



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**MINUTES**

**DATE:** February 8, 2023  
**CLOSED MEETING:** Directly following section 13  
Announcements  
**COUNCIL MEETING:** 10:00 A.M.

The February 8, 2023 Council Meeting was held on the above date and called to order at 10:00 a.m. via electronic participation and in-person at 23 Brock Rd S, Puslinch.

1. **CALL THE MEETING TO ORDER**

2. **ROLL CALL**

**ATTENDANCE:**

Councillor Sara Bailey  
Councillor Russel Hurst  
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. Justine Brotherston, Deputy Clerk
6. Mirela Oltean, Deputy Treasurer
7. Tom Mulvey, Fire Chief
8. Andrew Hartholt, Chief Building Official

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

**Resolution No. 2023-028:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Council approves the February 8, 2023 Agenda and Addendum as circulated; and**

**That Council approves the additions to the agenda as follows:**

**Consent Item 6.1.4 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the February 8, 2023 Council agenda;**

**Consent Item 6.1.5 January 18, 2023 Council meeting minutes.**

**CARRIED**

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

Mayor Seeley declared a potential conflict of interest related to item 14.1 as I was previously employed by the Township of Puslinch.

Councillor Goyda declared potential conflict of interest related to item 9.3.3 as a family member owns property in the Fox Run Phase 2 Condominium.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

Councillor Sepulis declared a potential conflict of interest related to item 9.3.1, 7.1.3 and 7.1.4 as I reside on Sideroad 20N which will be impacted by the Estill Development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act.

**Resolution No. 2023-029:** Moved by Councillor Goyda and  
Seconded by Councillor Hurst

**That Council approves the change to the order of business for the February 8, 2023 agenda.**

**CARRIED**

**6. CONSENT AGENDA**

- 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings:
  - 6.1.1 January 25, 2023 Proposed Budget Public Information Meeting Minutes
  - 6.1.2 December 13, 2022 Committee of Adjustment Meeting Minutes
  - 6.1.3 December 13, 2022 Planning and Development Advisory Committee Meeting Minutes
  - 6.1.3 February 8, 2023 Council questions and Staff Responses
  - 6.1.4 January 18, 2023 Council Meeting Minutes
- 6.2 Grand River Conservation Authority - January 2023 General Membership Meeting
- 6.3 Grand River Conservation Authority - Budget and Levy Meeting
- 6.4 Association of Municipalities Ontario - Policy Update - Call for Provincial Action on Property Assessments
- 6.5 City of Hamilton - Impacts of Bill 23, More Homes Built Faster Act, 2022
- 6.6 City of Kitchener - Ontario's Big City Mayors (OBCM) Bill 23, More Homes Built Faster Act, 2022
- 6.7 Town of Halton Hills - Repeal Bill 23
- 6.8 The Township of Montague - Support for Renfrew Inquest Resolution
- 6.9 The Township of Montague - World Thinking Day
- 6.10 City of Thunder Bay Council Resolution - Bill 42 - Gender Affirming Healthcare Act
- 6.11 Lanark Highlands - Violence Against Women
- 6.12 Improvements to Boreham Park Citizen Letter
- 6.13 ERO Posting 0196196 Proposed Changes to the Heritage Act and its regulation Bill 23 Decision

**Resolution No. 2023-030:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That the Consent Agenda items with the exception of items 6.12 listed for FEBRUARY 8, 2023 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2023-031:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That the Consent Agenda item 6.12 listed for FEBRUARY 8, 2023 Council meeting be received for information.**

**CARRIED**

**7. DELEGATIONS:**

- (a) Specific Interest (Items Listed on the Meeting Agenda)
  - 7.1.1 **10:05 AM** Delegation by Fred Taylor and Steve Edwards regarding 6678 Wellington Road 34 ≠

**Resolution No. 2023-032:** Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Council receives the Delegation by Fred Taylor and Steve Edwards regarding 6678 Wellington Road 34 for information.**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

CARRIED

7.1.2 **10:15 AM** Delegation by Gillian Smith regarding support of application 128 Brock Road South ≠

**Resolution No. 2023-033:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That Council receives the Delegation by Gillian Smith regarding support of application 128 Brock Road South for information.

CARRIED

Councillor Sepulis declared a potential conflict of interest related to item 9.3.1 7.1.3 and 7.1.4 as I reside on Sideroad 20N which will be impacted by the Estill Development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act and refrained from discussions and voting on that item.

7.1.3 **10:25 AM** Delegation by Jim Estill and Rob Wigood to provide Council with comments regarding Agenda Item 9.3.1 Report ADM-2023-005 - Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community Development ≠

**Resolution No. 2023-034:** Moved by Councillor Goyda and  
Seconded by Councillor Hurst

That Council receives the Delegation by Jim Estill and Rob Wigood to provide Council with comments regarding Agenda Item 9.3.1 Report ADM-2023-005 - Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community Development for information.

CARRIED

Councillor Sepulis declared a potential conflict of interest related to item 9.3.1 7.1.3 and 7.1.4 as I reside on Sideroad 20N which will be impacted by the Estill Development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act and refrained from discussions and voting on that item.

7.1.4 **10:35 AM** Delegation by Dan Forestell and Dan Neundorf to provide Council with comments regarding Agenda Item 9.3.1 Report ADM-2023-005 - Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community Development ≠

**Resolution No. 2023-035:** Moved by Councillor Goyda and  
Seconded by Councillor Bailey

That Council approves a modification to meeting procedural and permit three delegates to address Council at one time.

CARRIED

**Resolution No. 2023-036:** Moved by Councillor Goyda and  
Seconded by Councillor Bailey

That Council receives the Delegation by Dan Forestell and Dan Neundorf and Angie Mason to provide Council with comments regarding Agenda Item 9.3.1 Report ADM-2023-005 - Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community Development for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

- 7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)
  - 7.2.1 None

8. **PUBLIC MEETINGS:**  
None

9. **REPORTS:**  
**9.1 Puslinch Fire and Rescue Services**

- 9.1.1 None

**9.2 Finance Department**

- 9.2.1 Report FIN-2023-003 - 2022 Completed Capital Projects

**Resolution No. 2023-037:** Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report FIN-2023-003 entitled 2022 Completed Capital Projects be received for information.**  
**CARRIED**

- 9.2.2 Report FIN-2023-004 - Balances in Discretionary and Restricted Reserves

**Resolution No. 2023-038:** Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report FIN-2023-004 entitled Balances in Discretionary and Restricted Reserves be received for information.**  
**CARRIED**

- 9.2.3 Report FIN-2023-005 - Ontario Regulation 284-09 2023 Budget

**Resolution No. 2023-039:** Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Report FIN-2023-005 entitled Ontario Regulation 284/09 – 2023 Budget be received; and**  
**That Council adopts Report FIN-2023-005 which meets the requirements of Ontario Regulation 284/09 and outlines the preparation of the 2023 Operating and Capital Budgets to a Public Sector Accounting Board compliant format.**  
**CARRIED**

- 9.2.4 Report FIN-2023-006 - 2023 Budget – Final

**Resolution No. 2023-040:** Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report FIN-2023-006 entitled 2023 Budget – Final be received; and**  
**That Council give 3 readings to By-law No. 2023-009 being a by-law to adopt the Budget for the Corporation of the Township of Puslinch for the year 2023.**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**CARRIED**

9.2.4 Report FIN-2023-007 - Shop Local Puslinch Gift Certificate Program

**Resolution No. 2023-041:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**THAT Report FIN-2023-007 entitled Shop Local Puslinch Gift Certificate Program be received; and**

**THAT Council directs staff to discontinue the program effective April 1, 2023 due to the program’s underutilization; and**

**Whereas the Township would not have been able to provide the Shop Local Gift Certificate Program without the support of Wellington-Waterloo Community Futures; and**

**Whereas the Township remains committed to promoting local businesses and recognizes the value in partnering and/or participating in programs that promote shopping local;**

**Therefore, Council directs staff to prepare a letter to Wellington-Waterloo Community Futures to express Council’s appreciation for the assistance with the Shop Local Gift Certificate Program as this initiative would not have been possible without their support.**

**CARRIED**

**9.3 Administration Department**

Councillor Sepulis declared a potential conflict of interest related to item 9.3.1 7.1.3 and 7.1.4 as I reside on Sideroad 20N which will be impacted by the Estill Development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act and refrained from discussions and voting on that item.

9.3.1 Report ADM-2023-005 - Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community Development – Revised to include additional public comments

**Resolution No. 2023-042:**

Moved by Councillor Goyda and  
Seconded by Councillor Hurst

**That Report ADM-2023-005 entitled Community Infrastructure and Housing Accelerator (CIHA) Request – Estill Innovation Community (hereinafter the “developer”) Development Proposal be received; and**

**That Council does not support the developer’s request for a municipally requested Minister’s Order under Subsection 34.1 of the Planning Act, known as a CIHA.**

**CARRIED**

Council recessed from 11:25 am to 11:40 am

**Roll Call**

Councillor Goyda  
Councillor Sepulis  
Councillor Bailey  
Councillor Bulmer  
Mayor Seeley

9.3.2 Report ADM-2023-006 - Badger Daylighting Zoning Amendment Application Status Update  
Revised to include additional peer review comments



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**Resolution No. 2023-043:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report ADM-2023-006 entitled Badger Daylighting Zoning By-law Amendment Application Status Update be received; and**

**That Council direct staff to forward the report and schedules to the property owner and agent for a response and that the response be included in the Planning recommendation report to be considered by Council at a March 2023 Council meeting; and**

**That Council direct staff to forward this report and schedules to the local Ministry of the Environment Conservation and Parks office for comment.**

**CARRIED**

Councillor Goyda declared potential conflict of interest related to item 9.3.3 as a family member owns property in the Fox Run Phase 2 Condominium and refrained from discussions and voting on that item.

9.3.3 Report ADM-2023-007 - Fox Run Phase 2 Condominium Plan Revision

**Resolution No. 2023-044:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report ADM-2023-007 entitled Fox Run Phase 2 Condominium Plan Revision be received; and**

**Whereas the application to revise the Condo agreement to consolidate the lots has been withdrawn;**

**Where any similar future applications are made, that Council direct staff to proceed with a peer review as determined by staff and to prepare a staff report with recommendations to Council once the peer review has taken place.**

**CARRIED**

9.3.5 Report ADM-2023-008 - 2022 Annual Water Report

**Resolution No. 2023-045:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Report ADM-2023-008 regarding the 2022 Annual Water Report – Drinking Water System Number 260021034 be received; and**

**That the 2022 Annual Water Report be submitted to the Ministry and the applicable agencies as outlined in Report ADM-2023-008.**

**CARRIED**

**9.4 Planning and Building Department**

9.4.1 Report PD-2023-001 – Wellington Motor Freight Zoning By-law Amendment Application – Request to deem application complete

**Resolution No. 2023-046:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**That Report PD-2023-001 entitled Zoning By-law Amendment Application (D14/WEL) be received;**

**That Council deem the application to be complete based on the advice and information provided in the staff report, for the purpose of proceeding to the Statutory Public Information Meeting; and**

**That Council authorize the holding of a Statutory Public Meeting on Wednesday, March 22, 2023, at 7:00 pm at the Puslinch Community Center; and**

**That Council direct staff to notify the residents of the Aberfoyle Meadows subdivision of the upcoming public meeting.**

**CARRIED**

**Resolution No. 2023-047:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Council direct staff to prepare a report regarding the process and potential to amend the Township Zoning By-law to eliminate specific uses in the Industrial zone, being a transport terminal and construction yard.**

**CARRIED**

9.4.2 Report BLD-2023-001 – Building Department Fourth Quarter Update – October to December 2022

**Resolution No. 2023-048:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report BLD-2023-001 entitled Building Department Fourth Quarter Update – October to December 2022 be received for information.**

**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 None

**10. CORRESPONDENCE:**

10.1 Mini Lakes 2021 Annual Waste Water and Water Monitoring Reports and Peer Review – revised to include OCWA comments.

**Resolution No. 2023-049:** Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That correspondence item 10.1 regarding Mini Lakes 2021 Annual Waste Water and Water Monitoring Reports and Peer Review be received for information; and**





THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**That Mini Lakes be requested to incorporate the comments made by GM BluePlan and the corresponding responses made by OCWA in their 2022 annual report and specifically discuss the process or lack of progress that has been made; and**

**That Mini Lakes be requested to attend the Council meeting where the report is presented and be available for questions.**

**CARRIED**

10.2 CBM Aggregates - Roszell Pit (625189) - 2022 Ecological and Aquatic Monitoring Report Peer Review – revised to include Grand River Conservation Authority Comments

**Resolution No. 2023-050:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That correspondence item 10.2 regarding CBM Aggregates - Roszell Pit (625189) - 2022 Ecological and Aquatic Monitoring Report Peer Review be received; and**

**That Council direct staff to forward the report and peer review to the MNRF and pit operator for review and comment once the Annual Water Monitoring report is received and peer reviewed; and**

**That Council direct staff to highlight the concerns and corresponding recommendations within the Aboud & Associates peer review and specifically the following comment:**

***“Based on our review of the provided information, Aboud & Associates find the monitoring report continues to lack in discussion and analysis of the provided data, with no updates to the report or its methodology per the same or similar comments provided on the 2021 report. In particular, the following components should be reviewed and continue to require addressing in an updated report”***

**And That Council direct staff to include in the correspondence a timeline of Council’s requests with respect to these issues and the lack of response and action from the pit operator.**

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor’ Updates**

- 11.1.1 Mayor Seeley gave an update on his recent discussions in respect to TAPMO and their desire to hire an Executive Director.
- 11.1.2 Mayor Seeley provided an update on a meeting that he attended with the Township County Councillor and the University of Guelph in respect to their strategic plan for their land holdings.
- 11.1.3 Mayor Seeley remarked on the ROMA conference.

**11.2 Council Member Reports**

- 11.2.1 Councillor Bailey remarked on the ROMA conference and the value of the networking that took place.
- 11.2.2 Councillor Bailey provided an update on the first Youth Advisory Committee meeting.

**Resolution No. 2023-051:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

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

**CARRIED**





THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

12. **BY-LAWS:**

- 12.1.1 BL2023-009 – Being a By-law to adopt the budget for the Corporation of the Township of Puslinch for the year 2023
- 12.1.2 BL2023-010 – Being a By-law to appoint a Deputy Clerk for the Corporation of the Township of Puslinch
- 12.1.3 BL2023-011 – Being a By-law to appoint Fence Viewers for the Corporation of the Township of Puslinch

**Resolution No. 2023-052:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

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

- 12.1.1 BL2023-009 – Being a By-law to adopt the budget for the Corporation of the Township of Puslinch for the year 2023
- 12.1.2 BL2023-010 – Being a By-law to appoint a Deputy Clerk for the Corporation of the Township of Puslinch
- 12.1.3 BL2023-011 – Being a By-law to appoint Fence Viewers for the Corporation of the Township of Puslinch

CARRIED

13. **ANNOUNCEMENTS:**

None

Council recessed from 1:18 pm to 1:32 pm

- Roll Call**  
Councillor Goyda  
Councillor Sepulis  
Councillor Bailey  
Councillor Hurst  
Mayor Seeley

Mayor Seeley declared a potential conflict of interest related to item 14.1 as I was previously employed by the Township of Puslinch and passed the Chair to the alternate Mayor Councillor Goyda and was not in attendance during the discussions.

14. **CLOSED SESSION:**

Council was in closed session from 1:33 p.m. to 2:25 p.m.

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

**Resolution No. 2023-053:** Moved by Councillor Bailey and  
Seconded by Councillor Sepulis

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

- 14.1 Confidential report prepared by the Township solicitor regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – human resource matter.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**Resolution No. 2023-054:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**THAT Council moves into open session at 2:25 pm**

**CARRIED**

Council resumed into open session at 2:25 p.m.

**Resolution No. 2023-055:** Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Council receives the:**

**14.1 Confidential report prepared by the Township solicitor regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – human resource matter; and**

**That staff proceed as directed.**

**CARRIED**

Mayor Seeley returned to the meeting and Councillor Goyda passed the Chair back to Mayor Seeley.

Council was in closed session from 2:26 p.m. to 2:43 p.m.

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

**Resolution No. 2023-056:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

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

**14.2 Confidential report prepared by the Municipal Clerk regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – contract negotiations;**

**14.3 Confidential verbal report regarding personal matters about an identifiable individual, including municipal or local board employees – Heritage Committee Appointment Vacancy.**

**CARRIED**

**Resolution No. 2023-057:** Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**THAT Council moves into open session at 2:43 pm**

**CARRIED**

Council resumed into open session at 2:43 p.m.

**Resolution No. 2023-058:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council receives the:**

**14.2 Confidential report prepared by the Municipal Clerk regarding a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board – contract negotiations;**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
FEBRUARY 8, 2023 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

**14.3 Confidential verbal report regarding personal matters about an identifiable individual, including municipal or local board employees – Heritage Committee Appointment Vacancy; and**

**That staff proceed as directed.**

**CARRIED**

**15. BUSINESS ARISING FROM CLOSED SESSION:**

None

**16. NOTICE OF MOTION:**

None

**17. NEW BUSINESS:**

The Mayor inquired as to whether aggregate operators need to be in compliance with the Township Property Standards by-law. Requested that staff look into this and report back to Council.

**18. CONFIRMATORY BY-LAW:**

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

**Resolution No. 2023-059:**

Moved by Councillor Goyda and  
Seconded by Councillor Bailey

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

**By-Law 2023-012 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 8 day of February 2023.**

**CARRIED**

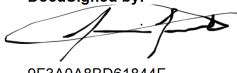
**19. ADJOURNMENT:**

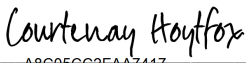
**Resolution No. 2023-060:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council hereby adjourns at 2:46 p.m.**

**CARRIED**

DocuSigned by:  
  
9F3A0A8BD61844F  
James Seeley, Mayor

DocuSigned by:  
  
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Courtenay Hoytfox, Clerk