations ≠	
7.1	10:05 AM Delegation by Paul Wyszynski regarding the Street Renaming Request for Swastika Trail. ≠	36
7.2	10:15 AM Delegation by Lori Leroux regarding the Street Renaming Request for Swastika Trail. ≠	37
8.	Public Meetings	
8.1	September 28, 2022 Public Information Meeting held by electronic participation at 7:00pm regarding the following:	
	2023 Budget Public Information Meeting	
9.	Reports ≠	
9.1	Puslinch Fire and Rescue Services	
	9.1.1 None	
9.2	Finance Department	
	9.2.1	
9.3	Administration Department	
	9.3.1 Report ADM-2022-048 – 2023 Council & Committee Meeting Dates ≠	38
	9.3.2 Report ADM-2022-049 - Township of Puslinch Annual Accessibility Status Report ≠	44
	9.3.3 Report ADM-2022-050 – Sunrise Therapeutic Riding & Learning Centre Site Plan Control Agreement Request – Interest on Security Deposit Cheque ≠	54
	9.3.4 Report ADM-2022-051 – Street Re-Naming Request – Swastika Trail ≠	57
	9.3.5 Report ADM-2022-052 – Street Re-Naming Request – Timberwalk Trail ≠	77
	9.3.6 Report ADM-2022-053 – Heritage Structure Demolition - 82 Queen Street ≠	97
	9.3.7 Report ADM-2022-054 – Procedural By-law ≠	102
9.4	Planning and Building Department	
	9.4.1 County of Wellington Planning Recommendation Report – Zoning By-law Amendment Application D14/STU, Part Lot 16, Concession 2, 4363 Wellington Road 35 ≠	130



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 28, 2022 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

- 9.5 **Emergency Management**
 - 9.5.1 None
- 9.6 **Roads and Parks Department**
 - 9.6.1 None
- 9.7 **Recreation Department**
 - 9.7.1 None

- 10. **Correspondence**
 - 10.1 Environmental Registry of Ontario – Approval to Amend a Municipalities Official Plan (Official Plan Amendment 119 from the County of Wellington) 136
 - 10.2 Ontario Ministry of Infrastructure – Accelerated High-Speed Internet Program 218

- 11. **Council reports ≠**
 - 11.1 Mayor’ Updates
 - 11.2 Council Member Reports (verbal or written updates from members who sit on boards/committees)

- 12. **By-laws ≠**
 - 12.1 First, Second, Third Reading
 - 12.1.1 BL2022-040 A By-law to amend By-law Number 023/18, as amended, being the Zoning By-law of the Township of Puslinch (D14-STU) 242

- 13. **Closed Session – Pursuant to Section 239 of the Municipal Act, 2001 – None**

- 14. **Business Arising from Closed Session**

- 15. **Notice of Motion**

- 16. **New Business**

- 17. **Announcements**
 - 17.1 None

- 18. **Confirmatory By-law ≠**
 - 18.1 BL2022-041 Confirm By-law – September 28, 2022 ≠ 246

- 19. **Adjournment ≠**



MINUTES

DATE: September 7, 2022

CLOSED MEETING: None

COUNCIL MEETING: 10:00 A.M.

The September 7, 2022 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
6. Mirela Oltean, Deputy Treasurer
7. Andrew Hartholt, CBO

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2022-276:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council approves the September 7, 2022 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 7, 2022 Council agenda items

CARRIED

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

Councillor Goyda declared a potential pecuniary interest related to item 7.1 Delegation by Peter Cummins regarding the Sunrise Site Plan Agreement as I am a member of the board of directors for Sunrise and therefore due to conflict of interest I will not participate in discussion or decision on this matter.

Councillor Bulmer declared a potential pecuniary interest related to item 7.1 Delegation by Peter Cummins regarding the Sunrise Site Plan Agreement as I have agreed to act as an advisor to Sunrise Therapeutic Riding & Learning Centre and previous presentation materials have stated that such "advisors" provide a benefit to Sunrise Therapeutic Riding & Learning Centre. From this, a reasonable person would perceive that I am a friend of Sunrise Therapeutic Riding & Learning Centre. As per the Township Code of Conduct, no member shall make a decision of exercise an official power, duty or function if the member knows or reasonably should know that the action would create an opportunity to advance a private interest of a friend, whether or not the private interest is actually advanced.



6. CONSENT AGENDA

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

6.1.1 August 10, 2022 Council Minutes

6.1.2 June 14 2022 Committee of Adjustment Meeting Minutes

6.1.3 June 14 2022 Planning and Development Advisory Committee Minutes

6.1.4 May 25, 2022 Public Information Meeting Minutes

6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 7, 2022 Council agenda items

6.2 Dufferin Aggregates - Monthly Monitoring Report - Mill Creek Pit # 5738

6.3 Municipality of Port Hope - Request for Government of Ontario to Revisit Provisions of Bill 109 More Homes for Everyone Act

6.4 Township of Hornepayne - Support - Bill 109 (More Homes for Everyone Act)

6.5 Town of Wasaga Beach - Oppose Strong Mayors, Building Homes Act

6.6 Township of Shuniah - Support Letter - Town of Aurora (C-233 Keira's Law)

6.7 Northumberland County - Resolution Support - Correspondence, Township of Perry Private Members Bill C-233 Keira's Law

6.8 City of Owen Sound - Changes to Amber Alert System

6.9 Northumberland County - Expanding Amber Alert System

6.10 Municipality of Port Hope - Draven Alert

6.11 City of Brantford - Seeking Prosperity and Partnership with Indigenous Nations and a Timely Resolution of Haldimand Tract Land Dispute

6.12 Northumberland County - Former Mohawk Institute Residential School Document Release

6.13 Town of Aylmer - Resolution Regarding Letter Warming and Cooling Centre Policy

6.14 Town of Hanover - Support South Bruce Peninsula - Physician Shortages in Ontario

6.15 Town of South Bruce Peninsula - Mandatory Firefighter Certification

6.16 Conservation Halton's Programs and Services Inventory (August 2022)

6.17 Environmental Registry of Ontario Re Emissions Performance Standards (EPS) program regulatory amendments for the 2023-2030 period

6.18 Grand River Conservation Authority - August 2022 General Meeting

Resolution No. 2022-277:

Moved by Councillor Bailey and
Seconded by Councillor Goyda

That the Consent Agenda items with the exception of items 6.1.1 and 6.17, listed for SEPTEMBER 7, 2022 Council meeting be received for information.

CARRIED

Resolution No. 2022-278:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.1.1 listed for SEPTEMBER 7, 2022 Council meeting be received regarding an update on the CBM resolution passed at the August 10, 2022 Council meeting and the Puslinch Lake access.

CARRIED

Resolution No. 2022-279:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the Consent Agenda item 6.17 listed for SEPTEMBER 7, 2022 Council meeting be received; and

That Council direct staff to forward consent item 6.17 to Karen Chisholme, Climate Change and Sustainability Manager at the County of Wellington to be considered in respect of the County Climate Change Mitigation Plan.

CARRIED

7. DELEGATIONS:



Councillor Goyda declared a potential pecuniary interest related to item 7.1 Delegation by Peter Cummins regarding the Sunrise Site Plan Agreement and refrained from discussions and voting on that item.

Councillor Bulmer declared a potential pecuniary interest related to item 7.1 Delegation by Peter Cummins regarding the Sunrise Site Plan Agreement and refrained from discussions and voting on that item.

7.1 10:05 AM Delegation by Peter Cummins and Anne Caine regarding Sunrise Therapeutic Riding Centre Site Plan Agreement

Resolution No. 2022-280: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council direct that the current practice of request securities at the time of Site Plan Agreement execution; and

That Council direct staff to report back whether interest collected in the Township's bank account can be returned to the applicant.

CARRIED

Resolution No. 2022-281: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council receives the Delegation by Peter Cummins and Anne Caine regarding Sunrise Therapeutic Riding Centre Site Plan Agreement.

CARRIED

8. **PUBLIC MEETINGS:**

8.1 None

9. **REPORTS:**

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN 2022-029 – 2023 Proposed User Fees and Changes

Resolution No. 2022-282: Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

THAT Report FIN-2022-029 entitled 2023 Proposed User Fees and Charges be received; and

That Clause 5a of the Budget Development and Control Policy be amended to state that "User fees and charges shall be automatically adjusted annually based on the CPI for Ontario from May to May"; and

**That staff report back on the non-resident rental surcharge applicable for Puslinch Community Centre rentals and its impact on revenues as part of the 2024 User Fees and Charges review;
And**

That Council direct staff to request that the Recreation Committee comment on the proposed implementation of Frisbee Golf and engage with the community through Engage Puslinch and report back to Council; and



That Council direct staff to include the revisions requested by Council in consent item 6.1.5 in the draft by-law and report prior to it being presented to the public at the public meeting; and

That \$100 administrative fee be clarified to indicate that it is a cumulative fee for all invoices and not charged for each individual invoice; and

That Council directs staff to proceed with holding a Public Meeting on September 28, 2022 at 7:00 p.m. to obtain public input on the proposed User Fees and Charges By-law as outlined in Schedule A to Report FIN-2022-029; and

That staff report back to Council with the results of the Public Meeting.

CARRIED

9.2.2 Report FIN 2022-028 – Delegation of Authority for Property Tax Adjustments

Resolution No. 2022-283:

Moved by Councillor Bulmer and
Seconded by Councillor Goyda

That Report FIN-2022-028 entitled Delegation of Authority for Property Tax Adjustments be received; and

That Council give 3 readings to By-law No. 2022-037 being a by-law to delegate authority to the Assessment Review Board to exercise certain powers and functions of Council with respect to tax applications where the applicant is unable to pay taxes due to sickness and/or extreme poverty and to delegate authority to the Director of Finance/Treasurer or designate to exercise certain powers and functions of Council with respect to property tax adjustment applications.

CARRIED

9.3 Administration Department

9.3.1 None

9.4 Planning and Building Department

9.4.1 BLD-2022-004 – Proposal for Vehicle Purchase

Resolution No. 2022-284:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

**That Report BLD-2022-004 entitled Proposal for Vehicle Purchase be received; and
That Council authorize a pre-budget approval of \$36,000 in 2022 for the Vehicle Purchase in the Building Department in order to transfer the 2016 pickup truck to the By-law Department to be funded as follows:**

- **Building Surplus Reserve - \$18,012; and**
- **Asset Management Discretionary Reserve - \$17,988**

That staff look for vehicles two years in advance for future vehicle purchases in order to identify the potential to order electric vehicles.

CARRIED

9.5 Emergency Management

9.5.1 None



9.6 Roads and Parks Department

9.6.1 None

9.7 Recreation Department

9.7.1 REC-2022-013 - Municipal Property Assessment Corporation – Agreement for Permission to Enter Lands – 23 Brock Road South

Resolution No. 2022-285: Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

THAT Report REC-2022-013 entitled Municipal Property Assessment Corporation – Agreement for Permission to Enter Lands – 23 Brock Road South – be received; and

That Council give 3 readings to By-law No. 2022-038 being a by-law to authorize the Mayor and Clerk to execute an Agreement with the Municipal Property Assessment Corporation for the Permission to Enter Lands – 23 Brock Road South; and

That Council authority be delegated to staff to execute renewals of the agreement if no budgetary or substantive changes are made.

CARRIED

10. **CORRESPONDENCE:**

10.1 None

11. **COUNCIL REPORTS:**

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update that Councillor Bailey and he attended the AMO conference. Mayor Seeley also provided an update on the TAPMO meeting at the AMO conference.

11.2 Council Member Reports

11.2.1 Councillor Bailey gave an update on the AMO conference and the seminars attended.

Resolution No. 2022-286: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive the Mayors and Council member updates for information.

CARRIED

12. **BY-LAWS:**

12.1 First, Second, Third Reading

12.1.1 BL2022-037 – Delegate Authority for Property Tax Adjustments

12.1.2 BL2022-038 – Being a by-law to authorize the entering into an Agreement with the Municipal Property Assessment Corporation for the purpose of parking two vehicles at the Puslinch Community Centre located at 23 Brock Road South

Resolution No. 2022-287: Moved by Councillor Sepulis and
Seconded by Councillor Bulmer

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

12.1.1 BL2022-037 Being a By-law authorize the Assessment Review Board to exercise certain powers and functions of Council with respect to tax applications where the applicant is unable to pay taxes due to sickness and/or extreme poverty; and



Being a by-law to authorize the Director of Finance/Treasurer or designate to exercise certain powers and functions of Council with respect to property tax adjustment applications

12.1.2 BL2022-038 – Being a by-law to authorize the entering into an Agreement with the Municipal Property Assessment Corporation for the purpose of parking two vehicles at the Puslinch Community Centre located at 23 Brock Road South.

CARRIED

13. CLOSED SESSION:

None

14. BUSINESS ARISING FROM CLOSED SESSION:

None

15. NOTICE OF MOTION:

None

16. NEW BUSINESS:

None

17. ANNOUNCEMENTS:

17.1 Mayor Seeley congratulated Councillor Bulmer on his acclimation to the office County Councillor and Councillor Bulmer congratulated Mayor Seeley on his acclimation to the office of Mayor.

17.2 Mayor Seeley requested an update from the Director of Public Works on the on-going Concession 7 paving project and Gilmour Culvert.

17.3 Mayor Seeley ask the Director of Public Works for an update on the Tennis Court.

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2022-288:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

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

By-Law 2022-039 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 7 day of September 2022.

CARRIED

19. ADJOURNMENT:

Resolution No. 2022-289:

Moved by Councillor Bulmer and
Seconded by Councillor Sepulis

That Council hereby adjourns at 11:48 a.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk



MINUTES

1. CALL THE MEETING TO ORDER

The August 9, 2022 Committee of Adjustment Meeting was held on the above date and called to order at 7:00 p.m. via electronic participation.

2. ROLL CALL

MEMBERS IN ATTENDANCE

Councilor John Sepulis, Chair
Deep Basi
Dennis O'Connor
Paul Sadhra

MEMBERS ABSENT

Dan Kennedy

STAFF IN ATTENDANCE

Lynne Banks, Development and Legislative Coordinator
Jeff Bunn, Deputy Clerk
Joanna Salsberg, Planner, County of Wellington

3. OPENING REMARKS

The Chair welcomed those attending the meeting to the Committee of Adjustment and informed the attendees that Township Staff would present the application, then the applicant would have the opportunity to present the purpose and details of the application and provide any further relevant information. Following this, the public can obtain clarification, ask questions and express their views on the proposal. The members of the Committee can then obtain clarification, ask questions and express their views on the proposal. All application decisions are subject to a 20 day appeal period.

4. DISCLOSURE OF PECUNIARY INTEREST

None

5. APPROVAL OF MINUTES

Moved by: Dennis O'Connor

Seconded by: Paul Sadhra

That the Minutes of the Committee of Adjustment meeting held Tuesday, June 14, 2022 be adopted.

CARRIED

6. APPLICATIONS FOR MINOR VARIANCE OR PERMISSION under section 45 of the Planning Act to be heard by the Committee this date.

6(a) Minor Variance Application D13-HAY – J. Paul Haynes and Allison Tait – 217 Hume, Concession 10, Part Lot 11, Township of Puslinch.

Requesting relief of New Comprehensive Zoning By-Law #23-2018, as amended, from Section 4.2 Accessory Apartments.

The purpose and effect of this application is to provide relief from:

1. Section 4.2 Accessory Apartments to permit an accessory apartment to be 166.2 m² instead of 130 m² as required.

- Shane Wilson, agent for the applicant, provided an overview of the application.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
COMMITTEE OF ADJUSTMENT
AUGUST 9, 2022
7:00 PM
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

- There were no questions or comments from the public.
- There were no questions or comments from the Committee.

That Application D13/HAY requesting relief from provisions of Zoning By-Law #023/2018, as amended, to permit an accessory apartment to be 166.2 m2 instead of 130 m2, as required.

Is approved with no conditions

CARRIED

7. OTHER MATTERS

None

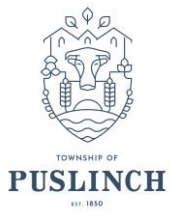
8. ADJOURNMENT

Moved by: Deep Basi

Seconded by: Dennis O'Connor

The Committee of Adjustment meeting adjourned at 7:11 p.m.

CARRIED



MINUTES

1. CALL THE MEETING TO ORDER

The August 9, 2022 Planning & Development Advisory Committee Meeting was held on the above date and called to order at 7:11 p.m. via electronic participation.

2. OPENING REMARKS

The Chair advised that the following portion of the Committee meeting will be for the Committee to review and provide comments on development planning applications. .

3. ROLL CALL

MEMBERS IN ATTENDANCE

Councilor John Sepulis, Chair
Deep Basi
Dennis O'Connor
Paul Sadhra

MEMBERS ABSENT

Dan Kennedy

STAFF IN ATTENDANCE

Lynne Banks, Development and Legislative Coordinator
Jeff Bunn, Deputy Clerk
Joanna Salsberg, Planner, County of Wellington

4. DISCLOSURE OF PECUNIARY INTEREST

None

5. APPROVAL OF MINUTES

Moved by: Dennis O'Connor

Seconded by: Paul Sadhra

That the Minutes of the Planning & Development Advisory Committee Meeting held Tuesday, June 14, 2022, be adopted.

CARRIED

6. APPLICATION FOR SITE PLAN URBAN DESIGN REVIEW

None

7. ZONING BY-LAW AMENDMENT

None

8. LAND DIVISION

8(a) Severance application B76-22 (D10-CHA) – Maria Charbonneau – Part Lot 7, Concession Gore, municipally known as 6648 Gore Road, Township of Puslinch.

Proposed severance is 44.2m fr x 111.24m = 0.49 hectares, vacant land for proposed rural residential use.

Retained parcel is 2.88 hectares with 159.74m, existing and proposed rural residential use with existing dwelling.

- Jeff Charbonneau, one of the owners of the property, provided an overview of the application.
- John Sepulis reminded the Committee that the minor variance has already been approved for MDS for the barn located to the south of the property.
- Dennis O'Connor noted that the size of the property is 0.49 hectares and not 4 acres as stated by the owner.
- Joanna Salsberg commented that the MDS for the 2016 minor variance for the barn to the south of the property was approved and further noted that the County is also looking at the surrounding barns to check if there will be any conditions for MDS for those barns.
- John Sepulis noted that there are four barns shown on the drawing and noted that it appears that MDS has been met.
- Joanna Salsberg advised that County staff is still reviewing for MDS compliance
- Dennis O'Connor asked if the County will confirm that the 2016 MDS approval for the barn to the south is still satisfied and that there hasn't been any change to the use of the barns.
- Joanna Salsberg advised that the County is doing a review of MDS and will look at the barn to the south and the other surrounding barns.
- John Sepulis asked if another minor variance for further MDS compliance may be required for the other barns
- Joanna Salsberg noted that there may be a requirement for an additional minor variance for MDS compliance.
- John Sepulis noted that a condition should be added noting that a minor variance may be required for MDS for the additional barns and any change of use of existing barns.
- Jeff Charbonneau noted that the 2016 minor variance showed all four barns on sketch and that MDS sheets were submitted to the County with the severance application for their review.
- John Sepulis advised Jeff Charbonneau that the Committee is obligated to point out any concerns the Committee might have.
- Joanna Salsberg noted that the condition regarding MDS or any change of use should be for the barns in the surrounding area.
- There were no further questions or comments from the Committee.

The Committee supports the application with the **following conditions** imposed:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That safe access to the proposed severed lands can be accommodated to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
3. That a minor variance may be required for the severed parcel for any additional barns located on adjacent properties due to any change of use or any new barns

8(b) Severance application B77-22 (D10-RIT) – Cheryl Ritter – Part Lot 15, Concession 10, municipally known as 7726 Maltby Rd E, Township of Puslinch.

Proposed severance is 37.5m fr x 106.45m = 0.4077 hectares, vacant land for proposed rural



residential use.

Retained parcel is 1.4793 hectares with 77.65m frontage, existing and proposed rural residential use with existing dwelling.

- Nancy Shoemaker, agent for the applicant, provided an overview of the application.
- There were no questions or comments from the Committee.

The committee supports the application with the **following condition** imposed:

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands. Any fees incurred by the Township for the review of this application will be the responsibility of the applicant; and further that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
2. That safe access to the proposed severed lands can be accommodated to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

CARRIED

9. OTHER MATTERS

- None

10. CLOSED MEETING

- None

11. NEXT MEETING

- Next Regular Meeting will be held on Tuesday, September 13, 2022 @ 7:00 p.m.

12. ADJOURNMENT

Moved by: Paul Sadhra

Seconded by: Dennis O'Connor

That the Planning & Development Advisory Committee is adjourned at 7:30 p.m.

CARRIED



Dufferin Aggregates
2300 Steeles Ave W, 4th Floor
Concord, ON L4K 5X6
Canada

September 8, 2022

Seana Richardson
Aggregates Technical Specialist
Ministry of Natural Resources and Forestry
Guelph District
1 Stone Road West
Guelph, Ontario
N1G 4Y2

Attention: Ms. Richardson

**Re: Monthly Monitoring Report – August 2022
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County**

Please find enclosed the required monitoring data for the month of August 2022 for those monitoring wells that could be measured.

No exceedances to report for August 2022. Groundwater well 92-12 was damaged and under repair by a licensed well driller from July 25 - Aug 9, 2022 (no reading taken on August 3, 2022) - this well is now repaired and has been re-surveyed.

If you have any questions, please do not hesitate to call.

Sincerely,

Bader Diab
Site Superintendent



CC: Township of Puslinch
Sonja Strynatka (GRCA)
Kevin Mitchell (Dufferin Aggregates)
University of Guelph



Monthly Reporting
Mill Creek Aggregates Pit
August 2022

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	305.7	305.49	NO
11-Aug-22	305.70	305.49	NO
18-Aug-22	305.68	305.49	NO
25-Aug-22	305.76	305.49	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	306.05	305.70	0.35	0.10	NO
11-Aug-22	306.05	305.70	0.35	0.10	NO
18-Aug-22	306.04	305.68	0.36	0.10	NO
25-Aug-22	306.08	305.76	0.32	0.10	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	305.23	305.17	NO
11-Aug-22	305.23	305.17	NO
18-Aug-22	305.21	305.17	NO
25-Aug-22	305.26	305.17	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	-	305.23	-	0.06	NO
11-Aug-22	305.56	305.23	0.33	0.06	NO
18-Aug-22	305.51	305.21	0.30	0.06	NO
25-Aug-22	305.59	305.26	0.33	0.06	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	304.67	304.54	NO
11-Aug-22	304.67	304.54	NO
18-Aug-22	304.65	304.54	NO
25-Aug-22	304.70	304.54	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	305.59	304.67	0.92	0.58	NO
11-Aug-22	305.59	304.67	0.92	0.58	NO
18-Aug-22	305.52	304.65	0.87	0.58	NO
25-Aug-22	305.58	304.70	0.88	0.58	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	303.95	303.50	NO
11-Aug-22	303.91	303.50	NO
18-Aug-22	303.86	303.50	NO
25-Aug-22	303.89	303.50	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	304.47	303.95	0.52	0.32	NO
11-Aug-22	304.45	303.91	0.54	0.32	NO
18-Aug-22	304.38	303.86	0.52	0.32	NO
25-Aug-22	304.44	303.89	0.55	0.32	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	304.11	303.91	NO
11-Aug-22	304.09	303.91	NO
18-Aug-22	304.07	303.91	NO
25-Aug-22	304.15	303.91	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	304.61	304.11	0.50	0.23	NO
11-Aug-22	304.55	304.09	0.46	0.23	NO
18-Aug-22	304.52	304.07	0.45	0.23	NO
25-Aug-22	304.58	304.15	0.43	0.23	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance
3-Aug-22	303.13	302.79	NO
11-Aug-22	303.13	302.79	NO
18-Aug-22	303.08	302.79	NO
25-Aug-22	303.22	302.79	NO

Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
3-Aug-22	303.33	303.13	0.19	0.15	NO
11-Aug-22	303.32	303.13	0.19	0.15	NO
18-Aug-22	303.29	303.08	0.21	0.15	NO
25-Aug-22	303.45	303.22	0.23	0.15	NO

Note: No exceedances to report for August 2022. Groundwater well 92-12 was damaged and under repair by a licensed well driller from July 25 - Aug 9, 2022 (no reading taken on August 3, 2022) - this well is now repaired and has been re-surveyed.

Monthly Reporting
Mill Creek Aggregates Pit
August 2022

Date	Below Water Table Extraction Phase 5	Below Water Table Extraction Phase 6	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Kitchener/Waterloo (Actual)		Waterloo-Wellington A (30-year Normal)		Max. Allowable as per PTTW- Main Pond		Max. Allowable as per PTTW- Silt Pond		Exceedance Y/N (BELOW 304.5 mASL)
					(mm)	(mm)	(Imperial Gallons)	(Litres)	(Imperial Gallons)	(Litres)	(Imperial Gallons)	(Litres)	
Total Monthly	Precipitation (mm):	42.1				per minute	per day	per minute	per day	per minute	per day		
Total Monthly	Normal Precipitation (mm):	83.9				per minute	per day	per minute	per day	per minute	per day		
						2,500	11,365	2,597	11,806	3,739,477	17,000,000		
1-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
2-Aug-22	0	7050	1,529,226	0	306.27	305.82	N	304.65	N	305.92	N	305.91	N
3-Aug-22	0	6750	1,505,470	0	306.26	305.81	N	304.64	N	305.91	N	305.91	N
4-Aug-22	0	3600	1,514,708	0	306.26	305.82	N	304.63	N	305.91	N	305.91	N
5-Aug-22	0	3150	1,523,067	0	306.26	305.83	N	304.63	N	305.91	N	305.91	N
6-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
7-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
8-Aug-22	0	3750	1,500,190	0	306.26	305.83	N	304.63	N	305.90	N	305.90	N
9-Aug-22	0	7050	1,499,530	0	306.26	305.81	N	304.62	N	305.90	N	305.90	N
10-Aug-22	0	7200	1,499,750	0	306.26	305.80	N	304.62	N	305.89	N	305.89	N
11-Aug-22	0	7050	1,474,234	0	306.24	305.79	N	304.62	N	305.89	N	305.89	N
12-Aug-22	0	3900	1,402,524	0	306.23	305.77	N	304.61	N	305.87	N	305.87	N
13-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
14-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
15-Aug-22	0	5400	1,548,584	0	306.21	305.76	N	304.61	N	305.82	N	305.82	N
16-Aug-22	0	7200	1,555,403	0	306.21	305.75	N	304.61	N	305.81	N	305.81	N
17-Aug-22	0	7200	1,563,541	0	306.19	305.73	N	304.61	N	305.80	N	305.80	N
18-Aug-22	0	7200	1,562,222	0	306.19	305.74	N	304.61	N	305.80	N	305.80	N
19-Aug-22	0	4200	1,538,025	0	306.19	305.74	N	304.61	N	305.80	N	305.80	N
20-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
21-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
22-Aug-22	0	6900	1,573,880	0	306.23	305.78	N	304.63	N	305.84	N	305.84	N
23-Aug-22	0	7050	1,390,426	0	306.25	305.79	N	304.64	N	305.85	N	305.85	N
24-Aug-22	0	7050	1,441,239	0	306.25	305.77	N	304.65	N	305.85	N	305.85	N
25-Aug-22	0	7200	1,564,641	0	306.24	305.76	N	304.64	N	305.84	N	305.84	N
26-Aug-22	0	3900	1,563,541	0	306.23	305.76	N	304.64	N	305.84	N	305.84	N
27-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
28-Aug-22	-	-	-	-	-	-	-	-	-	-	-	-	-
29-Aug-22	0	7200	1,569,701	0	306.22	305.75	N	304.64	N	305.82	N	305.82	N
30-Aug-22	0	7200	1,562,222	0	306.19	305.74	N	304.63	N	305.82	N	305.82	N
31-Aug-22	0	7200	1,551,663	0	306.22	305.74	N	304.63	N	305.81	N	305.81	N
Total	-	134,400	33,433,786	-	-	-	-	-	-	-	-	-	-

Note: No exceedances to report. The Township of Puslinch pumped a total of approximately 11,350 litres from the Phase 4 pond in August. It is noted that only 300 mm of precipitation has been recorded at the Kitchener/Waterloo Climatological Station between January 1 and August 31, 2022, which is 49% of the 30-year climate normal amount for the same period (603 mm; based on data from the Waterloo-Wellington A Climatological Station). In 2021, a total of 425 mm of precipitation was recorded during the same period.

#6



The Corporation of the
TOWNSHIP OF BALDWIN

11 Spooner Street
MCKERROW, ONTARIO POP 1M0
TEL: (705) 869-0225 FAX: (705) 869-5049
CLERK: Karin Bates – karin@baldwin.ca

MOVED BY:



DATE: Sept. 12, 2022

SECONDED BY:

MOTION NO.: 22-54

NOW THEREFORE BE IT RESOLVED THAT: that council supports the motion adopted by the Township of Puslinch, dated July 13, 2022 regarding the summary and implications of Provincial Bill 109 More Homes for Everyone Act, 2022.

Carried ✓ Defeated Mayor 

RECORDED VOTE	FOR	AGAINST
Vern Gorham		
David Fairbairn		
Jo-Anne Boucher		
Ray Maltais		
Bert McDowell		



Municipality of Huron Shores
7 Bridge Street, PO Box 460
Iron Bridge, ON P0R 1H0
Tel: (705) 843-2033 Fax: (705) 843-2035

September 15, 2022

Minister of Municipal Affairs and Housing
Attn: The Honourable Steve Clark
777 Bay Street
17th Floor
Toronto, ON M7A 2J3

Re: Res. #22-21-23 – Town of Wasaga Beach – Request for Support re: ***Strong Mayors, Building Homes Act***

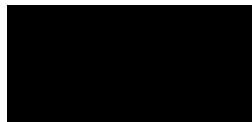
The Council of the Corporation of the Municipality of Huron Shores passed Resolution #22-21-23 at the Regular Meeting held Wednesday, September 14th, 2022, as follows:

“BE IT RESOLVED THAT the Council of the Municipality of Huron Shores supports, in principle, the Town of Wasaga Beach's opposition of the Strong Mayors, Building Homes Act;

AND THAT a copy of this resolution be sent to the Minister of Municipal Affairs and Housing, and all Ontario municipalities.”

Should you require anything further in order to address the above-noted resolution, please contact the undersigned.

Yours truly,



Natashia Roberts

Chief Administrative Officer (CAO)/Clerk
NR/KN

Cc: Minister of Municipal Affairs and Housing and all Ontario municipalities



Nina Bifulchi, Mayor
Town of Wasaga Beach
30 Lewis Street
Wasaga Beach, ON
L9Z 1A1
mayor@wasagabeach.com

September 9th 2022

Re: Strong Mayors Building Homes Act

Dear Mayor Bifulchi,

Please be advised that at the Regular Council Meeting on August 31st 2022, the Town of Plympton-Wyoming Council passed the following motion, supporting the resolution from the Council of the Town of Wasaga Beach regarding *Strong Mayors, Building Homes Act*.

Motion 11

Moved by Councillor Netty McEwen

Seconded by Councillor Tim Wilkins

That Council directs staff to send a letter in support of item 'H', Resolution- Town of Wasaga Beach re Strong Mayors, Building Homes Act

Motion Carried.

If you have any questions regarding the above motion, please do not hesitate to contact me by phone or email at dgiles@plympton-wyoming.ca.

Sincerely,



Denny Giles
Deputy Clerk
Town of Plympton-Wyoming

cc: All Ontario Municipalities



Township of Lucan Biddulph

270 Main Street
P.O Box 190, Lucan, Ontario N0M 2J0
Phone (519) 227-4491; Fax (519) 227-4998; E-mail (info@lucanbiddulph.on.ca)

September 14, 2022

Town of Wasaga Beach
30 Lewis Street
Wasaga Beach, ON
L9Z 1A1
eamc@wasagabeach.com

AND TO:

Town of Kingsville
2021 Division Road North
Kingsville, ON
N9Y 2Y9
jsettington@kingsville.ca

RE: STRONG MAYORS BUILDING HOMES ACT

Please be advised that at the Regular Council Meeting on September 6, 2022, the Township of Lucan Biddulph Council passed the following motion, supporting the resolutions from the Council of the Town of Wasaga Beach and Town of Kingsville regarding *Strong Mayors, Building Homes Act*.

Resolution No. 2022 - 203

Moved by D. Regan

Seconded by D. Manders

That Council of the Township of Lucan Biddulph supports the following resolutions regarding opposition to Bill 3, Strong Mayors, Building Homes Act, 2022:

- *Town of Kingsville dated September 1, 2022*
- *Town of Wasaga Beach dated August 19, 2022*

Should you have any questions regarding the above motion, please do not hesitate to contact our office.

Sincerely,



Tina Merner
Deputy Clerk

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing (Steve.Clark@pc.ola.org)
Monte McNaughton, MPP – Lambton, Kent, Middlesex (Monte.McNaughtonco@pc.ola.org)
Association of Municipalities of Ontario (AMO) (amo@amo.on.ca)
All Ontario Municipalities



August 19, 2022

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
777 Bay Street
17th Floor
Toronto ON
M7A 2J3

Dear Minister Clark:

Re: Strong Mayors, Building Homes Act

Please be advised that the Council of the Town of Wasaga Beach, during their August 18, 2022 Council meeting adopted the following resolution:

“That Council receive the letter dated August 10, 2022 from the Ministry of Municipal Affairs and Housing pertaining to Strong Mayors, Building Homes Act, for information;

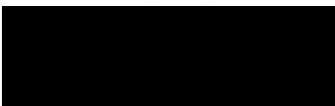
And further that a letter be sent to the Minister of Municipal Affairs and Housing outlining these proposed powers are not appropriate and to outline other ways for the province to institute housing and other matters, and that the motion be circulated to all Ontario municipalities.”

The Town of Wasaga Beach Council does not support the Strong Mayors, Building Housing Act as the proposed changes will not demonstratively speed up the construction of housing and will erode the democratic process at the local level where members of Council have to work together to achieve priorities. What is needed to speed up construction of housing is greater authority for local municipalities to approve development without final clearances from outside agencies after they have been given reasonable time to provide such clearances.

Your favourable consideration of this matter is appreciated.

Should you have any questions, please contact me at mayor@wasagabeach.com or (705) 429-3844 Ext. 2222.

Yours sincerely,


Nina Bifulchi
Mayor

c. Members of Council
All Ontario Municipalities

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister

777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre

777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2022-3540

August 10, 2022

Dear Head of Council:

As Ontarians face the rising cost of living and a shortage of homes, our government was re-elected with a strong mandate to help more Ontarians find a home that meets their needs.

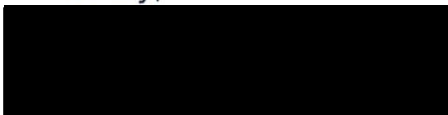
Our government also made an election promise to build 1.5 million new homes for the people of Ontario over the next 10 years to address the housing supply crisis.

I am pleased to inform you that our government introduced the proposed Strong Mayors, Building Homes Act on August 10, 2022, that, if passed, would make changes to the *Municipal Act, 2001*, *City of Toronto Act, 2006*, and the *Municipal Conflict of Interest Act*. These amendments would empower mayors in the City of Toronto and City of Ottawa to deliver on shared provincial-municipal priorities and get more homes built faster.

If passed, the proposed changes impacting the City of Toronto and City of Ottawa are intended to take effect on November 15, 2022, which is the start of the new municipal council term. Other growing municipalities could follow at a later date.

If you have any comments or feedback regarding these proposed changes, you may submit them to the Ministry of Municipal Affairs and Housing at: StrongMayors@ontario.ca.

Sincerely,



Steve Clark
Minister



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

COPY VIA EMAIL (Premier@ontario.ca)

September 1, 2022

The Hon. Doug Ford, Premier of Ontario
Legislative Building
1 Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

**RE: Town of Kingsville Council Resolution #336-08292022 in opposition to
Bill 3, Strong Mayors, Building Homes Act, 2022**

At its Special Meeting held August 29, 2022 Council of The Corporation of the Town of Kingsville passed a Resolution against Bill 3 as follows:

Resolution #336-08292022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Laura Lucier

“WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will initially apply to the City of Toronto and City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS these are surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council.

THEREFORE, this Council of the Town of Kingsville, passes this resolution to petition the Government of Ontario that:

1. These changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Town of Kingsville;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipal Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2020; and
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing.

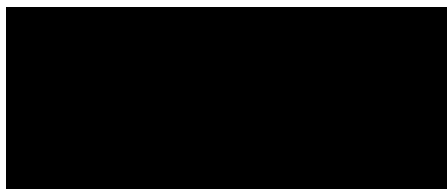
Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", Kingsville's MPP, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

RECORDED VOTE – Carried Unanimously

	YEA	NAY
Deputy Mayor Gord Queen	X	
Councillor Kimberly DeYong	X	
Councillor Tony Gaffan	X	
Councillor Laura Lucier	X	
Councillor Thomas Neufeld	X	
Councillor Larry Patterson	X	
Results	6	0

If you have any questions or comments please contact Paula Parker at pparker@kingsville.ca.

Yours very truly,



Paula Parker
Town Clerk, on behalf of Kingsville Council

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
(Steve.Clark@pc.ola.org)
Standing Committee on Heritage, Infrastructure and Cultural Policy; Attn.: Committee Clerk
Isaiah Thorning (schicp@ola.org)
Anthony Leardi, MPP – Essex (Anthony.Leardi@pc.ola.org)
Association of Municipalities of Ontario (AMO) (amo@amo.on.ca)
All Ontario Municipalities



2021 Division Road North
Kingsville, Ontario N9Y 2Y9
Phone: (519) 733-2305
www.kingsville.ca
kingsvilleworks@kingsville.ca

COPY VIA EMAIL (Premier@ontario.ca)

September 1, 2022

The Hon. Doug Ford, Premier of Ontario
Legislative Building
1 Queen's Park
Toronto, ON M7A 1A1

Dear Premier Ford:

**RE: Town of Kingsville Council Resolution #336-08292022 in opposition to
Bill 3, Strong Mayors, Building Homes Act, 2022**

At its Special Meeting held August 29, 2022 Council of The Corporation of the Town of Kingsville passed a Resolution against Bill 3 as follows:

Resolution #336-08292022

Moved by Councillor Kimberly DeYong
Seconded by Councillor Laura Lucier

“WHEREAS the Government of Ontario, through the Minister of Municipal Affairs and Housing, has introduced Bill 3 which is described as "An Act to amend various statutes with respect to special powers and duties of heads of council";

AND WHEREAS this Bill, if enacted, will initially apply to the City of Toronto and City of Ottawa, but will later be expanded to include other municipalities according to a statement made by the Premier at the 2022 AMO annual conference;

AND WHEREAS this Bill, if enacted, will give Mayors additional authority and powers, and correspondingly take away authority and powers from Councils and professional staff, and will include giving the Mayor the authority to propose and adopt the Municipal budget and to veto some decisions of Council;

AND WHEREAS this Bill, if enacted, will give authority over professional staff to the Mayor, including that of the Chief Administrative Officer;

AND WHEREAS these changes will result in a reduction of independence for professional staff including the CAO, who currently provide objective information to the Council and public and will now take direction from the Mayor alone when the Mayor so directs;

AND WHEREAS these are surprising and unnecessary changes to the historical balance of power between a Mayor and Council, and which historically gave the final say in all matters to the will of the majority of the elected Council.

THEREFORE, this Council of the Town of Kingsville, passes this resolution to petition the Government of Ontario that:

1. These changes to the *Municipal Act, 2001*, are unnecessary and will negatively affect the Town of Kingsville;
2. That if the Ontario Government deems these changes necessary in large single-tier municipalities such as Toronto and Ottawa, that such changes should not be implemented in smaller municipalities;
3. That the Ontario Government should enact legislation clarifying the role of Mayor, Council and Chief Administrative Officer, similar to those recommended by the Ontario Municipal Administrator's Association and those recommended by Justice Marrocco in the Collingwood judicial inquiry of 2020; and
4. That if the stated goal of this legislation is to construct more housing in Ontario that this can be accomplished through other means including amendment of the *Planning Act* and funding of more affordable housing.

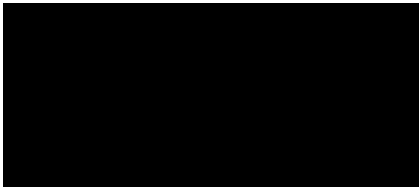
Council further directs the Clerk to ensure that a copy of this resolution be provided to the Premier of Ontario, the Minister of Municipal Affairs and Housing, the "Standing Committee on Heritage, Infrastructure and Cultural Policy", Kingsville's MPP, the Association of Municipalities of Ontario, and other Municipalities in Ontario."

RECORDED VOTE – Carried Unanimously

	YEA	NAY
Deputy Mayor Gord Queen	X	
Councillor Kimberly DeYong	X	
Councillor Tony Gaffan	X	
Councillor Laura Lucier	X	
Councillor Thomas Neufeld	X	
Councillor Larry Patterson	X	
Results	6	0

If you have any questions or comments please contact Paula Parker at pparker@kingsville.ca.

Yours very truly,



Paula Parker
Town Clerk, on behalf of Kingsville Council

cc: The Honourable Steve Clark, Minister of Municipal Affairs and Housing
(Steve.Clark@pc.ola.org)
Standing Committee on Heritage, Infrastructure and Cultural Policy; Attn.: Committee Clerk
Isaiah Thorning (schicp@ola.org)
Anthony Leardi, MPP – Essex (Anthony.Leardi@pc.ola.org)
Association of Municipalities of Ontario (AMO) (amo@amo.on.ca)
All Ontario Municipalities

From: Candice Doiron <CDoiron@brighton.ca>
Sent: Thursday, September 08, 2022 1:11 PM
Cc: premier@ontario.ca; info@ontariohealth.ca; Sylvia.Jones@pc.ola.org;
david.piccini@pc.ola.org
Subject: Change to Healthcare Connect System - Canadian Forces Member

Good afternoon;

Please find below a resolution that was passed September 6, 2022 by Council of the Municipality of Brighton looking for support regarding changes to be made to the Healthcare Connect System for Members of the Canadian Armed Forces.

Resolution No. COU-2022-329
Moved by Councillor Mark Bateman
Seconded by Mayor Brian Ostrander

Whereas Brighton is a community with a significant military population;
And whereas military personnel are from time to time released from their duties for medical reasons;
And whereas military personnel are attached to healthcare through the Canadian Armed Forces which ceases after the date of military release;
And whereas released military personnel are unable to register with Healthcare Connect until after their release date, providing a healthcare gap;
And whereas the notice for release dates are well in advance of the actual date of release from the Canadian Armed Forces;
Now therefore be it resolved that the Municipality of Brighton endorse that the Ontario Government change the access rules to Healthcare Connect to permit the registration of military personnel into the Healthcare Connect system once those Canadian Forces Members are provided with a release date;
And further that this motion is circulated to the Premier of Ontario, the Minister of Health, MPP David Piccini, and all municipalities across Ontario and the Association of the Municipalities of Ontario (AMO) for endorsement.
Carried

Kind Regards,

Candice Doiron
Municipal Clerk

Municipality of Brighton
35 Alice Street
PO Box 189
Brighton, ON K0K 1H0
cdoiron@brighton.ca

Tel: 613-475-0670
Fax: 613-475-3453



TOWNSHIP OF
ASHFIELD-COLBORNE-WAWANOSH

82133 Council Line, R.R. #5
Goderich, Ontario N7A 3Y2

PHONE: 519-524-4669

FAX: 519-524-1951

E-MAIL: clerk@acwtownship.ca

September 2, 2022

Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, ON N1G 2Y1

Re: Ontario Wildlife Damage Compensation Program

Dear Minister,

Please be advised that at the August 23rd meeting, the Council of the Corporation of the Township of Ashfield-Colborne-Wawanosh considered and adopted the following resolution.

Moved by Roger Watt
Seconded by Jennifer Miltenburg

WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) administers the Ontario Wildlife Damage Compensation Program to provide compensation to farm producers for livestock killed by wildlife;

AND WHEREAS Ontario Municipalities administer the Program on behalf of OMAFRA by appointing Livestock Investigators and staff to work on wildlife damage claims;

AND WHEREAS the costs associated with wildlife damage claims exceed the administration fee of \$50.00 per claim as provided to the Municipality by OMAFRA;


NOW THEREFORE BE IT RESOLVED THAT the Council of the Township of Ashfield-Colborne-Wawanosh request the Ministry of Agriculture, Food and Rural Affairs review the administration fee provided to Municipalities for the administration of the Ontario Wildlife Compensation Program;

AND FURTHER THAT this resolution be circulated to the Association of Municipalities of Ontario and all Ontario Municipalities for their consideration and support.

Carried

I also enclose the letter and resolution that brought the issue to Council's agenda. If you require any clarification or further information, please do not hesitate to contact me.

Sincerely,


Florence Witherspoon
Municipal Clerk

acwtownship.ca

The Corporation of the
MUNICIPALITY OF TWEED

255 Metcalf St., Postal Bag 729
Tweed, ON K0K 3J0
Tel.: (613) 478-2535
Fax: (613) 478-6457



Email: info@tweed.ca
Website: www.tweed.ca
facebook.com/tweedontario

July 4, 2022

Ministry of Agriculture, Food and Rural Affairs
1 Stone Road West
Guelph, ON N1G 4Y2

Dear Minister:

Re: Ontario Wildlife Damage Compensation Program

We are writing to you today on behalf of our municipality regarding the administration fees related to wildlife damage claims. This program is necessary to protect our farm producers from the devastating losses incurred when they lose livestock to predators.

At the June 28, 2022 Regular Council Meeting the attached Resolution was passed by Council.

Our Council's concern is the administration fee paid to municipalities to administer the program on the Ministry's behalf which was recently increased from \$30.00 per claim to \$50.00 per claim.

We have recently contracted for a new Livestock Investigator resulting in the following costs directly related to wildlife claims:

Hourly Rate: \$25.00/hour
Mileage Rate: .50/km

On the most recent invoice for this service there were three wildlife claims with costs as follows:

1. April 28, 2022 – 3 hours + mileage = \$95.00
2. May 5, 2022 – 2.5 hours + mileage = \$75.00
3. May 8, 2022 – 3.5 hours + mileage = \$120.00

There is also time spent by municipal staff in preparing the wildlife claims for submission and monitoring the claims for payment to the livestock owner.

This results in a loss on each wildlife claim for our taxpayers to bear to be able to provide this necessary service to our farm producers.

Ministry of Agriculture, Food and Rural Affairs
Page 2
July 4, 2022

We respectfully request that the Ministry consider increasing the administration fee on wildlife claims to help offset the increasing costs associated with Livestock Investigation.

We look forward to hearing from you about this matter at your earliest convenience.

Yours truly,

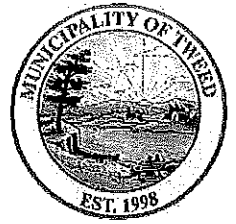
A large black rectangular redaction box covers the signature area.

Gloria Raybone, CPA, CA
CAO/Treasurer

Encl.

cc. Association of Municipalities of Ontario
Ontario Municipalities

Municipality of Tweed Council Meeting
Council Meeting



Resolution No.

442.

Title:

Ministry of Agriculture, Food and Rural Affairs

Date:

Tuesday, June 28, 2022

Moved by

Brian Treanor

Seconded by

Jacob Palmateer

WHEREAS the Ontario Ministry of Agriculture, Food and Rural Affairs administers the Ontario Wildlife Damage Compensation Program to provide compensation to farm producers for livestock killed by wildlife;

AND WHEREAS Ontario Municipalities administer the Program on behalf of OMAFRA by appointing a Livestock Investigator and staff to work on wildlife damage claims;

AND WHEREAS the costs associated with wildlife damage claims typically exceed the administration fee of \$50.00 per claim as provided to the Municipality by OMAFRA;

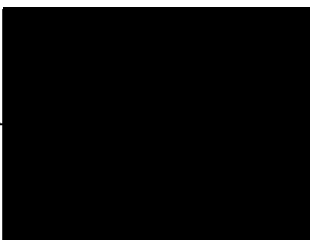
NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Tweed request the Ministry of Agriculture, Food and Rural Affairs to review the administration fee provided to

Municipalities for the administration of the Ontario Wildlife Damage Compensation Program:

AND FURTHER, that this Resolution be circulated to the Association of Municipalities of Ontario (AMO) and all Ontario Municipalities for their consideration and support.

Carried

Mayor



From: [Township of Puslinch](#)
To: [Jeff Bunn](#)
Subject: New Entry: Delegate Request
Date: Thursday, September 8, 2022 4:18:07 PM

Meeting Date

September 28, 2022

Name

2222703 Ontario Inc Wyszynski

Mailing Address

[REDACTED]

Phone Number

[REDACTED]

Email Address

[REDACTED]

Purpose of delegation (state position taken on issue, if applicable)

I oppose the street name change

I am submitting a formal presentation to accompany my delegation

No

I will require the use of audio-visual equipment (power point presentation)

No

From: [Township of Puslinch](#)
To: [Jeff Bunn](#)
Subject: New Entry: Delegate Request
Date: Thursday, September 8, 2022 4:20:57 PM

Meeting Date

September 28, 2022

Name

Lori Leroux

Mailing Address

[REDACTED]

Phone Number

[REDACTED]

Email Address

[REDACTED]

Purpose of delegation (state position taken on issue, if applicable)

I oppose the street name change

I am submitting a formal presentation to accompany my delegation

No

I will require the use of audio-visual equipment (power point presentation)

No



REPORT ADM-2022-048

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: September 28, 2022

SUBJECT: Proposed 2023 Council, Committee & Budget Meeting Schedule

RECOMMENDATION

THAT Council adopts the 2023 Council, Committee & Budget Meeting Schedule, attached as Schedule "A" to Report ADM-2022-048.

DISCUSSION

Statutory Holiday and Conference Dates

The Council/Budget Meeting Schedule is set taking into consideration the 2023 Statutory Holidays and the various annual conferences that Council members may attend, including:

- Rural Ontario Municipal Association (January 22 to 24, 2023);
- Ontario Good Roads Association (April 16 to 19, 2023);
- Federation of Canadian Municipalities (May 25 to 28, 2023); and
- Association of Municipalities of Ontario (August 21 to 23, 2023)

Council Meetings

The Procedural By-law 59/08, as amended, outlines that Council will meet on Wednesday at 10:00 o'clock in the morning (including budget meetings) on 3-week frequency with the exception of the months of July and August where there shall be one regular meeting in each month at 10:00 o'clock in the morning on a Wednesday determined by Council.

Committee Schedule

Committee meeting date and times have been included based on the current structure. Those may be amended based on Council's direction.

Currently, the Township holds the following three advisory committee meetings:

- The Planning and Development Advisory Committee, which meets on the second Tuesday of every month at 7:00 p.m.
- The Recreation Committee which meets quarterly on the third Tuesday of the month at 7:00 p.m.
- The Heritage Committee which meets quarterly at 1:00 p.m on a Monday determined by the Committee.

Public Information Meetings

Nine (9) Public Information Meeting (PIM) dates have been set throughout the year to align with a regularly scheduled Council meeting dates. This provides Council members and the public advance notice for any potential public meetings required under legislation or at the request of Council. If there is no need for a PIM, Council will be advised by Administration staff and the website will be updated. All PIMs will commence at 7:00 p.m. Staff recommend that PIMs are not pre-scheduled during the months of July and August and that these be scheduled if required.

Budget Meetings

The Budget meetings for the **2023 Budget** have been set as follows:

- Proposed User Fees and Charges By-law Public Information Meeting – September 28, 2022
- Adoption of User Fees and Charges By-law – October 19, 2022
- Road and Facility Tour with Department Heads and Council – November 16, 2022
- Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets – November 30, 2022
- Present proposed base Operating Budget to Council – November 30, 2022
- Grant applications and amounts requested under the Grant Application Program – November 30, 2022
- Updated Capital and Operating Budget based on Council's direction – January 18, 2023
- Proposed Budget Public Information Meeting – January 25, 2023
- Final Budget Approval – February 8, 2023

The Budget meetings for the **2024 Budget** have been set as follows:

- Proposed User Fees and Charges By-law Public Information Meeting – September 27, 2023
- Road and Facility Tour with Department Heads and Council – October 11, 2023
- Adoption of User Fees and Charges By-law – October 18, 2023
- Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets – October 25, 2023
- Present proposed base Operating Budget to Council – November 22, 2023
- Grant applications and amounts requested under the Grant Application Program – November 22, 2023

- Updated Capital and Operating Budget based on Council's direction – January 10, 2024
- Proposed Budget Public Information Meeting – January 17, 2024
- Final Budget Approval – February 7, 2024

List of All Committee and Council Meeting Dates for 2023

January 2: Statutory Holiday

January 10: Planning and Development Advisory Committee Meeting at 7:00 P.M.

January 16: Heritage Committee Meeting at 1:00 P.M.

January 18: Council Meeting - Updated Capital and Operating Budget based on Council's direction at 10:00 A.M.

January 22-24: Rural Ontario Municipal Association Conference

January 25: Proposed Budget Public Information Meeting at 7:00 P.M.

February 8: Council Meeting – Final Budget Approval at 10:00 A.M.

February 14: Planning and Development Advisory Committee Meeting at 7:00 P.M.

February 20: Statutory Holiday

February 21: Recreation Committee Meeting at 7:00 P.M.

March 1: Council Meeting at 10:00 A.M.

March 14: Planning and Development Advisory Committee Meeting at 7:00 P.M.

March 22: Council Meeting at 10:00 A.M.

March 22: Public Information Meeting at 7:00 P.M.

April 3: Heritage Committee Meeting at 1:00 P.M.

April 7, 10: Statutory Holiday

April 11: Planning and Development Advisory Committee Meeting at 7:00 P.M.

April 12: Council Meeting at 10:00 A.M.

April 16-19: Ontario Good Roads Association Conference

May 3: Council Meeting at 10:00 A.M.

May 9: Planning and Development Advisory Committee Meeting at 7:00 P.M.

May 16: Recreation Committee Meeting at 7:00 P.M.

May 22: Statutory Holiday

May 24: Council Meeting at 10:00 A.M.

May 24: Public Information Meeting at 7:00 P.M.

June 13: Planning and Development Committee Meeting at 7:00 P.M.

June 14: Council Meeting at 10:00 A.M.

July 3: Statutory Holiday

July 10: Heritage Committee Meeting at 1:00 P.M.

July 11: Planning and Development Committee Meeting at 7:00 P.M.

July 12: Council Meeting at 10:00 A.M.

August 7: Statutory Holiday

August 8: Planning and Development Committee Meeting at 7:00 P.M.

August 15: Recreation Committee Meeting at 7:00 P.M.

August 16: Council Meeting at 10:00 A.M.

August 21-23: Association of Municipalities of Ontario Conference

September 4: Statutory Holiday

September 6: Council Meeting at 10:00 A.M.

September 12: Planning and Development Committee Meeting at 7:00 P.M.

September 19: Recreation Committee Meeting at 7:00 P.M.

September 27: Council Meeting at 10:00 A.M.

September 27: Public Information Meeting – Proposed User Fees and Charges By-Law at 7:00 P.M.

October 2: Heritage Committee Meeting at 1:00 P.M.

October 9: Statutory Holiday

October 10: Planning and Development Advisory Committee Meeting at 7:00 P.M.

October 18: Council Meeting – Adoption of User Fees and Charges By-Law at 10:00 A.M.

October 19: Council Meeting – Road and Facility Tour with Department Heads and Council at 10:00 A.M.

October 25: Council Meeting – Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets at 10:00 A.M.

November 8: Council Meeting at 10:00 A.M.

November 14: Planning and Development Committee Meeting at 7:00 P.M.

November 21: Recreation Committee Meeting at 7:00 P.M.

November 22: Council Meeting – Present proposed base Operating Budget to Council and Grant applications and amounts requested under the Grant Application Program at 10:00 A.M.

November 29: Council Meeting at 10:00 A.M.

December 12: Planning and Development Committee Meeting at 7:00 P.M.

December 20: Council Meeting at 10:00 A.M.

December 25-29: Township Holiday Closure

FINANCIAL IMPLICATIONS

None

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, 2001 – Section 286

Procedure By-Law 59/08

ATTACHMENTS

Schedule “A” - Proposed 2023 Council, Committee and Budget Meeting Schedule

2023

Council & Committee Calendar

C/PIM	Council Meeting (10 a.m.) / Public Info. Meeting (7p.m.)
H	Denotes a Statutory Holiday/Offices Closed
C	Council Meeting (10 a.m.)
PDAC	Planning Development Advisory Committee (7p.m.)
HC	Heritage Committee (1p.m.)
RC	Recreation Committee (7p.m.)
B	Council Meeting (10 a.m.) / Final Budget Approval

ROMA	ROMA Virtual Conference January 22-24, 2023
OGRA	OGRA Conference April 16-19, 2023
AMO	AMO Conference August 21-23, 2023
FCM	FCM Conference May 25-28, 2023
CB	Capital Budget Meeting (10 a.m.)
OPB	Operating Budget Meeting (10 a.m.)
CB/OPB	Capital & Operating Budget Meeting (10 a.m.)

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**2023 Budget PIM

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**2024 User Fees and Charges By-law PIM



REPORT ADM-2022-049

TO: Mayor and Members of Council

PREPARED BY: Jeff Bunn, Deputy Clerk

PRESENTED BY: Jeff Bunn, Deputy Clerk

MEETING DATE: September 7, 2022

SUBJECT: Township of Puslinch Annual Accessibility Status Report
File: A22

RECOMMENDATION

That Report ADM-2022-049 entitled Township of Puslinch Annual Accessibility Status Report be received.

Purpose

The purpose of this report is to provide Council with an annual status update on the progress of measures taken to implement the Township 2022-2026 Multi-Year Accessibility Plan (Attachment 1).

The Township of Puslinch has established a multi-year accessibility plan to prevent and remove barriers to accessibility and to meet requirements under the Accessibility for Ontarians with Disabilities Act (AODA) and the Integrated Accessibility Standards.

This Annual Status Report details the required annual update for 2022-2026 on the progress of measures taken to improve accessibility within the Township. The purpose of this report is to track the organization's progress and make the public aware of our initiatives.

This report will be available online at www.puslinch.ca/accessibility.

Background

The *Ontarians with Disabilities Act* (ODA), 2001, mandates public organizations have an accessibility plan that integrates accessibility planning into their operations and facilities.

In 2015, the Ontario Government introduced the AODA, which provided a foundation of how to achieve a fully-accessible province for all citizens by 2025.

The AODA sets out the roadmap for an accessible Ontario by 2025, and contains standards in the following five areas:

1. Customer Service;
2. Information and Communication;
3. Employment;
4. Transportation; and,
5. Design of Public Spaces.

The Township's 2022-2026 Multi-Year Accessibility Plan is based upon the legislative requirements of the ODA and AODA.

In addition to addressing the specific goals and priorities identified in the 2022-2026 Multi-Year Accessibility Plan, Township staff have consulted with the County of Wellington and Member Municipalities' Accessibility Advisory Committee on various policies and procedures in preparation for the 2022 Municipal Election.

Projects identified on the Multi-Year Accessibility Plan that are marked with an asterisk "" are contingent upon available grant funding opportunities.

2022 Status Update

Customer Service

- (Ongoing) Continued to provide Accessible Customer Service Training to all staff, new employees and volunteers
- (Ongoing) Continued to review and improve current process to receive feedback from the public, where possible
- (Ongoing) Continued to review and improve current processes on how the public can request alternative formats, where possible
- (Ongoing) Continue to support corporate efforts to ensure compliance with AODA and the Integrated Accessibility Standards

Information and Communications

- (Ongoing) Website content written in plain language, appropriate heading tags for content, alternative text tags for images and documents that are friendly to those using assistive devices

- (Ongoing) Created online accessible fillable forms and converted existing forms to PDF forms for easier use
- (Ongoing) Documents offered in accessible formats when requested
- (Ongoing) Reviewed information and communications processes and products to improve accessibility

Employment

- (Ongoing) Provided accommodation measures as required during recruitment processes upon request
- (Ongoing) Provided job postings and descriptions in alternative formats upon request
- (Ongoing) Ensured job postings were advertised in a variety of newspapers and websites
- (Ongoing) Provided accessibility training to all new staff as part of new employee onboarding program

Transportation

- As the Township of Puslinch does not have a public transit system, the majority of the Transportation standard does not apply
- In 2009 the Township entered into an agreement with the County of Wellington to delegate authority for licensing taxicabs within the Township of Puslinch. In 2011, the County of Wellington ensured Taxi By-law 5266-11 met the requirements of the Integrated Accessibility Regulations as they relate to the Transportation standard

Design of Public Spaces

- (2021-2022) *Completing a space needs analysis and design of municipal office in accordance with public space accessibility requirements of the Ontario Building Code, and the County of Wellington's Facility Accessibility Design Manual
- (2022-2023) Playground upgrades at the Puslinch Community Center Park.

Financial Implications

None.

Applicable Legislation and Requirements

Ontarians with Disabilities Act (ODA), 2001

Accessibility for Ontarians with Disabilities Act

Attachments

Attachment 1 – 2022-2026 Multi-Year Accessibility Plan

Respectfully submitted,

Reviewed by:

Jeff Bunn, Deputy Clerk

Courtenay Hoytfox, Municipal Clerk



TOWNSHIP OF
PUSLINCH

EST. 1850

2022-2026
Multi-Year Accessibility Plan



2022-2026 Multi-Year Accessibility Plan

Table of Contents

Township of Puslinch Commitment to Accessibility	3
Legislation and Responsibilities	3
2022-2026 Goals and Priorities	
1. Customer Service	4
2. Information and Communications	4
3. Employment	4
4. Transportation	5
5. Built Environment	5
Monitoring and Annual Reporting	6
Feedback and Contact Information	6



2022-2026 Multi-Year Accessibility Plan

Township of Puslinch Accessibility Commitment

The Township of Puslinch is committed to being responsive to the needs of its residents and to recognize the diverse needs of all residents. The Township of Puslinch strives to provide services and facilities that are accessible to all citizens.

In 2021, the Township reaffirmed its commitment to equal access and participation for people with disabilities, by enacting a Corporate Accessibility Policy which supports treating people with disabilities in a way that allows them to maintain their dignity and independence, by enacting a Corporate Accessibility Policy.

The 2022-2026 Multi-Year Accessibility Plan builds on a foundation set by the 2011-2017 and 2017-2021 Multi-Year Plans and outlines the Township's approach to ensuring an inclusive workplace and ensuring that our services are accessible to the public.

The Township's goal is to ensure accessibility within the organization for the public and employees in services and facilities.

Legislation and Responsibilities

The Ontarians with Disabilities Act (ODA), 2001, mandates public organizations have an accessibility plan that integrates accessibility planning into their operations and facilities.

In 2015, the Ontario Government introduced the Accessibility for Ontarians with Disabilities Act (AODA), which provided a foundation of how to achieve a fully-accessible province for all citizens by 2025. The AODA sets out the roadmap for an accessible Ontario by 2025, and contains standards in the following five areas:

1. Customer Service;
2. Information and Communication;
3. Employment;
4. Transportation; and,
5. Design of Public Spaces.

The Township's Multi-Year Accessibility Plan is based upon the legislative requirements of the ODA and AODA.



2022-2026 Multi-Year Accessibility Plan

2022-2026 Goals and Priorities

Accessibility Standard	Goals and Priorities	Timeline
Customer Service	Review best municipal practices and improve (if necessary) current processes on how the public can request alternative formats, where possible	Ongoing
	Support corporate efforts to ensure compliance with AODA and the Integrated Accessibility Standards	Ongoing
	Review and update (if necessary) Township of Puslinch Policy regarding Accessible Standards for Customer Service & Use of Assistive Devices	2022
Information and Communications	Ensure public documents are provided in accessible formats when requested	Ongoing
	Conduct accessibility audit of Township website to ensure content meets internationally-recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario’s accessibility laws. In addition to an automated scan, include a real human test/review of the website.	2023
	Conduct Website Redesign in accordance with Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements, AODA standards, and municipal best practices*	2026 & 2031
Employment	Provide Accessible Customer Service Training to all staff, new employees and volunteers	Ongoing
	Provide accessibility training to all new staff as part of new employee onboarding program	Ongoing
	Provided accommodation measures as required during recruitment processes upon request	Ongoing

	Ensure job postings and descriptions in alternative formats upon request	Ongoing
	Advertise job postings in a variety of newspapers and websites	Ongoing
Transportation	The Township of Puslinch does not have a public transit system, the majority of the Transportation standard does not apply	
	In 2009 the Township entered into an agreement with the County of Wellington to delegate authority for licensing taxicabs within the Township of Puslinch. In 2011, the County of Wellington ensured Taxi By-law 5266-11 met the requirements of the Integrated Accessibility Regulations as they relate to the Transportation standard	
	As a municipality in the County of Wellington, residents of the Township of Puslinch can access RIDE WELL, a demand based, accessible public transit service	
Design of Public Spaces	Playground upgrades at the Puslinch Community Centre Park*	2022-2023
	Parking lot and associated enhancements (curbing, entrance, and additional lighting) at the Puslinch Community Centre*	2023
	Incorporate accessible design features in accordance with public space accessibility requirements of the Ontario Building Code, and the County of Wellington's Facility Accessibility Design Manual, into future renovations/additions to the Municipal Office*	2022-2026
	Playground upgrades at Boreham Park (also known as Arkell Park)*	2024
	Bar Counter, Bar Door, Cosmetic Upgrades at the Puslinch Community Centre	2025

Projects identified on the Multi-Year Accessibility Plan that are marked with an asterisk "" are contingent upon available grant funding opportunities.

Monitoring and Annual Reporting

The 2022-2026 Multi-Year Accessibility Plan will be reviewed and updated every five years. The next update will occur in 2026.

Township Staff will prepare for Municipal Council an annual status report to document and highlight the progress and measures taken to implement the Multi-Year Plan and meet the requirements of the AODA and Integrated Accessibility Standards Regulation.

Feedback and Contact Information

The Township of Puslinch welcomes feedback on the Multi-Year Accessibility Plan, and on the accessibility of our services and facilities. If you have any ideas or suggestions in the spirit of continuous improvement, please contact us.

Telephone: 519-763-1226
Mail: Clerk's Office Attention: Deputy Clerk
7404 Wellington Road 34
Puslinch, ON
N0B 2J0
Email: admin@puslinch.ca

The Multi-Year Accessibility Policy is available on the Township's website at puslinch.ca/accessibility.

Alternative formats, including paper copies of the Accessibility Plan are available upon request.



REPORT ADM-2022-050

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk
Mary Hasan, Director of Finance / Treasurer

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk
Mary Hasan, Director of Finance / Treasurer

MEETING DATE: September 28, 2022

SUBJECT: Sunrise Therapeutic Riding & Learning Centre Site Plan Control Agreement Request – Interest on Security Deposit Cheque

RECOMMENDATION

That Report ADM-2022-050 entitled Sunrise Therapeutic Riding & Learning Centre Site Plan Control Agreement Request – Interest on Security Deposit Cheque be received; and

That Council direct staff as follows _____.

Purpose

The purpose of this report is to provide Council with information based on the delegation from the September 7, 2022 Council meeting by Sunrise Therapeutic Riding & Learning Centre (Sunrise) regarding their Site Plan Agreement requirements. Council directed staff to report back regarding the potential to provide Sunrise the Township interest earned on the security deposit cheque or bank draft (security deposit) received as a requirement of the Site Plan Control Agreement.

Background

Sunrise representatives delegated to Council on September 7, 2022 regarding specific requirements set out in the draft Site Plan Control Agreement. Staff were directed by Council to report back on the potential to provide Sunrise the Township interest earned on the security

deposit received as a requirement of the Site Plan Control Agreement in accordance with the Council Resolution below:

Resolution No. 2022-280:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council direct staff to proceed with the current practice of collecting securities at the time of Site Plan Agreement execution; and

That Council direct staff to report back whether interest collected in the Township's bank account can be provided to the applicant.

CARRIED

Security Requirements – Township Interest Earned on Security Deposit Funds Received

The Township earns interest income at a rate of prime less a percentage on a monthly basis based on the balance in its bank account. Security deposits are deposited in the Township's general bank account as they are received.

The Township's current practise is to not return interest earned on deposits for any Township matters. This would be very difficult to administer as the number of deposits received by the Township for various matters is extensive and the calculation involves a number of steps as outlined below. Based on discussions with the Township's auditor, they do not have any audit clients who provide interest earned on deposits back to deposit holders. The Township is also not aware of any of the lower tier municipalities in the County of Wellington providing interest earned on deposits back to deposit holders. Should Council choose to provide Township interest earned on the security deposit funds received from Sunrise, it is recommended that this only be done in this isolated circumstance if Council considers it to be in the interests of the Township to do so. In this unique case, it would be due to the not-for profit nature of Sunrise and because Sunrise offers services that benefit the Township and its residents.

Should Council choose to provide Township interest earned on the security deposit to Sunrise, staff will take into consideration the following when calculating the amount to provide at the completion of the development project:

- Date the security deposit is deposited in the Township's bank account;
- Any potential withdrawals on the securities to complete work or remedy any deficiencies;
- Partial refunds of the security deposit as work is completed in accordance with the agreement;

- Monthly interest rate during the timeframe the funds were in the Township bank account;

Staff can include provision(s) in the Site Plan Agreement outlining the above at the direction of Council.

Financial Implications

As noted in the report.

Applicable Legislation and Requirements

Municipal Act, 2001

Township Site Plan Control By-law 2019-029

Attachments

None

Respectfully submitted,

Reviewed by:

**Courtenay Hoytfox, Municipal Clerk
Mary Hasan, Director of Finance/Treasurer**

Glenn Schwendinger, CAO



REPORT ADM-2022-051

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: September 28, 2022

SUBJECT: Municipal Renaming Request – Swastika Trail

RECOMMENDATION

That Report ADM-2022-051 entitled Municipal Renaming Request – Swastika Trail be received; and

That Council approve the renaming request for Swastika Trail; and

That Council rename Swastika Trail to a street name suggested in this report or an alternative name if desired by Council; and

That Council direct staff to prepare a by-law to rename Swastika Trail and to give notice of Council's intention to rename the street for the October 19, 2022 Council meeting.

Purpose

The purpose of this report is to present the application and staff recommendation to rename Swastika Trail in accordance with the Municipal Street Naming Policy (Policy) 2022-006 and the *Municipal Act, 2001*.

Introduction

Council approved the Municipal Street Naming Policy (Policy) 2022-006 on July 12, 2022 through Council resolution No. 2022-244. The purpose of the Policy is to outline the process for the naming of new street and the renaming of existing streets. The Policy applies to roads where the Township has jurisdiction including privately owned roads.

Application

The Township received an application to rename the street municipally known as Swastika Trail on August 3, 2022. The application was made by Audrey Hoskins and Randy Guzar who reside at 40 Swastika Trail. The application was made under Section 9 of the Policy identifying that the existing street name does not comply with the Naming Standards outlined in the Policy, specifically citing non-compliance with Sections 5.2.1 and 5.2.3 of the Policy as follows:

5.2.1 Discriminatory or derogatory names or names that foster or perpetuate discrimination on the basis of race, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, political affiliation, sexual orientation, or other social factors; and

5.2.3 Names that have a commonly acknowledged alternate negative or offensive meaning;

Procedure and Eligibility

In order for Township staff to deem an application complete and eligible to be considered by Council, the following information is confirmed:

Staff confirmed that the application to rename is regarding a road within Township's jurisdiction. Swastika Trail is a privately owned road within the Township of Puslinch. Puslinch Council has the authority to rename privately owned roads in accordance with S. 48 of the *Municipal Act, 2001, as amended*.

Staff confirmed that the request is being initiated by either the Township or a registered property owner within the Township. The applicants are Audrey Hoskins and Randy Guzar who reside at 40 Swastika Trail. Audrey Hoskins is the registered property owner of 40 Swastika Trail as confirmed by the Township's property data system.

The application includes the required documentation:

- a. The application form;
- b. Applicable fees;
- c. Written rationale;
- d. Signed petition in support of the renaming. Demonstrated support is not required to form a complete application, however may be included at the discretion of the applicant.

Prior to collecting fees or circulating notice, staff are required to confirm the type of application and to confirm compliance or non-compliance with the Policy. In order to make this determination, staff initiated an independent third party review of the request and written

rationale in accordance with section 9.5 of the Policy. The third party review is attached as Schedule “B” to this report. The peer review agrees with the application for renaming being made under Section 9 of the Policy due to non-compliance with the Naming Standards.

Staff contacted Canada Post to determine if changes to the street are planned within the next five years. Swastika Trail has a Cambridge mailing address with a postal code of N3C 2V4. Canada post confirmed that if the street name is changed, the postal code would be change at the same time.

The Policy states that renaming requests are only to be heard once per term of Council. Council last considered the renaming of Swastika Trail during the previous term of Council at the December 20, 2017 Regular Council meeting, therefore the current renaming request is eligible to be considered.

Proposed New Name(s)

The application includes the proposed street name of “Cedar Trail”. However, as shown in the map of the area below, this may result in duplicate addresses. For instance, two properties with the address 11 Cedar Trail.



Sections 4.4 of the Policy notes that groups of names that represent specific themes are encouraged as they provide consistency and are easily recognizable for emergency services. Staff note that this specific area around Puslinch Lake already has an established tree theme with street names such as Cedar Trail, Birch Street, Elm Trail and Maple Trail. Staff reviewed the County of Wellington Green Legacy Program for a list of tree species that are offered to the Puslinch area residents as a part of their annual program. The below list of staff suggested names has been cross referenced with the Township property data system as well as circulated to internal departments and external agencies for comments:

Cherry Lane
Elderberry Avenue
Tulip Tree Way

A number of other names were suggested based on the tree inventory list on the Green Legacy web page, however, the list above is being presented as viable options primarily due to duplicate names within the County. Duplicate names can be problematic for Emergency Services and so it is not recommended. The Township Building Department, Public Works Department, Fire and Rescue Services and the County of Wellington were circulated for comments. No objections or concerns were received for the three (3) proposed street names listed above. The street suffixes were selected by staff based on the list in Section 6 of the Policy and can be revised if desired.

Notice

Notice was included in the Wellington Advertiser on September 8, 2022 and on the Township website from September 2, 2022 - present. Notice packages were sent to all property owners on the street proposed to be renamed. The Notice package includes the following information:

- Notice of Application to Rename including:
 - key dates including the Council meeting where the application will be considered, the deadline to submit comments and the deadline to register as a delegate;
 - details on how to register for the Council meeting;
 - details on how to register to delegate to Council either verbally or in writing;
 - details of the application including a key map;
 - a link to the Township's website where the staff report will be made public and the date when the staff report will be available;

- Confidential Resident Response Form including:
 - the option to express support or opposition to the renaming;
 - an option to opt-in to the financial aid distribution;
 - information for the owner of a private road to recoup costs associated with the renaming subject to Council’s decision;
- Written rationale for the renaming request;
- Pre-paid postage to return the resident response form to the Township office. Email submissions are also accepted.

Public Feedback

The following public feedback has been received as of September 21, 2022:

Written comments	Confidential response form	
	Support	Oppose
0	9	7

In addition, two (2) delegates are registered to speak to the application at the September 28, 2022 Council meeting. In order to respect each property owner’s right to privacy, the response forms are confidential and only the total number in support or opposition is being disclosed in addition to the financial aid distribution totals. Written comments are attached to this report at Schedule “C”. The financial obligations, if the renaming request is approved, is detailed in the Financial Implication section of the report.

Comments, response forms and delegate requests will be accepted until September 27, 2022 at 10 am. All comments, response forms and delegate requests received up to that time will be included as an Addendum to the Council agenda for Council’s consideration at the September 28, 2022 meeting.

Financial Implications

As of September 21, 2022, eight (8) property owners have opted into the financial aid distribution. The total financial obligation to the Township and the Requester is outlined below:

Initial Application Review Fee	Paid by the requester	
Application notice requirement Fee	No fee	
Flat Fee per property on the street proposed to be renamed	Township	Requester
	\$100/residential property \$250/legal business	\$100/residential property \$250/legal business

Street Name Signage and installation	No fee
Private streets	No documentation or estimates have been submitted by the owner of the private street at this time.

Staff Recommendation

The purpose of a street name, in general, is to ensure that properties can be located easily by emergency services, the public, utility companies and businesses. Street names are often established to honour people, local history, and natural features or represent specific themes. During the creation and adoption of the Municipal Street Naming Policy, Council discussed the reality that names and words have various meanings and that these meanings have the potential to change over time. A name or word that may have been generally accepted 100 years ago may no longer be acceptable today. Recently, municipalities and public organizations across Canada have been responding to requests from the public to rename streets, public buildings and schools or remove monuments that represent systematic racism and discrimination.

Metropolitan University, formerly Ryerson University, recently changed its name in April 2022 due to the legacy of its namesake and the continued harm the name was causing. In 2020, the City of Toronto responded to the petition to rename Dundas Street for the same reason. The City of Toronto is quoted as stating:

“Discussions on racial justice and equality are at the forefront around the world in light of ongoing activism by Black, Indigenous and other racialized communities. These conversations have led to many calls for change, including scrutiny of the origins and history of monuments, street and place names.”

The City of Toronto Council ultimately voted to rename Dundas Street in July 2021.

As stated in the peer review, the swastika is arguably the most universally recognizable hate symbol in Canada today. It does not meet the Township Naming Standards in the Municipal Street Naming Policy. Through review of the application requirements, it is determined that the request to rename Swastika Trail meets the eligibility criteria to be considered for renaming by Council.

Based on the application, peer review and compliance with the Policy, staff recommend that Council rename Swastika Trail to a street name suggested in this report or an alternative name if desired by Council. Further, should Council vote to rename the street, that staff be directed to

bring a by-law to rename the street to the October 19, 2022 Council meeting. Notice of Council's intention to rename the street would be subject to the Policy and the *Municipal Act, 2001*.

Applicable Legislation and Requirements

Municipal Act, 2001

Municipal Street Naming Policy 2022-006

Attachments

Schedule "A" Renaming Application and supporting documents

Schedule "B" Peer Review prepared Bernie M. Farber, Chair, Canadian Anti-Hate Network

Schedule "C" Written Comments (none received as of September 21, 2022)

Respectfully submitted,

Reviewed by:

Courtenay Hoytfox
Municipal Clerk

Glenn Schwendinger
CAO

Street Naming and Renaming Request - Entry #6840

Applicant's Name

Audrey Hoskins

Applicant's Email

[REDACTED]

Applicant's Phone

[REDACTED]

Applicant's Address

40 Swastika Trail
Cambridge, ON
N3C 2V4

Application Type

Application to rename a street

What is the name of the street you are proposing to rename?

Swastika Trail

Do you feel the existing street name complies with the Municipal Street Naming Policy?

No

Provide rationale for why the existing street name does not comply with the Municipal Street Naming Policy

Please see rationale submitted previously under separate email.

Option to upload rationale

Empty

Provide rationale for the proposed street name(s) including the relevance and significance of the proposed name(s) and reference to the applicable Naming Standards within the Township's Municipal Street Naming Policy

Please see rationale submitted previously under separate email.

Is the proposed street name in recognition of an individual?

No

Upload consent of the named party or named party representative

Empty

Upload any additional information in support the request

Empty

Upload any documented support for the street renaming in the form of a petition and/or signed letters of support

Empty

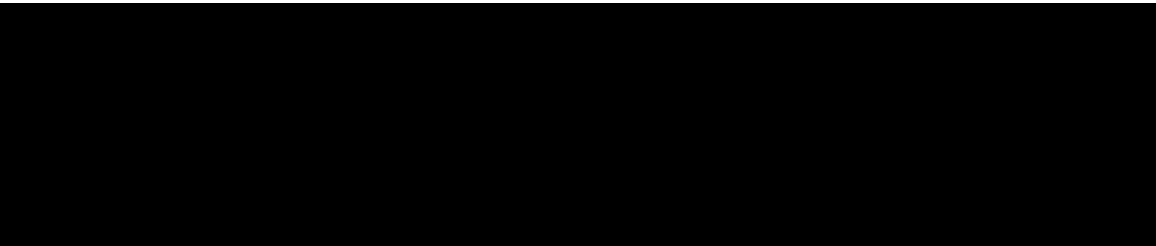
Terms and Conditions

I agree to the Terms and Conditions

Terms and Conditions

Empty

Signature



Street Naming and Renaming Request - Entry #6572

Applicant's Name

Randy Guzar

Applicant's Email

[REDACTED]

Applicant's Phone

[REDACTED]

Applicant's Address

40 Swastika Trail
Puslinch, ON
N3C2V4

Application Type

Application to rename a street

What is the name of the street you are proposing to rename?

Swastika Trail

Do you feel the existing street name complies with the Municipal Street Naming Policy?

No

Provide rationale for why the existing street name does not comply with the Municipal Street Naming Policy

Please see document titled 'Swastika Trail Renaming Request.'

Option to upload rationale

 [Swastika-Trail-Renaming-Request-July-20-2022.pdf](#)

Provide rationale for the proposed street name(s) including the relevance and significance of the proposed name(s) and reference to the applicable Naming Standards within the Township's Municipal Street Naming Policy

Please see document Titled 'Swastika Trail Renaming Request'

Is the proposed street name in recognition of an individual?

No

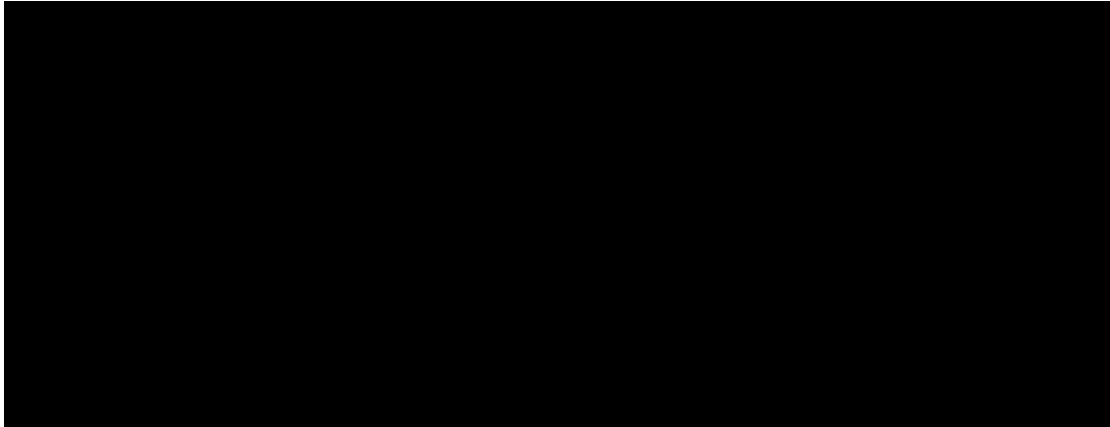
Upload any documented support for the street renaming in the form of a petition and/or signed letters of support

 [Federal-Petition-re.-Swastika-Trail-July-22-2022.pdf](#)

 [FSWC-Support-Letter-Town-of-Puslinch.pdf](#)

 [Renaming-Letters-of-Support-July-22-2022.pdf](#)

Terms and Conditions



Request to Rename Swastika Trail

Submission to the Township of Puslinch in Accordance with the Municipal
Street Naming Policy.

July 22, 2022
Randy Guzar
Swastika Trail Resident
Puslinch, Ontario

July 22, 2022

Township of Puslinch
Attn: Clerk
7404 Wellington County Road 34
Puslinch, ON
N0B 2J0

Re: Request to rename Swastika Trail in accordance with the Municipal Street Naming Policy

Dear Mayor Seeley, Council, and Township of Puslinch Staff,

I trust this letter finds you well. Please find a submission below in support of a request to rename Swastika Trail due to its non-compliance with the Municipal Street Naming Policy.

For decades, Puslinch residents have asked that Council retire Swastika Trail as a street name in our community. We are encouraged by your Council's adoption of a street naming policy as a means of considering the impact that such names have on residents and perceptions of Puslinch. We ask that you endorse our request to rename Swastika Trail accordingly.

"Swastika" is widely associated with Naziism and the Nazi regime – indelibly connected to hatred and genocide. The street name has been the source of deep hurt for countless residents and fails to represent the best qualities of our community. We strongly urge you to approve our request to rename the street "Cedar Trail," as a neutral and acceptable replacement for its currently odious name.

We welcome your review of our request and trust that you recognize the importance of this decision to so many.

Sincerely,

Randy Guzar

Introduction

For over two decades, many friends, neighbours, and I have asked that Swastika Trail be renamed given its overt reference and connection to the Nazi regime and the proliferation of hatred. We are encouraged by Council and the Township's decision to adopt a street naming policy which recognizes the importance of naming and offers an impartial mechanism through which hurtful or non-compliant names can be reviewed.

I, and many other Puslinch residents strongly believe that the name "Swastika Trail" is not compliant with the Municipal Street Naming Policy and should be changed. The street should be renamed as a continuation of Cedar Trail, given the fact that Swastika Trail transitions into Cedar Trail despite being the same roadway. The name would not be controversial and would reduce confusion caused by the thoroughfare currently having two names.

The following submission will note the generally accepted understanding of "swastika" as a symbol of Naziism and hatred and propose the adoption of Cedar Trail as a replacement name.

Non-Compliance with the Municipal Street Naming Policy

We urge Council to adopt our request to rename "Swastika Trail" to "Cedar Trail" based on the current name's non-compliance with significant criterium within the Municipal Street Naming Policy. The current street name does not comply with the Township's prohibition on "discriminatory or derogatory names or names that foster or perpetuate discrimination on the basis of race, creed, colour, age, religion, gender, marital status, status with regard to public assistance, national origin, physical or mental disability, political affiliation, sexual orientation, or other social factors" or "names that have a commonly acknowledged alternate negative or offensive meaning."¹

The swastika is undeniably known as a symbol of the Nazi party and its acts of genocide during the Holocaust. It is the identifiable symbol of a regime which committed genocide and countless atrocities on the basis of religion, race, gender, political affiliation, and sexual orientation. The swastika remains a symbol of Neo-Naziism and white supremacy and continues to be used by designated hate groups. In 2010, the Anti-Defamation League noted that the swastika morphed into a "universal symbol of hate" and "epithet against African-Americans, Hispanics and gays, as well as Jews, because it is a symbol which frightens."²

Common Understanding of "Swastika"

The term "swastika" is most widely used in current vocabulary to describe the Nazi Party's main insignia, which remains the one of the world's most recognizable symbols

¹ Township of Puslinch, Municipal Street Naming: Suitability and appropriateness of street names, 2022.

² New York Times, [Swastika is Deemed 'Universal' Hate Symbol](#), 2010.

of hatred. Retaining the street name suggests that Puslinch residents and our elected officials are indifferent, if not supportive, of the swastika and its hate-filled history. Previous council deliberations surrounding the name have generated outrage, both within Puslinch and around the world.

While it should be noted that “swastika” can also refer to a religious symbol, it gained a notorious and hateful meaning once co-opted by the Nazi regime. Moreover, Swastika Trail was named in 1922 – two years after Adolf Hitler and the Nazi Party adopted the symbol.³ By the time in which Swastika Trail was named, the symbol was already associated with Naziism and racialism. Hitler chose the symbol due to its use by other “nationalist, racist groups.”⁴

Noted in previous submissions to Council, the street name is incredibly hurtful to many members of our community including a current resident of Swastika Trail whose family was murdered in the Holocaust. To our veterans, their families, including my own, and those who paid the ultimate sacrifice in World War II, it suggests that we have forgotten the prices that they have paid to end the Nazi Party’s ideology and reign of terror.

In a speech to the Senate of Canada, the Honourable Linda Frum explained that the “once benign symbol was appropriated by the Nazis and it is undeniable that today, because of its association with Hitler’s heinous regime, the swastika is a potent and enduring symbol of murderous anti-Semitism, hate and nihilism.”⁵

As evidenced by its use in news reporting and scholarly work, “swastika” is the most widely accepted term which refers to the Nazi Party emblem in North America. News reports regularly refer to the symbol in coverage of hate crimes and hate groups as “the swastika,” further confirming its meaning in common vocabulary [see Appendix “A”]. Based on the most predominant meaning definition of swastika, the current street name perpetuates hatred against multiple identifiable groups and creates perceptions of intolerance amongst Puslinch residents and officials.

Based on its association with hatred and known offensive meaning, Swastika Trail does not comply with provisions of the Municipal Street Naming Policy which prohibit names which either perpetuate discrimination or hold a commonly acknowledged “negative or offensive meaning” and should be renamed accordingly.

Current Association with Hate Groups and Crimes

The Township’s previous inaction towards Swastika Trail and perceived indifference should be addressed amidst the ongoing rise in hate crimes across Canada. Racial extremism has seen a drastic rise in recent years – including Anti-Semitic incidents. In

³ Smithsonian Magazine, [The Man Who Brought the Swastika to Germany, and How the Nazis Stole it](#), 2017.

⁴ Ibid.

⁵ Senator Linda Frum, [Puslinch, Ontario – Renaming of Street](#), 2020.

2020, B'nai Brith Canada recorded 2,610 Anti-Semitic hate crimes and noted a 5-year trend of increasing annual incidents.⁶

In many instances, swastika imagery is prevalent in graffiti, hate mail, and literature which targets Jewish individuals and groups in addition to other identifiable minorities. The Friends of Simon Wiesenthal Centre for Holocaust Studies published a chronology of recent hate crimes against Jewish groups and individuals which reported the widespread use of the swastika and Nazi flags in incidents across Ontario.⁷

Multiple hate and white supremacist groups in Canada, including the Canadian Nationalist Front, continue to display the swastika as an organizational symbol. Group members are reported to have the symbol tattooed, worn garments with the symbol, or carried flags or banners with the symbol in demonstrations – illustrating its undeniable connection to hate movements.⁸

A decision by Council or the Township to retain the odious street name would only serve to embolden hate groups – not only within our community but the country at-large. Such a decision would be seen as an affirmation of their hateful and discriminatory values – something that the community cannot afford in this time of rising extremism.

Proposed Street Name Rationale

The adoption of “Cedar Trail” as a replacement for “Swastika Trail” is a viable option based on current naming practices within the neighbourhood and the roadway’s alignment and naming.

Roadways surrounding Swastika Trail are currently named after trees and include “trail” as a suffix. As per the naming format, proximal roadways include Maple Trail, Elm Trail, and Birch Trail. Moreover, a later portion of the roadway which includes Swastika Trail is named “Cedar Trail.”

As Swastika Trail and Cedar Trail share a single, continuous roadway, the name can be changed to Cedar without house emergency numbers needing to be updated [see Appendix “B”]. Cedar Trail can be applied to properties within the current Swastika Trail segment of the roadway with limited impacts. Logistically, the name change would be minor while having a significant, positive impact.

Cedar Trail complies with the municipality’s guidelines for naming with respect to significance and ease of pronunciation. As evidenced by its current use and the neighbourhood’s current naming format, Cedar Trail represents local flora as per Section 4.3.3 of the Municipal Street Naming Policy. The name is also easily

⁶ CTV News, [Feds will fight ‘alarming’ rise in hate crimes, Trudeau tells antisemitism summit](#), 2021.

⁷ Friends of Simon Wiesenthal Centre, [Ontario – Antisemitism: an Overview](#), 2022.

⁸ CTV News, [Man with swastika tattoo organizing white supremacist rally in Peterborough, Ont](#), 2017.

pronounced and recognized, with a simple spelling – further aligned with Section 5.1 of the policy.

The name has no negative meanings or secondary negative meanings and should be acceptable to all residents.

Conclusion

Swastika Trail has long been a point of hurt and alienation for members of our community and has become a source of international embarrassment for Puslinch Township. It is our hope that Council and the Township will consider our request and rename Swastika Trail – ending decades of division in our community.

The Swastika is undeniably tied to the Nazi Party and the atrocities which it committed during World War II and the Holocaust. Its place as a street name in our community is an affront to racialized individuals in our community including Holocaust survivors and the families of victims – some of whom live on the ill-named street. It remains disrespectful to our World War II veterans and their families who made tremendous sacrifices to stop the Nazi regime's heinous ideology. The symbol remains in use by Neo-Nazi, white supremacist, and hate-based groups, where it is prevalent in attire, tattoos, emblems, and hate crimes. Simply put, it is not aligned with our municipality's policies or values.

The adoption of Cedar Trail is a suitable replacement based on its alignment with municipal policy and current use on a portion of a roadway which it shares with Swastika Trail. Extending the use of Cedar Trail to replace Swastika Trail would be seamless with minimal impacts on street numbering and would align the street with the neighbourhood's naming format.

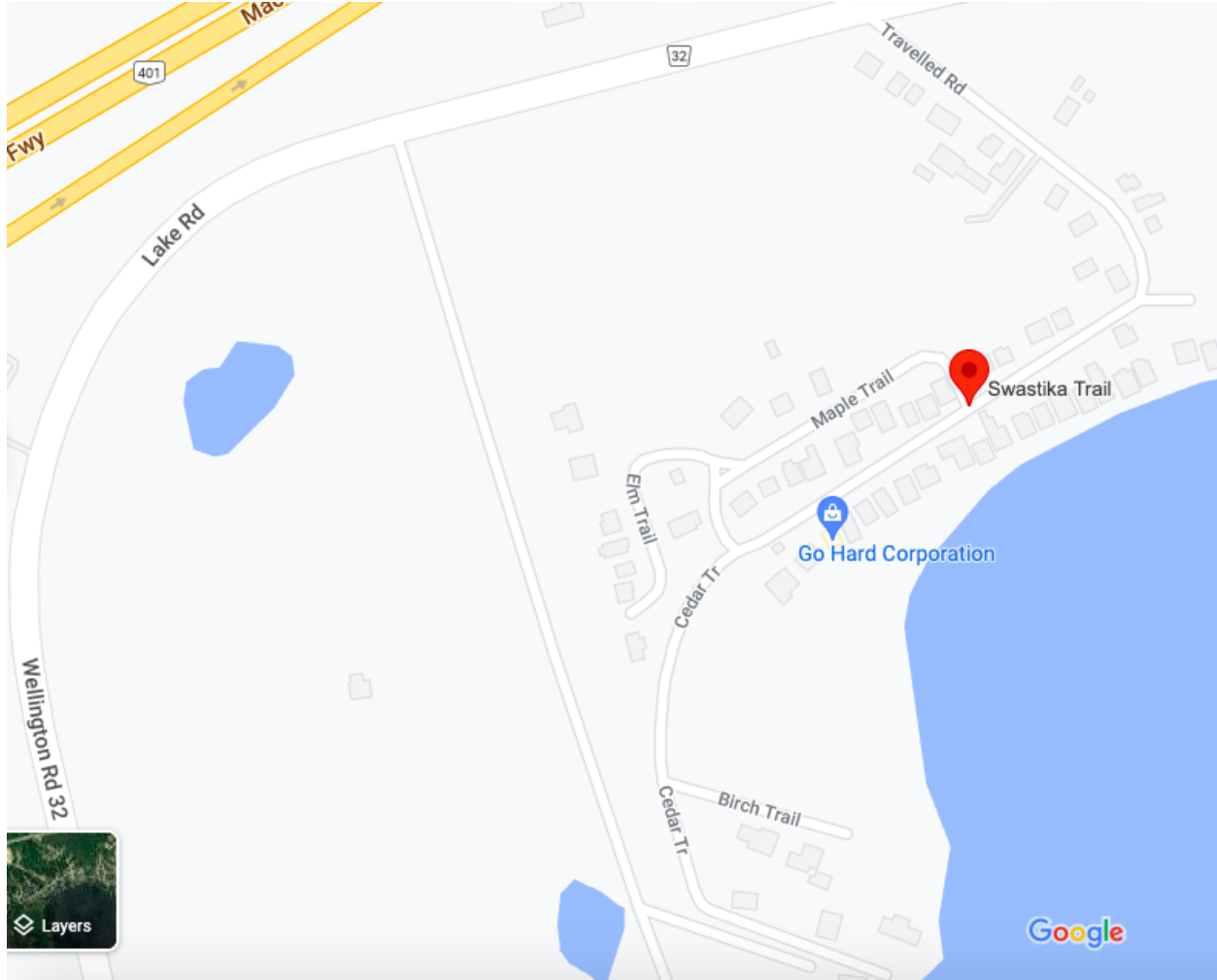
We welcome your review of this request and strongly urge you to adopt Cedar Trail as a replacement for Swastika Trail.

Appendix “A”: Use of “Swastika” in Current Vocabulary

Appendix “A” notes the extensive use of the term “swastika” to denote the Nazi regime’s infamous symbol relating to hate crimes in North America. The list is a selection of recent headlines which discuss the swastika and does not include articles which use the term. The list is not exhaustive.

- [Australian state becomes 1st in country to ban display of swastikas](#)
 - June 22, 2022 – Global News
- [Swastikas scratched into sides of several cars in Berkeley investigated as hate crime](#)
 - July 19, 2022 – CBS Bay Area
- [Swastikas found drawn on Upper East Side sidewalk, police investigating](#)
 - July 16, 2022 – CBS New York
- [Hate crime charges for Elmhurst man who allegedly spray-painted swastikas on homes, cars](#)
 - July 13, 2022 – WGN9
- [Jewish groups speak out after principal says swastikas depicted, 'Hitler's salute' performed at North York school](#)
 - February 11, 2022 – Toronto.com
- [Community outraged after swastikas traced in snow on outdoor Montreal-area hockey rink](#)
 - December 29, 2021 – CTV News
- [Nanaimo RCMP looking to identify person after swastika painted on business](#)
 - October 22, 2021 – CTV News
- [Calgary councillor candidate’s election sign vandalized with N-word, swastika](#)
 - August 15, 2021 – Global News
- [Swastika painted next to Jewish man's car in Kelowna, B.C.](#)
 - July 23, 2021 – CTV News
- [Edmonton mosque vandalized with painted swastika](#)
 - June 15, 2021 – CBC News
- [Swastika flag taken down from central Alberta property, questions regarding hate crime remain](#)
 - May 13, 2021 – City News
- [Swastika drawn on head of man with Alzheimer’s in care home](#)
 - January 9, 2020 – City News

Appendix “B”: Map of Neighbourhood Surrounding Swastika Trail



The map offers a visual representation of the roadway which includes Cedar Trail and Swastika Trail. We propose the expanded use of Cedar Trail to cover Swastika Trail.

TO: Municipal Clerk
Township of Puslinch



Dear members of council,

The Canadian Anti-Hate Network was asked by the Township of Puslinch, in accordance with the Municipal Street Naming Policy, to review Mr. Randy Guzar's request for the township to rename Swastika Trail. We are doing this at no cost to the applicant, Mr. Randy Guzar.

The Canadian Anti-Hate Network is an independent, non-profit organization made up of the leading experts and researchers on hate groups and hate crimes in Canada. Our Advisory Committee includes academics, court-recognized experts on hate crimes, lawyers with decades of experience with hate groups, advocates who stood up to the neo-Nazi Heritage Front in the 1990s, and leaders in communities that are being targeted by hate. We have testified before the House of Commons, the Senate and federal government commissions. I was recently appointed by the Federal government to an expert's panel to advise the government on legislation for online harms and hate.

Respectfully, this is not a complicated issue. The swastika is the most universally recognized hate symbol in Canada today. It is the symbol of genocide as experienced by Jews during the Holocaust in which 6 million innocent men women and children were slaughtered simply for being Jews. Sadly, it continues to be used today to rally neo-Nazis and to intimidate protected minority groups.

Mr. Guzar's application is thorough and accurate and the Township of Puslinch should rename Swastika Trail for the reasons therein.

We would be pleased to answer any further questions that may arise.

Sincerely,
Bernie M. Farber
Chair, Canadian Anti-Hate Network



REPORT ADM-2022-052

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: September 28, 2022

SUBJECT: Municipal Renaming Request – Timberwalk Trail

RECOMMENDATION

That Report ADM-2022-052 entitled Municipal Renaming Request – Timberwalk Trail be received; and

That Council direct as follows: _____

Purpose

The purpose of this report is to present the application and staff recommendation regarding the request to rename Timberwalk Trail in accordance with the Municipal Street Naming Policy (Policy) 2022-006 and the *Municipal Act, 2001*.

Introduction

Council approved the Municipal Street Naming Policy (Policy) 2022-006 on July 12, 2022 through Council resolution No. 2022-244. The purpose of the Policy is to outline the process for the naming of new street and the renaming of existing streets. The Policy applies to roads where the Township has jurisdiction including privately owned roads.

Application

The Township received an application to rename the street municipally known as Timberwalk Trail on July 21, 2022. The application was made by Timberworx Custom Homes Inc. who are the legal owners of six (6) properties on Timberwalk Trail. The application was made under Section 9 of the Policy identifying that the existing street name does not comply with the Naming Standards outlined in the Policy, specifically citing non-compliance with Section 5.2.4 of the Policy as follows:

5.2.4 Names that are deliberately intended to advertise existing businesses, industries or other commercial ventures;

Procedure and Eligibility

In order for Township staff to deem an application complete and eligible to be considered by Council, the following information is confirmed:

Staff confirmed that the application to rename is regarding a road within Township's jurisdiction. Timberwalk Trail is a privately owned road within the Township of Puslinch and is within the Fox Run Phase 2 condominium development. Puslinch Council has the authority to rename privately owned roads in accordance with S. 48 of the *Municipal Act, 2001, as amended*.

Staff confirmed that the request is being initiated by either the Township or a registered property owner within the Township. The applicant is Timberworx Custom Homes Inc. who owns six (6) properties on the subject street as confirmed by the Township's property data system.

The application includes the required documentation:

- a. The application form;
- b. Applicable fees;
- c. Written rationale.

Prior to collecting fees or circulating notice, staff are required to confirm the type of application and to confirm compliance or non-compliance with the Policy. Staff have reviewed the condominium file and can confirm that the list of street names for Fox Run Phase 2 were prepared by the developer, Sloom Construction, and submitted to the Township and County for approval in accordance with the development agreement. The list of names was circulated to the County of Wellington and internal departments for comments prior to approval.

Timberwalk Trail was included in the list and received approval in 2016. Based on the file review, it does not appear that the name Timberwalk Trail is deliberately intended to advertise for Timberworx Custom Homes Inc. Therefore, staff's recommendation is that the renaming request be considered and processed in accordance with Section 8 of the Policy "Procedure to Rename an Existing Street that Complies with the Naming Standards".

The requester put forward the proposed name “Winterfell Crossing” for the street. Staff initiated an independent third party review of the request for the proposed name and written rationale in accordance with the Policy. The third party review is attached as Schedule “B” to this report. The peer review does not support the proposed name of “Winterfell Crossing” and suggests alternatives that better reflect the character and history of the area.

Timberwalk Trail has a Puslinch mailing address with a postal code of NOB 2J0 and so staff confirmed that no changes to the postal code are required by Canada Post.

The Policy states that renaming requests are only to be heard once per term of Council. Council has not considered the renaming of Timberwalk Trail in the past, and therefore the current renaming request is eligible to be considered.

Proposed New Name(s)

As noted above, the application includes the proposed street name of “Winterfell Crossing”. However, as indicated in the peer review attached as Schedule “B”, the name is not supported by the Policy.

Sections 4.4 of the Policy notes that groups of names that represent specific themes are encouraged as they provide consistency and are easily recognizable for emergency services. Staff note that this specific area already has an established native wildlife theme with street names such as Fox Run Drive and Deer View Ridge. The below list of suggested names are based on the peer review and have been cross referenced with the Township property data system as well as circulated to internal departments and external agencies for comments:

Bear Paw Lane/Trail
Schoolhouse Lane/Trail

The list above is being presented as viable options as they are not duplicate names within the County, they have been suggested by the peer reviewer and they meet the Naming Standards within the Policy. Duplicate names can be problematic for Emergency Services and so it is not recommended. The Township Building Department, Public Works Department, Fire and Rescue Services and the County of Wellington were circulated for comments. No objections or concerns were received for the two (2) proposed street names listed above. The street suffixes were selected by staff based on the list in Section 6 of the Policy and can be revised if desired.

Notice

Notice was included in the Wellington Advertiser on September 8, 2022 and on the Township website from September 2, 2022 - present. Notice packages were sent to all property owners on the street proposed to be renamed. The Notice package includes the following information:

- Notice of Application to Rename including:
 - key dates including the Council meeting where the application will be considered, the deadline to submit comments and the deadline to register as a delegate;
 - details on how to register for the Council meeting;
 - details on how to register to delegate to Council either verbally or in writing;
 - details of the application including a key map;
 - a link to the Township’s website where the staff report will be made public and the date when the staff report will be available;
- Confidential Resident Response Form including:
 - the option to express support or opposition to the renaming;
 - an option to opt-in to the financial aid distribution;
 - information for the owner of a private road to recoup costs associated with the renaming subject to Council’s decision;
- Written rationale for the renaming request;
- Pre-paid postage to return the resident response form to the Township office. Email submissions are also accepted.

Public Feedback

The following public feedback has been received as of September 21, 2022:

Written comments	Confidential response form	
	Support	Oppose
1	0	1

No delegates are registered to speak to the application at the September 28, 2022 Council meeting. In order to respect each property owner’s right to privacy, the response forms are confidential and only the total number in support or opposition is being disclosed in addition to the financial aid distribution totals. Written comments are attached to this report at Schedule “C”. The financial obligations, if the renaming request is approved, is detailed in the Financial Implication section of the report.

Comments, response forms and delegate requests will be accepted until September 27, 2022 at 10 am. All comments, response forms and delegate requests received up to that time will be included as an Addendum to the Council agenda for Council’s consideration at the September 28, 2022 meeting.

Financial Implications

As of September 21, 2022, one (1) property owner has opted into the financial aid distribution. The total financial obligation for the Requester is outlined below:

Initial Application Review Fee	Paid by the requester	
Application notice requirement Fee	\$700	
Flat Fee per property on the street proposed to be renamed	Requester 100%	
	\$200/residential property \$500/legal business	
Street Name Signage and installation	\$250/sign plus \$100 installation fee	
Private streets	No documentation or estimates have been submitted by the owner of the private street at this time.	

Staff Recommendation

The purpose of a street name, in general, is to ensure that properties can be located easily by emergency services, the public, utility companies and businesses. Street names are often established to honour people, local history, and natural features or represent specific themes.

Based on the application, peer review and compliance with the Policy, staff recommend that should Council rename Timberwalk Trail, that the requester be responsible for the costs outlined in Section 10.2 Table 2 – Fees. If Council votes to rename the street, staff recommend that Council select the new name from the list provided in this report and that “Winterfell Crossing” not be accepted as it does not meet the Naming Standards in the Policy.

Further, should Council vote to rename the street, that staff be directed to bring a by-law to rename the street to the October 19, 2022 Council meeting. Notice of Council’s intention to rename the street would be subject to the Policy and the *Municipal Act, 2001*.

Applicable Legislation and Requirements

Municipal Act, 2001

Municipal Street Naming Policy 2022-006

Attachments

Schedule "A" Renaming Application and supporting documents

Schedule "B" Peer Review prepared Mary Tivy, PhD, M.M.St.

Schedule "C" Written Comments

Respectfully submitted,

Reviewed by:

Courtenay Hoytfox
Municipal Clerk

Glenn Schwendinger
CAO



PUSLINCH

**Township of Puslinch
Renaming a Street Request Form**

Applicant's Name: **TIMBERWORX CUSTOM HOMES INC.**

Applicant's Email: [REDACTED]

Applicant's Phone: [REDACTED]

Applicant's Address: [REDACTED]

What is the name of the street you are proposing to rename: **TIMBERWALK TRAIL**

Do you feel the existing street name complies with the Municipal Street naming Policy?

- Yes
- No

If no, provide rational for why the existing street name does not comply with the Municipal Street Naming Policy (or provide on separate page).

THE CURRENT STREET NAME IS VERY CONFUSING TO HOME OWNERS AS THE SIMILIARITY TO OUR COMPANY NAME. AS THERE IS ANOTHER BUILDER ON THIS STREET, IT IS DETRIMENTAL TO HIM.



PUSLINCH

Township of Puslinch

Renaming a Street Request Form

Provide rationale for the proposed street name(s) including the relevance and significance of the proposed name(s) and reference to the applicable Naming Standards within the Township's Municipal Street Naming Policy (or provide on separate page).

THE NEW NAME REFLECTS THE AREA AND IS IN NO WAY ASSOCIATED WITH EITHER BUILDER SO MORE FAIR.

WE PROPOSE:

WINTERFELL CROSSING

Is the proposed street name in recognition of an individual?

Yes

No

If yes, please attach consent of the named part of named party representative.

Attach any additional information in support of the request.

Renaming a Street Request Terms and Conditions

I understand that all Street Naming and Renaming Requests are subject to public consultation as set out in the Township's Street Naming Policy.

I understand that the Township may require a third party to review the request and submission documents to ensure conformity with the Municipal Street Naming Policy and that all costs would be paid by myself as the requester.

I understand that as the requestor I am responsible for all applicable fees as set out in the Township's Street Naming Policy and User Fees and Charges By-law.



TOWNSHIP OF
PUSLINCH
1850

Township of Puslinch
Renaming a Street Request Form

I understand that as the requester the complete application will be public information and published as part of a Council agenda package.

All applicable fees to be paid by the requestor as per the policy and to be confirmed by staff.

I agree to the Terms and Conditions

Signature: _____



Date: _____

July 21/22

Personal information on this form is collected under the authority of the Municipal Act and will be used to determine the eligibility of a request. The information is used for the purpose of processing this application and is maintained in accordance with the Municipal Freedom of Information and Protection of Privacy Act. Questions regarding the collection of this information may be directed to the Township Clerk's office.

The Township of Puslinch is committed to providing accessible formats and communication supports for people with a disability. If another format would work better for you, please contact the Township Clerk's office for assistance.

Peer Review: Change of Street Name

Mary Tivy
August 16, 2022.

The Township has received an application to change the name of the street “Timberwalk Trail” to “Winterfell Crossing.” This peer review is a response to that application.

The Township of Puslinch has recently adopted Corporate Policy 2022-006 to govern the naming and renaming of streets in the Township.

<https://puslinch.ca/wp-content/uploads/2022/07/2022-006-Municipal-Street-Naming-Policy.pdf>

Township of Puslinch Corporate Policy 2022-006: Relevant Policy Sections

4. Street Naming and Re-naming Categories

The categories listed below shall be used by a requester(s) when developing a proposal for a name for a new street or for proposing a renaming of an existing street.

- 4.1 Honouring those who have given their life in public service;
- 4.2 Honouring individuals for community service or for local, national or international historical reasons;
- 4.3 Names that promote pride in the Township, acknowledge local heritage and history, unique features and geography that meet one of the following criteria:
 - 4.3.1 Commemorates local history, places, events, culture;
 - 4.3.2 Strengthens neighbourhood identity to reflect the character of the area;
 - 4.3.3 Recognizes native wildlife, flora, fauna, natural features; and
 - 4.3.4 Recognizes communities that contribute to the public life of the Township.
- 4.4 Groups of names that represent specific themes and meet one of the criteria listed above are encouraged in new developments (subdivisions and condominiums) as they provide consistency and are easily recognizable for emergency services.

Requested New Name: Winterfell Crossing

The applicant suggests that Winterfell Crossing meets the policy criteria above.

“We feel the name reflects the character in the area, it is also a reflection of the history of Puslinch. The beautiful stone structures that still stand. And the stone homes that will be built in this community. Winterfell has a feeling of old English countryside and stone homes.”

The source of the name “Winterfell” springs from a fantasy fiction book series *Song of Ice and Fire* by George R.R. Martin (published 1996) and the television series “Game of Thrones” based on these books. Winterfell is described as “one of the oldest and most fortified castles in the Seven Kingdoms with connections to the magical and mystical.” It is also the setting for multiple homicides, battles and mythical dire wolves in a land of ice and snow. (<https://awoiaf.westeros.org/index.php/Winterfell - History>. Accessed August 16, 2022).



<https://screenrant.com/game-of-thrones-winterfell-details/> (accessed August 16, 2022.)

While Puslinch Township has heritage residences built of local stone, none of these structures or properties has any architectural, historical, literary or contextual relationship to the fictional place or time created by R.R. Martin. It is uncertain if new homes will resemble the fictional Winterfell Castle as pictured above from the television series.

In policy terms, the name “Winterfell” does not:

- 4.1 Honour those who have given their life in public service;
- 4.2 Honour individuals for community service or for local, national or international historical reasons;
- 4.3 Acknowledge local heritage and history, unique features and geography that meet one of the following criteria:
 - 4.3.1 Commemorate local history, places, events, culture;
 - 4.3.2 Strengthen neighbourhood identity to reflect the character of the area;
 - 4.3.3 Recognize native wildlife, flora, fauna, natural features; and
 - 4.3.4 Recognize communities that contribute to the public life of the Township.
- 4.4 Represent specific themes nor meet one of the criteria listed above that are encouraged in new developments (subdivisions and condominiums) as they provide consistency and are easily recognizable for emergency services.

Also, Policy section 5.2 states:

5.2 The following is not permitted:

- 5.2.3 Names that have a commonly acknowledged alternate negative or offensive meaning;

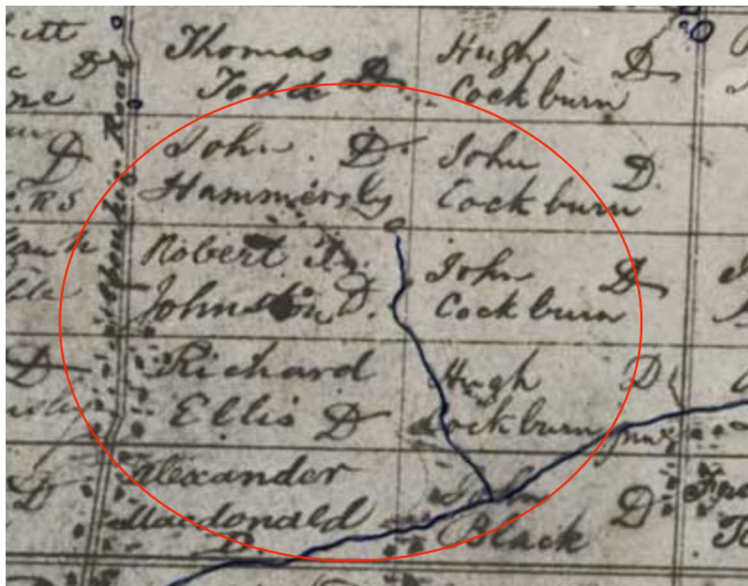
It is possible that with the widespread viewership of the television series “Game of Thrones” that “Winterfell” may be construed as having a negative connotation as per section 5.2.3 of the Policy. The name “Winterfell” does not meet the criteria for street naming in Puslinch as outlined in Corporate Policy 2022-006.

Recommended Street Name:

“Bear”, or “Bear Paw” (plus a suffix as listed in the Policy. See Appendix “A”)

Background and Rationale:

The street currently known as “Timberwalk Trail” is located within the original surveyed boundaries of Lot 19, Front Concession 8, Puslinch Township. This area was likely the site of previous Anishinaabe hunting and fishing camps prior to the government survey by David Gibson in 1827, and the subsequent selling off of Crown lands to European settlers. Lot 19, Front Concession 8 was settled in 1831 by Richard Ellis (1794-1867) and his wife Elizabeth Morley (1794-1888). They emigrated from Yorkshire England to Puslinch Township with their six children, and had six more children in the years after their arrival.



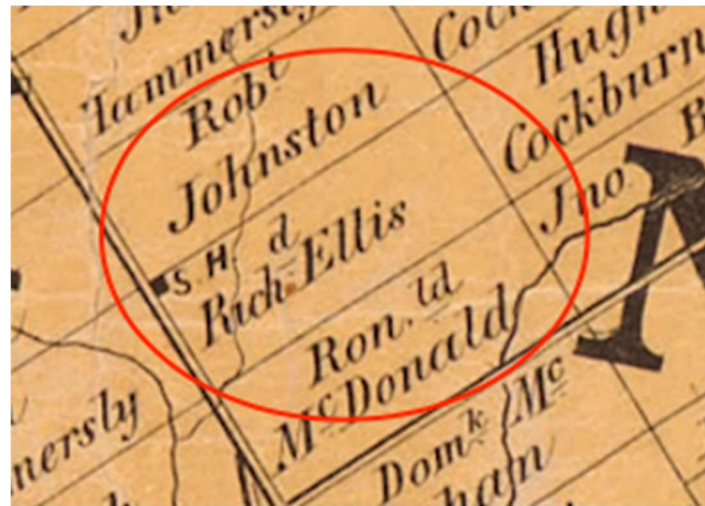
MAP 3089: Map of Puslinch Township titled "Diagram of Puslinch", cartographer unknown, ca. 1845. Wellington County Museum and Archives, A2017.174

5	Jane Johnston		Do	Do		26	1
6	William Johnston	Labourer	Do	Do		22	1
7	Richard Ellis	Farmer	Do	Church of England	+	56	1
8	Elizabeth Ellis		Do	Do	+	53	1
9	Wm Ellis	Carpenter	Do	Do		25	1
10	James Ellis	Labourer	Do	Do		22	1
11	Esther Ellis		Do Canada	Do		20	1
12	Richard Ellis	Labourer	Upper Canada	Do		18	1
13	Isabella Ellis		Do	Do		17	1
14	Moses Ellis	Labourer	Do	Do		15	1
15	Charles Ellis	Do	Do	Do		14	1
16	George Ellis	Carpenter	England	Free Church	+	33	1
17	Mary Ellis		Scotland	Do	+	33	1
18	Catharine Ellis		Canada West	Do		8	1
19	Richard Ellis		Do	Do		6	1
20	Elizabeth Ellis		Do	Do		5	1
21	Mary Ellis		Do	Do		3	1
22	Susan Ellis		Do	Do		2	1
23	Thomas Bailey	Farmer	England	English Church	+	48	1
24	Catharine Bailey		Scotland	United Presbyterian	+	49	1

1851 Census showing east side Brock Road, Puslinch. (Note George Ellis is the oldest son, a carpenter who married Mary McDonald from Lot 20, Front Concession 8. They had a family of their own.)

log	1	1				
log	1					School House
log	1	1				
log	1/2	1				

Ellis and family built a one and one-half storey log house that is recorded on the 1851 census. There was also a frame schoolhouse on their lot, likely built by son George Ellis who was a carpenter.



1861 Township of Puslinch Map showing Lot 19, Front Concession 8. "S.H." refers to "School House."

Richard Ellis had a well-earned reputation as a black bear hunter, cited in his biography in the Historical Atlas of the County of Wellington, Ontario, in the Annals of Puslinch 1850-1950, and in an article about him by historian Stephen Thorning.

From: Historical Atlas of the County of Wellington, Ontario. Toronto: Historical Atlas Publishing Co., 1906.

“ELLIS, Richard , b. in Yorkshire, Eng.; d. age 73 years. He was a millwright by trade. He first went to the United States, and worked at his trade for about a year in New York State, and then came to Hamilton, where he worked for a short time. In 1831 he came to Puslinch Tp. and bought 100 acres, front lot 19, con. 8, and cleared his home out of the bush. He was a great hunter, and had a local reputation as such, killing quite a few bears. In 1836, when the first meeting was held to form a township, he was appointed a Collector, which office he held for fifteen years. He also assessed the township for fourteen years, and used to take his collections to Hamilton on horseback. He belonged to the English church, and was a very strong Conservative. Son Charles owns and works the homestead since his father's death. Formerly he raised fine horses, but has gone out of the business, and now keeps fine grade of cows. A natural spring on the farm keeps running water for stock, milk house and cook house, and gives every facility for dairying purposes. Mr. Ellis is a Presbyterian and an Independent

Conservative.”

Annals of Puslinch: 1850-1950. (<http://www.clarksoftomfad.ca/AnnalsofPuslinch1850-1950.htm>.) Accessed August 16, 2022.

“As I mentioned in the opening paragraph of this sketch, in those early days the woods were well inhabited by wild life and the story is told that Richard Ellis to whom we have previously referred, as he drew near his home one week-end, heard his dog making a tremendous fuss. On investigation, as he neared the scene he found his dog was being attacked by a bear. Mr. Ellis immediately came to his dog's rescue and the bear attacked him, his dog, however, carried on the battle and the bear turned from Mr. Ellis to grapple with the dog, but not until he had so injured the arm of Mr. Ellis that they were forced to amputate it.”

Historian Stephen Thorning elaborated on Richard Ellis's reputation as a bear hunter. <https://www.wellingtonadvertiser.com/the-great-puslinch-township-bear-hunt-of-1853/>

*This column was originally published in the Wellington Advertiser on Jan. 17, 2003.

This week, I will return to the subject again, to mark the 150th anniversary of a memorable bear hunt in Puslinch Township.

Although Puslinch was one of the first townships of Wellington County to be settled, it retained a frontier atmosphere for decades due to the many swampy areas that proved difficult to clear and drain. These swamps became refuges for wildlife of various sorts. Largest of the marshy areas was the vast Beverley Swamp. It barely touched Puslinch on the west and south, but it was so large and difficult to traverse that fleeing criminals, and even draft dodgers in the First World War, found it a haven from their pursuers. Through the 19th century, bears and wildcats emerged occasionally from the Beverley Swamp.

The bear that is the subject of this week's story resided not in the Beverley, but in a smaller swampy area, part of which still exists, to the northeast of Aberfoyle. John Cockburn spotted a bruin prowling around his homestead early in the first week of January 1853. He grabbed a musket and gave chase, but soon lost the bear in the swamp to the south of his property. Cockburn was 56 at the time. He was slowing down a little, and he realized it would be foolish to chase the bear through a half-frozen swamp at night.

Cockburn was reeve of Puslinch at the time, and one of the old settlers of the township. He had been in Puslinch since 1834, when he arrived with his wife Janet and the first four of what eventually became a family of nine children. With the help of his sons he had established a very successful farming operation. Eventually he acquired 600 acres of land, consisting of parts of lots 17, 18 and 19, Concession 8 of Puslinch, not far from Aberfoyle.

Cockburn's neighbour to the west, Richard Ellis, had a reputation as a bear hunter following a spectacular incident some years before. Ellis had pursued and wounded a bear, which then turned on him. Ellis swung his single-shot musket at the bear's head. It smashed to pieces, and only enraged the animal further. As a couple of spectators looked on, frozen in horror, Ellis wrestled with the bear, then managed to pull out his hunting knife and stab the beast in the throat.

The triumph of Richard Ellis was all the more remarkable because he had only one hand. A millwright by trade, Ellis lost his hand in an accident.

On Jan. 8, the Saturday following Cockburn's initial encounter, Ellis organized a hunting party, which spent four hours tramping through the swamp. As it was getting dark, one of the men spotted the bear about 100 feet away. He fired his musket, but apparently missed. The bear retreated farther into the wilderness. Ellis and his party decided to call it a day.

A few minutes later, Ellis thought he spotted the bear, and immediately fired a shot. On examination, he found that he had hit a log, neatly and squarely. The failure to bag the bear only made Dick Ellis more determined. After all, he had a reputation to maintain as the leading bear hunter of the township. Two days later he assembled another party, numbering about ten, all young men excited about the adventure.

Early in the morning they set out for the swamp, armed with muskets and accompanied by the best tracking dogs in Puslinch. Ellis was certain that he knew the area where the bear had its den. He divided his party, picketing pairs of men on four sides of the swamp. With the remaining two, he entered the swamp to flush out the bear. He carried an ox bell to frighten the bear, and to alert the four teams as to his whereabouts in the swamp.

Ellis had good instincts. He correctly located the bear's den, and soon had it scurrying around the swamp. Soon it came dashing out of the swamp at full speed, almost face-to-face with one of the teams of guards, consisting of Tom Cockburn, son of the reeve, and Tom Ellis, Dick's own son.

Both men fired. Both musket balls met their mark, bringing the bear to the ground. Tom Cockburn reloaded and finished off the bear with a third shot.

By this time, Dick Ellis had emerged from the swamp. The men fired signal shots to alert the other teams. The reassembled squad tied the dead bear to a couple of poles. Six of them raised the bear to their shoulders, and carried the beast to the Cockburn residence.

John Cockburn expressed delight at the quick success of the mission, while Janet Cockburn bustled about the kitchen, preparing an ample lunch for the men. They spent the rest of the afternoon celebrating.

The bear measured just shy of eight feet in length. The forelegs were "equal to any ordinary man's leg," according to one report of the escapade. Otherwise, though, the bear was thin and emaciated, suffering either from a lack of adequate food or some disease.

The next day, Cockburn sent the carcass to the Hamilton market, where Duff the Butcher purchased it for \$12, an amount equal to about 75 times as much today. Duff apologized for the low price, stating that the quantity of fat on the animal was below what normally would be found on a bear of that size.

Both the bear hides and bear fat found ready markets in the 1850s. The fat was an ingredient of various patent medicines, in making soaps, and was also used in hair tonics. A few tanners used it in their processes. Another major use was as a leather preservative. When mixed with beeswax, bear fat acted as a very effective waterproofing compound for shoes and boots.

It is easy to forget that settlers shot bears not only because they presented a danger to themselves and to livestock. A bear could provide a substantial cash injection to the household budget.

The 1853 bear hunt was one of the most publicized occurrences of its type in the history of the county, and it confirmed the reputation of Richard Ellis as the champion bear hunter of Puslinch, if not all of Wellington County."

"Bear" or "Bear Paw"

Although bears no longer present a threat to humans and livestock in Puslinch Township, during the early period of European settlement, bears were a constant danger. Settlers whose memoirs are included in the collection of the McPhatter Letters frequently mention bears as livestock predators. [file://localhost/\(http://www.clarksoftomfad.ca:AnnalsofPuslinch1850-1950.htm\)](http://www.clarksoftomfad.ca:AnnalsofPuslinch1850-1950.htm)

Based on the history of the settlement of Lot 19, Front Con. 8, a street name with “Bear” or “Bear Paw” is recommended and meets the following criteria in the Township of Puslinch Street Renaming Policy:

4.3 “Bear” or “Bear Paw” acknowledges local heritage and history, unique features and geography and meets more than one of the following criteria:

- 4.3.1 Commemorates local history, places, events, culture;
- 4.3.2 Strengthens neighbourhood identity to reflect the character of the area;
- 4.3.3 Recognizes native wildlife, flora, fauna, natural features.

4.4 “Bear” or “Bear Paw” carries forward the local wildlife fauna theme of neighbouring streets “Fox Run” and “Deer Trail” in this subdivision. The name provides consistency in the subdivision and is easily recognizable for emergency services.

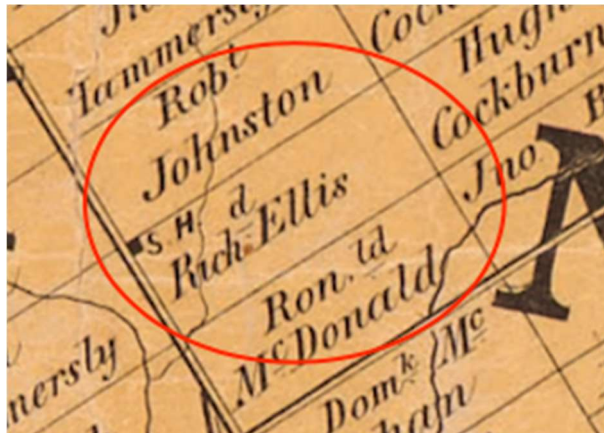
Policy section 5.2.6

“Bear” is not a street name identical or similar to any existing street names within the County of Wellington.

Option “B”

A street name option that meets one criterion but does not carry through the faunal theme of connecting streets:

The northeast corner of Ellis’s lot 19, Front Concession 8 was set aside for a frame schoolhouse as shown on the 1861 Township of Puslinch map. This structure is still standing and is now a private residence. It is not fronting on “Timberwalk Trail”.



1861 Township of Puslinch Map. “S.H.” with a black square indicates a schoolhouse.

A street name containing “school” or “schoolhouse” on this lot would meet the following criteria:

- 4.3.1 Commemorates local history, places, events, culture;
- 5.2.6 No other street in Wellington County has a name containing “School” or “School House”.

Appendix “A – Street Suffixes

Alley (ALLEY)
Avenue (AVE)
Boulevard (BLVD)
Centre (CTR)
Close (CLOSE)
Circle (CIR)
Court (CRT)
Cove (COVE)
Crescent (CRES)
Drive (DR)
Gate (GATE)
Gardens (GDNS)
Heights (HTS)
Hill (HILL)
Knoll (KNOLL)
Lane (LN)
Laneway (LNWY)
Place (PL)
Private (PVT)
Ridge (RIDGE)
Road (RD)
Row (ROW)
Run (RUN)
Street (ST)
Square (SQ)
Terrace (TERR)
Trail (TRAIL)
Way (WAY)

Sept 20, 2022

Application to Renaming of Timberwalk Trail

To whom it may concern:

In February of 2022 we purchased our home from Timberworx Custom Homes Inc. We are the only residents currently living on the street in question, with 2 lots under construction and 2 remaining lots for sale. We have no issue with the current name therefore are not in favour of changing it and were surprised to see the request. We hope Council can appreciate that proceeding with a name change now, after such a short period of time (7 months) will be very challenging for us and in our opinion unwarranted. Updating existing utilities, government identification, family and friends is only one part of the issue. Timberwalk Trail is the mailing address for 3 of our active Ontario Corporations with business holding in Canada and US, which will require costly updates by legal and accounting professionals, which we just completed. As the public continues to struggle with COVID delays in both the public and private sector, these types of changes can take weeks and in some cases months. Prior to moving in would have been the time to review or discuss a name change.

In reviewing The Township of Puslinch's Municipal Street Naming Policy, Policy number 2022-006, we don't see enough evidence for the request for a name change with Timberworx being the only builder on our street with strong sales.

We have been informed that the new name being requested for the street is "WINTERFELL CROSSING." In researching the name Winterfell, it quickly becomes apparent that this name has direct ties to the HBO TV series Game of Thrones. We are not implying this was anyone's intention but should absolutely be considered by Council. A website

<https://gameofthrones.fandom.com/wiki/Winterfell> defines Winterfell as follows:

"Winterfell is the capital of the Kingdom of the North and the seat and the ancestral home of the royal House of Stark. It is a very large castle located at the center of the North, from where the head of House Stark rules over his people."

In our opinion a street name should not reflect such an image. We also ask Council to review the number of comical and in some cases unprofessional memes that appear on a google search, "Winterfell Meme, " prior to considering this name.

We would like to thank you for your time and consideration on this matter.

Regards,

Phil and Andrea Huck



REPORT ADM-2022-053

TO: Mayor and Members of Council

PREPARED BY: Jeff Bunn, Deputy Clerk

PRESENTED BY: Jeff Bunn, Deputy Clerk

MEETING DATE: September 28, 2022

SUBJECT: Heritage Structure Demolition Request – 82 Queen Street

RECOMMENDATION

That Report ADM-2022-053 entitled Heritage Structure Demolition Request – 82 Queen Street, be received; and

The Heritage Committee be requested to review the demolition request and provide Council with a recommendation on whether to permit the demolition or proceed with designating the property under the *Ontario Heritage Act*; and further,

That the feedback provided by the Heritage Committee be brought back to the October 19th Council Meeting for Council's final consideration.

Purpose

The purpose of this report is to advise Council that the property owner for 82 Brock Road has provided the Township with the required 60 days' notice of intent to demolish the structures located on the property, as required under Section 27(9) of the *Ontario Heritage Act*.

Background

On December 15, 2021, Council adopted the Puslinch Heritage Registry. The Registry includes the property municipally known as 83 Brock Road as a non-designated (listed) property.

On September 8, 2022, the Township received notification from the property owner of 82 Brock Road of their intent to demolish the existing home on the subject property. The intent of the demolition is to build a new home on the land.

As the property is listed on the Heritage Registry, the property owner is required to provide the Township with 60 days written notice of intention to demolish or remove a building or structure on the property. This allows the Township an opportunity to evaluate whether the property merits designation, to work with the owner to investigate opportunities for preserving the property's heritage value, and to consult with the Heritage Committee before Council makes a decision on the proposed demolition.

Council has two options to consider:

Option 1 – Consider Designation of Property

Council may choose by by-law to designate the property within the municipality to be of cultural heritage value or interest based on the legislated criteria for determining cultural heritage value or interest (Attachment A). Designation provides protection from demolition and enables a process that ensures changes to heritage property are appropriately managed and that proposed changes respect the property's heritage value.

Prior to making this decision, the Heritage Committee would be consulted at its October 3, 2022 meeting to provide advice to Council on whether designation is appropriate. Any recommendation from the Heritage Committee would be presented to Council at the October 19, 2022 Council Meeting.

If Council chooses to designate the property, the Act outlines the process of designation, including additional consultation with the Heritage Committee, notification to the property owner and the Ontario Heritage Trust, the passing of a by-law by Council and an appeal period. This process will be explained in detail in a subsequent report to the October 3, 2022 Council meeting should the Committee recommend designation.

Option 2 – Permit Demolition

Alternatively, Council may choose to not designate the property and permit the demolition of the structures on the subject property. If this option is chosen, Township staff will notify the property owner and will not consult with the Heritage Committee.

Financial Implications

None.

Applicable Legislation and Requirements

Ontario Heritage Act

Attachments

Attachment A – Ontario Regulation 9/05: Criteria for Determining Cultural Heritage Value or Interest.

Respectfully submitted,

Reviewed by:

Jeff Bunn,
Deputy Clerk

Courtenay Hoytfox,
Municipal Clerk

Attachment "A"
Ontario Heritage Act

ONTARIO REGULATION 9/06

CRITERIA FOR DETERMINING CULTURAL HERITAGE VALUE OR INTEREST

Consolidation Period: From January 25, 2006 to the [e-Laws currency date](#).

No amendments.

This is the English version of a bilingual regulation.

Criteria

1. (1) The criteria set out in subsection (2) are prescribed for the purposes of clause 29 (1) (a) of the Act. O. Reg. 9/06, s. 1 (1).

(2) A property may be designated under section 29 of the Act if it meets one or more of the following criteria for determining whether it is of cultural heritage value or interest:

1. The property has design value or physical value because it,
 - i. is a rare, unique, representative or early example of a style, type, expression, material or construction method,
 - ii. displays a high degree of craftsmanship or artistic merit, or
 - iii. demonstrates a high degree of technical or scientific achievement.
2. The property has historical value or associative value because it,
 - i. has direct associations with a theme, event, belief, person, activity, organization or institution that is significant to a community,
 - ii. yields, or has the potential to yield, information that contributes to an understanding of a community or culture, or
 - iii. demonstrates or reflects the work or ideas of an architect, artist, builder, designer or theorist who is significant to a community.
3. The property has contextual value because it,
 - i. is important in defining, maintaining or supporting the character of an area,
 - ii. is physically, functionally, visually or historically linked to its surroundings, or
 - iii. is a landmark. O. Reg. 9/06, s. 1 (2).

Transition

2. This Regulation does not apply in respect of a property if notice of intention to designate it was given under subsection 29 (1.1) of the Act on or before January 24, 2006.
O. Reg. 9/06, s. 2.



REPORT ADM-2022-054

TO: Mayor and Members of Council

PREPARED BY: Courtenay Hoytfox, Municipal Clerk

PRESENTED BY: Courtenay Hoytfox, Municipal Clerk

MEETING DATE: September 28, 2022

SUBJECT: Procedural By-law – First Draft

RECOMMENDATION

That Report ADM-2022-054 entitled Procedural By-law – First Draft be received; and

That Council direct as follows: _____

Purpose

The purpose of this report is to provide Council with the first draft of the proposed Procedural By-law to establish the procedure for meetings of Township Council and Committees.

Background

The Township's current Procedural By-law was enacted in 2008. There have been a number of amendments to the By-law since its adoption. A fulsome review and update to the Township Procedural By-law was undertaken by staff. This review is included in the 2022 Corporate Work Plan as approved by Council. Staff are recommending a repeal and replace of the current by-law in order to align with current best practices. The first draft of the proposed by-law is attached to this report as Schedule "A".

In preparation for the first draft, staff met with each member of Council to review their suggestions and requested revisions to the by-law. Below is a summary of Councils' suggestions:

- Move the Announcement section to the beginning of the meeting;
- Include a note on the Township website that a certain version of Adobe is most compatible in order to download the agenda with bookmarks;
- Move Consents to the end of the meeting;
- Considered removing meeting recordings from the website after a certain period of time;
- Revise the Order of Business to improve the flow of the meeting;
- Move up Delegations to start immediately following disclosures;

- Improve the Rules of Conduct section;
- Clarify the Delegation section;
- Ensure there is opportunity for each Member to speak but do not make it a requirement for each Member to speak;
- Strengthen the requirement for proper Decorum during Meetings;
- Include a penalty for Members that are absent for a specified number of consecutive meetings;
- Clarify and add definitions such as “Chair” and “Motion”;
- Include a section to address Additions to the agenda;
- Provide latitude to the Chair to delay the start of the meeting when a Member is running late;
- Clarify that a pecuniary interest should include completion of the form;
- Clarify Closed Session whereas definition and elsewhere “in camera” is also used;
- Instead of all votes being by verbal consent, consider raise hand feature on Zoom or physical raise of hand;
- Clarify electronic devices; need to consider electronic participation and PCs used during Council;
- Update the Committee section to only include active Committees;
- Clarify the Motions to Amend Section;
- Determine if the by-law can limit to a maximum of 3 readings for any by-law;
- Can meetings off site be recorded;
- Consider adding emails to the communications;
- Propose that delegations be limited to 5 minutes instead of 10 minutes with the option to extend to 10 minutes;
- Clarify Petition section;
- Consider including a section addressing Main Motion Reconsiderations;
- Revise the purpose and title of the by-law to include Committees;
- Remove the definition of Newspaper and other definitions not used throughout the by-law;
- Clarify that disclosure of pecuniary interest also includes conflict of interest defined in the Township’s Code of Conduct.

Staff reviewed each suggestion and incorporated, where possible, in the first draft attached as Schedule “A” to this report. Staff are seeking Council’s feedback to incorporate into the next draft of the by-law.

Financial Implications

None

Applicable Legislation and Requirements

Municipal Act, 2001

Attachments

Schedule “A” Procedural By-law – First Draft

Respectfully submitted,

Reviewed by:

Courtenay Hoytfox
Municipal Clerk

Glenn Schwendinger,
CAO

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2022-XXX

Being a By-Law to establish the Procedure for Meetings of Council and Committees and to repeal By-Law No. 59/08, as amended.

WHEREAS the *Municipal Act, 2001, S.O. 2001, Chapter 25, Section 238* requires that every municipality and local Board shall pass a procedure By-Law for governing the calling, place and proceedings of meetings, for public notice of meetings and for electronic participation in meetings;

AND WHEREAS it is deemed expedient to pass such a By-Law and to repeal By-Law No. 59/08, as amended;

THEREFORE the Corporation of the Township of Puslinch by the Council hereby enacts as follows:

1.	GENERAL	3
1.1	APPLICATION AND INTERPRETATION	3
1.2	PRINCIPLES OF THIS BY-LAW	3
1.3	SUSPENSION OF RULES	4
1.4	ADMINISTRATIVE AUTHORITY OF CLERK.....	4
2.	DEFINITIONS.....	4
2.1	DEFINITIONS IN THIS BY-LAW	4
3.	DUTIES AND CONDUCT.....	7
3.1	CHAIR OF MEETING	7
3.2	APPOINTMENTS TO COMMITTEES	7
3.3	DUTIES OF THE CHAIR	7
3.4	ACTING MAYOR.....	9
3.5	MEMBERS	9
3.6	ATTENDEES	10
3.7	RULES OF DEBATE AND QUESTIONS FROM MEMBERS.....	10
3.8	POINT OF ORDER.....	11
3.9	POINT OF PRIVILEGE.....	11
4.	MEETINGS.....	12
4.1	INAUGURAL COUNCIL MEETING	12
4.2	REGULAR MEETINGS	12
4.3	LOCATION AND SCHEDULE OF MEETINGS	12

4.4	SPECIAL COUNCIL OR COMMITTEE MEETINGS.....	13
4.5	EMERGENCY COUNCIL MEETINGS	13
4.6	ELECTRONIC PARTICIPATION	13
4.7	CANCELLATION OR POSTPONEMENT OF MEETINGS.....	14
4.8	NOTICE OF MEETINGS	14
4.9	NOTICE OF MEETING CLOSED TO THE PUBLIC.....	15
4.10	QUORUM	15
4.11	OPEN & CLOSED MEETINGS	15
4.12	PREPARATION OF AGENDAS	17
4.13	RECORD OF THE MEETING	17
4.14	PUBLIC RECORD	17
4.15	RECORDING, BROADCASTING AND/OR STREAMING.....	17
5.	ADVISORY AND STANDING COMMITTEES.....	18
5.1	ADVISORY COMMITTEES	18
5.2	STANDING COMMITTEES	18
5.3	HEAD EX-OFFICIO	19
6.	ORDER OF BUSINESS	19
6.1	COUNCIL	19
6.2	ADDENDUMS, CORRECTIONS AND ADDITIONS TO THE AGENDA	20
6.3	PUBLIC PRESENTATIONS	20
6.4	DELEGATIONS	20
6.5	NOTICE OF MOTION	22
6.6	BY-LAWS	22
7.	MOTIONS.....	22
7.1	GENERAL	22
7.2	RECONSIDERATION OF A COUNCIL DECISION.....	22
7.3	VOTING.....	23
7.4	TIE VOTE	23
7.5	RECORDED VOTE	23
8.	ADJOURNED MEETINGS	24
8.1	GENERAL	24
9.	REPEAL	24
10.1	REPEAL OF BY-LAW 59/08.....	24

1. GENERAL

1.1 Application and Interpretation

- (a) This By-law establishes the rules of order for meetings of Council and Committee.
- (b) A word in this By-law expressed in the singular has a corresponding meaning when used in the plural.
- (c) Any future amendment(s) to the *Municipal Act, 2001* or other legislation as noted in this By-law may alter the provisions of the legislation referenced but shall not affect the validity of this By-law or any part thereof.
- (d) In an event of conflict between this By-law and any superior legislation, the provisions of the superior legislation prevail.
- (e) A specific statement or rule in this By-law has greater authority than a general statement or rule.
- (f) Any reference to a provision of this By-law may be referred to as "Section" notwithstanding that it may be a section, subsection, clause or paragraph.
- (g) If there is a conflict between two or more rules in this By-law, or if there is no specific rule on a matter, the Chair will rule and, in making a ruling, the Chair may consult the Clerk, rely on previous rulings and practices or refer to Robert's Rules of Order and the Chair shall submit the ruling without debate.
- (h) The rules and regulations hereinafter provided shall govern the proceedings of the Council and the Committees thereof. Any part or parts of this By-Law may be suspended if agreed upon by a majority of the members present unless the part or parts is prescribed by statute or law.

1.2 Principles of this By-law

The principles of parliamentary law governing Meetings includes:

- (a) The Majority of Members have the right to decide.
- (b) The minority of Members have the right to be heard.
- (c) All Members have the right to information to help make decisions, unless otherwise prevented by law.
- (d) All Members have the right to an efficient Meeting.
- (e) All Members, Township staff and delegations have the right to be treated with respect and courtesy.
- (f) All Members have equal rights, privileges and obligations.

1.3 Suspension of Rules

Rules of order provided for in this By-law may be suspended by a Two-Thirds vote of those Council or Committee Members present, with the exception of the following circumstances:

- (a) where required by law;
- (b) in any contract or agreement binding the Township;
- (c) amending this By-law;
- (d) requirements for Quorum.

1.4 Administrative Authority of Clerk

The Clerk is authorized to revise or correct by-laws, minutes and other records or documents relating to Council and Committee for technical, typographical or other administrative errors and omissions for the purpose of ensuring an accurate and complete record of proceedings and general housekeeping.

2. DEFINITIONS

2.1 Definitions in this By-law

- (a) "ACT" refers to any statute of Law that governs the decision of the Council.
- (b) "ACTING MAYOR" shall mean a member of Council appointed to the Council to act in place instead of the Head when the Head is absent or refuses to act or the position becomes vacant their so acting has and may exercise all of the rights, powers and authority of the Head of Council.
- (c) "ADVISORY COMMITTEE" means a Committee created by Council with a defined set of responsibilities and provides advice and recommendations to Council.
- (d) "BY-LAW" means this By-law to Govern the Procedures of Council and Committee Meetings.
- (e) "CAO" shall mean the Chief Administrative Officer of the Corporation of the Township of Puslinch or his/her designate who shall have all the powers and duties of the CAO under the *Municipal Act* and every other Act.
- (f) "CHAIR" means the presiding officer at a Meeting.
- (g) "CLERK" shall mean the Clerk of the Corporation of the Township of Puslinch or his/her formal designate who shall have all the powers and duties of the Clerk under the *Municipal Act* and every other Act.

- (h) "CLOSED SESSION" (IN CAMERA) shall mean closed to the public as permitted by the *Municipal Act, 2001*.
- (i) "COMMITTEE" means any standing advisory or other committee, subcommittee or similar entity composed of members of the Township of Puslinch Council alone or together with members of another official body or the public, or a committee composed of solely members of the public appointed by the Council.
- (j) "COMMITTEE CHAIR" means the Chairperson of any committee and the Committee Chair shall have the same powers during a Committee Meeting of Council as Head of Council during Council Meetings whether or not the Chair is a voting member, other than those powers specifically provided to the Head of Council by legislation.
- (k) "CONFLICT OF INTEREST" means a pecuniary interest as defined in the *Municipal Conflict of Interest Act, R.S.O. 1990 Chapter M.50*, as amended or a conflict as defined in the Township's Code of Conduct which may be amended from time to time.
- (l) "COUNCIL" means the elected and sworn members of the Council of the Township of Puslinch.
- (m) "COUNCILLOR" means any Member of Council, other than the Mayor.
- (n) "DEPARTMENT HEAD" shall be defined as those persons responsible for the operation of a specific Township department, as established by the Township Council from time to time and shall report directly to the CAO.
- (o) "DELEGATION" means any person, group of persons, or organization, who is neither a Member of Committee or Council or an appointed official of the Township and who is speaking to Committee or Council.
- (p) "ELECTRONIC MEETING" means any open or Closed Meeting where Council or Committee, as a whole participates remotely or virtually via electronic means, and Members have the same rights and responsibilities as if they were in physical attendance including the right to vote, and shall count towards a Quorum.
- (q) "ELECTRONIC PARTICIPATION" means participation in a Meeting from a remote location by such electronic means or service as determined and provided by the Clerk.
- (r) "EMERGENCY COUNCIL MEETING" means any meeting of Township Council under Section 4.5.
- (s) "FRIENDLY AMENDMENT" means the Motion under debate is amended with the consent of the mover and seconder, is keeping with the general intent and without the requirement for an amending Motion to be made.

- (t) "HEAD OF COUNCIL" means the Mayor of the Corporation of the Township of Puslinch.
- (u) "HOLIDAY" means those listed as holidays in the *Legislation Act S.O. 2006 Chapter 21 Schedule F* as amended from time to time.
- (v) "LOCAL BOARD" means a local board as defined in the *Municipal Act, 2001, S.O. 2001, Chapter 25*.
- (w) "MAJORITY" means for the purpose of voting, unless otherwise specified, fifty percent (50%) of the total number plus one of the Members of Council or Committee present at the vote and not prohibited by statute from voting.
- (x) "MAJORITY VOTE" means fifty percent (50%) of the total number plus one of the votes cast by Members present.
- (y) "MAYOR" means the Mayor of the Township.
- (z) "MEETING" means a Meeting of Council or Committee where a Quorum is present and Members discuss or otherwise deal with any matter in a way that materially advances the business of Council or Committee.
- (aa) "MEMBER" means a Member of Council, including the Mayor, or a Member of Committee, including the Chair.
- (bb) "MOTION" means a proposal, moved by one Member and seconded by another Member to adopt, amend or otherwise deal with a matter before Council or Committee.
- (cc) "MOTION TO DEFER" means a Motion to delay consideration of a matter until later in the same Meeting or at a future Meeting of Council or Committee.
- (dd) "MOTION TO REFER" means to direct a matter under discussion by Council and/or Committee to staff or another committee for further consideration or review.
- (ee) "NOTICE OF MOTION" means a written notice respecting a substantive matter not on the agenda, submitted to the Clerk, for inclusion on the agenda of a future Meeting.
- (ff) "POINT OF ORDER" means a question by a Member calling attention to a possible violation of the rules or customary procedures of this By-law.
- (gg) "POINT OF PRIVILEGE" means a question by a Member who believes that another Member has spoken disrespectfully towards that Member or another Member, Township staff or a delegation or who considers that his or her integrity or that of a Member or Township staff or delegation has been impugned or questioned by a Member.

- (hh) "QUORUM" shall mean a majority of the whole number of members of Council or a Committee except where a member has or members have declared a Conflict of Interest pursuant to the *Municipal Conflict of Interest Act* or the Township's Code of Conduct when the quorum may be less than majority of the whole number of members, but shall not be less than two.
- (ii) "RECORDED VOTE" means the recording of the names and vote of every member voting on any matter or question.
- (jj) "TIE VOTE" means an equality of votes and the question being voted on is deemed LOST.
- (kk) "TOWNSHIP" means the Corporation of the Township of Puslinch.
- (ll) "TWO-THIRDS" means two-thirds (2/3) of the Members of Council or Committee. Where a Council or Committee is comprised of 5 members and all Members are present, two-thirds (2/3) shall mean four (4) members.
- (mm) "TREASURER" shall mean the Treasurer of the Corporation of the Township of Puslinch or his/her designate who shall have all the powers and duties of the Treasurer under The *Municipal Act* and every other Act.

3. DUTIES AND CONDUCT

3.1 Chair of Meeting

- (a) The Chair of Council is the Mayor and, in the absence of the Mayor, the alternate Mayor is Chair.
- (b) The Chair and Vice Chair of any other Committees are appointed by a vote of the Members of the Committee.

3.2 Appointments to Committees

- (a) Appointment of a Member of Council to any Advisory Committee or to any other boards, committees, commission and organizations shall be recommended by the Mayor, after consultation with the Members and approved by Council.
- (b) Appointment of citizens to Advisory Committees shall be recommended by the Clerk in consultation with the CAO to Council and approved by Council.

3.3 Duties of the Chair

- (a) The Chair shall call a Meeting to order as soon as there is Quorum present following after the time set for the Meeting.
- (b) The Chair shall preside over the Meetings so business can be carried out efficiently and effectively, and shall:
 - (i) maintain order and preserve the decorum of the Meeting;

- (ii) rule on all procedure matters;
- (iii) receive and put to a vote all motions which are regularly moved and seconded, or necessarily arise in the course of proceedings, and to announce the result of the vote;
- (iv) decline to put any Motions to a vote which do not comply with the rules of procedure, or which are not within the jurisdiction of Council or Committee;
- (v) announce the result of the vote on any Motions presented for a vote;
- (vi) expel or exclude from any Meeting any person whom the Chair feels has exhibited improper conduct at the Meeting;
- (vii) adjourn or suspend the Meeting if they consider it necessary because of grave disorder;
- (viii) close the Meeting when business is concluded or recess the Meeting;
- (ix) after one issued warning, shall call by name any person persisting in breach of the rules of procedure, order them to leave the Meeting and if the person refuses to leave the Meeting, the Chair may request that security or police be called for assistance to remove the person or in the event of an Electronic Meeting, the Chair may request that the person be removed;
- (x) shall decide all matters not covered by this By-law and may call upon the Clerk to provide advice regarding procedure whereupon the Clerk shall provide advice, following which the Chair shall announce the ruling;
- (xi) shall call a vote on the question of sustaining the ruling of the Chair in response to a Member disagreeing and appealing the ruling of the Chair and may provide further explanation of the ruling prior to calling the vote and announce the results of the vote;
- (xii) if necessary, may call a recess for a brief, specified time to consult the Clerk or CAO, or any other person deemed appropriate;
- (xiii) if there is a threat or imminent threat to the health or safety of any person, or if there is a possibility of public disorder, recess the Meeting for a specified time;
- (xiv) ensure all Members who wish to speak have had an opportunity to speak;
- (xv) ensure clarity, where required, by reading, or requesting the Clerk or other appropriate person to read Motions before voting and to display the Motion on a screen for Members and the public to view;

- (xvi) vote on all matters unless disqualified from doing so by any statute;
- (xvii) adjourn the Meeting when all business is concluded;
- (xviii) authenticate, when necessary, by their signature, all by-laws and minutes; and
- (xix) recess the Meeting after two (2) hours has passed since the last recess, unless there is unanimous consent of the Members to continue.

3.4 Acting Mayor

- (a) When the Mayor is absent from a Meeting, the Acting Mayor may exercise all the rights, powers and authority of the Mayor as head of Council.

3.5 Members

All Members shall:

- (a) attend scheduled Meetings;
- (b) carefully consider and make decisions about Meeting business, including seeking information and advice from staff prior to and during a Meeting;
- (c) not speak on any subject other than the subject in debate;
- (d) vote on all Motions put to a vote unless disqualified from voting under any statute;
- (e) respect the rules of order as set out in this By-law;
- (f) refrain from communicating electronically with individuals that are not participants of the Meeting;
- (g) not leave the meeting at any time without advising the Chair;
- (h) if a member arrives late at a Meeting, any prior discussion shall not be reviewed without the unanimous consent of all Members present.
- (i) listen attentively, participating in a Meeting and not interrupting, unless to raise a Point of Order or Point of Privilege, as set out in this By-law;
- (j) remain silent in their seats while Council or Committee votes until the Chair announces the result;
- (k) refrain from using any offensive, disrespectful or unparliamentary language;
- (l) respect and follow the decisions of Council or Committee;

- (m) respect the confidentiality of matters discussed in Closed Meetings and not disclose the subject or substance of these discussions unless authorized to do so by Council or Committee;
- (n) address Members of Council, Committee and staff by their appropriate title; and
- (o) comply with the ruling of the Chair and the decisions of Council and Committee.

3.6 Attendees

- (a) The Chair may expel or exclude any person who disrupts a Meeting, and request security and/or police assistance in doing so.
- (b) No persons, other than Members and staff are permitted to approach the area where Council, Committee and staff are seated, unless they are invited by the Chair.
- (c) Attendees will submit all material for Council through the Clerk.
- (d) Attendees are responsible for:
 - (i) maintaining order and not heckling or engaging in conversation, displaying placards or props or any behaviour that may be considered disruptive;
 - (ii) speaking respectfully at all times;
 - (iii) ensuring all personal digital devices are turned off or set to silent mode during a Meeting; and
 - (iv) using recording, broadcasting or streaming devices respectfully, and should the Chair direct it, moving or ceasing to use recording, broadcasting or streaming devices.

3.7 Rules of Debate and Questions from Members

- (a) The Chair will provide each Member an opportunity to speak.
- (b) A Member may ask a question only for the purpose of obtaining facts relevant to the matter under discussion and necessary for a clear understanding.
- (c) All Members and staff will address their questions and comments through the Chair.
- (d) The Chair is permitted to ask questions or comment in a general manner without leaving their position. The Chair who presides over any part of a Meeting may state relevant facts and the Chair's position on any matter before the Council or Committee without leaving the chair, which may take place immediately prior to the vote, but it shall not be permissible for the

Chair to move a Motion or debate a question without first leaving the chair.

- (e) If during a Meeting of Council the Mayor desires to leave the chair to move a Motion or to take part in the debate, the Mayor shall call on the Acting Mayor to preside until the Mayor resumes the chair. In the event that the Acting Mayor is not in attendance, the next scheduled Member present at the meeting shall preside as Chair in accordance with the Alternate Mayor Schedule.
- (f) Members are encouraged to provide questions to staff prior to the Meeting and address any answers received during the comments portion of the discussion.
- (g) When a Member is speaking, no interruptions are permitted except to raise a Point of Order or a Point of Privilege.
- (h) Comments are to be relevant to the matter of business at the Meeting.
- (i) Members shall express themselves succinctly without repetition.

3.8 Point of Order

- (a) A Member may raise a Point of Order when such Member feels there has been:
 - (i) a deviation or departure from the rules set out in this By-law; or
 - (ii) a deviation from the matter under consideration and the current discussion is not within the scope of the proposed Motion.
- (b) Where a Member raises a Point of Order, the Chair shall:
 - (i) interrupt the matter under consideration;
 - (ii) ask the Member raising the Point of Order to state the substance of and the basis for the Point of Order; and
 - (iii) rule on the Point of Order immediately without debate by Council or Committee.
- (c) A Member may appeal the ruling of the Chair to Council or Committee which will then decide whether to uphold the decision or overturn the decision, without debate, by way of a Majority Vote of the Members present. If there is no appeal, the decision of the Chair is final.

3.9 Point of Privilege

- (a) A Member may raise a Point of Privilege at any time if they consider their integrity, the integrity of Council or Committee or Township staff or a delegation has been impugned.
- (b) Where a Member raises a Point of Privilege, the Chair shall:

- (i) interrupt the matter under consideration;
 - (ii) ask the Member raising the Point of Privilege to state the substance of and the basis for the Point of Privilege; and
 - (iii) rule on the Point of Privilege immediately without debate by Council or Committee.
- (c) A Member may appeal the ruling of the Chair to Council or Committee which will then decide whether to uphold the decision or overturn the decision, without debate, by way of a Majority Vote of the Members present. If there is no appeal, the decision of the Chair is final.
- (d) Where the Chair considers the integrity of any Member or staff has been impugned or questioned, the Chair may permit that Member or staff to make a statement to Council or Committee.

4. MEETINGS

4.1 Inaugural Council Meeting

- (a) The first Meeting of Council following a regular election shall be held at a date and time set by the Clerk in accordance with the Act but in any case no later than 31 days after its term commences. The Meeting will be held at the Puslinch Community centre or at such alternate location as determined by the Clerk.
- (b) At the Inaugural Meeting of Council, each Member present shall make his or her declaration of office and sign Council's Code of Conduct. The Clerk may provide additional policies or procedures to Council as appropriate. Council shall not proceed with any regular business at this Meeting.

4.2 Regular Meetings

- (a) Council shall meet on Wednesday at 10:00 o'clock in the morning on a 3-week frequency, after its inaugural meeting. With the exception of the months of July and August where there shall be one regular meeting in each month at 10:00 o'clock in the morning on a Wednesday determined by Council. When a meeting falls on a legal, public, civic holiday or declared holiday, the Council shall meet at the same hour the next following day that is not a legal, public, civic or declared holiday and at the same place, or unless postponement is made in the manner hereinafter provided.

4.3 Location and Schedule of Meetings

- (a) Meetings of Council and Committee will take place at the Township's office or at another location within the municipality or as provided for in the Act, as amended when notice is given. Electronic Meetings may also take place where Council or Committee, as a whole participates remotely or virtually via electronic means.

- (b) Council shall approve a schedule of regular Meetings of Council and Committees for each calendar year, which may be amended. The schedule of Meetings shall be posted on the Township's website and available from the Township's office.

4.4 Special Council or Committee Meetings

- (a) Subject to the provisions of the *Municipal Act*, the Council may be summoned to a special meeting on one (1) clear day's written notice specifying the purpose of such meeting which shall be the sole business transacted thereat.
- (b) A special Meeting may be called by the Mayor or Chair, or by the Mayor in consultation with the Clerk. A Special Meeting is limited to business included in the notice of Meeting.

4.5 Emergency Council Meetings

- (a) In accordance Section 4 or 7.0.1 of the *Emergency Management and Civil Protection Act*, where an emergency has been declared to exist in all or part of the municipality, any member of Council may participate in any open or closed Council meeting electronically and be counted for the purpose of establishing quorum.
- (b) The Mayor may call a special meeting other than as described in Section 4.4 of this By-Law to deal with a matter which is deemed to require immediate action. Notice of such a special meeting shall be given by contacting each Member of Council and verbally advising them of the time and place of the meeting, or notice may be given in writing or via voice recording or via e-mail message.
- (c) A special meeting under this section may be called at any time by the Mayor in consultation with the Clerk.
- (d) At a special meeting of the Council under this section, no financial decisions shall be made or incurred, unless the same shall be referred to in the notice calling the meeting.
- (e) In accordance with *Section 236 of the Municipal Act*, an Emergency Meeting of Council may be called by the Mayor at any time and at any location as may be convenient. For the purposes of this section, an Emergency Meeting may be called for an emergency within the meaning of the Township's Emergency Response Plan or any other similar unforeseen circumstance.
- (f) A Standing Committee of Council may be created, and delegated to that committee, to the extent possible, all of the powers of Council, for the duration of a Declared Emergency in the Township of Puslinch, providing it has been established that there is an inability, for valid reasons, for a majority of the members of Council to attend a properly scheduled meeting of Council.

4.6 Electronic Participation

- (a) The decision pertaining to whether a meeting is in-person or virtual shall pertain to all of Council. Staff may participate either in-person or virtually at the discretion of the CAO. Electronic participation at an in-person meeting is not permitted for Council Members.
- (b) Any Member who is not physically present in the location where an Electronic Meeting takes place is permitted to participate electronically in both Open and Closed Session and shall have the same rights to speak and vote as if the Member was physically present.
- (c) All Members who participate electronically shall be counted in determining whether or not a Quorum of Members is present.
- (d) All votes shall be by verbal consent.
- (e) The following may be adjusted at the discretion of the Chair based on the electronic means or service being used to permit electronic participation:
 - (i) Setting out the order in which members speak.
 - (ii) Any other provision of this By-law where it is not possible to adhere to due to the functionality of the electronic means or service being used to permit electronic participation.
 - (iii) Delegations may participate in an electronic Meeting via telephone, videoconferencing software and/or other technology methods deemed appropriate by the Clerk.

4.7 Cancellation or Postponement of Meetings

- (a) A regular, special or emergency Meeting of Council may be cancelled or postponed where Quorum cannot be achieved or where the Meeting is deemed no longer required by the Mayor in consultation with the CAO.
- (b) The Clerk gives notice of the cancellation or postponement of a regular, special or emergency Meeting of Council on the Township website. Where time is limited, a notice is posted on the main entrance of the Township's office.
- (c) Meetings of other Committees may be cancelled or postponed by the Clerk, Chair or other assigned person where Quorum cannot be achieved, in the event of an emergency or where the Meeting is deemed no longer required by the Chair in consultation with the Clerk.

4.8 Notice of Meetings

- (a) The Clerk shall provide the public with notice of the Council and Committee schedule by annually posting the meeting dates on the Township of Puslinch website. Any amendments to the schedule or cancellation of a meeting shall be posted on the website.

(b) The meeting agenda shall constitute notice of each meeting. The agenda shall include the location of the meeting and shall relevant materials on a matter to be considered by Council or a Committee.

(c) Notice of a Council or Committee meeting shall be provided by:

- (i) Posting the agenda on the Township's website and making it available at the Township office; and in the case of a Regular Council or Committee Meeting, making it available one week (7 days) prior to the meeting.
- (ii) Notice of a Special Council or Committee Meeting shall be provided as soon as it is available by posting the agenda on the Township's website and making it available at the Township Office.
- (iii) Addendum Agenda items for Council or Committee that are identified prior to 12:00 noon on the Tuesday prior to the Council or Committee meeting shall be posted on the Township's website and by making it available at the Township Office.

4.9 Notice of Meeting Closed to the Public

Where a matter may be considered by Council for discussion in closed session, whenever possible, written notice will include:

- (i) the fact the Meeting will be closed to the public as provided by the appropriate legislation; and
- (ii) the general nature of the matter to be considered at the Closed Meeting.

4.10 Quorum

- (a) Members will attempt to advise the Clerk at least three (3) business days in advance if they are unable to attend a Meeting.
- (b) If Quorum is not achieved within thirty (30) minutes after the time appointed for a Meeting, the Clerk will record the names of the Members present and the Meeting is adjourned until the date of the next regular Meeting.

4.11 Open & Closed Meetings

- (a) All Meetings shall be open to the public, except as provided for in section 239 of the Act. Council or Committee may convene in a closed session in order to discuss the following matters:
 - (i) the security of the property of the Township or local board;
 - (ii) personal matters about an identifiable individual, including municipal or local board employees;

- (iii) a proposed or pending acquisition or disposition of land by the Township or local board;
 - (iv) labour relations or employee negotiations;
 - (v) litigation or potential litigation, including matters before administrative tribunals, affecting the Township or local board;
 - (vi) advice that is subject to solicitor-client privilege, including communications necessary for that purpose;
 - (vii) a matter in respect of which Council or Committee may hold a Closed Meeting under another statute;
 - (viii) information explicitly supplied in confidence to the Township or local board by Canada, a province or territory or a Crown agency of any of them;
 - (ix) a trade secret or scientific, technical, commercial, financial or labour relations information, supplied in confidence to the Township or local board, which, if disclosed, could reasonably be expected to prejudice significantly the competitive position or interfere significantly with the contractual or other negotiations of a person, group of persons, or organization;
 - (x) a trade secret or scientific, technical, commercial or financial information that belongs to the Township or local board and has monetary value or potential monetary value;
 - (xi) 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 Township or local board; or
 - (xii) the Meeting is held for the purpose of educating or training the Members, providing no Member discusses or otherwise deals with any matter in a way that materially advances the business or decision-making of the Council or Committee.
- (b) Council or Committee shall convene into a Closed Meeting for the following purposes:
- (i) a request under the *Municipal Freedom of Information and Protection of Privacy Act*, if Council or Committee is the head of an institution for the purposes of that statute; or
 - (ii) an ongoing investigation respecting the Township, a local board or a Township-controlled corporation by the Ombudsman appointed under the *Ombudsman Act*, a municipal Ombudsman referred to in subsection 223.13(1) of the Act, or a closed meeting investigator referred to in subsection 239.2(1).

- (c) No Member shall disclose or discuss, through any means including written, electronic or verbal communication to any individual or third party, any information that has been or will be discussed at a Closed Meeting or any records or documents disclosed thereat until Council or Committee has agreed to the disclosure of such information, records or documents or if directed to do so by a court.

4.12 Preparation of Agendas

- (a) The Clerk provides administrative processes to support the approval, preparation, notice, publication and distribution of the agenda, in consultation with the CAO.
- (b) Agenda for Meetings of Council and Advisory Committees are made available to the public by the Wednesday immediately preceding the Meeting.

4.13 Record of the Meeting

- (a) The Clerk or delegate records the minutes of Council and Committee Meetings without note or comment in accordance with Section 239.7 of the *Municipal Act, 2001*. The minutes shall include:
 - (i) the date, time and location of the Meeting;
 - (ii) the name of all Members in attendance;
 - (iii) the name of presenters and delegations at the Meeting;
 - (iv) all resolutions, decisions and other proceedings of the Meeting.
- (b) Minutes of each Meeting of Council and Committee are presented to a subsequent regular Meeting of Council for approval.
- (c) Minutes of Council and Committees will be posted on the Township's website following approval by Council.

4.14 Public Record

- (a) All Communications the Clerk receives pertaining to a matter on the agenda of a public or open Meeting will form part of the public record. Personal information shall be redacted.
- (b) Petitions shall not be included in the agenda of a public or open Meeting and may be circulated electronically to Members of Council or Committee upon request.

4.15 Recording, Broadcasting and/or Streaming

All Council and Committee Meetings are audio and/or video recorded, broadcast and/or streamed publicly by the Township with the exception of proceedings closed to the public provided for by the Act or this By-law. Training sessions are not

recorded. All Council and Committee Meeting recordings are published to the Township's YouTube page and retained for record keeping purposes and form part of the official record of the meeting.

5. ADVISORY AND STANDING COMMITTEES

5.1 Advisory Committees

- (a) Advisory Committees are created by Council which serve to make recommendations and/or to provide key information and materials to Council. The Advisory Committees include:
 - (i) Planning and Development Advisory Committee
 - (ii) Committee of Adjustment (also serves as the Property Standards Appeal Committee)
 - (iii) Heritage Committee
 - (iv) Recreation Committee
- (b) Each Advisory Committee shall have a Terms of Reference, approved by Council, which sets out its purpose, guidelines for membership and how it will operate.
- (c) Advisory Committees are appointed by Council at the beginning of each term or as required.
- (d) A minimum of one (1) Member of Council will be appointed to an Advisory Committee in accordance with Section 3.2.
- (e) The Chair and Vice-Chair of Advisory Committees are appointed by the Members and may be a Member of Council.
- (f) The Rules of Procedure for Committee operation shall be those contained in this By-Law unless otherwise prescribed by statute or law.

5.2 Standing Committees

- (a) Council shall at the beginning of each new term of council nominate and elect one Member of Council to each of the following Standing Committees:
 - (i) Accessibility Advisory Committee (County of Wellington)
 - (ii) Emergency Management (Alternate to the Mayor)
 - (iii) Green Legacy (County of Wellington)
 - (iv) Friends of Mill Creek
 - (v) Halton Hamilton Source Water Protection

- (vi) Halton Conservation Authority (Citizen Appointment)
- (vii) Hamilton Conservation Authority (Citizen Appointment)
- (viii) Puslinch Lake Conservation Association
- (ix) Safe Communities Committee
- (x) Well Interference Committee
- (xi) Well Protection Committee (Blue Triton)
- (xii) Wellington Farm and Home Safety Association

5.3 Head Ex-Officio

- a) The Head of Council shall be an ex-officio member of all Township Standing and Advisory Committees where not otherwise prohibited by any Act and shall have full voting privileges when in attendance at any meeting thereof but shall not have the privilege of raising new business or adding any matter to a previously completed meeting Agenda unless directed to do so by Council, such new business to be conveyed to the Committee Chair prior to the meeting.

6. ORDER OF BUSINESS

6.1 Council

The Clerk or his/her designate shall prepare the Agenda for all regular Council meetings consisting of the following "Order of Business" and record any such disclosures in the minutes of the meeting.

1. Call to Order
2. Roll Call
3. Moment of Reflection
4. Confirmation of the Agenda
5. Disclosure of Conflict of Interest
6. Delegations
7. Announcements
8. Consent Agenda
9. Notice of Public Meetings/Hearings
10. Reports
11. Correspondence
12. Council Reports
 - Mayor Meeting Log

- Council Member Reports

(Verbal or written updates from members who sit on boards/committees)

13. By-laws

14. Closed Session – Pursuant to Section 239 of the Municipal Act, 2001

15. Business Arising from Closed Session

16. Notice of Motion

17. New Business

18. Confirmatory By-law

19. Adjournment

6.2 Addendums, Corrections and Additions to the Agenda

- (a) The Clerk shall give notice of any Addendums or Corrections in accordance with Section 4.8 of this By-law.
- (b) Additions to the agenda will require the consent of Council or Committee at the start of a Council or Committee meeting with a Two-Thirds Vote.

6.3 Public Presentations

- (a) A request from an outside organization or individual to make a presentation to Council or Committee shall be limited to a maximum of ten (10) minutes. The consent of Council or Committee is required to extend a presentation beyond ten (10) minutes.
- (b) Presentations by an outside organization or individual shall not be permitted for the sole purpose of generating publicity or promotion.
- (c) Outside organizations or individuals shall provide the Clerk with written material for inclusion on the agenda by the agenda publication deadline.
- (d) Presentations by an outside organization or individuals shall not be added to an agenda as an addendum or addition.
- (e) A maximum of two (2) public presentations will be permitted at a Meeting.
- (f) Public Presentations do not include third party presentations by Township consultants or presentations being made at the request of staff relating to a matter of Township business.
- (g) Where a staff or third party presentation accompanies an item on an agenda, the presentation will be heard at the time the matter is under consideration.

6.4 Delegations

- (a) An individual may make a delegation at a Meeting of Council or Committee.
- (b) An individual who is under eighteen (18) years of age must provide to the Clerk written permission from the individual's parent or guardian.
- (c) Individuals who register as a delegation will have their name and the purpose of their delegation published on an agenda.
- (d) For the purpose of Council and Committee agendas, delegations have until noon the Tuesday prior to the Meeting to notify the Clerk that they wish to register as a delegation by submitting a written submission using the prescribed form.
- (e) Delegations are limited to ten (10) minutes. Council or Committee may extend the ten (10) minute time period by a Majority Vote of the Members present by way of a Motion to be decided without debate.
- (f) No delegation shall be made to Council or Committee on matters relating to litigation or potential litigation, including those matters which are before and under the jurisdiction of any court or administrative tribunals unless such matter is referred to Council by the said administrative tribunal or court.
- (g) No delegation shall speak on a matter that is not within the jurisdiction of the Council or Committee. The Mayor and Committee Chairs in consultation with the Clerk and CAO will determine if a matter is within the jurisdiction of the Council or Committee.
- (h) No delegation shall be made to a Notice of Motion on a Council or Committee agenda. Delegations will have an opportunity to speak at a subsequent Meeting when the item will be discussed.
- (i) No delegation shall be permitted to speak on a Notice of Motion to reconsider.
- (j) Delegations shall not be permitted to appear before Council or Committee for the sole purpose of generating publicity for an event.
- (k) A delegation shall only register themselves to speak and may not register other delegates.
- (l) If a delegation is unable to attend the Meeting for which they are registered, they may provide their written submission to the Clerk.
- (m) Members of Council or Committee Members are not permitted to debate or discuss the matter with the delegate. Members are permitted to ask individuals making a delegation questions only for clarification and to obtain additional relevant information.
- (n) If a delegation has been made on a matter and a decision has been made by Council, the delegation cannot be heard again unless there is new

information being presented. This determination shall be made by the Clerk and CAO.

- (o) Save and accept time sensitive matters as determined by the Chair, all new business raised by a delegation shall be referred to staff for a report at the next available Council meeting.

6.5 Notice of Motion

- (a) A Member of Council shall provide a proposed Motion to the Clerk, in writing, for inclusion on a regular agenda of Council, for the purpose of giving notice.
- (b) At a subsequent Meeting, the Member of Council who submitted the proposed Motion will introduce and subsequently move the Motion.
- (c) A Member of Council may request the notice provisions be waived which will require a Two-Thirds vote.
- (d) No staff report will be prepared unless the Motion is referred to staff for a further report.
- (e) It is the duty of the Member of Council to:
 - (i) prepare the proposed Motion in writing; and
 - (ii) submit the proposed Motion to the Clerk prior to the publication deadline for the regular agenda of Council.

6.6 By-laws

- (a) All by-laws shall be passed in a single Motion by Council by Majority Vote, unless otherwise required by legislation.
- (b) A Confirmatory By-law shall be enacted at the conclusion of each Meeting of Council.
- (c) The following types of by-laws may be presented directly to Council without the requirement for a staff report:
 - (i) those directed to be presented to Council by Council;
 - (ii) appointment of staff authorized by the CAO; and
 - (iii) general by-laws where the purpose and intent of the by-law has been clearly authorized by a previous resolution.

7. MOTIONS

7.1 General

- (a) All motions shall be governed according to Appendix “A” to this By-Law “Principle Rules Governing Motions”.

7.2 Reconsideration of a Council Decision

- (a) Council may reconsider a resolution that was decided during any term of Council. Such reconsideration can either amend the previous decision or rescind it subject to the following rules:
 - (i) no resolution shall be reconsidered more than once during the term of Council; and
 - (ii) any member may bring a Motion to reconsider and shall require the support of a Majority of the Members present at the meeting where the reconsideration is being considered; and
 - (iii) the question to be reconsidered shall require a Two-Thirds vote to be carried;
- (b) No delegations shall be permitted to speak on a Notice of Motion to reconsider.

7.3 Voting

- (a) After a Motion is put to a vote by the Chair, no Member shall speak to it nor will any other Motion be made until after the vote is taken and the result has been declared.
- (b) All Members of Council or Committee will vote on all Motions. A failure by any Member to announce their vote openly and individually, including an “Abstention”, is deemed to be a vote in the negative.
- (c) Each Member present and voting indicates their vote by verbal consent, and no vote is taken by ballot or any other method of secret voting.
- (d) The following represents the required number of votes for a Majority Vote or Two-Thirds vote:

Number of Members Present	Majority Vote	Two-Thirds Vote
5	3	4
4	3	3
3	2	2
2	2	2

7.4 Tie Vote

- (a) Any Motion on which there is a tie vote is deemed to be lost.

7.5 Recorded Vote

- (b) Any Member may request a recorded vote immediately preceding or following the taking of a vote. All Members present at the Meeting shall vote unless they are disqualified from voting with respect to that item following which:
- (i) the Clerk shall call on Members by name, starting with the Member who requested the recorded vote, and shall call on each subsequent member in alphabetical order by last name; the vote will always end with the Chair;
 - (ii) each Member present that is not disqualified from voting shall announce their vote openly, in the order set out above; and
 - (iii) the Clerk shall announce and record the result of the vote, and record how each Member voted.
- (c) Notwithstanding a recorded voted, a record or notation of a Member's opposition to an issue is not recorded in any minutes of the meeting.

8. ADJOURNED MEETINGS

8.1 General

- (a) Unless otherwise determined by a resolution of Council passed by a majority of the whole number of the members thereof, the Council shall adjourn at 5:00 o'clock in the afternoon, if it is then in session, and shall reconvene at the hour, date and place determined in such resolution at which time the unfinished business of the preceding meeting shall be transacted including any business that might have been transacted at such preceding meeting but was not for want of time or opportunity to do so.

9. REPEAL OF BY-LAW 59/08, AS AMENDED

- (a) By-law 59/08, as amended and all previous by-laws relating to meeting procedures of Council and Committee are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS X DAY OF OCTOBER, 2022.

Signed:

James Seeley, Mayor

Courtenay Hoytfox, Municipal Clerk

**Appendix “A”
PRINCIPAL RULES GOVERNING MOTIONS**

Order of Precedence	Can interrupt speaker?	Requires a seconder?	Debatable?	Amendable?	Vote Required?	Can be renewed at same meeting?
I. PRIVILEGED MOTIONS (dealing with special matters of immediate and overriding importance)						
1. Adjourn	No	Yes	No	No	Majority	Yes
2. Recess	No	Yes	No	Yes	Majority	Yes
3. Question of Privilege	No	No	No	No	No Vote	Yes
II. SUBSIDIARY MOTIONS (apply to other motions and assist the Council/Committee in dealing with a main motion)						
4. Postpone Temporarily (lay on the table)	No	Yes	No	No	Majority	Yes
5. Previous Question	No	Yes	No	No	Two-Thirds	Yes
6. Limit Debate	No	Yes	No	Yes	Two-Thirds	Yes
7. Defer to a Certain Time	No	Yes	Yes	Yes	Majority	Yes
8. Refer to Committee	No	Yes	Yes	Yes	Majority	Yes
9. Amend	No	Yes	Yes	Yes	Majority	No
10. Defer	No	Yes	Yes	No	Majority	No
III. MAIN MOTIONS (bring business before Council)						
11. A General Main Motion	No	Yes	Yes	Yes	Majority	No
12. Specific Main Motions Reconsideration	No	Yes	Yes	No	2/3 without notice	No
13. Rescind	No	Yes	Yes	No	Majority	No
14. Resume Consideration	No	Yes	No	No	Majority	Yes
IV. INCIDENTAL MOTIONS (usually arise while the main motion is open to debate)						
15. Appeal	Yes	Yes	Yes	No	Tie or Majority	No
16. Point of Order	Yes	No	No	No	No Vote	No
17. Division of a Question	No	No	No	No	Majority	No
18. Recorded Vote	Yes	No	No	No	No Vote	No



PLANNING REPORT for the TOWNSHIP OF PUSLINCH

Prepared by the County of Wellington Planning and Development Department

MEETING DATE: September 28th, 2022
TO: Glenn Schwendinger, CAO
Township of Puslinch
FROM: Joanna Salsberg, Planner
County of Wellington
SUBJECT: **Final Recommendation Report - John Stubbs & Mary Lake
Zoning By-law Amendment Application D14/STU
Part Lot 16, Concession 2
4363 Wellington Road 35
Surplus Farm Dwelling and MDS I Compliance**

ATTACHMENTS: 1 – Draft By-law

RECOMMENDATIONS

- 1) That Council receive this Planning Report by the County of Wellington Planning and Development Department; and,
- 2) That Council pass a by-law to amend Zoning By-law 023/18 on the subject lands as outlined in this report dated September 28th, 2022.

SUMMARY

The purpose of this zoning amendment application is to fulfill a condition of consent by rezoning the agricultural portion of the subject lands to prohibit a residential dwelling and to prohibit livestock within the existing farm buildings. This rezoning is to satisfy conditions 5 and 8 of severance application B111-20, which was granted provisional approval by the Wellington County Land Division Committee on February 11, 2021.

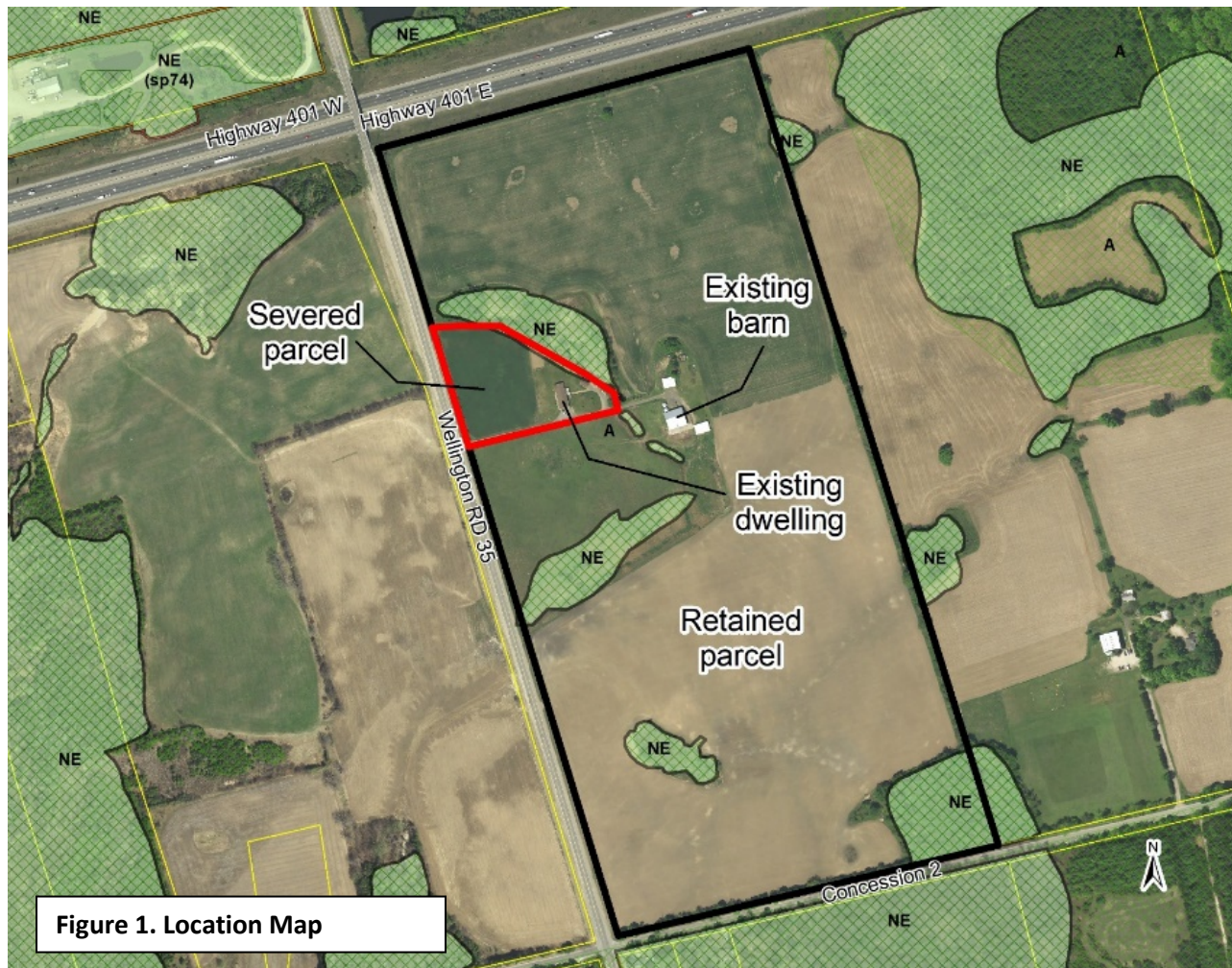
Planning staff have no concerns with the application, provided livestock are prohibited from all existing agricultural buildings on the subject lands. Staff and agencies have reviewed the proposal and no objections have been raised.

This proposal is consistent with the Provincial Policy Statement, the Provincial Growth Plan and conforms to the applicable policies of the County of Wellington Official Plan. There were no public or agency concerns or objections raised during the circulation or at the public meeting on November 24th, 2021. It is recommended that this application be approved subject to the attached zoning by-law.

INTRODUCTION

The land subject to the proposed zoning by-law amendment (Application D14/STU) is municipally addressed as 4363 Wellington Road 35 within the Township of Puslinch. A location map is provided in **Figure 1**. The severed surplus farm dwelling parcel is proposed to be 1.5 ha (3.7 ac) and the retained agricultural parcel is approximately 33.2 ha (82.0 ac).

The subject lands contain a dwelling and shed, which are intended to remain with the surplus farm dwelling parcel, and a barn, drive shed, and shed that are proposed to remain with the retained agricultural parcel. The surrounding land uses are agricultural uses to the east, west, and agricultural and rural residential uses in the south. The subject lands are bounded by Ontario Highway 401 to the north.



PROPOSAL

The purpose of the proposed zoning by-law amendment is to rezone the retained agricultural portion of the subject lands to prohibit a residential dwelling and to prohibit livestock within the existing agricultural structures (barn, shed and driveshed). This rezoning is to address conditions

of severance application B111-20, which was granted by provisional approval by the Wellington County Land Division Committee on February 11th, 2021.

POLICY ANALYSIS

PROVINCIAL POLICY - PROVINCIAL POLICY STATEMENT (PPS 2020)

The Provincial Policy Statement (2020) provides policy direction for all development within the Province of Ontario. Lot creation is discouraged in Prime Agricultural Areas and may only be permitted in specific circumstances, including lot creation for a residence surplus to a farming operation as a result of farm consolidation provided certain criteria are met. These criteria include that new residential dwellings are prohibited on any remnant parcel of farmland.

The PPS requires compliance with the Minimum Distance Separation (MDS) Formulae for new land uses, including lot creation, within prime agricultural areas. Planning staff reviewed MDS I and the prohibition of livestock within the all of the existing structures on the retained agricultural parcel is required for MDS I compliance.

PROVINCIAL POLICY – A PLACE TO GROW (2020) & GREENBELT PLAN

The retained lands contain a Key Hydrologic Feature, which was identified on the survey sketch submitted for the related consent application as a wetland. The setback of the severed parcel to the wetland was reviewed as part of the consent application. The subject lands are not located within the Greenbelt Plan Area.

WELLINGTON COUNTY OFFICIAL PLAN

The subject property is designated as PRIME AGRICULTURAL, CORE GREENLANDS, and GREENLANDS within the County of Wellington Official Plan. The subject lands are also located within the Paris and Galt Moraine Policy Area. Identified environmental features on the subject lands are Provincially Significant Wetlands, Wetlands, and Significant Ecological Areas (Grand River).

Section 10.3.4 contains the of the County of Wellington Official Plan implements the PPS and requires that the remnant agricultural parcel be rezoned to prohibit dwellings.

Section 10.3.4e) of the Official Plan requires that the MDS formula will be met for residence surplus to a farming operation severances.

Although the Official Plan mapping indicates there is a Provincially Significant Wetland on the severed parcel, Grand River Conservation Authority (GRCA) indicated within their comments for the related severance application that the severed lands are located outside the wetland and watercourse feature. GRCA's mapping of the feature is more up-to-date than the Official Plan mapping.

ZONING BY-LAW

According to Schedule 'A' of Zoning By-law No. 023-18 the subject property is zoned Agricultural (A), Natural Environment (NE), and contains the Environmental Protection Zone Overlay.

A Zoning By-law amendment is necessary to restrict the construction of a dwelling on the retained agricultural parcel under the surplus farm dwelling policies and to meet the requirements of section 4.16.1 of the by-law, which requires compliance with MDS I for new non-farm uses. Planning staff is proposing that the housing of livestock is prohibited within all of the existing structures on the retained agricultural parcel to prevent the use of the driveshed or shed as barns in the future.

The severed lot is located within the A Zone, NE Zone, and the Environmental Protection Zone Overlay, however for the related severance GRCA provided comments that the severed land is located outside the wetland and watercourse feature. GRCA's mapping of the feature is more up-to-date than the zoning by-law.

AGENCY AND PUBLIC COMMENTS

The application was circulated to statutory agencies by the Township on October 13th, 2021. A public meeting was held on November 24th, 2021, in which no one from the public spoke. At the Public Meeting, the applicant's agent, Mr. Jeff Buisman, gave a presentation regarding the proposal. Mr. Buisman clarified that the building labeled as a shed on the submitted sketch contained two mules and a horse. At that time, he expressed that the owner was in the process of constructing a home, barn, and fencing on another property, and it was their intent to move the livestock there once completed in mid-2022. There was some discussion with Council whether this request could be reflected within the site specific zone for the property to allow for the temporary use of the shed to house the livestock. Ultimately, through discussion with the agent after the public meeting, the course of action taken was to return with the recommendation report once the livestock were moved off the property. The applicant confirmed on September 14th, 2022, through correspondence that the livestock have been removed from the property.

The application was presented at the Township's Planning and Development Advisory Committee (PDAC) meeting held on July 13th, 2021. The committee commented that they support the application.

Agencies and staff have reviewed the proposal and no objections have been received. The Ministry of Transportation (MTO) has noted in their comments on March 11th, 2022, that MTO Entrance Permits are required. They further stated that MTO supports the consent and proposed zoning by-law amendment and that MTO will permit an access to the residence/severed parcel and one field entrance to the retained parcel. In further discussion with MTO in September 2022, it was confirmed that for any future changes on the severed or retained parcels, such as changes to the buildings or access, MTO permits are required at that time. The County of Wellington Roads Department confirmed that they had no comments. Grand River Conservation Authority had no objection to the proposed zoning amendment. Township Fire and Rescue Services and GM Blue Plan had no concerns. GM BluePlan noted that if a new entrance is required for the retained parcel an entrance permit would be required for the retained parcel. The Township Hydrologist had no comments. Dougan & Associates commented that the proposed Zoning By-law Amendment does not conflict with existing natural heritage policy and noted that any future

development or site alteration may need to be assessed for impacts through an EIS or similar process. Wellington Source Water Protection stated that since the property is not located in a vulnerable area the application can be screened out and does not require a Section 59 notice under the *Clean Water Act*.

There were no written or verbal comments received from members of the public.

DRAFT AMENDING BY-LAW

Planning staff have attached a Draft Amending By-law for Council's review which would rezone the property from Agricultural (A) to Agricultural Site Specific (A-104). Notwithstanding the requirements of the Agricultural Zone (A), the site specific amendment would prohibit a residential dwelling on the subject lands and would prohibit the use of the existing agricultural buildings to house livestock.

PLANNING OPINION AND CONCLUSION

Planning staff are satisfied that this proposal is generally in conformity with the Provincial Policy Statement (2020), the Provincial Growth Plan (2020), and maintains the intent and purpose of the County of Wellington Official Plan and Township Zoning By-law provided livestock is restricted from all existing agricultural buildings and residential uses are prohibited from the retained agricultural parcel.

Respectfully submitted,
County of Wellington Planning and Development Department



Joanna Salsberg, B.A, M.PL.
Planner

SCHEDULE 1: Draft By-law

County of Wellington

Instrument type: [Approval to amend a municipality's official plan \(/index.php/taxonomy/term/371\)](/index.php/taxonomy/term/371)

ERO (Environmental Registry of Ontario) number	019-5635
Ministry reference number	23-OP-215446
Notice type	Instrument
Act	Planning Act, R.S.O. 1990
Posted by	Ministry of Municipal Affairs and Housing
Notice stage	Proposal
Proposal posted	September 8, 2022
Comment period	September 8, 2022 - October 8, 2022 (30 days) Open
Last updated	September 8, 2022

This consultation closes at 11:59 p.m.

on:

October 8, 2022

Proposal summary

The Ministry of Municipal Affairs and Housing has received Official Plan Amendment 119 from the County of Wellington for a decision. Official Plan Amendment 119 proposes to amend the County of Wellington Official Plan to define and identify a County Growth Structure as Phase 1 of the County's municipal comprehensive review.

Location details

Site address

All lands within the County of Wellington.
ON
Canada

Site location details

Official Plan Amendment 119 applies to all lands within the County of Wellington.

Site location map

The location pin reflects the approximate area where environmental activity is taking place.

[View this location on a map](https://maps.google.com/?q=43.598933,-80.372616) [_\(https://maps.google.com/?q=43.598933,-80.372616\)](https://maps.google.com/?q=43.598933,-80.372616)

Proponent(s)

County of Wellington
74 Woolwich Street
Guelph, ON
N1H 3T9
Canada

Proposal details

On May 27, 2022, the County of Wellington adopted Official Plan Amendment 119 by By-law 5760-22. The official plan amendment is now before the Minister of Municipal Affairs and Housing for a decision in accordance with Sections 17 and 26 of the *Planning Act*.

Official Plan Amendment 119 proposes to implement parts of the growth planning policies of A Place to Grow: Growth Plan for the Greater Golden Horseshoe across the County. Official Plan Amendment 119 proposes a Regionally Significant Economic Development Area Study Area in the Township of Puslinch. Official Plan Amendment 119 also proposes designating the Hamlet of Puslinch as a hamlet.

If approved, the growth planning policies and mapping changes of Official Plan Amendment 119 would apply across the County and the economic development study area would apply in the Township of Puslinch.

Supporting materials

Related files

[Notice of Adoption \(https://prod-environmental-registry.s3.amazonaws.com/2022-06/Notice of Adoption.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2022-06/Notice of Adoption.pdf)
pdf.(Portable Document Format file) 271.84 KB

[County of Wellington Reports \(https://prod-environmental-registry.s3.amazonaws.com/2022-06/OPA119reports.pdf\)](https://prod-environmental-registry.s3.amazonaws.com/2022-06/OPA119reports.pdf)
pdf.(Portable Document Format file) 8.43 MB

Related links


[Certified By-law 5760-22 \(https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf\)](https://www.wellington.ca/en/resident-services/resources/Planning/Official-Plan/Official-Plan-Review/Adopted-Official-Plan-Amendment-No-119-County-Growth-Structure.pdf)

View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Municipal Services Office - Western Ontario
659 Exeter Road
Floor 2
London, ON
N6E 1L3
Canada

 [800-265-4736](tel:800-265-4736)

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

Tyler Shantz

Municipal Services Office - Western
Ontario

659 Exeter Road

Floor 2

London, ON


N6E 1L3

Canada

Connect with US

Contact

Tyler Shantz

 [519-873-4695](tel:519-873-4695)

 Tyler.Shantz@ontario.ca

THE CORPORATION OF THE COUNTY OF WELLINGTON

File No: OP-2021-01-01
Municipality: County of Wellington
Subject Lands: All lands within the municipal boundary
of the County of Wellington

Date of Adoption: May 26, 2022
Date of Notice: June 1, 2022

NOTICE OF ADOPTION

With Respect to an Amendment to the County of Wellington Official Plan
Section 17, 21 and 26 of the *Planning Act*
(Re: OPA 119 - County of Wellington)

Take Notice that on **May 26, 2022** the Corporation of the County of Wellington passed **By-law No. 5760-22** to adopt **Official Plan Amendment No. 119** to the County of Wellington Official Plan under Section 17, 21 and 26 of the *Planning Act* R.S.O. 1990 c. P. 13, as amended.

Purpose and Effect of the Official Plan Amendment

In keeping with the Planning Act, the County of Wellington must update its Official Plan to ensure policies stay current with Provincial plans and policies and reflect the community's changing needs. This is to be accomplished through the County's Official Plan Review which includes a Municipal Comprehensive Review (MCR) component under the Growth Plan for the Greater Golden Horseshoe. The Minister of Municipal Affairs and Housing has advised that municipalities may choose to use a phased approach, which includes more than one official plan amendment, to achieve conformity with the Growth Plan. Official Plan Amendment No. 119 (OPA 119) is the County's first amendment as part of the MCR.

The purpose of OPA 119 is to revise the Plan to define and identify a County growth structure. The effect of the Amendment is to add policies to support complete communities, establish a revised hierarchy of settlement areas based on servicing, identify employment areas, and address other technical and housekeeping changes. Specific aspects of this amendment apply to lands in the Township of Puslinch and include the identification of a new Regionally Significant Economic Development Study Area and the identification of the historic hamlet of Puslinch.

Subject Lands

OPA119 will apply to all lands within the County of Wellington. There are also specific aspects of this amendment that apply to the Township of Puslinch as depicted in the key map below.

Effect of Written and Oral Submissions

Comments were received and considered throughout the development of OPA119 including Indigenous consultation. Written and oral submissions made during the statutory public meetings were considered by staff and County Council. A summary of all comments submitted and staff responses can be found on the County's Official Plan Review page in Planning Committee Report PD2022-14 accessed here: www.wellington.ca/planwell

Public Access to Information

Copies of adopted OPA119 and additional information about the amendment are available for public inspection during regular office hours (8:30 – 4:00 p.m.) at the location below:

County of Wellington
Planning and Development Department
74 Woolwich Street, 3rd Floor
Guelph ON, N1H 3T9

Public access to the adopted OPA No.119 is also available on the County Website at: www.wellington.ca/planwell

Provincial Approval Process

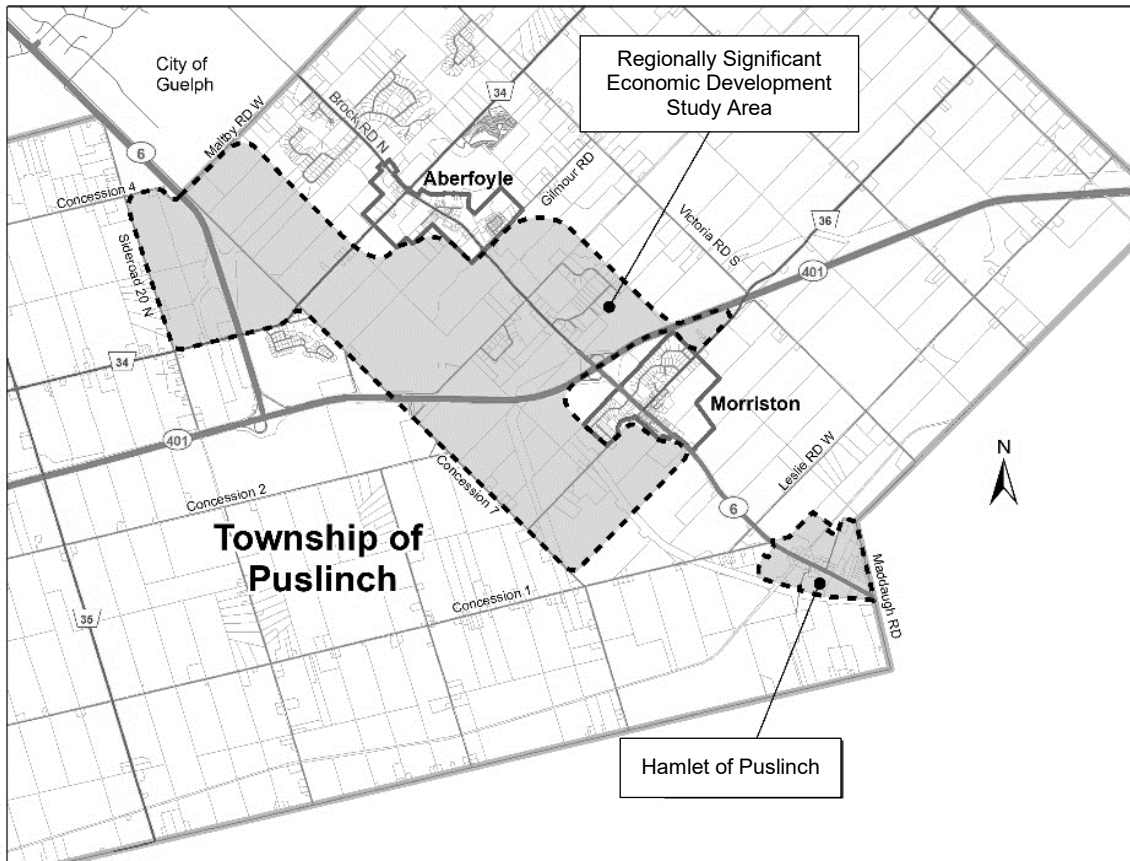
OPA119 has been forwarded to the Ministry of Municipal Affairs and Housing for final approval. If you wish to be notified of the Ministry's decision in respect to the proposed amendment, you must make a written request to the Ministry at the following address. Any person or public body will be entitled to receive notice of the Ministry's decision if a written request to be notified of the decision is made directly to the Ministry as noted below.

Ministry of Municipal Affairs and Housing
Attention: Mr. Ian Kerr, Regional Director
Western Municipal Services Office
659 Exteter Road, 2nd Floor
London, ON N6E 1L3
Telephone: (519) 873-4026
Toll Free: 1-800-265-4736
Fax: (519) 873-4018

Dated June 1, 2022

Clerk, County of Wellington
Administration Centre
74 Woolwich Street, Guelph ON,
N1H 3T9
Telephone: (519) 837-2600
Fax: (519) 837-1901

KEY MAP





COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, October 14, 2021
Subject: County Official Plan Review – OPA 119 County Growth Structure



PLANWELL

1.0 Purpose

This report provides an overview of a draft Official Plan Amendment for a revised County Growth Structure. This is the first Amendment of the County's phased municipal comprehensive review.

2.0 Background

When the County launched the Official Plan Review in September 2019 (report PD2019-17), staff kept the option open to do phased official plan amendments to complete the work if there were shifting Provincial, County and local priorities. This has been the case. Since that time, the Province has released the following major growth-related initiatives:

- Amending the 2019 Growth Plan and extending the planning horizon to 2051;
- New land needs assessment methodology;
- Amending the Provincial Policy Statement; and
- Proposing a major Greenbelt Plan expansion into Wellington.

Our consultants, Watson & Associates, have prepared a "Phase 1 MCR Report: Urban Structure and Growth Allocations" in keeping with the amended Growth Plan and new methodology. In it, Watson recommends changes to the County structure (including a revised settlement area hierarchy) and the proposed Amendment implements that work. The Amendment also addresses County and local priorities to ensure that Puslinch remains a stable community into the future.

3.0 Purpose of the Official Plan Amendment

The purpose of Official Plan Amendment 119 (OPA 119) is to:

- Add new policies for complete communities;
- Revise the County Growth Structure and settlement hierarchy based on servicing;
- Add new policies for a Regionally Significant Economic Development Study Area in Puslinch;
- Recognize the existing historic rural settlement of Puslinch as a Hamlet; and
- Other technical and formatting changes.

4.0 Main Changes to Official Plan

4.1 Complete Communities

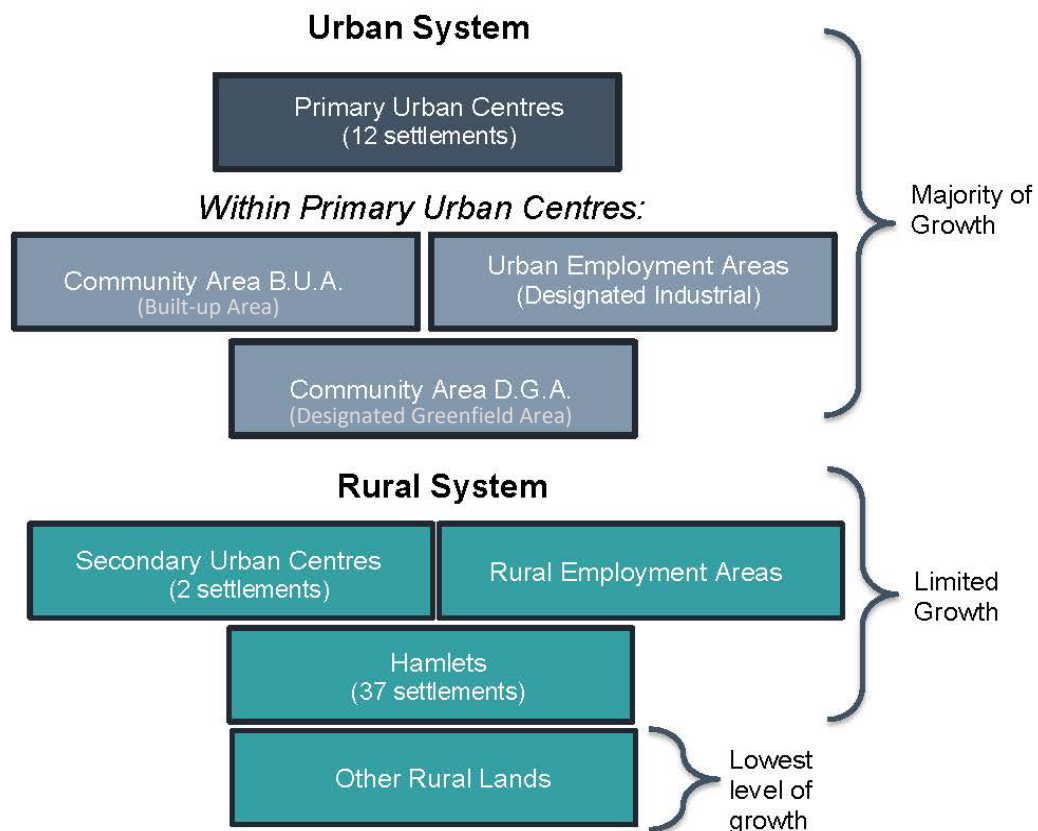
One of the guiding principles of the Growth Plan is to support the achievement of complete communities that are designed to support healthy and active living to meet people’s needs for daily living throughout an entire lifetime. The draft amendment introduces complete communities as a key planning concept and objective of the Official Plan.

4.2 Growth Structure

Structural changes to the Urban System and Rural System are needed to reflect that privately serviced urban centres and hamlets in Wellington meet the definition of a rural settlement in the Growth Plan. There are 14 urban centres and 37 hamlets designated and delineated in the Official Plan. All are currently included in the Urban System. The growth structure recommended by the Phase 1 MCR Report and reflected in OPA 119 is shown below.

Figure 1 County Growth Structure and Settlement Area Hierarchy

Source: Watson & Associates



The main changes to the Official Plan that are needed to support the above County Growth Structure include the following:

Main Changes	Reason for Change
Urban Centres → Primary Urban Centres	
Re-classify 12 urban centres with existing or planned municipal water and wastewater systems as “primary urban centres” and keep them in the Urban System	<ul style="list-style-type: none"> to distinguish serviced from unserved urban centres to recognize Provincial Growth Plan requirement that majority of forecast growth to be allocated to areas with water and wastewater servicing
Urban Centres → Secondary Urban Centres	
Re-classify 2 urban centres without municipal services (Aberfoyle and Morriston) as “secondary urban centres” and move them to the Rural System	<ul style="list-style-type: none"> to distinguish serviced from unserved urban centres to recognize Provincial Growth Plan requirement that growth be limited in areas without water and wastewater servicing retain the “urban centre” status to recognize importance as community hubs
Hamlets	
Continue to recognize existing hamlets, but move them to the Rural System	<ul style="list-style-type: none"> hamlets are an integral component of the County’s rural area
Rural Settlement Areas – Outside Greenbelt Area	
Establish that secondary urban centres and Hamlets will constitute rural settlement areas	<ul style="list-style-type: none"> to recognize Provincial Growth Plan definition of rural settlements, which are existing hamlets or similar existing small settlement areas long-established and identified in official plans
Rural Settlement Areas – Inside Greenbelt Area	
Establish that hamlets, but not secondary urban centres are considered rural settlement areas in the Greenbelt Area	<ul style="list-style-type: none"> to allow for Morriston to continue to be considered a Town/Village in the Greenbelt

In addition to the above, staff notes that the Official Plan currently contains policy 6.4.7 which provides for limited residential infilling in unmapped rural settlements in prime agricultural and secondary agricultural areas:

“Rural settlements are existing small communities that form part of the rural fabric of Wellington. These settlements are primarily small clusters of housing with occasional commercial, industrial or institutional uses. These areas are not designated on Schedule “A” and are not expected to grow but they may be recognized in the zoning by-law and limited residential infilling may be allowed.”

This policy is proposed to be removed in the Amendment because:

- it does not conform with the Provincial Policy Statement which prohibits lot creation for new residences in the prime agricultural area;
- it isn't necessary in the secondary agricultural area as current policies provide for residential lot creation (subject to criteria) which isn't limited to infilling; and
- the revised County Growth Structure supports hamlets and secondary urban centres as rural settlement areas.

4.3 Regionally Significant Economic Development Area

In May 2021, County Council approved submission of a request to the Ministry of Municipal Affairs and Housing (MMAH) for a Regionally Significant Economic Development Area (RSEDA) in Puslinch prior to finalization of a boundary for Greenbelt Plan expansion (report PD2021-17). Staff have had meetings with Provincial staff and we appreciate these discussions. However, the economic stability of Puslinch is important to the County as a whole for reasons including, but not limited to, the following:

- the Township carries a 15% share of the County tax levy, but only an 8% share of the population;
- Puslinch accounts for 19% of the County's commercial tax base and assessment base, and 30% of the County's industrial tax base and assessment base; and
- Puslinch is home to 7 of the top 20 corporate taxpayers and some of the County's largest employers.

Historically, a lack of municipal serviced land has not been an impediment to successful and sustainable employment land development in Puslinch.

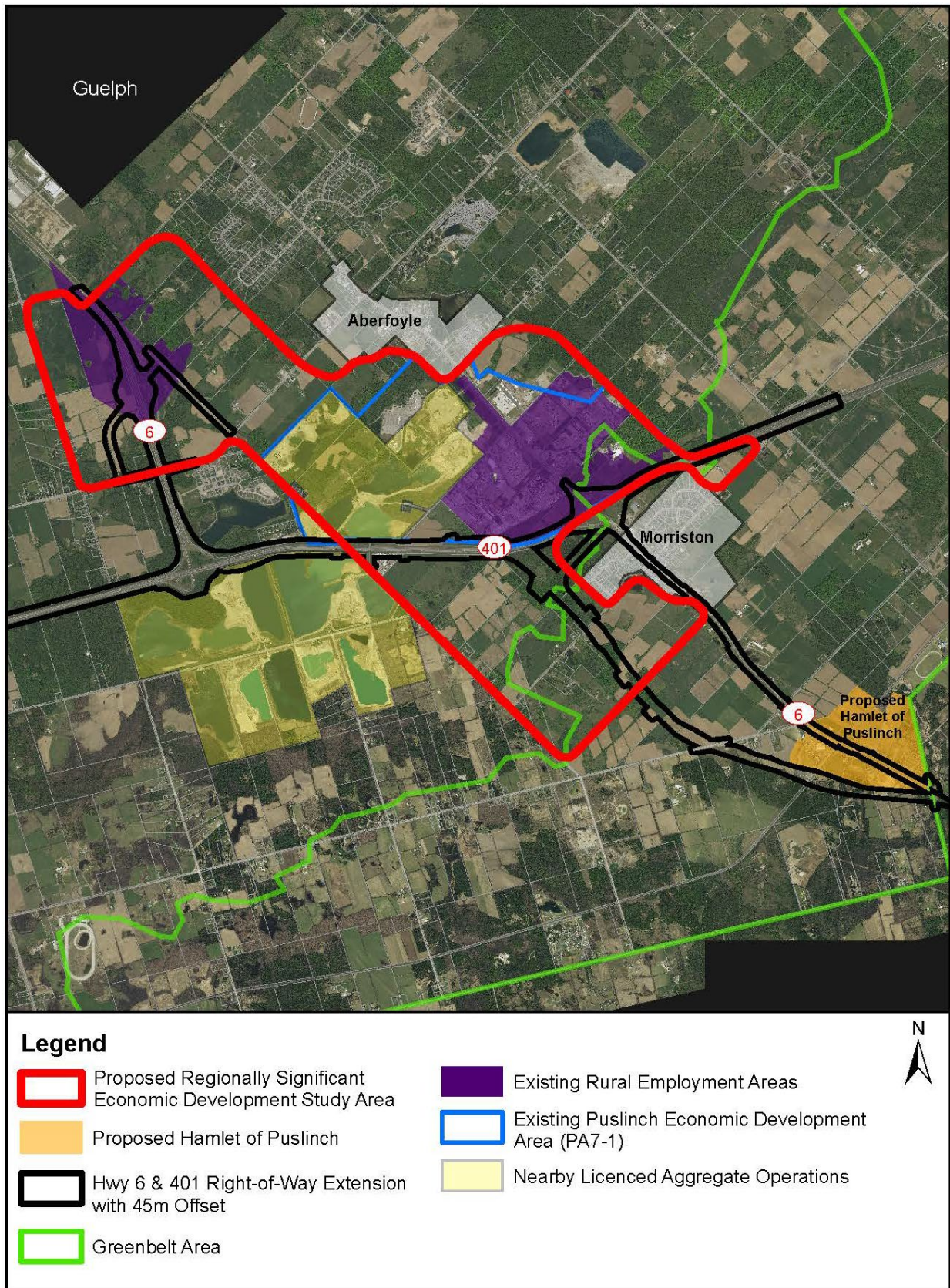
Further justification for a RSEDA is found in the June 2021 Ministry of Transportation discussion paper called "Towards a Greater Golden Horseshoe Transportation Plan". One key goal is to keep goods moving, including to:

"Work with municipalities to plan for and protect the capacity of the routes, corridors and facilities identified in the Strategic Goods Movement Network (SGMN) by integrating consideration of the SGMN into relevant municipal land use plans and transportation studies."

Highways 401 and 6 are identified as part of the Strategic Goods Movement Network and land should be designated and preserved near such major goods moving facilities and corridors.

The current Provincial Growth Plan and Greenbelt Plan policies make it difficult to plan for growth in a small, rural municipality which depends on private services, such as Puslinch. As a result, we continue to seek support from MMAH to address such matters, including through a proposed Regionally Significant Economic Development Study Area (Figure 2) in the draft amendment for employment and other uses. This municipal comprehensive review is an opportunity to examine new options for South Wellington. Accordingly, staff recommend that the MMAH consider exclusion of the Study Area as part of the proposed Greenbelt Plan expansion at this time.

Figure 2 Regionally Significant Economic Development Study Area and Hamlet of Puslinch



4.4 Historic Hamlet of Puslinch

Notwithstanding the removal of policy 6.4.7, staff propose to identify the existing historic Hamlet of Puslinch in the Official Plan (Figure 2). There are diminishing opportunities for Puslinch to accommodate growth due to a fixed supply of available land in the following existing areas designated in the Official Plan:

- Aberfoyle Urban Centre
- Morriston Urban Centre
- Arkell Hamlet
- Country Residential Areas (expansion is prohibited by Official Plan)
- Lifestyle communities (expansion is prohibited by Official Plan)
- Secondary Agricultural Area
- Rural Employment Areas (Provincial policy limits expansion)
- Existing Greenbelt Plan Area and proposed expansion

Growth potential is limited primarily due to servicing constraints. Aberfoyle and Morriston are limited by the lack of availability of a receiving stream, a necessary element in a municipal sewage treatment system.

While the 1988 Puslinch Official Plan is no longer in effect, we note that there were five hamlets in Puslinch at that time: Aberfoyle and Morriston and the smaller areas of Arkell, Puslinch and Crieff. Policy 9.1 in the Plan dealing with Hamlets stated the following:

“A separate land use schedule for the Hamlet of Puslinch is not included within the Official Plan at this time and will not be added until after the construction of the Highway 6 realignment.”

As a result, a separate land use schedule was not included in the Official Plan for the Hamlet of Puslinch due to uncertainty around the construction of the Highway 6 By-pass. Since then, the construction of the Highway 6 and 401 Morriston By-pass expansion project has commenced. Phase 1 was completed last year when the replacement of the Puslinch Concession Road 7 bridge over Highway 401 was completed.

The historic Hamlet of Puslinch is a long standing small community in the Township with existing residential, institutional and commercial uses and should be recognized in the County Official Plan.

4.5 Other Formatting and Technical Changes

The Amendment updates terminology; updates map and text formatting; adds, removes and revises definitions; italicizes defined terms; and makes housekeeping revisions related to the above changes.

Planning and communications staff are working together to update the appearance of the existing schedules in the Official Plan. This will primarily involve the layout and colour, but not content. Staff expect to have the full Official Plan map series in a new format for consideration at the open house and public meeting.

5.0 Conclusion

This Amendment is of strategic importance to the successful implementation of a growth strategy which conforms with the Provincial Growth Plan. Planning staff are satisfied that the proposed Amendment should be circulated to County departments, local municipalities, Indigenous communities, commenting agencies, and individuals or organizations on the mailing list, and should be made available to the public for comment and discussion at a public meeting.

The Draft Growth Structure Amendment (OPA 119) is posted online at:

<https://www.wellington.ca/en/resident-services/pl-official-plan-review.aspx>

6.0 Recommendations

That the report “County Official Plan Review – County Growth Structure Amendment (OPA 119)” be received for information.

That the County Clerk circulate this report to Member Municipalities for information.

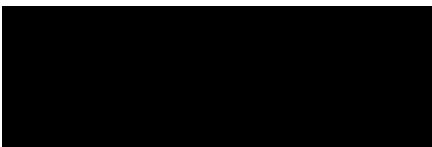
That the draft County Growth Structure Amendment (OPA 119) be circulated for comments.

That staff be directed to schedule and hold an open house(s) under the Planning Act to provide the public with opportunities to review and comment on the amendment.

That the Planning Committee be authorized to hold a public meeting under the Planning Act at the appropriate time.

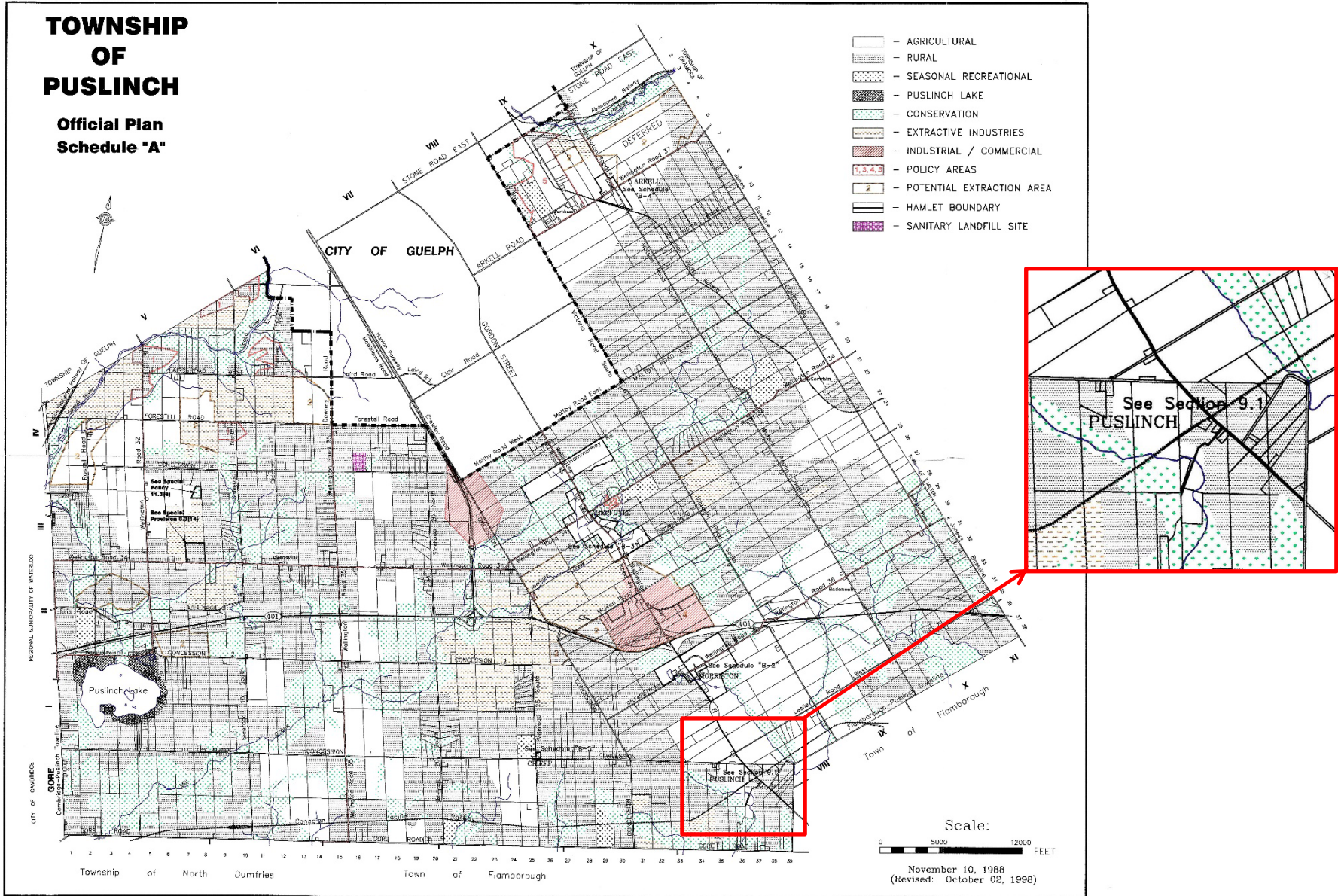
That staff be directed to request the Minister of Municipal Affairs and Housing to consider the exclusion of the Regionally Significant Economic Development Study Area and the Hamlet of Puslinch identified in the Amendment as part of the proposed Greenbelt Plan expansion.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

Appendix A Historic Hamlet of Puslinch





COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee

From: Sarah Wilhelm, Manager of Policy Planning

Date: Thursday, January 13, 2022

Subject: County Official Plan Review – OPA 119 Statutory Public Consultation



PLANWELL

1.0 Background

The Draft County Growth Structure Official Plan Amendment (OPA 119) has been circulated for Provincial, Municipal, Indigenous, agency and public comment. Staff have been reviewing the input and will report to Committee following formal public input required under Section 26 of the Planning Act addressed in this report.

In October 2021, County Council authorized staff to hold an open house and Planning Committee to hold a public meeting at the appropriate time (Report PD2021-25). We have scheduled these statutory meetings to be held virtually as follows:

Public Open House Monday, January 31, 2022 at 6:30 pm

Public Meeting Thursday, February 10, 2022 (time to be determined)

The public meeting will be held as part of the regularly scheduled Planning Committee meeting. As a result, the start time will be confirmed once more details are known about the timing of other agenda items, including Land Division.

Combined notice of the open house and public meeting will be given in accordance with the Planning Act. Staff will exceed these requirements by also providing notice through the project's digital mailing list and website, which reaches an additional 145 contacts and subscribers.

2.0 Recommendations

That the report "County Official Plan Review – OPA 119 Statutory Public Consultation" be received for information; and

That the report be forwarded to Member Municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, May 12, 2022
Subject: County Official Plan Review – OPA 119 Recommendation Report



PLANWELL

1.0 Executive Summary

- The purpose of this report is to review comments and recommend to County Council the adoption of County Official Plan Amendment No. 119 - “County Growth Structure” ([Link to Final Draft OPA 119 and Companion Document](#)).
- OPA 119 is the first amendment to the County’s Official Plan advanced as part of the County’s Municipal Comprehensive Review (MCR) under section 26 of the Planning Act.
- The Amendment includes policies for complete communities, and policies and mapping for the County growth structure including: a settlement area hierarchy, employment areas, Regionally Significant Economic Development Study Area and historic hamlet of Puslinch.
- OPA 119 is informed by technical work presented in the Phase 1 Urban Structure and Growth Allocations Report and associated consultation from June to July 2021 which included a Public Information Centre and circulation for comments (see Planning Committee report PD2021-21 for further detail).
- Consultation for Draft OPA 119 included circulation for comment, a statutory open house on January 31, 2022 and a statutory public meeting on February 10, 2022 in accordance with section 26 of the Planning Act.
- For the reasons outlined in this report, staff recommend that OPA 119 (as amended) be adopted by County Council and forwarded to the Minister of Municipal Affairs and Housing for a decision.

2.0 Background

In September 2019, County Council authorized the Planning and Development Department to proceed with the County Official Plan Review, which includes a Municipal Comprehensive Review component under the Growth Plan for the Greater Golden Horseshoe (2019). The Minister of Municipal Affairs and Housing has advised that municipalities may choose to use a phased approach (which includes more than one Official Plan Amendment) to achieve conformity with the Growth Plan. The growth structure in this amendment is based on the Phase 1 MCR Report: Urban Structure and Growth Allocations prepared by Watson & Associates.

3.0 Summary of OPA 119

The County Growth Structure Amendment outlines where growth and development is to occur within Wellington to achieve the objectives, forecasts and targets required by Provincial policy. The Amendment is comprised of the following key changes:

Complete Communities

Add policies to support “complete communities” as a planning concept and objective of the Official Plan.

Hierarchy of Settlement Areas

Establish a revised hierarchy of settlement areas in the County based on servicing:

Settlement Areas

Consist of 12 primary urban centres:

- with existing or planned municipal water and wastewater systems within the Urban System under the existing policy framework; and
- delineated built-up areas and designated greenfield areas.

Rural Settlements

Consist of 2 secondary urban centres (Aberfoyle and Morriston):

- without municipal water and wastewater systems; and
- moves them to the Rural System and establishes a corresponding policy framework; and

Consist of 37 existing hamlets:

- continue to be recognized as hamlets, but moved to the Rural System; and
- also identifies the historic Hamlet of Puslinch, a long standing small community in the Township of Puslinch with existing residential, institutional and commercial uses.

Other Changes

- Remove section 6.4.7 policies for un-delineated rural settlement areas in the prime agricultural and secondary agricultural areas, and add a rural cluster policy for secondary agricultural areas.
- Identify urban employment areas in conformity with the Provincial Growth Plan.
- Identify a Regionally Significant Economic Development Study Area in Puslinch and a corresponding local policy.

Mapping Updates

- Introduce new mapping schedules to delineate the County Growth Structure.
- Update existing Land Use Schedules to reflect the new settlement area hierarchy, hamlet of Puslinch and Regionally Significant Economic Development Study Area.

Technical and Housekeeping Changes

- Update terminology, update map and text formatting, add definitions, italicize defined terms, and make housekeeping revisions related to the above changes.

4.0 Provincial Policy Review

Key applicable policies with respect to this Amendment are those found in:

- Provincial Policy Statement, 2020 (PPS)
- A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (Growth Plan)
- Greenbelt Plan, 2017

Provincial plans, such as the Growth Plan and Greenbelt Plan, are to be read in conjunction with the Provincial Policy Statement. Provincial plans normally take precedence over the policies of the PPS to the extent of any conflict and where the policies of the Provincial plans are more specific than the general requirements of the PPS. Land use planning decisions by the County must be consistent with the Provincial Policy Statement and conform with the policies of the Growth Plan, Greenbelt Plan and Official Plan.

The following information highlights how the direction provided by the Provincial plans and policies apply in the context of OPA 119 – County Growth Structure. The comments below generally focus on the more specific Growth Plan and Greenbelt Plan policies, however, the PPS policies have also been reviewed.

4.1 Complete Communities

One of the guiding principles of the Growth Plan is to “Support the achievement of *complete communities* that are designed to support healthy and active living and meet people’s needs for daily living throughout an entire lifetime.” OPA 119 defines complete communities and adds it to the Plan as a fundamental belief and key objective.

OPA 119 provides the basis for future policy development to meet specific Growth Plan requirements, including for the County to:

- Consider the range and mix of housing options and densities of existing housing stock;
- Plan to diversity the overall housing stock across Wellington; and
- Use available tools to require that multi-unit residential developments incorporate a mix of unit sizes to accommodate a diverse range of household sizes and incomes.

See Growth Plan section 2.2.6.2 and 2.2.6.3 for additional detail.

4.2 Managing Growth

The Growth Plan requires that at a minimum, the population and employment forecasts in Schedule 3 will be used for planning and managing growth to 2051. OPA 119 does not implement the 2051 population and employment forecasts on a County-wide or municipal basis because additional consultation with Member Municipalities was required. The population and growth allocations will be implemented through a subsequent amendment to the County Official Plan now that the Phase 1 technical work has been concluded and endorsed by Council.

Section 2.2.1.2 of the Growth Plan sets out specific requirements for a hierarchy for allocating growth:

Growth Plan Section 2.2.1.2	OPA 119
“Forecasted growth to the horizon of this Plan will be allocated based on the following:	
a) the vast majority of growth will be directed to <i>settlement areas</i> that: <ul style="list-style-type: none"> • have a <i>delineated built boundary</i>; • have existing or planned <i>municipal water and wastewater systems</i>; and • can support the achievement of <i>complete communities</i>; 	12 primary urban centres meet this criteria
b) growth will be limited in <i>settlement areas</i> that: <ul style="list-style-type: none"> • are <i>rural settlements</i>; • are not serviced by existing or planned <i>municipal water and wastewater systems</i>; or • are in the <i>Greenbelt Area</i>; 	2 secondary urban centres (Aberfoyle and Morriston) and 37 hamlets meet this criteria
c) within <i>settlement areas</i> , growth will be focused in: <ul style="list-style-type: none"> • <i>delineated built-up areas</i>; • <i>strategic growth areas</i>; • locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and • areas with existing or planned <i>public service facilities</i>; 	12 primary urban centres have delineated built-up areas
d) development will be directed to <i>settlement areas</i> , except where the policies of this Plan permit otherwise;	No change needed
e) development will be generally directed away from <i>hazardous lands</i> ; and	No change needed
f) the establishment of new <i>settlement areas</i> is prohibited.”	See discussion below

With respect to the prohibition of establishing new settlement areas in item f) above, settlement areas mean:

“Urban areas and *rural settlements* within municipalities (such as cities, towns, villages and hamlets) that are:

- a) built up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development in accordance with the policies of this Plan. Where there are no lands that have been designated for development, the *settlement area* may be no larger than the area where development is concentrated.”

OPA 119 adapts this definition to include primary urban centres and rural settlements (secondary urban centres and hamlets).

In the Growth Plan, rural settlement areas mean:

“Existing hamlets or similar existing small *settlement areas* that are long-established and identified in official plans. These communities are serviced by individual private on-site water and/or private wastewater systems, contain a limited amount of undeveloped lands that are designated for development and are subject to official plan policies that limit growth...”

In rural areas, the Growth Plan requires development of more than three units/lots to be in settlement areas (2.2.9.6). Based on OPA 119, development of more than three units/lots would be directed to primary urban centres, secondary urban centres and hamlets.

OPA 119 adds rural settlements as a defined term which supports development of more than three units/lots in the following rural settlements in Wellington:

- 2 secondary urban centres (Aberfoyle and Morriston)
- 37 existing hamlets throughout Wellington County
- 1 re-designated existing historic hamlet (Hamlet of Puslinch)

These areas meet the rural settlement area definition as they are existing, small, long-established and identified on the Official Plan land use schedules (maps).

While OPA 119 continues to permit lot creation and a range of uses in Aberfoyle, Morriston and the hamlets, removal of Official Plan section 6.4.7 (rural settlements) is necessary to meet Provincial policy. Unlike existing hamlets to be retained, the rural settlements recognized by policy 6.4.7 are unmapped and unnamed in the Official Plan. Therefore, they do not meet the Growth Plan definition of rural settlement area. An attempt to identify such areas in the Official Plan would not conform with Growth Plan and Official Plan prohibitions on the establishment of new settlement areas.

In a meeting of January 26, 2022, the County re-confirmed with Provincial staff that policy 6.4.7:

- Conflicts with PPS policies which prohibit new residential lots in prime agricultural areas (s. 2.3.4.3); and
- Conflicts with Growth Plan policies which prohibit new settlement areas (s. 2.2.1.2(f)) and limits residential development in rural areas (s. 2.2.9.6).

Section 6.3 of this report outlines Minto Council’s concerns about removal of section 6.4.7. Staff have revised OPA 119 to move policy 6.4.7 to a modified “rural cluster” policy under the Secondary Agricultural Area policies.

4.3 Employment Areas

The Growth Plan requires the County to designate “all employment areas in the Official Plan and protect them for appropriate employment uses over the long-term” (s. 2.2.5.6). New County Growth Structure schedules of OPA 119 ensure that all Employment Areas in Wellington are designated, including those designations in local official plans.

4.4 Puslinch Regionally Significant Economic Development Study Area

A guiding principle of the Growth Plan is to “improve the integration of land use planning with planning and investment in *infrastructure*...by all levels of government.” Highways 401 and 6 are identified as part of the Provincial Strategic Goods Movement Network (SGMN)¹ in the Greater Golden Horseshoe, which has a goal to integrate the SGMN into relevant municipal land use plans.

The policies of the Growth Plan require municipalities to maintain a sufficient supply of land, in appropriate locations, for a variety of employment (2.2.5.1(b)). Section 2.2.9.5 allows for the existing rural employment areas in Puslinch to continue to be permitted. Expansions to these areas are limited to those which are necessary to support existing businesses and are compatible with surrounding uses. The Growth Plan places a priority on linking major goods movement corridors and employment areas (s. 3.2.4).

In accordance with Council’s direction through October 2021 Planning Committee Report PD2021-25, staff has requested that the Minister of Municipal Affairs and Housing consider the exclusion of the Regionally Significant Economic Development Study Area from the Greenbelt Area as part of the proposed Greenbelt Plan expansion. The justification for the request is set out in report PD2021-25 and PD2021-17.

4.5 Hamlet of Puslinch

Section 2.3.5.1 of the PPS states that “Planning Authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 1.1.3.8”. In the Greenbelt Plan, the goals for settlement areas in the Protected Countryside are to support a strong rural economy, maintain the character of rural communities, achieve complete communities and serve as community hubs (s. 1.2.2.4). For lands within Hamlets in the Protected Countryside, limited growth is permitted through infill and intensification subject to appropriate water and sewage services (s. 3.4.4).

In accordance with Council’s direction through October 2021 Planning Committee Report PD2021-25, staff has requested that the Minister of Municipal Affairs and Housing consider the exclusion of the Hamlet of Puslinch identified in the Amendment as part of the proposed Greenbelt Plan expansion. The justification for the request is set out in that report.

5.0 Consultation

OPA 119 has been informed by consultation since the release of the draft Phase 1 MCR Report: Urban Structure and Growth Allocations which includes:

- Technical Resource Team (TRT) meetings through 2021
- Virtual Public Information Centre (PIC) to present Draft Phase 1 Report on June 23, 2021
- Circulation of draft Phase 1 Report for comment from June to July 2021 to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- Results of the PIC and circulation were documented in Planning Committee report PD2021-21
- A statutory special meeting of County for the Official Plan Review held on June 29, 2021

¹ Ministry of Transportation, *Towards a Greater Golden Horseshoe Transportation Plan*, June 2021.

The consultation for Draft OPA 119 included:

- October 2021 Circulation to Ministry of Municipal Affairs and Housing
- November 2021 Circulation to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- January 31, 2022 statutory public open house for Draft OPA 119
- February 10, 2022 statutory public meeting for Draft OPA 119

In order to obtain public feedback, notification of engagement opportunities was provided through the project email list and website updates. Notice of the statutory public open house and public meeting was provided in accordance with the Planning Act and advertised in the Wellington Advertiser. Meetings were held virtually due to COVID-19.

Consultation at a Glance	
58	Public Open House Participants
31	Public Meeting Participants
43	Written Submissions

6.0 Key OPA 119 Comments and Changes

A summary of the key comments and a description of changes made to OPA 119 as a result of feedback is provided below. For further details on these and other comments, see Appendix A (Open House Meeting Summary), Appendix B (Public Meeting Minutes) and Appendix C (Summary of Comments and Responses). Full written comments are available in the project file.

6.1 Public Open House

Many of the comments at the open house related to OPA 119 focused on the Regionally Significant Economic Development Study Area in Puslinch. There were environmental impact concerns, including ponds, wetlands, endangered species and Areas of Natural and Scientific Interest (ANSIs). The impact on agricultural lands was also raised. There were also questions about how this relates to the existing industrial area in the Township's zoning by-law, about servicing and the impact of the boundary extending further west of Highway 6 North on nearby residents. The policy for the Study Area requires future study of transportation, servicing, agricultural and environmental matters.

6.2 Public Meeting

Comments at the public meeting also focused on the Regionally Significant Economic Development Study Area. The comments emphasized agricultural concerns about the current economic benefits of farm lands, loss of food production lands and impacts on farming. There were also site-specific requests/concerns:

- To include additional lands owned by Bryan's Farm Equipment in the hamlet of Puslinch;
- To expand rural employment designation onto 4952 Seventh Line, Guelph/Eramosa and adjacent lands; and
- To support proposed Audrey Meadows subdivision in northern Puslinch.

6.3 Municipal

Town of Minto comments are the only municipal comments that were received for OPA 119. The Town opposes removal of section 6.4.7 (rural settlements) from the County Official Plan because Council prefers that they continue to be recognized and to allow for minor infilling and rounding out. County staff met with Town staff and their consultant to review their concerns. In considering the Town’s comments and concerns, staff propose that OPA 119 continue to remove section 6.4.7, but that it be moved, modified and renamed “rural clusters” as shown in the comparison below.

CURRENT POLICY TO BE REMOVED from Prime Agricultural and Secondary Agricultural Area Policies	PROPOSED POLICY TO BE ADDED to Secondary Agricultural Area Policies
<p>6.4.7 Rural Settlements Rural settlements are existing small communities that form part of the rural fabric of Wellington. These settlements are primarily small clusters of housing with occasional commercial, industrial or institutional uses. These areas are not designated on Schedule “A” and are not expected to grow but they may be recognized in the zoning by-law and limited residential infilling may be allowed.</p>	<p>6.5.4 Rural Clusters Rural clusters are long-established small groups of housing with occasional commercial, industrial or institutional uses located in the Secondary Agricultural Area designation. These areas are not designated on Schedule “A” or “B” and are not expected to grow but they may be recognized in the zoning by-law. New lots may only be allowed in rural clusters in accordance with section 10.4.</p> <p>As part of a <i>municipal comprehensive review</i>, the County will assess the impact of constraints such as the Provincial Agricultural Land Base, Natural Heritage System and Greenbelt Plan on the potential future supply of rural residential lots in the Secondary Agricultural Area, including rural clusters. This assessment will consider, among other things, whether changes to the rural residential lot creation policies are needed.</p>

The above changes would only apply to Minto, Puslinch and Erin as these are the only municipalities with the Secondary Agricultural Area designation. The policy provides for further review of the rural residential lot creation policies to potentially address any rural growth shortfalls through the Municipal Comprehensive Review. We feel this approach would address the concerns of Minto yet remain consistent with Provincial planning policy.

6.4 Indigenous Communities

Our office received comments from the Saugeen Ojibway Nation, requesting that we contact the Environment Office immediately with anything of archaeological interest.

6.5 Agencies – Conservation Authorities

Our office received comments from the following conservation authorities:

Conservation Halton	<ul style="list-style-type: none"> • No issues raised
Saugeen Conservation	<ul style="list-style-type: none"> • No issues raised
Hamilton Conservation Authority (HCA)	<ul style="list-style-type: none"> • HCA staff are not supportive of removal of Regionally Significant Economic Development Area from the Greenbelt Plan and request to be advised of any related proposal. If OPA 119 is approved, request to be circulated proposed terms of reference for study.

6.6 Agencies – Other

Our office received comments from the following legislated authorities:

Upper Grand District School Board	<ul style="list-style-type: none"> • Comments to be considered in transportation policy component of Official Plan Review
City of Guelph	<ul style="list-style-type: none"> • Change to OPA 119 text recommended to clarify that section 4.7.1 (Distinct Urban-Rural Boundary) applies to adjacent cities, as well as the settlement areas within Wellington County. Other comments included in Appendices.
Wellington Source Water Protection	<ul style="list-style-type: none"> • Majority of comments will be considered as part of source water/ water policy component of Official Plan Review

6.7 Public and Stakeholder Comments

The public and stakeholder comments received and the staff responses are included as Appendix C. The majority of the comments deal with matters in future phases of the growth management technical work (settlement area boundary expansions, rural employment area expansions, etc.), requests for additional information about OPA 119 and the overall Official Plan Review. Staff also received several requests to be added to the notice list which have been noted, but are not included in the table. The discussion below provides more details about key comments on OPA 119.

Regionally Significant Economic Development Study Area (RSEDSA)

Comments filed both support and raise concerns/objections to the RSEDSA. The key matters include agricultural, environmental and compatibility issues. If the RSEDSA is approved by the Province as part of OPA 119, detailed terms of reference will need to be prepared for the subsequent study which will be required to include a transportation analysis, a servicing strategy, an agricultural and environmental review. Future uses will need to be compatible with the surrounding area.

Rural Settlement Policy 6.4.7

There are two public objections to the proposed removal of rural settlement policy 6.4.7 for Puslinch. The first is from Jeffrey Wilker of Thomson Rogers on behalf of Audrey Meadows Ltd. His position is that the removal of policy 6.4.7 will be far more restrictive than Provincial policy and that his client's proposed Official Plan Amendment (file OP2021-02) should be written into OPA 119.

The applicant's proposal is for a rural residential development on vacant agricultural lands owned by Audrey Meadows which are adjacent to the existing Audrey Meadows subdivision south of Guelph on the west side of Victoria Road S in Puslinch. The vacant lands are currently designated Secondary

Agricultural, Core Greenlands and Greenlands in the Official Plan. The developed Audrey Meadows subdivision is designated Country Residential and Greenlands.

The proposal is based on the applicant's interpretation that the existing adjacent 48 lot subdivision is a rural settlement and that additional development of approximately 29 units on adjacent land would represent infilling. No changes to OPA 119 are recommended to provide for the above proposal as the OPA application is in process and it will be assessed based on existing planning policies (including section 6.4.7).

The second is from Dave Bouck (DRS Inc./Meran Holdings) who objects to the Provincial emphasis on growth in serviced urban centres, the local emphasis on severances for growth, and asks for the following additional historic rural settlements in Puslinch to be recognized: Crieff, Fielding Lane, Puslinch Lake and Corwhin. Section 6.3 of this report recommends changes that would allow for future review of historic rural settlements for additional severance potential. No further changes to OPA 119 are recommended.

Historic Hamlet of Puslinch

Public comments were generally supportive of the re-designation of the historic Hamlet of Puslinch. In addition, (1) Neal DeRuyter, MHBC for Bryan's Farm and Industrial Supply; and (2) Dave Bouck, Meran Holdings made requests to expand the proposed Hamlet boundary (see Figure 1).

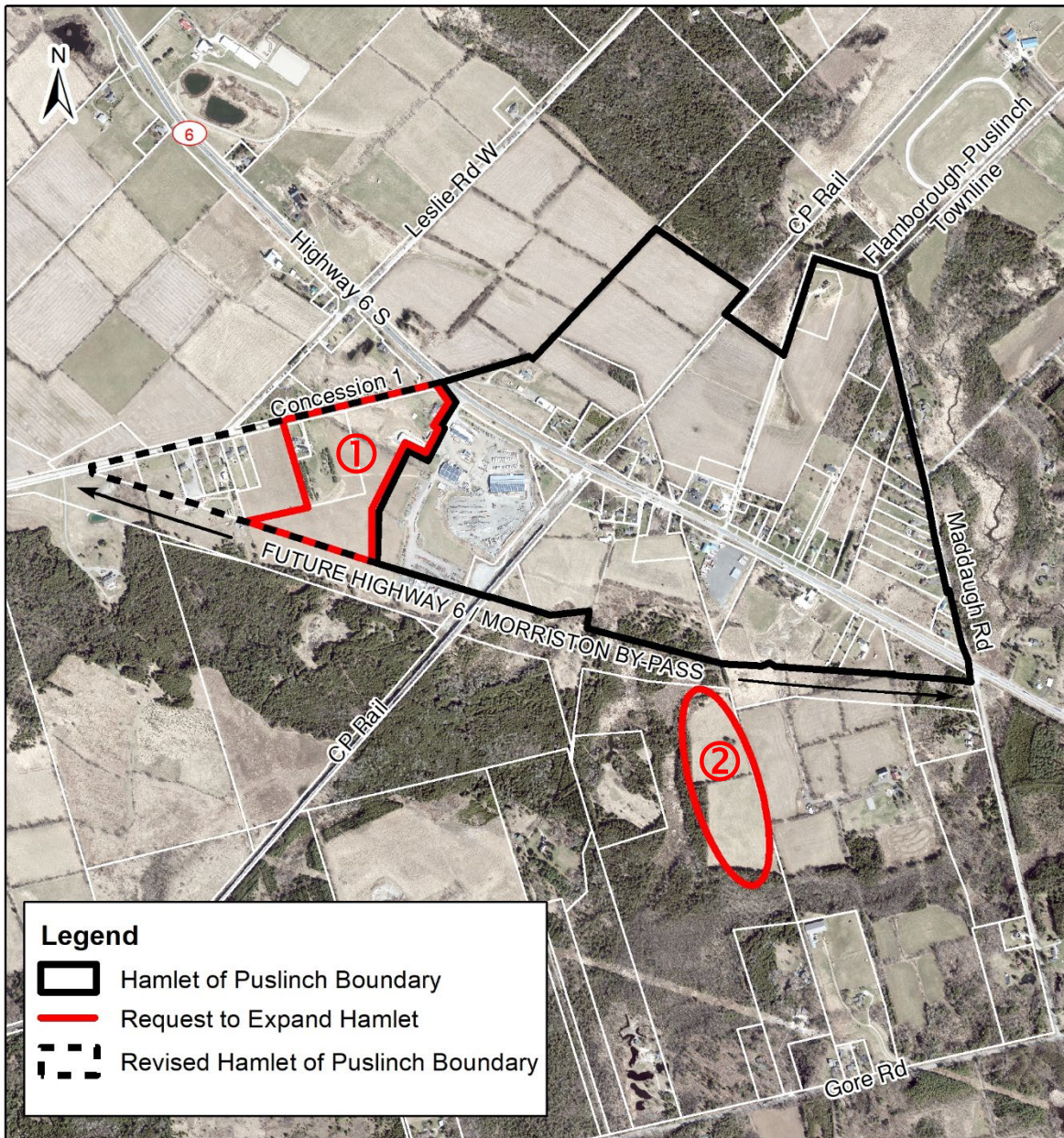
The proposal for Bryan's Farm and Industrial Supply is to expand the hamlet boundary to the west of the existing business to include additional lands under the same ownership. The existing operation is within the original draft hamlet boundary and the area outlined in red is proposed to be added (Figure 1). Staff recommends that the boundary be extended to include the additional lands for the reasons set out in the MHBC planning justification:

- Would provide for future expansion of a long-standing employment use
- Expansion would follow right-of-way of proposed Highway 6 By-pass
- Lands are considered prime agricultural but constrained due to MTO expropriation, existing non-agricultural uses, existing roads, irregular shape
- Would provide for potential residential severances
- Represents a minor increase of the total area of hamlet

Staff also recommends that the hamlet boundary be further extended westerly to include lands up to the intersection of Concession 1 Road and the Highway 6 By-pass, which are largely comprised of rural residential lots. The hamlet boundary in the final draft of OPA 119 has been revised to reflect these changes.

The second request is to add lands south of the proposed Highway 6 By-pass. Staff are not recommending that the proposed Hamlet of Puslinch be extended southerly to include the northern fields of Part of Lot 27, Gore Concession as the future Highway 6 By-pass represents a logical southerly limit of the Hamlet.

Figure 1 Requests to Expand Hamlet of Puslinch



Centre Wellington Heritage

Public comments seek to introduce detailed mapping and text changes to OPA 119 which would appear to have the effect of prohibiting intensification of any kind in the Fergus and Elora-Salem heritage area overlays. While the Growth Plan requires conservation of cultural heritage resources, this is not the same as a development prohibition.

There are policies already in place in the County Official Plan setting out requirements for heritage impact assessment and conservation plans. This type of study determines if any significant cultural heritage resources are impacted by a development proposal, whether the impacts can be mitigated and by what means. This allows for residential intensification requests requiring planning approvals to

be evaluated on a case by case basis within the context of the proposal and local cultural heritage resources.

The Provincial Growth Plan is based on an “intensification first” approach and a minimum residential intensification target of 20% has been in place in the County Official Plan since 2009. Largely due to cultural heritage resources in Centre Wellington, County Council has supported a request for an alternative intensification target of 15%. If approved by the Province, the reduced target will be implemented through a subsequent amendment to the County Official Plan.

Centre Wellington Natural Heritage System

Public comments raise concerns that the Official Plan and OPA 119 do not define and map a County Growth Structure with a Natural Heritage System. The County Official Plan currently identifies a Natural Heritage System on Greenbelt Plan schedules for Puslinch and Erin. The identification of a Natural Heritage System for the remainder of the County will be part of future technical work through the MCR and these comments will be considered at that time.

Natural heritage features and areas are currently identified on the land use schedules for each municipality in the Official Plan. The policy protections (and restrictions in local Zoning By-laws) for such areas continue regardless of whether or not they are shown on the new Growth Structure Schedules. The terms “natural heritage features and areas” and “Natural Heritage System” do not appear in OPA 119 because they are already defined terms contained in the Official Plan.

7.0 Provincial Comments

As legislatively required, our office circulated Draft OPA 119 to the Ministry of Municipal Affairs and Housing on October 4, 2021. The statutory 90-day minimum window was satisfied in early January 2022. While staff would always prefer to work with Ministry staff to address any potential policy matters, to date we have not received input and prefer not to delay this Amendment any further. As the approval authority for the Amendment, the Province is in a position to make changes to OPA 119, if necessary.

8.0 Final Draft Official Plan Amendment

The final draft County Growth Structure Official Plan Amendment being recommended in this report may be found at the following link: [Link to Final Draft OPA 119 and Companion Document](#)

Changes made to the Final Draft are highlighted in the companion document.

9.0 Conclusion

Staff are satisfied that OPA 119 is consistent with the Provincial Policy Statement (2020), has regard for matters of provincial interest, and is in conformity with the Growth Plan (2019) and Greenbelt Plan (2017) subject to Provincial acceptance of the Regionally Significant Economic Development Study Area and the Hamlet of Puslinch. Public concerns have been considered and addressed. In our opinion, OPA 119 represents good planning and is in the public interest.

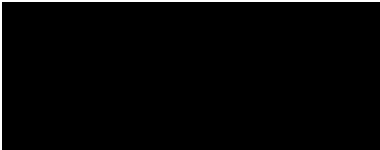
10.0 Recommendations

That pursuant to section 26 of the Planning Act, County Council declares that Official Plan Amendment 119 – County Growth Structure (a) conforms with the Growth Plan for the Greater Golden Horseshoe and Greenbelt Plan, subject to Provincial acceptance of the Regionally Significant Economic Development Study Area and the Hamlet of Puslinch; (b) has regard for matters of provincial interest in section 2 of the Planning Act; and (c) is consistent with the Provincial Policy Statement.

That a by-law adopting County of Wellington Official Plan Amendment 119 be approved.

That the County Clerk forward the report to the Ministry of Municipal Affairs and Housing and to Member Municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

- Appendix A Public Open House Meeting Summary
- Appendix B Public Meeting Minutes
- Appendix C Summary of Comments and Responses

Appendix A

OPA 119 Public Open House Meeting Summary

Wellington County Official Plan Review

OPA 119 Virtual Public Open House Meeting Summary

Prepared by LURA Consulting

Background

The County of Wellington is currently reviewing its Official Plan (OP) to complete a Municipal Comprehensive Review (MCR) and a 5-year review of its Official Plan as specified under Section 26 of the *Planning Act*. An MCR is part of the OP review process. It establishes a long-term vision and planning framework for a municipality that fosters a sustainable approach to future growth and economic development. The County is doing this to prepare for additional population and employment growth and ensure that the updated OP supports healthy, compact, and complete communities in Wellington as directed through *A Place to Growth: Growth Plan for the Greater Golden Horseshoe*.

In June 2021, the County released its MCR Phase 1 Report ([review the report](#)). It held a virtual public open house ([review the presentation](#) and [read the consultation summary](#)) to discuss the recommendations prepared by consultants Watson & Associates Economists Ltd. relating to Urban Structure and Growth Analysis. Official Plan Amendment (OPA) 119 implements part of the growth management technical work from Phase 1, including:

- Adding new policies for complete communities
- Revising and mapping the County growth structure based on servicing
- Adding new policies for the Regionally Significant Economic Development Area in Puslinch
- Re-designating the existing historic rural settlement of Puslinch as a Hamlet
- Other technical and formatting changes

Meeting Promotion

Members of the public who wished to join the Virtual Public Open House were requested to register in advance. Individuals could also join the meeting by phone.

A public notice regarding the Virtual Public Open House was published in the Wellington Advertiser two weeks before the meeting. The meeting was also promoted through the County's social media platforms.

Meeting Overview

The Virtual Public Open House was held on January 31, 2022, with a purpose to:

- Provide an update on the County of Wellington's Official Plan Amendment (OPA) 119
- Gather feedback and answer questions about Wellington County's OPA 119

The meeting presentation was posted in advance on [Plan Well](#), the County of Wellington's Official Plan Review website, to allow participants to review it beforehand or follow along if they joined the meeting by phone.

In total, 58 participants joined the meeting.

Susan Hall (Facilitator from LURA Consulting) began the meeting with an introduction and overview of the meeting agenda. Sarah Wilhelm (Manager of Policy Planning at the County of Wellington) provided introductory remarks and delivered a presentation on the following areas of the County of Wellington's OPA 119:

- Policy Context and Provincial Planning Policy Structure
- Municipal Comprehensive Review (MCR) and Work Plan
- Complete Communities
- County Growth Structure
- Revised Settlement Hierarchy
- Regionally Significant Economic Development Area (RSEDA)
- Re-designating Puslinch as Hamlet
- Consultation to Date

Susan Hall facilitated a discussion to receive feedback and comments from participants. A summary of the facilitated discussion is provided below.

What We Heard

General OP Review and MCR process

Participants were invited to ask questions and share their comments regarding the County of Wellington's Official Plan Amendment (OPA) 119.

The questions, answers, and comments are included as follows. Questions are marked by a 'Q', comments are marked with a 'C', and answers and responses are noted with an 'A'.

General

Q: Is more detailed information, such as technical reports, available online?

A: Yes. Information about the MCR process can be found on the County's MCR webpage, [visit the PlanWell webpage](#) – this webpage includes presentations, summaries, and technical reports under the "Public Consultation" tab. If any questions

are not addressed on the website, individuals can contact Sarah Wilhelm or Jameson Pickard by emailing planwell@wellington.ca.

Q: When do you expect to have final approval from the Province?

A: The deadline is July 1, 2022. So far, no comments have been received from the Province regarding the Official Plan Amendment, but the goal is to have this fully approved before the July 1 deadline. However, the final approval for the Official Plan review will require additional technical work and other phased amendments after July 1.

Q: Will the current economic benefits of the land be examined, such as produced food and carbon sequestered?

A: This is something that the County can take away and look at in more detail. This gets into the intersection of climate change policies and will be a component of the work done through the overall Official Plan review. At this point, the study areas must first be determined.

Q: How do we file our concerns about the ponds and wetland areas classified under Primary Agriculture?

A: If there are wetlands mapped in the current Official Plan, those would be considered part of the environmental review of the study area. If there are any specific concerns, individuals can mention them during the meeting or reach out to Sarah Wilhelm or Jameson Pickard at the County, so these can be captured in future reports.

Q: Does the Township know when environmental sensitivity studies will be completed for the study area?

A: Provincial approval of the OPA is required first to establish a study area. Once this is defined, the Township and County can proceed with studying the area. It would be premature to start doing any detailed technical work until the study area is determined.

C: All future maps should show the Areas of Natural Scientific Interest (ANSI) so that these areas are not forgotten when doing reviews by various agencies. There are significant ANSIs in the southwest section of the study area, and one large area is included in the study area. ANSIs must be preserved into the future under the provincial Heritage and Conservation Act.

A: Currently, the ANSIs are shown on the Puslinch land use schedule in the County Official Plan. A future environmental review will examine natural features within the study area.

Q: When will the excess lands designated within the Wellington North Township be reviewed and declared so the public knows which lands are impacted? Is this part of OPA 119?

A: This is not part of OPA 119. The concept of excess lands is part of the Phase 2 work currently being undertaken by Watson & Associates Economists Ltd. County staff are scheduled to present at the Wellington North Township Council meeting on February 7, where they will discuss the implications of excess lands.

Q: Why is Morriston being moved to a secondary urban settlement?

A: Re-classifying Morriston to the secondary urban settlement category relates to servicing, its small size, and the Province's methodology for determining land needs. The Highway 6 By-pass will happen regardless of how Morriston is categorized. There is an area of land between the Morriston boundary and the Highway 6 By-pass within the study area where the appropriate land use has not been fully identified yet. This area might allow for a small amount of residential development or other types of development. It is also possible to have some limited development on private services for industrial employment uses if it's a dry industrial use. Additionally, the study area includes a servicing strategy, which would be looked at in detail at the study stage.

Q: How far down the line are discussions about bringing new employment lands into the inventory to make up for those lost to the highway?

A: The study area must first be selected before new employment lands can be determined. This will require a more detailed study.

Hamlet

Q: Why are Hamlets being moved to a different designation? What does this mean?

A: Hamlets are being re-assigned from the urban system to the rural system. This is to recognize that the amount of growth allocated to these areas is a low level of growth. This aligns with provincial policies defined in the Growth Plan. The land use policies applicable to the hamlet designation remain the same, but they will be treated differently in the context of the Growth Plan.

Q: What is the driver behind recognizing the Historic Hamlet of Puslinch? Is there an active interest in residential or commercial subdivision plans?

A: The driver behind recognizing this area was the historic policy in the 1988 Official Plan. Currently, there is no information on whether there is any interest in residential or commercial development. This is not considered under the current designation. The County has received some comments related to the Hamlet's boundary, which will be acknowledged in subsequent County reports.

Greenfield Areas

Q: Will Greenfield Areas receive a designation, and when will they be implemented?

A: The Designated Greenfield Areas are already in effect as a policy area within the Official Plan. When looking at the land use schedules, there are designations in place for each urban centre within the Official Plan for Greenfield Areas.

Q: What are the odds of Greenfield Areas being reviewed and rezoned? What would be the likelihood of future development areas being modified?

A: The settlement area boundary review is included in the technical work for Phase 3 - future development areas will likely be a part of that work. The land needs assessment assesses how future development areas can add to the land supply. The review and re-designation of future development areas would follow the land needs assessment and would be something that the County undertakes as part of Phase 3.

Regionally Significant Economic Development Area

Q: The Township of Puslinch established industrial development areas in their 2018 Zoning Bylaw. Why does the Regionally Significant Economic Development Area study look at a much larger area than what the Township had identified?

A: The Township of Puslinch did some work in their Zoning By-Law which identified the industrial parcels that have not yet been developed and discovered that there aren't many left. There are forecasts in the Official Plan for residential and employment growth. In 2016, Puslinch exceeded its 2041 forecasts for employment growth. This indicates rapid rural employment growth, which is why the Regionally Significant Economic Development Area study looks at a much larger area.

Q: What is the purpose or reason behind extending the northwestern boundary of the Regionally Significant Economic Development Area study further west of Highway 6?

A: The existing rural employment areas on the west side include a right-of-way with a 45-meter offset which takes away a lot of the designated land. In addition to that, some access constraints will happen based on the interchange's design. This means that the land would not be developed for employment purposes and requires closer analysis from the project team. Comments have been received from residential properties, opposite the westerly limit, about the prospect of having employment uses extended. As this study continues, the project team will be engaging again to discuss this in more detail.

Q: Changing the boundary of the Regionally Significant Economic Area Study to the west of Highway 6 cuts through primary agricultural land. This area already has a mid-block added to the area, and some residents are not comfortable with this additional potential change. When will this change be announced, and if it goes through, will the area no longer be classified as Primary Agriculture?

A: There is no certainty on whether the boundary would be changed, but all comments received to date will be considered when making recommendations to the planning committee and County Council. Whether that area will continue to be classified as Primary Agriculture requires further study. These decisions would be made in the future and will require public input.

C: Many people have moved to Puslinch for rural living. Many people live in this area because they want to find a rural landscape close to the city. That is one of the reasons why there are not as many residential developments in the area.

Q: If the land is within the Regionally Economic Development Area study but not within the Highway 6 extension study, can land use amendments be submitted before the final decision on OPA19?

A: If an individual wants to proceed with a particular proposal, they can contact County staff. However, if the proposal is not permitted under the current rural designation, it is suggested that the proponent wait until the study is completed. Individuals cannot be prevented from applying, but they are encouraged to reach out to policy or development staff to discuss the nature of their proposal before they file.

Q: What are the plans to manage the existing endangered species in the Greenbelt Areas within the context of the Regionally Significant Economic Development Area study?

A: Environmental concerns would need to be looked at on a site-specific basis and would have to be reviewed in more detail through the study.

Wellington 36

Q: What effect can the OPA have on a property located in Wellington 36? Do you plan on having any industrial development in the near future? Is there any potential of having a lot severance or a full-on development of Wellington 36?

A: As it stands, the intention is not to make any changes outside of the study area. However, anyone is welcome to share any comments related to their property. County staff will review these comments.

Q: Does the Settlement Area Boundary Review include Wellington 36?

A: A triangular piece of land north of Wellington 36 is included within the study area and will be reviewed further in the study. If there are any comments about the boundary, individuals should reach out to County staff.

Puslinch

Q: There's a minimal supply for residential development in the Puslinch area. Why aren't more lands being added to this type of land use? Is the County waiting for the landowners to come forward and say that this is what they would like to do?

A: Landowners are always welcome to provide their comments and feedback. However, the provincial policy environment is highly restrictive, and new estate residential subdivisions are no longer permitted. The Growth Plan and the Greenbelt Plan do not allow residential developments to be expanded or newly developed unless it has an existing designation. The County Official Plan also prohibits this kind of development.

Q: Caledon has multiple developments within their boundary. Why is Puslinch not allowing residential developments?

A: It isn't easy to compare the policies of two different Official Plans. Caledon might already have existing designations in their Official Plan that allow for that type of development, whereas Puslinch does not.

Q: Is there a plan for bringing services like sewer and water to Puslinch? If so, are there reports on how this will be served to the area we can review?

A: There was a study completed about the feasibility of municipal services for certain areas within the Township of Puslinch, and this information is available on the [Township of Puslinch's website](#).

Applications and Process

Q: Can planning applications (i.e. zoning, site plan, etc.) still be submitted for properties identified within the Regionally Significant Economic Development Area (RSEDA) before the area has been officially studied?

A: The point of identifying the study area is to study it comprehensively and then look at what areas require land-use changes. It is not ideal to start initiating planning applications in advance of this study as its findings may require alterations to the application. The identification of the study area is not meant to prohibit development that is in keeping with current land use designations and zoning.

Written Feedback

Following the meeting, the County of Wellington received one submission by email. The following key points were raised through written feedback:

- Ensure that Planning Impact Assessments also include exterior design factors and support these assessments with Urban Design Guidelines.
- Develop planning policies for Secondary Urban Centres that take exterior built form into account, and ensure similar policies exist for major centres.
- Adjust the intensification criteria in residential land use designations to emphasize high quality of architectural design.
- Implement deconstruction policies that discourage outright demolition and encourage recycling of preservable materials.
- Consider using Model Urban Design Guidelines to steer the process for smaller lower-tier municipalities without the resources to develop their guidelines.

Wrap Up and Next Steps

Susan Hall of LURA Consulting provided participants with the project team's contact information for any additional feedback and wrapped up the meeting. Participants can provide their feedback and comments until February 13, 2022. Members of the public can contact the project team by email or by phone at:

Contact: Sarah Wilhelm, Manager Policy Planning

Phone: 519-837-2600 ex 2130

Email: planwell@wellington.ca

Mailing Address: ATTN Planning Department

74 Woolwich Street

Guelph, ON

N1H 3T9

Appendix B

OPA 119 Public Meeting Minutes



COUNTY OF WELLINGTON

PUBLIC MEETING MINUTES

OPA 119

10:30 am, Thursday February 10, 2022

County Administration Centre

Zoom

Planning Committee Members: Warden Kelly Linton, Planning Chair Allan Alls, Councillors Davidson, Lloyd and McKay

Also in Attendance: Councillors Campbell, Cork, O'Neill and Seeley; Puslinch Township Councillors Bailey, Goyda and Sepulis

County Staff:

Scott Wilson, CAO

Ken DeHart, Treasurer

Donna Bryce, County Clerk

Nicole Cardow, Deputy Clerk

Mark Montgomery, IT

Aldo Salis, Director, Planning and Development Department

Sarah Wilhelm, Manager of Policy Planning

Curtis Marshall, Manager of Development Planning

Meagan Ferris, Manager of Planning and Environment

Karen Chisholme, Climate Change and Sustainability Manager

Jameson Pickard, Senior Planner (Policy)

Zach Prince, Senior Planner (Development)

Matthieu Daoust, Planner

Members of the Public: There were 31 members of the public who attended the online meeting. Staff have recorded their names in the project file as part of the public record.

OPENING OF MEETING

Chair Alls welcomed everyone and called the meeting to order.

STATEMENT READ BY CHAIR

Chair Alls read the following statement:

This meeting is to provide information, comments and input for Planning Committee and Council. County Council has not taken a position on the matter; County Council's decision will come after full consideration of input from the meeting, submissions from the public and comments from agencies.

If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of the adoption of the proposed Official Plan Amendment, you must make a written request to the Director, Planning and Development Department, County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

Official Plan Amendment 119 requires approval from the Minister of Municipal Affairs and Housing. Pursuant to Section 17(36.4) of the Planning Act there is no appeal in respect of a decision of the approval authority if the approval authority is the Minister.

PRESENTATION OF PROPOSED OFFICIAL PLAN AMENDMENT

Chair Alls invited Sarah Wilhelm, Manager of Policy Planning to make a presentation about the proposed amendment. Ms. Wilhelm’s presentation covered the following points:

- Purpose of meeting
- Provincial, County and local planning policy context
- Municipal Comprehensive Review context and work plan
- Purpose of Official Plan Amendment 119 (OPA 119)
- Complete communities, County structure and County growth structure
- Regionally significant economic development area (RSEDA)
- Re-designating Hamlet of Puslinch
- Other minor OPA 119 changes
- Future implementation matters, consultation to date and next steps

Presentation slides are available at www.wellington.ca/planwell.

PUBLIC INPUT

Janet Harrop had no comments to provide on the Amendment at this time.

Barclay Nap raised four main concerns:

1. The subjects being looked at in the Amendment that should be separated in two: part 1) the identification of the Hamlet of Puslinch and part 2) the identification of lands in the Township for future growth.
2. The economics being looked at in the Regionally Significant Economic Development Area (RSEDA) should include the current economic benefits of farm lands.
3. Large amounts of land included in the RSEDA.
4. Loss of food production lands which should not be simply viewed as empty space.

Neal DeRuyter, planning consultant representing Bryan’s Farm Equipment in south Puslinch, indicated support for the proposed Hamlet of Puslinch. He requested that the proposed boundary be adjusted to include additional lands owned by his client to provide additional opportunity for expansion of the business.

Steven Pham, planning consultant for 492 Seventh Line in the Township of Guelph/Eramosa, requested expansion of the Rural Employment Area designation onto his client’s lands. He also supports retention of policies in the Official Plan allowing for expansion of Rural Employment Areas.

Jeffrey Wilker, legal representative for George Good in northern Puslinch, advised of his client's active development applications for a 22 lot expansion to the existing Audrey Meadows subdivision. His opinion is that this would be an infilling and rounding out of an existing rural settlement area.

He urged the Committee to review his various written submissions detailing his client's concerns regarding this Amendment. He expressed his client's objections to the County's Municipal Comprehensive Review process and to deleting existing Official Plan policy 6.4.7 dealing with rural settlements.

He recommended that the County either defer OPA 119; delete part 6, number 29 from OPA 119; or recognize his client's proposal within OPA 119.

Linda Barkovsky support the comments offered by Mr. Nap. She expressed her concerns with the impact of additional industrial development on water supply.

Councillor Lloyd noted receiving letters about the amount of land needed to expand settlement areas (approximately 1,200 ac, 1,000 ac of which is in the Centre Wellington Area) and the impact on prime agricultural land. She noted this is a big concern for the agricultural community.

Councillor Lloyd also asked (1) Whether heritage matters are guided by local municipalities or is it something the County Official Plan deals with? and (2) Does the County Official Plan have heritage areas outlined that can or cannot be intensified for housing?

Sarah Wilhelm advised that the Township of Centre Wellington has its own Official Plan and the heritage area overlays are identified within it and clarified that the County looks to the local municipalities to largely deal with heritage matters. Centre Wellington has a heritage planner on staff, a local heritage committee and maintains the heritage register. There are also heritage policies in the County Official Plan.

Bill Sims noted that the OPA 119 maps do not show any of the ANSIs (Areas of Natural and Scientific Interest) in the area under review in Puslinch and that these areas should be protected.

Aldo Salis clarified that OPA 119 does not remove any ANSIs and these features will need to be considered if and when the Township proceeds with the review of the study area.

CLOSING

There being no further comments or questions from the public, Chair Alls encouraged those in attendance to put their comments in writing to record their interest in the matter and/or request a notice of decision.

Chair Alls thanked everyone for attending the meeting and declared the public meeting closed at 11:36 am.



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, May 12, 2022
Subject: County Official Plan Review – OPA 119 Recommendation Report



PLANWELL

1.0 Executive Summary

- The purpose of this report is to review comments and recommend to County Council the adoption of County Official Plan Amendment No. 119 - “County Growth Structure” ([Link to Final Draft OPA 119 and Companion Document](#)).
- OPA 119 is the first amendment to the County’s Official Plan advanced as part of the County’s Municipal Comprehensive Review (MCR) under section 26 of the Planning Act.
- The Amendment includes policies for complete communities, and policies and mapping for the County growth structure including: a settlement area hierarchy, employment areas, Regionally Significant Economic Development Study Area and historic hamlet of Puslinch.
- OPA 119 is informed by technical work presented in the Phase 1 Urban Structure and Growth Allocations Report and associated consultation from June to July 2021 which included a Public Information Centre and circulation for comments (see Planning Committee report PD2021-21 for further detail).
- Consultation for Draft OPA 119 included circulation for comment, a statutory open house on January 31, 2022 and a statutory public meeting on February 10, 2022 in accordance with section 26 of the Planning Act.
- For the reasons outlined in this report, staff recommend that OPA 119 (as amended) be adopted by County Council and forwarded to the Minister of Municipal Affairs and Housing for a decision.

2.0 Background

In September 2019, County Council authorized the Planning and Development Department to proceed with the County Official Plan Review, which includes a Municipal Comprehensive Review component under the Growth Plan for the Greater Golden Horseshoe (2019). The Minister of Municipal Affairs and Housing has advised that municipalities may choose to use a phased approach (which includes more than one Official Plan Amendment) to achieve conformity with the Growth Plan. The growth structure in this amendment is based on the Phase 1 MCR Report: Urban Structure and Growth Allocations prepared by Watson & Associates.

3.0 Summary of OPA 119

The County Growth Structure Amendment outlines where growth and development is to occur within Wellington to achieve the objectives, forecasts and targets required by Provincial policy. The Amendment is comprised of the following key changes:

Complete Communities

Add policies to support “complete communities” as a planning concept and objective of the Official Plan.

Hierarchy of Settlement Areas

Establish a revised hierarchy of settlement areas in the County based on servicing:

Settlement Areas

Consist of 12 primary urban centres:

- with existing or planned municipal water and wastewater systems within the Urban System under the existing policy framework; and
- delineated built-up areas and designated greenfield areas.

Rural Settlements

Consist of 2 secondary urban centres (Aberfoyle and Morriston):

- without municipal water and wastewater systems; and
- moves them to the Rural System and establishes a corresponding policy framework; and

Consist of 37 existing hamlets:

- continue to be recognized as hamlets, but moved to the Rural System; and
- also identifies the historic Hamlet of Puslinch, a long standing small community in the Township of Puslinch with existing residential, institutional and commercial uses.

Other Changes

- Remove section 6.4.7 policies for un-delineated rural settlement areas in the prime agricultural and secondary agricultural areas, and add a rural cluster policy for secondary agricultural areas.
- Identify urban employment areas in conformity with the Provincial Growth Plan.
- Identify a Regionally Significant Economic Development Study Area in Puslinch and a corresponding local policy.

Mapping Updates

- Introduce new mapping schedules to delineate the County Growth Structure.
- Update existing Land Use Schedules to reflect the new settlement area hierarchy, hamlet of Puslinch and Regionally Significant Economic Development Study Area.

Technical and Housekeeping Changes

- Update terminology, update map and text formatting, add definitions, italicize defined terms, and make housekeeping revisions related to the above changes.

4.0 Provincial Policy Review

Key applicable policies with respect to this Amendment are those found in:

- Provincial Policy Statement, 2020 (PPS)
- A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (Growth Plan)
- Greenbelt Plan, 2017

Provincial plans, such as the Growth Plan and Greenbelt Plan, are to be read in conjunction with the Provincial Policy Statement. Provincial plans normally take precedence over the policies of the PPS to the extent of any conflict and where the policies of the Provincial plans are more specific than the general requirements of the PPS. Land use planning decisions by the County must be consistent with the Provincial Policy Statement and conform with the policies of the Growth Plan, Greenbelt Plan and Official Plan.

The following information highlights how the direction provided by the Provincial plans and policies apply in the context of OPA 119 – County Growth Structure. The comments below generally focus on the more specific Growth Plan and Greenbelt Plan policies, however, the PPS policies have also been reviewed.

4.1 Complete Communities

One of the guiding principles of the Growth Plan is to “Support the achievement of *complete communities* that are designed to support healthy and active living and meet people’s needs for daily living throughout an entire lifetime.” OPA 119 defines complete communities and adds it to the Plan as a fundamental belief and key objective.

OPA 119 provides the basis for future policy development to meet specific Growth Plan requirements, including for the County to:

- Consider the range and mix of housing options and densities of existing housing stock;
- Plan to diversify the overall housing stock across Wellington; and
- Use available tools to require that multi-unit residential developments incorporate a mix of unit sizes to accommodate a diverse range of household sizes and incomes.

See Growth Plan section 2.2.6.2 and 2.2.6.3 for additional detail.

4.2 Managing Growth

The Growth Plan requires that at a minimum, the population and employment forecasts in Schedule 3 will be used for planning and managing growth to 2051. OPA 119 does not implement the 2051 population and employment forecasts on a County-wide or municipal basis because additional consultation with Member Municipalities was required. The population and growth allocations will be implemented through a subsequent amendment to the County Official Plan now that the Phase 1 technical work has been concluded and endorsed by Council.

Section 2.2.1.2 of the Growth Plan sets out specific requirements for a hierarchy for allocating growth:

Growth Plan Section 2.2.1.2	OPA 119
“Forecasted growth to the horizon of this Plan will be allocated based on the following:	
a) the vast majority of growth will be directed to <i>settlement areas</i> that: <ul style="list-style-type: none"> • have a <i>delineated built boundary</i>; • have existing or planned <i>municipal water and wastewater systems</i>; and • can support the achievement of <i>complete communities</i>; 	12 primary urban centres meet this criteria
b) growth will be limited in <i>settlement areas</i> that: <ul style="list-style-type: none"> • are <i>rural settlements</i>; • are not serviced by existing or planned <i>municipal water and wastewater systems</i>; or • are in the <i>Greenbelt Area</i>; 	2 secondary urban centres (Aberfoyle and Morriston) and 37 hamlets meet this criteria
c) within <i>settlement areas</i> , growth will be focused in: <ul style="list-style-type: none"> • <i>delineated built-up areas</i>; • <i>strategic growth areas</i>; • locations with existing or planned transit, with a priority on higher order transit where it exists or is planned; and • areas with existing or planned <i>public service facilities</i>; 	12 primary urban centres have delineated built-up areas
d) development will be directed to <i>settlement areas</i> , except where the policies of this Plan permit otherwise;	No change needed
e) development will be generally directed away from <i>hazardous lands</i> ; and	No change needed
f) the establishment of new <i>settlement areas</i> is prohibited.”	See discussion below

With respect to the prohibition of establishing new settlement areas in item f) above, settlement areas mean:

“Urban areas and *rural settlements* within municipalities (such as cities, towns, villages and hamlets) that are:

- a) built up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development in accordance with the policies of this Plan. Where there are no lands that have been designated for development, the *settlement area* may be no larger than the area where development is concentrated.”

OPA 119 adapts this definition to include primary urban centres and rural settlements (secondary urban centres and hamlets).

In the Growth Plan, rural settlement areas mean:

“Existing hamlets or similar existing small *settlement areas* that are long-established and identified in official plans. These communities are serviced by individual private on-site water and/or private wastewater systems, contain a limited amount of undeveloped lands that are designated for development and are subject to official plan policies that limit growth...”

In rural areas, the Growth Plan requires development of more than three units/lots to be in settlement areas (2.2.9.6). Based on OPA 119, development of more than three units/lots would be directed to primary urban centres, secondary urban centres and hamlets.

OPA 119 adds rural settlements as a defined term which supports development of more than three units/lots in the following rural settlements in Wellington:

- 2 secondary urban centres (Aberfoyle and Morriston)
- 37 existing hamlets throughout Wellington County
- 1 re-designated existing historic hamlet (Hamlet of Puslinch)

These areas meet the rural settlement area definition as they are existing, small, long-established and identified on the Official Plan land use schedules (maps).

While OPA 119 continues to permit lot creation and a range of uses in Aberfoyle, Morriston and the hamlets, removal of Official Plan section 6.4.7 (rural settlements) is necessary to meet Provincial policy. Unlike existing hamlets to be retained, the rural settlements recognized by policy 6.4.7 are unmapped and unnamed in the Official Plan. Therefore, they do not meet the Growth Plan definition of rural settlement area. An attempt to identify such areas in the Official Plan would not conform with Growth Plan and Official Plan prohibitions on the establishment of new settlement areas.

In a meeting of January 26, 2022, the County re-confirmed with Provincial staff that policy 6.4.7:

- Conflicts with PPS policies which prohibit new residential lots in prime agricultural areas (s. 2.3.4.3); and
- Conflicts with Growth Plan policies which prohibit new settlement areas (s. 2.2.1.2(f)) and limits residential development in rural areas (s. 2.2.9.6).

Section 6.3 of this report outlines Minto Council’s concerns about removal of section 6.4.7. Staff have revised OPA 119 to move policy 6.4.7 to a modified “rural cluster” policy under the Secondary Agricultural Area policies.

4.3 Employment Areas

The Growth Plan requires the County to designate “all employment areas in the Official Plan and protect them for appropriate employment uses over the long-term” (s. 2.2.5.6). New County Growth Structure schedules of OPA 119 ensure that all Employment Areas in Wellington are designated, including those designations in local official plans.

4.4 Puslinch Regionally Significant Economic Development Study Area

A guiding principle of the Growth Plan is to “improve the integration of land use planning with planning and investment in *infrastructure*...by all levels of government.” Highways 401 and 6 are identified as part of the Provincial Strategic Goods Movement Network (SGMN)¹ in the Greater Golden Horseshoe, which has a goal to integrate the SGMN into relevant municipal land use plans.

The policies of the Growth Plan require municipalities to maintain a sufficient supply of land, in appropriate locations, for a variety of employment (2.2.5.1(b)). Section 2.2.9.5 allows for the existing rural employment areas in Puslinch to continue to be permitted. Expansions to these areas are limited to those which are necessary to support existing businesses and are compatible with surrounding uses. The Growth Plan places a priority on linking major goods movement corridors and employment areas (s. 3.2.4).

In accordance with Council’s direction through October 2021 Planning Committee Report PD2021-25, staff has requested that the Minister of Municipal Affairs and Housing consider the exclusion of the Regionally Significant Economic Development Study Area from the Greenbelt Area as part of the proposed Greenbelt Plan expansion. The justification for the request is set out in report PD2021-25 and PD2021-17.

4.5 Hamlet of Puslinch

Section 2.3.5.1 of the PPS states that “Planning Authorities may only exclude land from *prime agricultural areas* for expansions of or identification of *settlement areas* in accordance with policy 1.1.3.8”. In the Greenbelt Plan, the goals for settlement areas in the Protected Countryside are to support a strong rural economy, maintain the character of rural communities, achieve complete communities and serve as community hubs (s. 1.2.2.4). For lands within Hamlets in the Protected Countryside, limited growth is permitted through infill and intensification subject to appropriate water and sewage services (s. 3.4.4).

In accordance with Council’s direction through October 2021 Planning Committee Report PD2021-25, staff has requested that the Minister of Municipal Affairs and Housing consider the exclusion of the Hamlet of Puslinch identified in the Amendment as part of the proposed Greenbelt Plan expansion. The justification for the request is set out in that report.

5.0 Consultation

OPA 119 has been informed by consultation since the release of the draft Phase 1 MCR Report: Urban Structure and Growth Allocations which includes:

- Technical Resource Team (TRT) meetings through 2021
- Virtual Public Information Centre (PIC) to present Draft Phase 1 Report on June 23, 2021
- Circulation of draft Phase 1 Report for comment from June to July 2021 to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- Results of the PIC and circulation were documented in Planning Committee report PD2021-21
- A statutory special meeting of County for the Official Plan Review held on June 29, 2021

¹ Ministry of Transportation, *Towards a Greater Golden Horseshoe Transportation Plan*, June 2021.

The consultation for Draft OPA 119 included:

- October 2021 Circulation to Ministry of Municipal Affairs and Housing
- November 2021 Circulation to Member Municipalities, Indigenous communities, agencies, members of the public and stakeholders
- January 31, 2022 statutory public open house for Draft OPA 119
- February 10, 2022 statutory public meeting for Draft OPA 119

In order to obtain public feedback, notification of engagement opportunities was provided through the project email list and website updates. Notice of the statutory public open house and public meeting was provided in accordance with the Planning Act and advertised in the Wellington Advertiser. Meetings were held virtually due to COVID-19.

Consultation at a Glance	
58	Public Open House Participants
31	Public Meeting Participants
43	Written Submissions

6.0 Key OPA 119 Comments and Changes

A summary of the key comments and a description of changes made to OPA 119 as a result of feedback is provided below. For further details on these and other comments, see Appendix A (Open House Meeting Summary), Appendix B (Public Meeting Minutes) and Appendix C (Summary of Comments and Responses). Full written comments are available in the project file.

6.1 Public Open House

Many of the comments at the open house related to OPA 119 focused on the Regionally Significant Economic Development Study Area in Puslinch. There were environmental impact concerns, including ponds, wetlands, endangered species and Areas of Natural and Scientific Interest (ANSIs). The impact on agricultural lands was also raised. There were also questions about how this relates to the existing industrial area in the Township’s zoning by-law, about servicing and the impact of the boundary extending further west of Highway 6 North on nearby residents. The policy for the Study Area requires future study of transportation, servicing, agricultural and environmental matters.

6.2 Public Meeting

Comments at the public meeting also focused on the Regionally Significant Economic Development Study Area. The comments emphasized agricultural concerns about the current economic benefits of farm lands, loss of food production lands and impacts on farming. There were also site-specific requests/concerns:

- To include additional lands owned by Bryan’s Farm Equipment in the hamlet of Puslinch;
- To expand rural employment designation onto 4952 Seventh Line, Guelph/Eramosa and adjacent lands; and
- To support proposed Audrey Meadows subdivision in northern Puslinch.

6.3 Municipal

Town of Minto comments are the only municipal comments that were received for OPA 119. The Town opposes removal of section 6.4.7 (rural settlements) from the County Official Plan because Council prefers that they continue to be recognized and to allow for minor infilling and rounding out. County staff met with Town staff and their consultant to review their concerns. In considering the Town’s comments and concerns, staff propose that OPA 119 continue to remove section 6.4.7, but that it be moved, modified and renamed “rural clusters” as shown in the comparison below.

CURRENT POLICY TO BE REMOVED from Prime Agricultural and Secondary Agricultural Area Policies	PROPOSED POLICY TO BE ADDED to Secondary Agricultural Area Policies
<p>6.4.7 Rural Settlements Rural settlements are existing small communities that form part of the rural fabric of Wellington. These settlements are primarily small clusters of housing with occasional commercial, industrial or institutional uses. These areas are not designated on Schedule “A” and are not expected to grow but they may be recognized in the zoning by-law and limited residential infilling may be allowed.</p>	<p>6.5.4 Rural Clusters Rural clusters are long-established small groups of housing with occasional commercial, industrial or institutional uses located in the Secondary Agricultural Area designation. These areas are not designated on Schedule “A” or “B” and are not expected to grow but they may be recognized in the zoning by-law. New lots may only be allowed in rural clusters in accordance with section 10.4.</p> <p>As part of a <i>municipal comprehensive review</i>, the County will assess the impact of constraints such as the Provincial Agricultural Land Base, Natural Heritage System and Greenbelt Plan on the potential future supply of rural residential lots in the Secondary Agricultural Area, including rural clusters. This assessment will consider, among other things, whether changes to the rural residential lot creation policies are needed.</p>

The above changes would only apply to Minto, Puslinch and Erin as these are the only municipalities with the Secondary Agricultural Area designation. The policy provides for further review of the rural residential lot creation policies to potentially address any rural growth shortfalls through the Municipal Comprehensive Review. We feel this approach would address the concerns of Minto yet remain consistent with Provincial planning policy.

6.4 Indigenous Communities

Our office received comments from the Saugeen Ojibway Nation, requesting that we contact the Environment Office immediately with anything of archaeological interest.

6.5 Agencies – Conservation Authorities

Our office received comments from the following conservation authorities:

Conservation Halton	<ul style="list-style-type: none"> • No issues raised
Saugeen Conservation	<ul style="list-style-type: none"> • No issues raised
Hamilton Conservation Authority (HCA)	<ul style="list-style-type: none"> • HCA staff are not supportive of removal of Regionally Significant Economic Development Area from the Greenbelt Plan and request to be advised of any related proposal. If OPA 119 is approved, request to be circulated proposed terms of reference for study.

6.6 Agencies – Other

Our office received comments from the following legislated authorities:

Upper Grand District School Board	<ul style="list-style-type: none"> • Comments to be considered in transportation policy component of Official Plan Review
City of Guelph	<ul style="list-style-type: none"> • Change to OPA 119 text recommended to clarify that section 4.7.1 (Distinct Urban-Rural Boundary) applies to adjacent cities, as well as the settlement areas within Wellington County. Other comments included in Appendices.
Wellington Source Water Protection	<ul style="list-style-type: none"> • Majority of comments will be considered as part of source water/ water policy component of Official Plan Review

6.7 Public and Stakeholder Comments

The public and stakeholder comments received and the staff responses are included as Appendix C. The majority of the comments deal with matters in future phases of the growth management technical work (settlement area boundary expansions, rural employment area expansions, etc.), requests for additional information about OPA 119 and the overall Official Plan Review. Staff also received several requests to be added to the notice list which have been noted, but are not included in the table. The discussion below provides more details about key comments on OPA 119.

Regionally Significant Economic Development Study Area (RSEDSA)

Comments filed both support and raise concerns/objections to the RSEDSA. The key matters include agricultural, environmental and compatibility issues. If the RSEDSA is approved by the Province as part of OPA 119, detailed terms of reference will need to be prepared for the subsequent study which will be required to include a transportation analysis, a servicing strategy, an agricultural and environmental review. Future uses will need to be compatible with the surrounding area.

Rural Settlement Policy 6.4.7

There are two public objections to the proposed removal of rural settlement policy 6.4.7 for Puslinch. The first is from Jeffrey Wilker of Thomson Rogers on behalf of Audrey Meadows Ltd. His position is that the removal of policy 6.4.7 will be far more restrictive than Provincial policy and that his client's proposed Official Plan Amendment (file OP2021-02) should be written into OPA 119.

The applicant's proposal is for a rural residential development on vacant agricultural lands owned by Audrey Meadows which are adjacent to the existing Audrey Meadows subdivision south of Guelph on the west side of Victoria Road S in Puslinch. The vacant lands are currently designated Secondary

Agricultural, Core Greenlands and Greenlands in the Official Plan. The developed Audrey Meadows subdivision is designated Country Residential and Greenlands.

The proposal is based on the applicant's interpretation that the existing adjacent 48 lot subdivision is a rural settlement and that additional development of approximately 29 units on adjacent land would represent infilling. No changes to OPA 119 are recommended to provide for the above proposal as the OPA application is in process and it will be assessed based on existing planning policies (including section 6.4.7).

The second is from Dave Bouck (DRS Inc./Meran Holdings) who objects to the Provincial emphasis on growth in serviced urban centres, the local emphasis on severances for growth, and asks for the following additional historic rural settlements in Puslinch to be recognized: Crieff, Fielding Lane, Puslinch Lake and Corwhin. Section 6.3 of this report recommends changes that would allow for future review of historic rural settlements for additional severance potential. No further changes to OPA 119 are recommended.

Historic Hamlet of Puslinch

Public comments were generally supportive of the re-designation of the historic Hamlet of Puslinch. In addition, (1) Neal DeRuyter, MHBC for Bryan's Farm and Industrial Supply; and (2) Dave Bouck, Meran Holdings made requests to expand the proposed Hamlet boundary (see Figure 1).

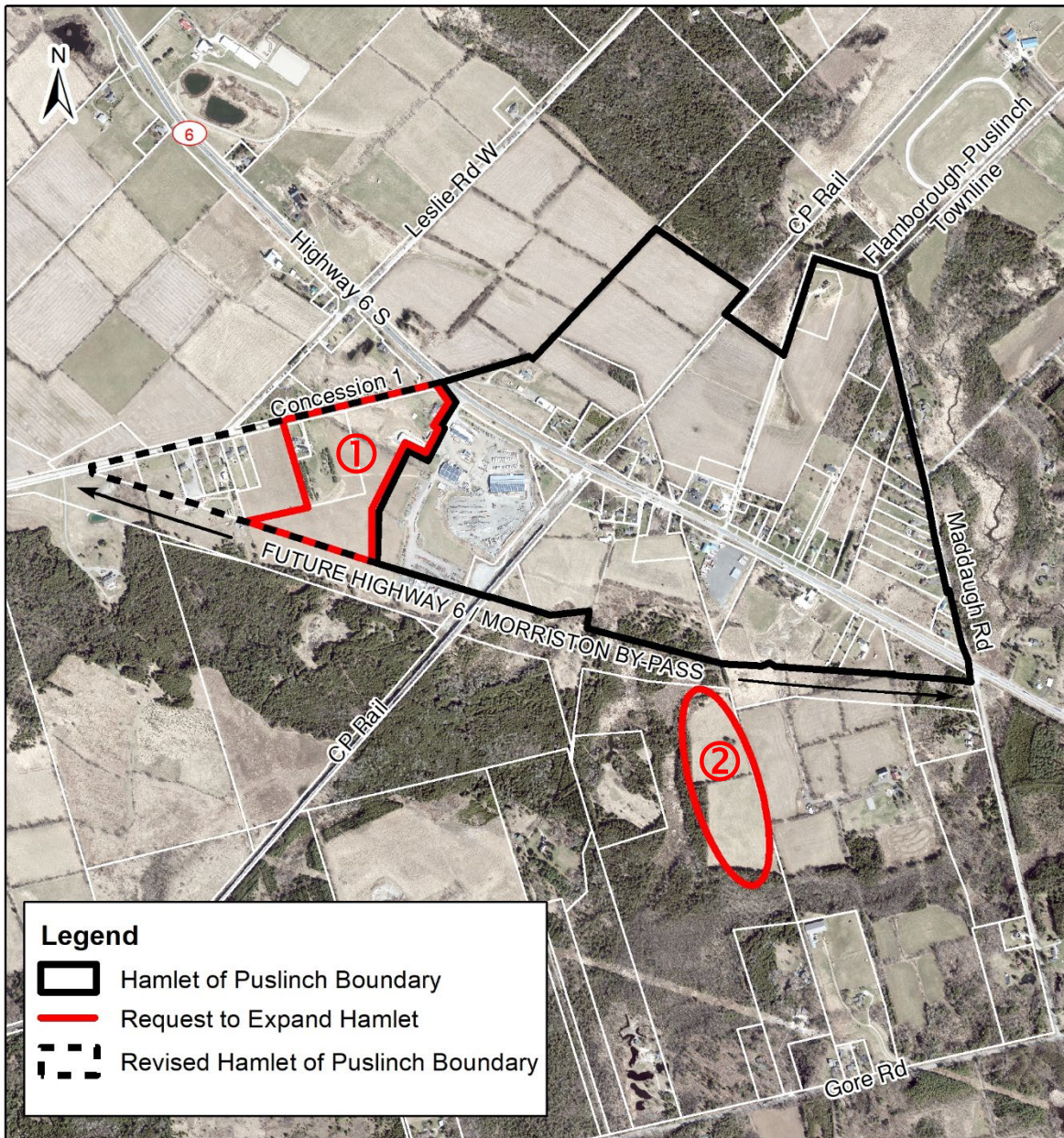
The proposal for Bryan's Farm and Industrial Supply is to expand the hamlet boundary to the west of the existing business to include additional lands under the same ownership. The existing operation is within the original draft hamlet boundary and the area outlined in red is proposed to be added (Figure 1). Staff recommends that the boundary be extended to include the additional lands for the reasons set out in the MHBC planning justification:

- Would provide for future expansion of a long-standing employment use
- Expansion would follow right-of-way of proposed Highway 6 By-pass
- Lands are considered prime agricultural but constrained due to MTO expropriation, existing non-agricultural uses, existing roads, irregular shape
- Would provide for potential residential severances
- Represents a minor increase of the total area of hamlet

Staff also recommends that the hamlet boundary be further extended westerly to include lands up to the intersection of Concession 1 Road and the Highway 6 By-pass, which are largely comprised of rural residential lots. The hamlet boundary in the final draft of OPA 119 has been revised to reflect these changes.

The second request is to add lands south of the proposed Highway 6 By-pass. Staff are not recommending that the proposed Hamlet of Puslinch be extended southerly to include the northern fields of Part of Lot 27, Gore Concession as the future Highway 6 By-pass represents a logical southerly limit of the Hamlet.

Figure 1 Requests to Expand Hamlet of Puslinch



Centre Wellington Heritage

Public comments seek to introduce detailed mapping and text changes to OPA 119 which would appear to have the effect of prohibiting intensification of any kind in the Fergus and Elora-Salem heritage area overlays. While the Growth Plan requires conservation of cultural heritage resources, this is not the same as a development prohibition.

There are policies already in place in the County Official Plan setting out requirements for heritage impact assessment and conservation plans. This type of study determines if any significant cultural heritage resources are impacted by a development proposal, whether the impacts can be mitigated and by what means. This allows for residential intensification requests requiring planning approvals to

be evaluated on a case by case basis within the context of the proposal and local cultural heritage resources.

The Provincial Growth Plan is based on an “intensification first” approach and a minimum residential intensification target of 20% has been in place in the County Official Plan since 2009. Largely due to cultural heritage resources in Centre Wellington, County Council has supported a request for an alternative intensification target of 15%. If approved by the Province, the reduced target will be implemented through a subsequent amendment to the County Official Plan.

Centre Wellington Natural Heritage System

Public comments raise concerns that the Official Plan and OPA 119 do not define and map a County Growth Structure with a Natural Heritage System. The County Official Plan currently identifies a Natural Heritage System on Greenbelt Plan schedules for Puslinch and Erin. The identification of a Natural Heritage System for the remainder of the County will be part of future technical work through the MCR and these comments will be considered at that time.

Natural heritage features and areas are currently identified on the land use schedules for each municipality in the Official Plan. The policy protections (and restrictions in local Zoning By-laws) for such areas continue regardless of whether or not they are shown on the new Growth Structure Schedules. The terms “natural heritage features and areas” and “Natural Heritage System” do not appear in OPA 119 because they are already defined terms contained in the Official Plan.

7.0 Provincial Comments

As legislatively required, our office circulated Draft OPA 119 to the Ministry of Municipal Affairs and Housing on October 4, 2021. The statutory 90-day minimum window was satisfied in early January 2022. While staff would always prefer to work with Ministry staff to address any potential policy matters, to date we have not received input and prefer not to delay this Amendment any further. As the approval authority for the Amendment, the Province is in a position to make changes to OPA 119, if necessary.

8.0 Final Draft Official Plan Amendment

The final draft County Growth Structure Official Plan Amendment being recommended in this report may be found at the following link: [Link to Final Draft OPA 119 and Companion Document](#)

Changes made to the Final Draft are highlighted in the companion document.

9.0 Conclusion

Staff are satisfied that OPA 119 is consistent with the Provincial Policy Statement (2020), has regard for matters of provincial interest, and is in conformity with the Growth Plan (2019) and Greenbelt Plan (2017) subject to Provincial acceptance of the Regionally Significant Economic Development Study Area and the Hamlet of Puslinch. Public concerns have been considered and addressed. In our opinion, OPA 119 represents good planning and is in the public interest.

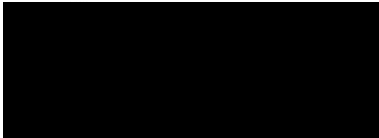
10.0 Recommendations

That pursuant to section 26 of the Planning Act, County Council declares that Official Plan Amendment 119 – County Growth Structure (a) conforms with the Growth Plan for the Greater Golden Horseshoe and Greenbelt Plan, subject to Provincial acceptance of the Regionally Significant Economic Development Study Area and the Hamlet of Puslinch; (b) has regard for matters of provincial interest in section 2 of the Planning Act; and (c) is consistent with the Provincial Policy Statement.

That a by-law adopting County of Wellington Official Plan Amendment 119 be approved.

That the County Clerk forward the report to the Ministry of Municipal Affairs and Housing and to Member Municipalities.

Respectfully submitted,



Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning

- Appendix A Public Open House Meeting Summary
- Appendix B Public Meeting Minutes
- Appendix C Summary of Comments and Responses

Appendix A

OPA 119 Public Open House Meeting Summary

Wellington County Official Plan Review

OPA 119 Virtual Public Open House Meeting Summary

Prepared by LURA Consulting

Background

The County of Wellington is currently reviewing its Official Plan (OP) to complete a Municipal Comprehensive Review (MCR) and a 5-year review of its Official Plan as specified under Section 26 of the *Planning Act*. An MCR is part of the OP review process. It establishes a long-term vision and planning framework for a municipality that fosters a sustainable approach to future growth and economic development. The County is doing this to prepare for additional population and employment growth and ensure that the updated OP supports healthy, compact, and complete communities in Wellington as directed through *A Place to Growth: Growth Plan for the Greater Golden Horseshoe*.

In June 2021, the County released its MCR Phase 1 Report ([review the report](#)). It held a virtual public open house ([review the presentation](#) and [read the consultation summary](#)) to discuss the recommendations prepared by consultants Watson & Associates Economists Ltd. relating to Urban Structure and Growth Analysis. Official Plan Amendment (OPA) 119 implements part of the growth management technical work from Phase 1, including:

- Adding new policies for complete communities
- Revising and mapping the County growth structure based on servicing
- Adding new policies for the Regionally Significant Economic Development Area in Puslinch
- Re-designating the existing historic rural settlement of Puslinch as a Hamlet
- Other technical and formatting changes

Meeting Promotion

Members of the public who wished to join the Virtual Public Open House were requested to register in advance. Individuals could also join the meeting by phone.

A public notice regarding the Virtual Public Open House was published in the Wellington Advertiser two weeks before the meeting. The meeting was also promoted through the County's social media platforms.

Meeting Overview

The Virtual Public Open House was held on January 31, 2022, with a purpose to:

- Provide an update on the County of Wellington's Official Plan Amendment (OPA) 119
- Gather feedback and answer questions about Wellington County's OPA 119

The meeting presentation was posted in advance on [Plan Well](#), the County of Wellington's Official Plan Review website, to allow participants to review it beforehand or follow along if they joined the meeting by phone.

In total, 58 participants joined the meeting.

Susan Hall (Facilitator from LURA Consulting) began the meeting with an introduction and overview of the meeting agenda. Sarah Wilhelm (Manager of Policy Planning at the County of Wellington) provided introductory remarks and delivered a presentation on the following areas of the County of Wellington's OPA 119:

- Policy Context and Provincial Planning Policy Structure
- Municipal Comprehensive Review (MCR) and Work Plan
- Complete Communities
- County Growth Structure
- Revised Settlement Hierarchy
- Regionally Significant Economic Development Area (RSEDA)
- Re-designating Puslinch as Hamlet
- Consultation to Date

Susan Hall facilitated a discussion to receive feedback and comments from participants. A summary of the facilitated discussion is provided below.

What We Heard

General OP Review and MCR process

Participants were invited to ask questions and share their comments regarding the County of Wellington's Official Plan Amendment (OPA) 119.

The questions, answers, and comments are included as follows. Questions are marked by a 'Q', comments are marked with a 'C', and answers and responses are noted with an 'A'.

General

Q: Is more detailed information, such as technical reports, available online?

A: Yes. Information about the MCR process can be found on the County's MCR webpage, [visit the PlanWell webpage](#) – this webpage includes presentations, summaries, and technical reports under the "Public Consultation" tab. If any questions

are not addressed on the website, individuals can contact Sarah Wilhelm or Jameson Pickard by emailing planwell@wellington.ca.

Q: When do you expect to have final approval from the Province?

A: The deadline is July 1, 2022. So far, no comments have been received from the Province regarding the Official Plan Amendment, but the goal is to have this fully approved before the July 1 deadline. However, the final approval for the Official Plan review will require additional technical work and other phased amendments after July 1.

Q: Will the current economic benefits of the land be examined, such as produced food and carbon sequestered?

A: This is something that the County can take away and look at in more detail. This gets into the intersection of climate change policies and will be a component of the work done through the overall Official Plan review. At this point, the study areas must first be determined.

Q: How do we file our concerns about the ponds and wetland areas classified under Primary Agriculture?

A: If there are wetlands mapped in the current Official Plan, those would be considered part of the environmental review of the study area. If there are any specific concerns, individuals can mention them during the meeting or reach out to Sarah Wilhelm or Jameson Pickard at the County, so these can be captured in future reports.

Q: Does the Township know when environmental sensitivity studies will be completed for the study area?

A: Provincial approval of the OPA is required first to establish a study area. Once this is defined, the Township and County can proceed with studying the area. It would be premature to start doing any detailed technical work until the study area is determined.

C: All future maps should show the Areas of Natural Scientific Interest (ANSI) so that these areas are not forgotten when doing reviews by various agencies. There are significant ANSIs in the southwest section of the study area, and one large area is included in the study area. ANSIs must be preserved into the future under the provincial Heritage and Conservation Act.

A: Currently, the ANSIs are shown on the Puslinch land use schedule in the County Official Plan. A future environmental review will examine natural features within the study area.

Q: When will the excess lands designated within the Wellington North Township be reviewed and declared so the public knows which lands are impacted? Is this part of OPA 119?

A: This is not part of OPA 119. The concept of excess lands is part of the Phase 2 work currently being undertaken by Watson & Associates Economists Ltd. County staff are scheduled to present at the Wellington North Township Council meeting on February 7, where they will discuss the implications of excess lands.

Q: Why is Morriston being moved to a secondary urban settlement?

A: Re-classifying Morriston to the secondary urban settlement category relates to servicing, its small size, and the Province's methodology for determining land needs. The Highway 6 By-pass will happen regardless of how Morriston is categorized. There is an area of land between the Morriston boundary and the Highway 6 By-pass within the study area where the appropriate land use has not been fully identified yet. This area might allow for a small amount of residential development or other types of development. It is also possible to have some limited development on private services for industrial employment uses if it's a dry industrial use. Additionally, the study area includes a servicing strategy, which would be looked at in detail at the study stage.

Q: How far down the line are discussions about bringing new employment lands into the inventory to make up for those lost to the highway?

A: The study area must first be selected before new employment lands can be determined. This will require a more detailed study.

Hamlet

Q: Why are Hamlets being moved to a different designation? What does this mean?

A: Hamlets are being re-assigned from the urban system to the rural system. This is to recognize that the amount of growth allocated to these areas is a low level of growth. This aligns with provincial policies defined in the Growth Plan. The land use policies applicable to the hamlet designation remain the same, but they will be treated differently in the context of the Growth Plan.

Q: What is the driver behind recognizing the Historic Hamlet of Puslinch? Is there an active interest in residential or commercial subdivision plans?

A: The driver behind recognizing this area was the historic policy in the 1988 Official Plan. Currently, there is no information on whether there is any interest in residential or commercial development. This is not considered under the current designation. The County has received some comments related to the Hamlet's boundary, which will be acknowledged in subsequent County reports.

Greenfield Areas

Q: Will Greenfield Areas receive a designation, and when will they be implemented?

A: The Designated Greenfield Areas are already in effect as a policy area within the Official Plan. When looking at the land use schedules, there are designations in place for each urban centre within the Official Plan for Greenfield Areas.

Q: What are the odds of Greenfield Areas being reviewed and rezoned? What would be the likelihood of future development areas being modified?

A: The settlement area boundary review is included in the technical work for Phase 3 - future development areas will likely be a part of that work. The land needs assessment assesses how future development areas can add to the land supply. The review and re-designation of future development areas would follow the land needs assessment and would be something that the County undertakes as part of Phase 3.

Regionally Significant Economic Development Area

Q: The Township of Puslinch established industrial development areas in their 2018 Zoning Bylaw. Why does the Regionally Significant Economic Development Area study look at a much larger area than what the Township had identified?

A: The Township of Puslinch did some work in their Zoning By-Law which identified the industrial parcels that have not yet been developed and discovered that there aren't many left. There are forecasts in the Official Plan for residential and employment growth. In 2016, Puslinch exceeded its 2041 forecasts for employment growth. This indicates rapid rural employment growth, which is why the Regionally Significant Economic Development Area study looks at a much larger area.

Q: What is the purpose or reason behind extending the northwestern boundary of the Regionally Significant Economic Development Area study further west of Highway 6?

A: The existing rural employment areas on the west side include a right-of-way with a 45-meter offset which takes away a lot of the designated land. In addition to that, some access constraints will happen based on the interchange's design. This means that the land would not be developed for employment purposes and requires closer analysis from the project team. Comments have been received from residential properties, opposite the westerly limit, about the prospect of having employment uses extended. As this study continues, the project team will be engaging again to discuss this in more detail.

Q: Changing the boundary of the Regionally Significant Economic Area Study to the west of Highway 6 cuts through primary agricultural land. This area already has a mid-block added to the area, and some residents are not comfortable with this additional potential change. When will this change be announced, and if it goes through, will the area no longer be classified as Primary Agriculture?

A: There is no certainty on whether the boundary would be changed, but all comments received to date will be considered when making recommendations to the planning committee and County Council. Whether that area will continue to be classified as Primary Agriculture requires further study. These decisions would be made in the future and will require public input.

C: Many people have moved to Puslinch for rural living. Many people live in this area because they want to find a rural landscape close to the city. That is one of the reasons why there are not as many residential developments in the area.

Q: If the land is within the Regionally Economic Development Area study but not within the Highway 6 extension study, can land use amendments be submitted before the final decision on OPA19?

A: If an individual wants to proceed with a particular proposal, they can contact County staff. However, if the proposal is not permitted under the current rural designation, it is suggested that the proponent wait until the study is completed. Individuals cannot be prevented from applying, but they are encouraged to reach out to policy or development staff to discuss the nature of their proposal before they file.

Q: What are the plans to manage the existing endangered species in the Greenbelt Areas within the context of the Regionally Significant Economic Development Area study?

A: Environmental concerns would need to be looked at on a site-specific basis and would have to be reviewed in more detail through the study.

[Wellington 36](#)

Q: What effect can the OPA have on a property located in Wellington 36? Do you plan on having any industrial development in the near future? Is there any potential of having a lot severance or a full-on development of Wellington 36?

A: As it stands, the intention is not to make any changes outside of the study area. However, anyone is welcome to share any comments related to their property. County staff will review these comments.

Q: Does the Settlement Area Boundary Review include Wellington 36?

A: A triangular piece of land north of Wellington 36 is included within the study area and will be reviewed further in the study. If there are any comments about the boundary, individuals should reach out to County staff.

Puslinch

Q: There's a minimal supply for residential development in the Puslinch area. Why aren't more lands being added to this type of land use? Is the County waiting for the landowners to come forward and say that this is what they would like to do?

A: Landowners are always welcome to provide their comments and feedback. However, the provincial policy environment is highly restrictive, and new estate residential subdivisions are no longer permitted. The Growth Plan and the Greenbelt Plan do not allow residential developments to be expanded or newly developed unless it has an existing designation. The County Official Plan also prohibits this kind of development.

Q: Caledon has multiple developments within their boundary. Why is Puslinch not allowing residential developments?

A: It isn't easy to compare the policies of two different Official Plans. Caledon might already have existing designations in their Official Plan that allow for that type of development, whereas Puslinch does not.

Q: Is there a plan for bringing services like sewer and water to Puslinch? If so, are there reports on how this will be served to the area we can review?

A: There was a study completed about the feasibility of municipal services for certain areas within the Township of Puslinch, and this information is available on the [Township of Puslinch's website](#).

Applications and Process

Q: Can planning applications (i.e. zoning, site plan, etc.) still be submitted for properties identified within the Regionally Significant Economic Development Area (RSEDA) before the area has been officially studied?

A: The point of identifying the study area is to study it comprehensively and then look at what areas require land-use changes. It is not ideal to start initiating planning applications in advance of this study as its findings may require alterations to the application. The identification of the study area is not meant to prohibit development that is in keeping with current land use designations and zoning.

Written Feedback

Following the meeting, the County of Wellington received one submission by email. The following key points were raised through written feedback:

- Ensure that Planning Impact Assessments also include exterior design factors and support these assessments with Urban Design Guidelines.
- Develop planning policies for Secondary Urban Centres that take exterior built form into account, and ensure similar policies exist for major centres.
- Adjust the intensification criteria in residential land use designations to emphasize high quality of architectural design.
- Implement deconstruction policies that discourage outright demolition and encourage recycling of preservable materials.
- Consider using Model Urban Design Guidelines to steer the process for smaller lower-tier municipalities without the resources to develop their guidelines.

Wrap Up and Next Steps

Susan Hall of LURA Consulting provided participants with the project team's contact information for any additional feedback and wrapped up the meeting. Participants can provide their feedback and comments until February 13, 2022. Members of the public can contact the project team by email or by phone at:

Contact: Sarah Wilhelm, Manager Policy Planning

Phone: 519-837-2600 ex 2130

Email: planwell@wellington.ca

Mailing Address: ATTN Planning Department

74 Woolwich Street

Guelph, ON

N1H 3T9

Appendix B

OPA 119 Public Meeting Minutes



COUNTY OF WELLINGTON

PUBLIC MEETING MINUTES

OPA 119

10:30 am, Thursday February 10, 2022

County Administration Centre

Zoom

Planning Committee Members: Warden Kelly Linton, Planning Chair Allan Alls, Councillors Davidson, Lloyd and McKay

Also in Attendance: Councillors Campbell, Cork, O'Neill and Seeley; Puslinch Township Councillors Bailey, Goyda and Sepulis

County Staff:

Scott Wilson, CAO

Ken DeHart, Treasurer

Donna Bryce, County Clerk

Nicole Cardow, Deputy Clerk

Mark Montgomery, IT

Aldo Salis, Director, Planning and Development
Department

Sarah Wilhelm, Manager of Policy Planning

Curtis Marshall, Manager of Development
Planning

Meagan Ferris, Manager of Planning and
Environment

Karen Chisholme, Climate Change and
Sustainability Manager

Jameson Pickard, Senior Planner (Policy)

Zach Prince, Senior Planner (Development)

Matthieu Daoust, Planner

Members of the Public: There were 31 members of the public who attended the online meeting. Staff have recorded their names in the project file as part of the public record.

OPENING OF MEETING

Chair Alls welcomed everyone and called the meeting to order.

STATEMENT READ BY CHAIR

Chair Alls read the following statement:

This meeting is to provide information, comments and input for Planning Committee and Council. County Council has not taken a position on the matter; County Council's decision will come after full consideration of input from the meeting, submissions from the public and comments from agencies.

If you wish to be notified of the decision of the Corporation of the County of Wellington in respect of the adoption of the proposed Official Plan Amendment, you must make a written request to the Director, Planning and Development Department, County of Wellington, 74 Woolwich Street, Guelph, Ontario, N1H 3T9.

Official Plan Amendment 119 requires approval from the Minister of Municipal Affairs and Housing. Pursuant to Section 17(36.4) of the Planning Act there is no appeal in respect of a decision of the approval authority if the approval authority is the Minister.

PRESENTATION OF PROPOSED OFFICIAL PLAN AMENDMENT

Chair Alls invited Sarah Wilhelm, Manager of Policy Planning to make a presentation about the proposed amendment. Ms. Wilhelm's presentation covered the following points:

- Purpose of meeting
- Provincial, County and local planning policy context
- Municipal Comprehensive Review context and work plan
- Purpose of Official Plan Amendment 119 (OPA 119)
- Complete communities, County structure and County growth structure
- Regionally significant economic development area (RSEDA)
- Re-designating Hamlet of Puslinch
- Other minor OPA 119 changes
- Future implementation matters, consultation to date and next steps

Presentation slides are available at www.wellington.ca/planwell.

PUBLIC INPUT

Janet Harrop had no comments to provide on the Amendment at this time.

Barclay Nap raised four main concerns:

1. The subjects being looked at in the Amendment that should be separated in two: part 1) the identification of the Hamlet of Puslinch and part 2) the identification of lands in the Township for future growth.
2. The economics being looked at in the Regionally Significant Economic Development Area (RSEDA) should include the current economic benefits of farm lands.
3. Large amounts of land included in the RSEDA.
4. Loss of food production lands which should not be simply viewed as empty space.

Neal DeRuyter, planning consultant representing Bryan's Farm Equipment in south Puslinch, indicated support for the proposed Hamlet of Puslinch. He requested that the proposed boundary be adjusted to include additional lands owned by his client to provide additional opportunity for expansion of the business.

Steven Pham, planning consultant for 492 Seventh Line in the Township of Guelph/Eramosa, requested expansion of the Rural Employment Area designation onto his client's lands. He also supports retention of policies in the Official Plan allowing for expansion of Rural Employment Areas.

Jeffrey Wilker, legal representative for George Good in northern Puslinch, advised of his client's active development applications for a 22 lot expansion to the existing Audrey Meadows subdivision. His opinion is that this would be an infilling and rounding out of an existing rural settlement area.

He urged the Committee to review his various written submissions detailing his client's concerns regarding this Amendment. He expressed his client's objections to the County's Municipal Comprehensive Review process and to deleting existing Official Plan policy 6.4.7 dealing with rural settlements.

He recommended that the County either defer OPA 119; delete part 6, number 29 from OPA 119; or recognize his client's proposal within OPA 119.

Linda Barkovsky support the comments offered by Mr. Nap. She expressed her concerns with the impact of additional industrial development on water supply.

Councillor Lloyd noted receiving letters about the amount of land needed to expand settlement areas (approximately 1,200 ac, 1,000 ac of which is in the Centre Wellington Area) and the impact on prime agricultural land. She noted this is a big concern for the agricultural community.

Councillor Lloyd also asked (1) Whether heritage matters are guided by local municipalities or is it something the County Official Plan deals with? and (2) Does the County Official Plan have heritage areas outlined that can or cannot be intensified for housing?

Sarah Wilhelm advised that the Township of Centre Wellington has its own Official Plan and the heritage area overlays are identified within it and clarified that the County looks to the local municipalities to largely deal with heritage matters. Centre Wellington has a heritage planner on staff, a local heritage committee and maintains the heritage register. There are also heritage policies in the County Official Plan.

Bill Sims noted that the OPA 119 maps do not show any of the ANSIs (Areas of Natural and Scientific Interest) in the area under review in Puslinch and that these areas should be protected.

Aldo Salis clarified that OPA 119 does not remove any ANSIs and these features will need to be considered if and when the Township proceeds with the review of the study area.

CLOSING

There being no further comments or questions from the public, Chair Alls encouraged those in attendance to put their comments in writing to record their interest in the matter and/or request a notice of decision.

Chair Alls thanked everyone for attending the meeting and declared the public meeting closed at 11:36 am.

Appendix C

Summary of Comments and Responses

Table C1	MUNICIPAL Comment and Response Table
Table C2	INDIGENOUS COMMUNITY Comment and Response Table
Table C3	AGENCY Comment and Response Table
Table C4	PUBLIC AND STAKEHOLDER Comment and Response Table (none received for Erin or Mapleton)
Table C4.1	COUNTY-WIDE
Table C4.2	CENTRE WELLINGTON
Table C4.3	GUELPH/ERAMOSIA
Table C4.4	MINTO
Table C4.5	PUSLINCH
Table C4.6	WELLINGTON NORTH

Appendix C

Table C1 MUNICIPAL Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
<p>MINTO Council Reports and Recommendations: December 7, 2021 & February 15, 2022 MUN</p>	<p>Council comments of December 7, 2021:</p> <ul style="list-style-type: none"> • That Minto Council oppose removal of section 6.4.7 from the County Official Plan so that existing rural settlements remain recognized as provided for in Provincial Policy and the Growth Plan so that minor infilling and rounding out is permitted under specific conditions. • That Minto Council re-iterate the need for: <ol style="list-style-type: none"> 1. clear policies in the comprehensive review around urban boundary expansions up to 40 ha and where there is no net increase in land supply to encourage flexibility, reduce boundary rigidity and to increase land development opportunity; 2. policy to allow urban areas to be expanded, outside the comprehensive review, where population and employment targets are exceeded, including re-allocation of surplus growth from municipalities not meeting targets. <p>Council comments of February 15, 2022:</p> <ul style="list-style-type: none"> • That Council encourage the County to retain Section 6.4.7 of the Official Plan with clarifying policy. 	<p>County staff responded to the December 7, 2021 Town of Minto comments in a letter of February 4, 2022. As part of that correspondence staff committed to review policy 6.4.7 to see if it could be modified to allow it to be retained in the Official Plan.</p> <p>As a result, changes are recommended to OPA 119 to retain a modified version of section 6.4.7 under the secondary agricultural area designation to be named “rural clusters”.</p> <p>See report for additional detail.</p>

Table C2 **INDIGENOUS COMMUNITY Comment and Response Table**
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Saugeen Ojibway Nation November 4, 2021 OPA119-001I	The Saugeen Ojibway Nation’s Environment Office does not have the resources to engage in consultation on this project. If anything of archaeological interest is revealed on site, please contact the SON Environment immediately.	OPA 119 does not require an archaeological assessment, however, this comment is noted for future phases of MCR technical work.

Table C3 **AGENCY Comment and Response Table**
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Conservation Halton November 15, 2021 OPA119-001C	No comments on OPA 119. Will focus feedback on any amendments to natural hazard, source protection, water resource and natural heritage system policies, etc.	Comments noted. No changes to OPA 119 requested.
Saugeen Conservation November 30, 2021 February 2, 2022 OPA119-002C	SVCA finds the changes to the general working and schedules of the Official Plan to be acceptable	No changes to OPA 119 requested.
Hamilton Conservation Authority December 7, 2021 OPA119-003C	HCA staff are not supportive of removal of Regionally Significant Economic Development Area (RSEDA) from the Greenbelt Plan. Request to be advised of any proposal related to Greenbelt Plan in this regard. If OPA 119 is approved, request that the HCA be circulated with the proposed terms of reference for the study area work and to be circulated with any associated environmental studies.	Comments noted. No changes to OPA 119 recommended.

Table C3 **AGENCY Comment and Response Table (continued)**
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Upper Grand District School Board December 9, 2021 OPA119-002A	Do not object to the proposed OPA. County should encourage complete communities by including pedestrian connections (sidewalks, walkways or trails) to schools, particularly from higher density residential development.	No changes to OPA 119 recommended. These comments will be considered as part of the transportation component of the Official Plan Review. The transportation policy review will include development of active transportation policies and will be implemented through a future OPA/OPAs as part of the phased Official Plan Review.
City of Guelph December 10, 2021 OPA119-003A	Preliminary comments of concern with Regionally Significant Economic Development Study Area and request further consultation with the City (Water Services, Economic Development and Planning Services). Request revision to section 4.7.1 (Distinct Urban-Rural Boundary) to clarify that it applies to the City of Guelph.	County planning staff gave a presentation about OPA 119 and proposed growth allocations at a Guelph Water Supply Master Plan meeting on January 17, 2022. County planning staff also provided the presentation to City planning staff. City planning has made no further requests to meet or follow up comments. Changes to OPA 119 text recommended to clarify that section 4.7.1 applies to adjacent Cities.
Wellington Source Water Protection December 22, 2021 OPA119-005A	Provide detailed edits mostly related to defined terms and acronyms. Expect source protection and water related amendments will mostly occur in future OPAs as part of the County’s phased Official Plan Review.	These comments will be considered as part of the source water/water policy review. The source water/water policy review will include development of revised/ updated policies and will be implemented through a future OPA/OPAs as part of the phased Official Plan Review. Changes to OPA 119 text and mapping recommended to include the following: “Please note that the SPPs are amended from time to time and for up to date vulnerable area mapping the reader should consult the specific SPP.”

Table C4.1 COUNTY-WIDE PUBLIC Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
<p>Wellington Federation of Agriculture (WFA) December 9, 2021 OPA119-004A</p>	<p>WFA emphasized the importance of agriculture and agriculture planning:</p> <ol style="list-style-type: none"> 1. Agriculture requires a systems approach to deal with complexity and work in an integrated manner, so that proposed solutions are fit for both the problem they address, and the main objectives being pursued for the system as a whole. 2. Developing a Regionally Significant Economic Development Area along the Highway 401 and 6 corridors cannot fragment farmland or take land out of agricultural production. 3. Maintain the County of Wellington “Agriculture First” principles that protect and support agricultural uses and normal farm practices. <p>WFA wishes to continue to collaborate with the County through the MCR process.</p>	<p>If approved by the Province, the policies for the study area include a requirement to incorporate an agricultural review.</p> <p>Staff is also in the early stages of the County-wide agricultural mapping and policy review component of the MCR and has retained Planscape Inc. to assist with this work.</p> <p>The County will continue to collaborate with the WFA through the MCR process, including the above matters.</p>

Table C4.2 CENTRE WELLINGTON PUBLIC Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
<p>Member of Public October 26, 2021 OPA119-001P</p>	<p>Concerned that the Official Plan/OPA 119 do not define and identify a County Growth Structure which respects and applies a Natural Heritage System. Draft OPA 119 do not include the term “natural heritage” or “natural heritage systems”. Requests that the County implement a Natural Heritage System together with consideration of policies and targets for growth/intensification through OPA 119.</p>	<p>No changes to OPA 119 recommended.</p> <p>See report for discussion. Also see comments under record OPA119-018P(A) and (B).</p>
<p>Paul Britton, MHBC November 9, 2021 OPA119-003P</p>	<p>Comments on behalf of Cachet Development Partners Inc. regarding lands located to the south of Sideroad 15, west of Gerrie Road, east of Irvine Road in the Township of Centre Wellington. Supportive of hierarchy of settlement areas and identification of Elora as a primary urban centre.</p> <p>Request that County consider deleting the words “build out and eventual” from “The build out and eventual expansion of primary urban centres is therefore a logical outcome of this policy direction....”</p>	<p>No changes to OPA 119 recommended.</p> <p>The text requested to be amended is part of the current section 4.8.1 official plan policies.</p>
<p>Member of Public February 9 & March 9, 2022 OPA119-018P(A)</p>	<p>Comments requesting revisions to OPA 119 to add new schedules to the County Official Plan to duplicate land use plans in the local Official Plan and identify significant cultural heritage landscapes (CHLs) which are not currently identified in the local Official Plan.</p> <p>Various other revisions are also requested, some of which seek to direct the Township to analyze intensification within the heritage area overlay/CHLs in the built-up areas of Fergus and Elora/Salem. Other comments propose restrictive policies for intensification.</p>	<p>No changes to OPA 119 recommended.</p> <p>The Township of Centre Wellington will determine next steps, priorities and approaches for significant cultural heritage resources in the municipality.</p> <p>The County has received no objections to the request for an alternative intensification target of 15% from any Member Municipalities.</p>

Table C4.2 CENTRE WELLINGTON PUBLIC Comment and Response Table (continued)
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
<p>Member of Public February 1, 2 and 17, 2022 OPA119-018P(B)</p>	<p>Comments requesting the revisions to OPA 119 to add a study area for a regionally significant Centre Wellington heritage area and add Fergus and Elora heritage area overlays in Centre Wellington Official Plan to County Official Plan.</p> <p>Concerned that OPA 119 does not address climate change, change Greenlands features mapping or introduce a natural heritage systems approach and that intensification is being fast-tracked in Centre Wellington.</p>	<p>No changes to OPA 119 recommended.</p> <p>The Township of Centre Wellington will determine next steps, priorities and approaches for significant cultural heritage resources in the municipality.</p> <p>The County Official Plan has contained the minimum greenfield density target (40 persons and jobs per hectare) and minimum residential intensification target (20% within the built-up area) since 2009. OPA 119 does not propose to make changes to the targets for any of the municipalities in Wellington County. The County has requested an alternative intensification target of 15% on the basis of technical work completed by Watson & Associates. If approved by the Province, the reduced target will be implemented through a subsequent amendment to the Official Plan.</p> <p>Climate change and natural heritage features/system will be addressed as part of the municipal comprehensive review.</p>
<p>ACO Representative, Wellington Branch February 10, 2022 OPA119-032P</p>	<p>ACO Wellington Branch supports February 9, 2022 submission OPA119-018(A) requesting important revisions necessary in determining appropriate growth and intensification allocation targets for the Township of Centre Wellington.</p>	<p>See comments above under record OPA119-018P(A) and (B).</p>

Table C4.3 GUELPH/ERAMOSIA PUBLIC Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Cam Lang, BGS Homes November 11, 2021 OPA119-005P	5700 Wellington Road 86, Guelph/Eramosa Township Comments regarding their interest in the Ariss Valley Golf and Country Club. Noted that the Recreational designation which applies to the property in the current Official Plan does not appear on the land use schedule in OPA 119.	Recommend correction as suggested.
Caitlin Port, MHBC December 10, 2021 OPA119-013P	Comments on behalf of Barbara Deter regarding lands east of the Highway 124 Hamlet Area, Guelph/Eramosa Township. Request to expand the Highway 124 Hamlet Area or the Rural Employment Area along Highway 124 onto the site and nearby lands. Request to be updated on MCR process.	No changes to OPA 119 recommended. The proposal for this site has been filed as a Settlement Area Boundary expansion and Rural Employment Area expansion request, which will be considered as part of the future Phase 3 MCR technical work.
Andrew Walker, GWD December 10, 2021 July 15, 2021 May 12, 2021 OPA119-022P	8531 Highway 7, Guelph/Eramosa Township Comments on behalf of Bala Balasingham (owner). Request to expand Rockwood to include property. Request to be notified.	No changes to OPA 119 recommended. The proposal for this site has been filed as a Settlement Area Boundary expansion request, which will be considered as part of the future Phase 3 technical work.
Kevin Bechard, Weston Consulting December 3, 2021 OPA119-011P	4952 Seventh Line, Guelph/Eramosa Township Comments on behalf of Amrinder Mangat (prospective owner). Request to expand a Rural Employment Area onto the site and nearby lands.	No changes to OPA 119 recommended. The proposal for this site has been filed as a Rural Employment Area expansion request, which will be considered as part of the future Phase 3 MCR technical work.

Table C4.4 **MINTO Comment and Response Table**
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Steve Wever, GSP December 10, 2021 OPA119-015P	41 Park Street, Clifford, Town of Minto Comments on behalf of prospective owners (Landscouts Investments and Cachet Developments) regarding property at 41 Park Street, partially within the Clifford urban centre. Request to (1) re-designate lands from Future Development to Residential; and (2) expand the Clifford boundary and re-designate the balance of the lands for residential use.	No changes to OPA 119 recommended. The proposal for this site has been filed as a Settlement Area Boundary expansion request, which will be considered as part of the future Phase 3 MCR technical work.
Member of Public December 15, 2021 OPA119-020P	Information requests were not related to OPA 119	No changes to OPA 119 requested.

Table C4.5 PUSLINCH PUBLIC Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Neal DeRuyter, MHBC November 5, 2021 OPA119-002P	Comments on behalf of CBM Aggregates raising concerns with the proposed Regionally Significant Economic Development Study Area policy 9.8.4 which states that the policy allows for other uses “based on need”. Request that the County clarify that the area may also be considered for aggregate uses and/or remove the needs test as it relates to mineral aggregate operations.	No changes to OPA 119 recommended. It is already clear that this is the case as PPS section 2.5.2.1 states that “Demonstration of need for <i>mineral aggregate resources</i>shall not be required...”.
Neal DeRuyter, MHBC November 15, 2021 OPA119-004P	4058 Highway 6, Township of Puslinch Comments on behalf of Bryan’s Farm and Industrial Supply (1649511 Ontario Inc.). Supports the identification of the Hamlet of Puslinch but asks for consideration of expanding the proposed boundary to include additional adjacent lands owned by Bryan’s Farm and Industrial Supply.	Recommend change as suggested. See report for discussion.
Member of Public November 16, 2021 OPA119-006P	Has multiple concerns with the Regionally Significant Economic Development Study Area and boundary across from Sideroad 20 N on the west side of the Hanlon Expressway, including: <ul style="list-style-type: none"> • Disruption to rural lifestyle • Source water protection area • Prime agricultural and candidate areas • Multiple wetlands Mid-block exchange will already increase traffic, noise, reduce agricultural footprint, impact wetlands and reduce rural lifestyle.	No changes to OPA 119 recommended. These comments will be considered as part of the subsequent Regionally Significant Economic Development Area study.
Member of Public November 29, 2021 OPA119-009P	Request that OPA 119 be refused.	No changes to OPA 119 recommended.

Table C4.5 PUSLINCH PUBLIC Comment and Response Table (continued)
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
<p>Member of Public December 8, 2021 OPA119-012P</p>	<p>Comments raise concerns with the proposed Regionally Significant Economic Development Study Area:</p> <ul style="list-style-type: none"> • Much of the area is agricultural land which provides many important functions • Puslinch does not offer the type of affordable housing that new workers drawn to the area would need • Increased traffic/pollution, need for road maintenance • Removal of aggregate before potential development • Direct and indirect impacts on agriculture • Impact on natural heritage features <p>Highway 6 restructuring will create some constrained triangular areas that should be looked at as part of the study.</p>	<p>No changes to OPA 119 recommended. These comments will be considered as part of the subsequent Regionally Significant Economic Development Area study.</p>
<p>Dave Bouck, Meran Holdings December 10, 2021 February 9, 2022 OPA119-016P(A)</p>	<p>Part of Lot 27, Gore Concession, Township of Puslinch Comments requesting modifications to OPA 119 to provide for more growth opportunities, particularly in Puslinch. Do not support the restructuring proposal (particularly the removal of limited growth for rural settlements). Supports the establishment of the Regionally Significant Economic Development Area and the re-establishment of the Hamlet of Puslinch. Request that limit of proposed Hamlet be extended to include northern field of lands identified as Part of Lot 27, Gore Concession.</p>	<p>No changes to limit of proposed Hamlet of Puslinch recommended. See report for discussion.</p> <p>See Table C1 (municipal comment and response table) and report discussion of revisions to section 6.4.7 (rural settlements).</p>

Table C4.5 PUSLINCH PUBLIC Comment and Response Table (continued)
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Dave Bouck, DRS Inc. December 10, 2021 February 9, 2022 OPA119-016P(B)	Part of Lot 31, Concession 7, Township of Puslinch Comments support inclusion of lands within Regionally Significant Economic Development Study Area but recommend including a mix of employment and residential uses, and a modest expansion to Morrison. Do not support eliminating limited growth opportunities for rural settlements.	The proposed policies for the Regionally Significant Economic Development Study Area provide for consideration of other uses based on need, in addition to employment uses. The proposal for this site has also been filed as a Settlement Area Boundary Expansion request, which will be considered as part of the future Phase 3 MCR technical work. See Table C1 (municipal comment and response table) and report discussion of revisions to section 6.4.7 (rural settlements).
Jeffrey Wilker, Thomson Rogers January 28, 2022 December 10, 2021 June 23, 2021 OPA119-017P	Part of Lots 17, 18 and 19, Concession 8, Township of Puslinch Comments on behalf of Audrey Meadows Ltd. raise the following: <ul style="list-style-type: none"> • Ad hoc planning for the municipal comprehensive review • Oppose deletion of policy 6.4.7 for rural settlements and inappropriate reliance on severances • Admission by staff that proposal creates a shortfall in Puslinch • Proposed historic hamlet of Puslinch has significant challenges • Request OPA 119 be amended to include proposal for property 	The County's Official Plan Review has met and exceeded the public consultation requirements of the Planning Act. No changes recommended to OPA 119 for this property. See Table C1 (municipal comment and response table) and report discussion of revisions to section 6.4.7 (rural settlements).

Table C4.5 PUSLINCH PUBLIC Comment and Response Table (continued)
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Eric Davis, Miller Thomson December 23, 2021 OPA119-019P	NE Part of Lot 30, Concession 7, Township of Puslinch Comments on behalf of George Ochrym, Jan Iwaniura and 848838 Ontario Inc. Request that property remain in the proposed Regionally Significant Economic Development Study Area so that their client can take part in the pending evaluation of future land use options.	No changes to OPA 119 requested.
Tony Vaccarello, Commercial Focus Realty Inc. January 25, 2022 OPA119-024P	3989 Highway 6, Township of Puslinch Questions about zoning review for Highway 6 properties and hamlet boundaries.	No changes to OPA 119 requested.
Member of Public January 26, 2022 OPA119-025P	4238 Concession 7, Township of Puslinch Comments requesting that the boundaries of ANSIs (Areas of Natural and Scientific Interest) be shown on notice maps and future drawings for discussion or study purposes.	There are no changes to ANSIs identified in the current Official Plan through OPA 119. The study for the Regionally Significant Economic Development Area will include an environmental review.
Members of Public January 30, 2022 OPA119-026P	4020 Maddaugh Road, Township of Puslinch Comments requesting information about the Hamlet of Puslinch.	Staff provided additional information as requested and no further comments received.
Member of Public February 1, 2022 OPA119-028P	West side of Sideroad 20 N, Township of Puslinch Has multiple concerns with the Regionally Significant Economic Development Study Area and boundary across from Sideroad 20 N on the west side of the Hanlon Expressway, including: destruction of agricultural land, disruption to wildlife and habitat, maintaining rural lifestyle. Even close to Highway 6 would cause light and noise pollution	No changes to OPA 119 recommended. These comments will be considered as part of the subsequent study for the Regionally Significant Economic Development Area.

Table C4.5 PUSLINCH PUBLIC Comment and Response Table (continued)
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Member of Public February 8, 2022 OPA119-030P	4006 Highway 6, Township of Puslinch Comments in support of proposal to re-designate the Hamlet of Puslinch.	No changes to OPA 119 requested.
John Slood, John Slood Investments & Slood Construction Ltd. February 7, 2022 OPA119-031P	Part of Lots 7, 8 and 9, Concession 10, Township of Puslinch Proposal from 2006 to expand Arkell settlement area boundary for a 36 lot subdivision (subject to County Official Plan Amendment OP-2006-06 and Draft Plan of Subdivision 23T-06003, and Township Zoning By-law Amendment applications). Comments raise the following: <ul style="list-style-type: none"> • OPA does not address the needs of the Township and the residential construction businesses in the Township. • Request that the Arkell Settlement Area boundary be expanded to include their subdivision application lands. 	No changes to OPA 119 recommended. The proposal for this site has been filed as a Settlement Area Boundary expansion request, which will be considered as part of the future Phase 3 MCR technical work.
Member of Public February 13, 2022 OPA119-033P	7458 Fielding Lane, Township of Puslinch Comments raise the following: <ul style="list-style-type: none"> • Fully supportive of re-designation of Puslinch as a hamlet and in support of OPA 119. • Puslinch is the economic hub of Wellington County Proximity to Hwy 401, Hamilton, central location in province and a gateway from the 401 	No changes to OPA 119 requested.

Table C4.6 WELLINGTON NORTH PUBLIC Comment and Response Table
County Official Plan Amendment 119 – County Growth Structure

Name/Date/ID	Key Comments	Staff Response
Steve Wever, GSP December 10, 2021 OPA119-014P	Comments on behalf of North Arthur Developments Inc. who has submitted a request for an employment area conversion through privately initiated development applications and as part of the MCR process. Seeking confirmation that: <ul style="list-style-type: none"> • Employment Area designation is based on current Industrial designation of the area in the Official Plan; • OPA 119 is not intended to address employment area conversions • Recommended employment area conversions will be implemented through a subsequent OPA later in the MCR process • OPA does not impact client’s ongoing applications and MCR employment conversion request 	No changes to OPA 119 requested. Employment Area conversions are not part of OPA 119. They will be addressed as part of the Phase 2 MCR technical work and if recommended, will be implemented through a future OPA.
Member of Public February 3, 2022 OPA119-029P	Comments pertained to severance application B32/21 at Wells Street E and Wellington Road 14 and the MCR Phase 2 Land Needs Assessment.	No changes to OPA 119 recommended.

Accelerated High-Speed Internet Program

Municipal Onboarding Webinar

29th August 2022

Today's Presenters

Infrastructure Ontario

Ron Jaikaran

Director, Commercial Advisory & Strategy

Ron.Jaikaran@infrastructureontario.ca

Lisa Liang

Senior Advisor, Commercial Advisory & Strategy

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Ministry of Infrastructure

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Technical Assistance Team

Steve Sauder

Technical Assistance Team

TAT@infrastructureontario.ca

Lily Gearin

Technical Assistance Team

TAT@infrastructureontario.ca

Agenda

- AHSIP Program Overview
- Key Program Resources
 - Guideline 2.0, Legislation & Regulations
 - Broadband One Window (BOW)
 - Technical Assistance Team (TAT)
- Onboarding Summary and Look Ahead
- Q&A



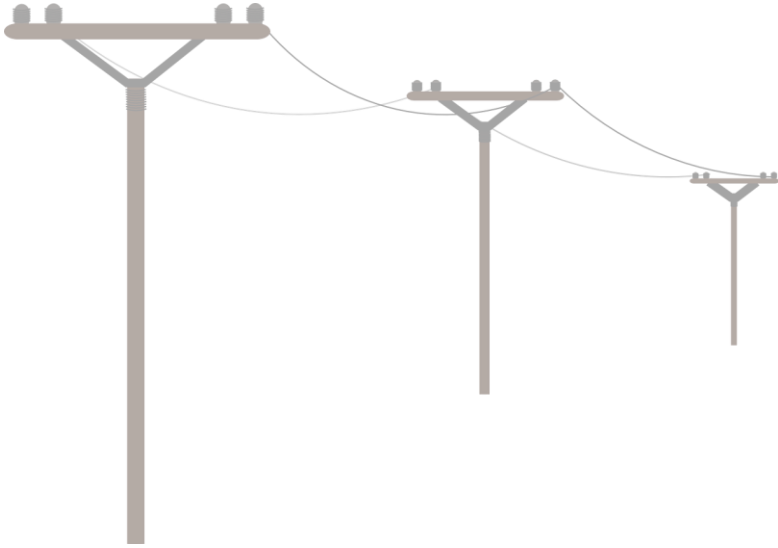
AHSIP Program Overview

The Accelerated High Speed Internet Program is advancing access to high-speed internet connectivity in every region of Ontario

The Accelerated High Speed Internet Program (AHSIP) is a part of the government’s plan to provide nearly \$4 billion worth of investments to support high-speed internet infrastructure deployment and access to broadband (50/10 Mbps) by the end of 2025.

A significant opportunity for municipalities to **improve the quality of life and services delivered to municipal residents.**

AHSIP **streamlines and enhances coordination amongst stakeholders** to ensure the rapid deployment of broadband infrastructure.



The program expedites delivery of internet services **by addressing current barriers in the implementation process to streamline interactions** between municipalities, Internet Service Providers (ISPs), and Local Distribution Companies (LDCs).

Ontario is now **one of the few jurisdictions in Canada** with its own **comprehensive and proactive plan** to bring high-speed internet to every region. The province's commitment to accelerated internet expansion by 2025 is the **largest single investment in high-speed internet**, in any province, by any government **in Canadian history** and positions Ontario as a leader in the transformational **shift to a digital economy.**

Key Program Resources: Guideline 2.0, Legislation and Regulations

Guideline 2.0 (posted on August 18)

On 30th November 2021, MOI issued the Building Broadband Faster in Ontario Guideline. It includes new and best practices, processes, and timelines for rights-of-way, hydro pole attachments and underground infrastructure access. [Guideline 2.0](#) is an August 2022 update per new legislation and regulations.

Amendments to reflect the Building Broadband Faster Act (BBFA) legislative amendments

- Municipal right of way permits, infrastructure data (see next slide)

Amendments to reflect the Ontario Notification System Act (One Call Act) legislative amendments

- Revised sections indicate that the use of a dedicated locator is now mandatory for designated broadband projects

Amendments to reflect a new regulation under the Ontario Energy Board Act (OEBA)

- The Guideline already described a process for an ISP to connect to poles owned by an LDC
- The regulation binds LDCs to certain performance requirements, including overall timelines (see slide 9)

Use of the BOW platform

- Edits to reflect generally when BOW must be used; e.g., a municipality receives a permit request through the BOW

Technical Assistance Team

- Update to indicate that this team has been established, with contact information

Legislation

The legislative framework for broadband includes 3 pieces of legislation working together to reduce barriers to broadband deployment and to support full connectivity by the end of 2025.

Building Broadband Faster Act

Purpose is to expedite the delivery of designated broadband projects, i.e., projects that receive provincial funding.

Ontario Energy Board Act

Authorizes the use of electricity infrastructure for purposes other than providing electricity, when prescribed.

Ontario Underground Infrastructure Notification System Act (One Call Act)

Establishes the locates process in Ontario, run by Ontario One Call.

The *Getting Ontario Connected Act, 2022*, achieved the following key outcomes:

1. Building Broadband Faster Act (BBFA) Amendments

- Establishes requirements for municipalities to comply with a specified service standard for responding to right of way permit requests (10 or 15 days).
- Requires specified parties to disclose data concerning utility infrastructure that that party owns or operates within 10m of a designated broadband project if requested by the Minister or designate.

2. One Call Act Amendments

- Requires the use of a dedicated locator for designated broadband projects, with an exception for transmission infrastructure; once chosen, locates must be completed in 10 business days.

Regulations

Regulations under the BBFA and the OEBA also play a key role in accelerating broadband deployment.

Key regulations include but are not limited to:

Regulation	Description of Key Elements
Ontario Regulation 809/21 – Designated Broadband Projects (under the BBFA)	Designates broadband projects for the purposes of enabling provisions and authorities under the BBFA (e.g. notices and orders) to apply to projects that receive funding from the Ministry of Infrastructure.
Ontario Regulation 410/22 - Electricity Infrastructure Designated Broadband Projects (under the OEBA)	<ul style="list-style-type: none"> • Requires LDCs to comply with set out timelines and processes when working with ISPs on pole attachments (consistent with Guideline) • Provides a list of applicable “material deficiencies” that may allow an LDC to temporarily pause timelines. • Requires LDCs to use of the BOW in cases where ISPs elect to use the BOW for their project. • Sets out dispute resolution processes, expedited timelines for the OEB to respond to disputes, and clarifies the interaction between an OEB order and Minister of Infrastructure’s notice/order.

Key Program Resources: Broadband One Window (BOW)

Introduction to Broadband One Window

Broadband One Window (BOW) is a digital platform designed to support stakeholders involved in the delivery of Ontario’s high-speed internet commitment. BOW addresses barriers and enables collaborative processes by facilitating data access, information and documentation sharing, reporting, and approval timelines to streamline stakeholder coordination and reduce project delays through key functionalities.

Key Functions of BOW



Reduces Project Delivery Risk: Streamlines stakeholder response time to reduce delays/conflicts and improve access to permits.



Real-time Coordination: Facilitates real-time collaboration between stakeholders for technical support management.



Transparency: Enables user access to data, documentation and information sharing amongst stakeholders.



Streamlined Process: Enhances performance reporting and monitoring on a single web interface and provides visibility into project status and progress.

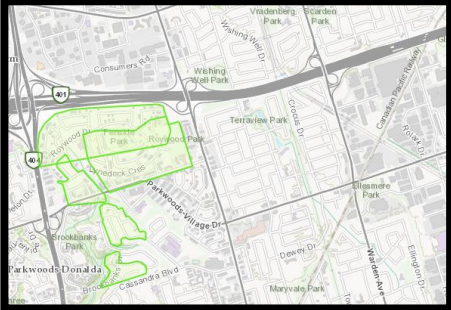
What is the Broadband One Window Approach?

Infrastructure Ontario (IO) will oversee the development and use of the Broadband One Window function and platform. Together, these roles of people, process and technology create the BOW.



People

The team within Infrastructure Ontario has the expertise to manage the process and technology components of the BOW, including overall project management, early dispute resolution, and supports regarding applications and proposals.



Process

Program management of all AHSIP activities from guidance to mediation, which meets the needs of multiple stakeholder groups in the program by providing data access, sharing information and documentation, streamlining approval processes and monitoring project progress.



Technology

The Broadband One Window (BOW) platform, acting as a repository for geospatial data and mapping that enables users to convey information in location-based analytics, and providing easy data access, transparency and enhancements of project datasets.

Major Benefits for All Involved Stakeholders

BOW meets needs of multiple stakeholder groups by providing data access, sharing information and documentation, streamlining approval processes and monitoring project progress. It will provide users with several key benefits:



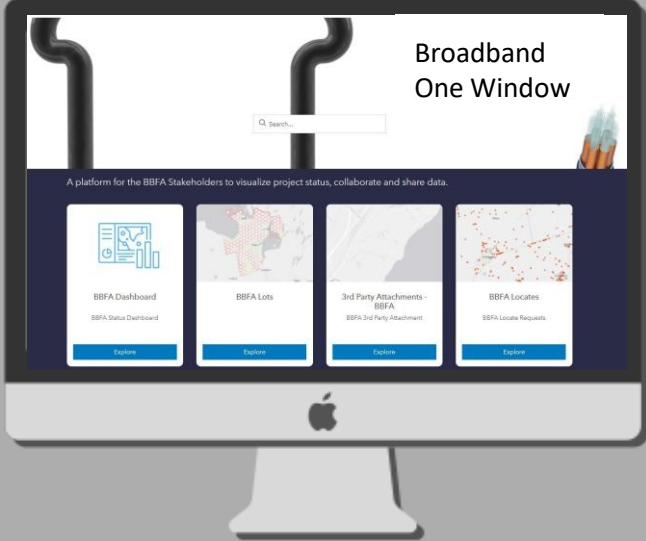
Internet Service Providers

- Manage and track permit requests through the coordination platform
- Submit reporting requirements
- Track progress of projects



Municipalities

- Manage and track municipal permit requests through the coordination platform
- Track progress of projects



Government / Infrastructure Ontario



- Monitor the status of an application and project activity.
- Early identification of issues at the planning stage.
- Accomplishment reporting



Technical Assistance Team

- Monitor and assess project progress
- Identify and help mitigate delays in achieving project completion through the reporting dashboards
- Provide technical support through the TAT support request module



Local Distribution Companies

- Manage and track asset joint use applications through the coordination platform



Contractors

- Tracking of applications and approvals.
- Provision of documents and permits

Key Modules of BOW

BOW includes four key modules to support multiple stakeholder groups by providing data access, information and documentation sharing, streamlining of approval processes and monitoring of project progress.

BOW Modules



ISP Performance Reporting

ISPs will utilize this module to comply with performance reporting requirements. ISPs need to complete the following:

- ✓ Quarterly Progress Reporting
- ✓ Milestone Reporting
- ✓ Operations Phase Reporting



Support Requests

ISPs, LDC's and municipalities will utilize this module to submit requests for support to the Technical Assistance team (TAT).

The TAT will also use this module to track, manage, and resolve support requests from the point of receipt to closure.



Municipal Permitting

Municipalities will utilize this module to manage, review and approve permit requests submitted by ISPs.

This module is intended to enhance the application review process and support municipalities in meeting legislated timelines for responding to permit requests.



3rd Party Pole Attachments

ISPs will utilize this module to access information and submit requests to attach telecommunications facilities to existing LDC poles.

This module enables LDC's to manage, review and approve attachment requests submitted by ISPs and supports LDC's in meeting legislated timelines for responding to requests.

Municipal Permitting Module

This module allows municipalities to manage, review and approve applications submitted by ISPs. This module intends to enhance the process of reviewing applications and enables municipalities to meet legislated performance timelines for reviewing permit requests. The two types of municipal permits are as follows:



Municipal Consent (MC)

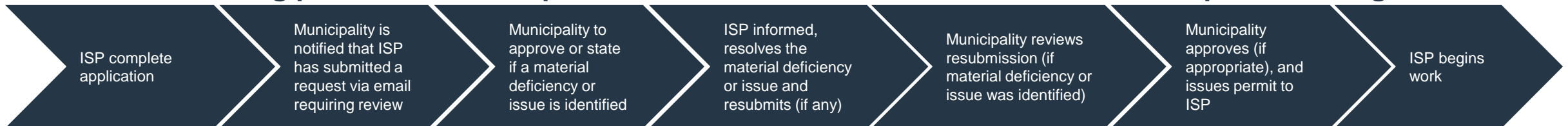
Request to install a new facility or move existing facilities within a Right-of-Way.



Municipal Right-of-Way (ROW)

Request to complete work within a public Right-of-Way.

Refer to the following process flow example to understand how BOW can be used in Municipal Permitting:



Service Standards

- Municipality shall respond within 10 business days of receiving the application, where the proponent requires access to 30 kilometers or less; or within 15 business days for access greater than 30 km; this applies to each respective application (MC and ROW).
- Within 10 or 15 business days, the municipality would either approve the application or inform the ISP of a material deficiency or issue.
- The above legislated performance timelines are covered under the BBFA.

Municipal Permitting Functionality

Infrastructure Ontario

Home Municipal Permits Third Party Request Terms of Use ISP Case Management

MUNICIPAL CONSENT AND RIGHT OF WAY PERMITTING

Municipal Consent and Road Occupancy Permits. Lorem ipsum dolor sit amet, consectetur adipiscing elit, sed do eiusmod tempor incididunt ut labore et dolore magna aliqua. Ut enim ad minim veniam, quis nostrud exercitation ullamco laboris nisi ut aliquip ex ea commodo consequat.

NEW PERMIT REQUEST

Service Area	Application Date	Permit Type	Status	Municipality	
8	7/20/2022	Municipal Consent Permit	Approved	Municipality Name	View
6	7/19/2022	Municipal Consent Permit	Material Deficiency	Municipality Name	View
58	7/9/2022	Municipal Consent Permit	Under Review	Municipality Name	View

Find address or place

N A D A

Lake Superior

Montreal

The Municipal Permitting page shows a listing of ongoing applications (both Municipal Consent Permits and Municipal Right-of-Way) and their status. On this page, ISPs have the option to open a new application.

Once an ISP has submitted a new application, municipalities are notified via email and can use this module to review. After their review, they may approve or state there is a material deficiency or issue. If a material deficiency or issue is identified, the municipality shall inform the ISP of the deficiency or issue and provide them with an opportunity to address it and submit an adjusted application.

The Municipal Permitting module provides users with the ability to:



[Create a New Permit Request](#)



[Access an Existing Permit Request](#)

Requests can be categorized in the following statuses:

Status	Description
Under review	Application has been submitted and is in the process of being reviewed.
Approved	Application has been reviewed and is free of any deficiency or issue.
Material Deficiency	Application has been reviewed and a material deficiency or issue was identified. Submitter may resolve the matter and resubmit for review; if so, the clock for the municipality to review would restart at day 1.

Key Program Resources: Technical Assistance Team (TAT)

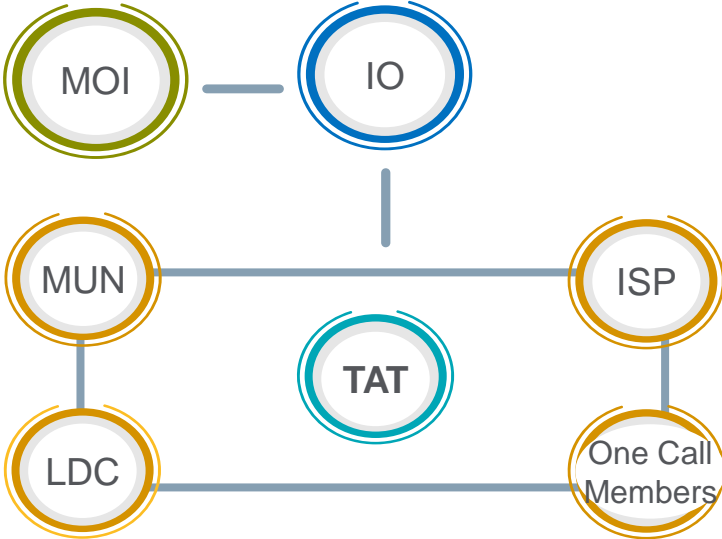
Introduction to Technical Assistance Team

The Technical Assistance Team (TAT) has been established to assist stakeholders with technical and administrative assistance for work required by the AHSIP and other Designated Projects, as requested. TAT also endeavors to improve communications and coordination to support the implementation of designated high-speed internet projects including AHSIP.

Meet the Team

TAT is comprised of subject matter experts in network design and infrastructure.

Steve Sauder, Project Manager	Jamie Uyede, ISP and LDC Lead
Joseph Place, Technical Lead	Steve Murphy, Municipal Lead
Lily Gearin, Commercial Lead	Lawrence Arcand, Industry Liaison Lead
Duy Diep, Project Coordinator	



TAT Members can be reached via TAT@infrastructureontario.ca.

Following the launch of the BOW platform, municipalities (MUN) will be able to submit TAT support requests directly through the platform.

TAT offers a wide array of services across 3 core areas

TAT Core Service Offerings



Broadband Stakeholder Support

- ✓ Develop resources (e.g., FAQs, fact sheets, etc.) to assist stakeholders with understanding the Guideline, legislations and regulations and associated processes related to the AHSIP
- ✓ Provide technical support with general questions and help stakeholders manage unexpected design and construction related complexities
- ✓ Provide support to navigate the BOW platform and enhance stakeholder coordination and communication
- ✓ Support other broadband program teams to deliver their objectives



Permits and Approvals Coordination

- ✓ Engage with stakeholders to understand any existing permitting and approval processes
- ✓ Help stakeholders apply leading practice Right of Way (RoW) permitting processes
- ✓ Provide support with reviewing permit applications for completeness, quality assurance and ensuring compliance with the permitting process, as requested by stakeholders
- ✓ Provide help with navigating the permitting process on the BOW platform

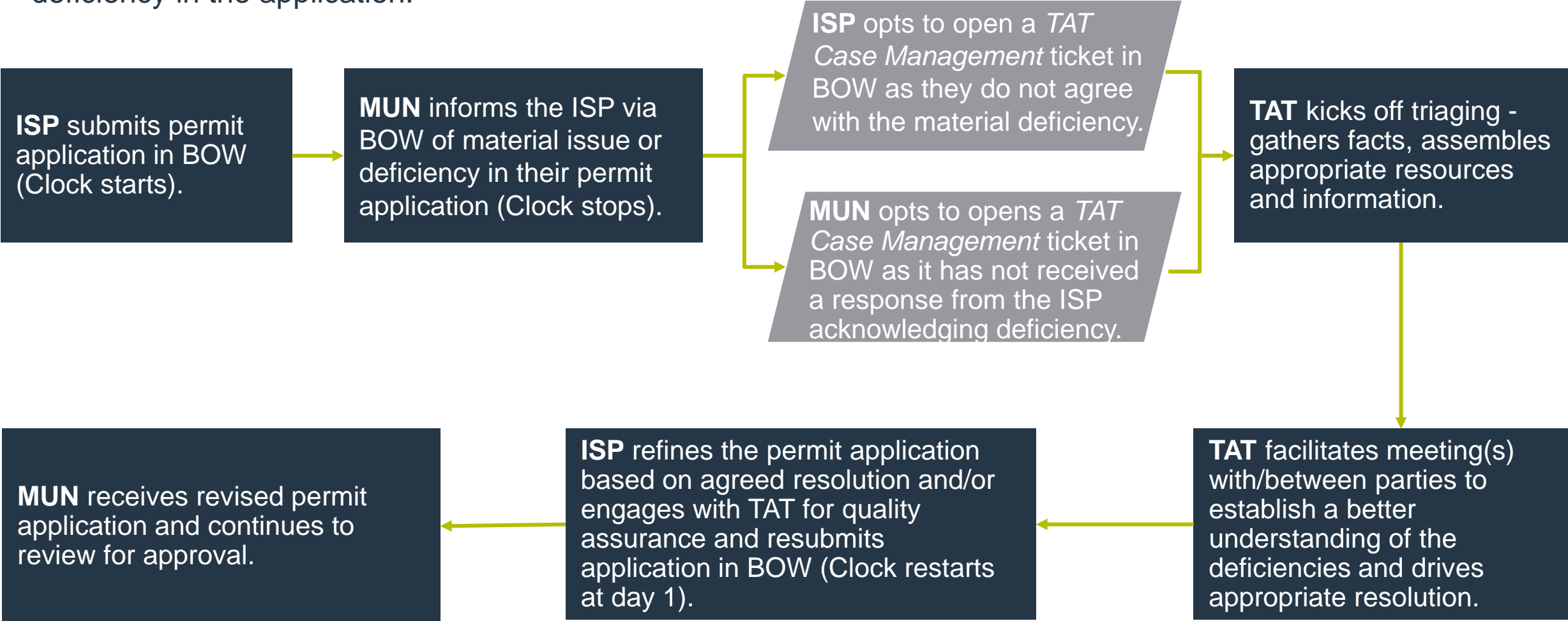


Dispute and Resolution Coordination

- ✓ Provide early and informal facilitation of technical dispute resolution between any set of stakeholders requesting support.
- ✓ Identify and engage with additional stakeholders to kick-off the informal dispute resolution process
- ✓ Escalate unresolved technical disputes that require additional expertise beyond the capabilities of TAT
- ✓ Refer to previous disputes on BOW to explore potential dispute resolution strategies adopted on the projects

An example of a TAT Support Request process flow

Scenario : A municipality (MUN) receives a permit application from an ISP and MUN believes there is a material deficiency in the application.



Onboarding Summary & Look Ahead

The Onboarding Package helps guide stakeholder participation in the AHSIP

**4th August
2022**

The Ontario Government shared information about the next milestone of the AHSIP

**8th August
2022**

The AHSIP team shared a curated Onboarding Package including detailed information about,

- ✓ The Guideline, Legislative and Regulatory measures, outlining stakeholder participation in the AHSIP
- ✓ The BOW and TAT resources available to stakeholders
- ✓ The AHSIP Readiness Questionnaire (Online Survey) to help the AHSIP team prepare for effective collaboration with stakeholders

**19th August
2022**

Stakeholders to complete the AHSIP Readiness Questionnaire to successfully register with the AHSIP and take advantage of the resources and support available.

Look Ahead

The AHSIP is now in the execution phase

The AHSIP team will organize BOW access for all stakeholder representatives and training sessions to familiarize them with the platform, in September 2022.

ISPs have started planning and execution of their project design and may reach out to municipalities for permits and approvals soon.

BOW will host a repository of FAQs that will help develop a better understanding of the AHSIP.

The AHSIP team is looking forward to support municipalities!

We are now open for Q&A

For continued support, the AHSIP Team can be reached at OntarioConnects.Onboarding@infrastructureontario.ca and through the BOW platform.

ZONING BY-LAW AMENDMENT to By-law 023/18

for

John Stubbs and Mary Lake
4363 Wellington Rd 35
Puslinch

Township Rezoning Application D14/STU

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 040-2022

**A BY-LAW TO AMEND BY-LAW NUMBER 023/18, AS AMENDED,
BEING THE ZONING BY-LAW OF THE TOWNSHIP OF PUSLINCH**

WHEREAS, the Council of the Corporation of the Township of Puslinch deem it appropriate and in the public interest to amend By-Law Number 023/18 pursuant to Sections 34 of the Planning Act, R.S.O. 1990 as amended;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH ENACTS AS FOLLOWS:

1. That Schedule "A" of By-law 023/18 is hereby amended by rezoning Front Part of Lot 16, Concession 2, municipally referred to as 4363 Wellington Road 35, from **AGRICULTURAL (A) ZONE** to an **AGRICULTURAL (A-104) ZONE** with a site specific use provision, as shown on schedule "A" of this By-law.
2. That Section 14 Site-Specific Special Provisions is amended by adding site-specific special provision **AGRICULTURAL (A-104) ZONE** as follows:

No.	Parent Zone	By-law	Additional Permitted Uses	Prohibited Uses	Site Specific Special Provisions
104	A		N/A	A residential dwelling or dwelling unit of any kind shall not be permitted. The housing of livestock within the existing barn, shed, and driveshed is prohibited.	N/A

3. That the subject land as shown on Schedule "A" to this By-Law shall be subject to all applicable regulations of Zoning By-Law 023/18, as amended.
4. This By-law shall become effective from the date of passage by Council and come into force in accordance with the requirements of the Planning Act, R.S.O. 1990, as amended.

READ A FIRST AND SECOND TIME THIS _____ OF _____, 2022.

MAYOR

CLERK

READ A THIRD TIME AND PASSED THIS _____ OF _____, 2022.

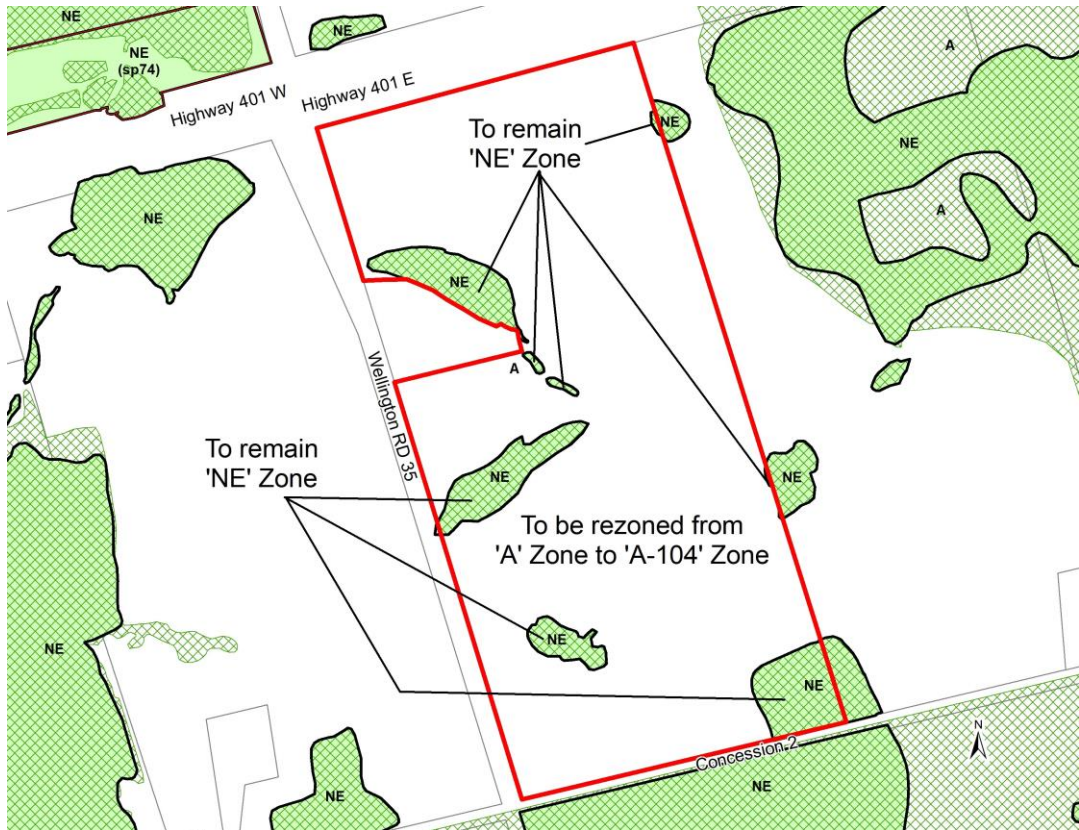
MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 040-2022

Schedule "A"



Highlighted area to be rezoned from:
AGRICULTURE (A) ZONE to an **AGRICULTURAL (A-104) ZONE**
with a site specific special provision

This is Schedule "A" to By-law No. 040-2022
Passed this ____ day of _____, 2022.

MAYOR

CLERK

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

EXPLANATION OF BY-LAW NO. 040-2022

By-law Number 040-2022 amends the Township of Puslinch Zoning By-law 023/18 by rezoning Front Part of Lot 16, Concession 2, municipally referred to as 4363 Wellington Road 35, from an AGRICULTURE (A) ZONE to an AGRICULTURAL (A-104) ZONE with a site specific provision as shown on Schedule "A" of this By-law.

The purpose of the proposed zoning by-law amendment is to prohibit a residential dwelling and to prohibit livestock within the existing agricultural structures on the retained agricultural parcel. This rezoning is the result of conditions of severance application B111-20, which was granted by provisional approval by the Wellington County Land Division Committee in February 2021.

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 041-2022

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on September 28, 2022.

WHEREAS by Section 5 of the *Municipal Act, 2001, S.O. 2001, c.25* the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS by Section 5, Subsection (3) of the *Municipal Act*, a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on September 28, 2022 be confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch hereby enacts as follows:

- 1) The action of the Council of the Corporation of the Township of Puslinch, in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council at said meeting are hereby adopted and confirmed.
- 2) The Head of Council and proper official of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
- 3) The Head of Council and the Clerk are hereby authorized and directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and the Clerk authorized and directed to affix the seal of the said Corporation to all such documents.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 28TH DAY OF SEPTEMBER, 2022.

James Seeley, Mayor

Courtenay Hoytfox, Clerk