



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 16, 2023 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 23 BROCK RD S, PUSLINCH

MINUTES

DATE: August 16, 2023

CLOSED MEETING: Directly following section 13
Announcements

COUNCIL MEETING: 10:00 A.M.

The August 16, 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 - absent

STAFF IN ATTENDANCE:

1. Glenn Schwendinger, CAO – absent
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, CBO

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2023-244:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council approves the August 16, 2023 Agenda 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 August 16, 2023 Council agenda; and

That Council approve the changes to the order of business as follows:

- **Advance item 9.3.3 Report ADM-2023-039- Township Roads Management Plan to directly following Disclosure of Pecuniary Interest; and**
- **Advance item 9.3.5 Report ADM-2023-041 Puslinch Land Acknowledgment to directly following item 9.3.3; and**
- **Advance the Closed Session to 1:00 pm**

CARRIED

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

None

6. CONSENT AGENDA

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

6.1.1 July 12, 2023 Council Minutes

6.1.2 June 13, 2023 Committee of Adjustment Minutes

6.1.3 June 13, 2023 Planning and Development Advisory Committee Minutes

6.1.4 August 16, 2023 Council questions and Staff Responses

6.2 City of Guelph - Notice of Case Management Conference - Zoning By-Law and Official Plan

6.3 City of Guelph - Notice of Decision - 585 Hanlon Creek Boulevard

6.4 City of Guelph - Notice of Adoption - Delegation of Authority Official Plan Amendment 91

6.5 Ministry of Natural Resources and Forestry - Proposal to Amend Three Regulated Manuals under the Crown Forest Sustainability Act

6.6 Ministry of Natural Resources and Forestry - Technical Bulletin - Data Survey and Mapping Specifications

6.7 Dufferin Aggregates - June 2023 Monthly Monitoring Report - Mill Creek Pit – 5738

6.8 Town of Caledon - Illegal Land Use Enforcement Update

6.9 City of Toronto - Planning and Housing Committee - Comments on Provincial Planning Statement

6.10 Federation of Northern Ontario Municipalities - Housing Resolution - Seeking Support

6.11 Town of Parry Sound - Call for Housing & Protection of Water Resources

6.12 Municipality of Chatham Kent - Municipal Freedom of Information and Protection of Privacy Act - Time for Change

6.13 Municipality of South Huron - Time for change of Municipal Freedom of Information and Protection of Privacy Act

6.14 Municipality of Wawa - Ontario to maintain coverage for chronic pain treatments

6.15 City of Ottawa - Donation of Decommissioned Ambulance to St. John Ambulance

6.16 Town of Amherstburg - Local Emergency Response System and Gaps in Healthcare Regarding Code Red

6.17 City of Port Colborne - The Right to Repair Movement

6.18 Greater Napanee - Legislative Amendments to Improve Municipal Codes of Conduct and Enforcement

6.19 Municipality of Grey Highlands - Municipal Codes of Conduct

6.20 Municipality of Huron Shores - Code of Conduct

6.21 Northumberland County - Municipal Codes of Conduct and Enforcement

6.22 Municipality of North Perth - Reducing Municipal Insurance Costs

6.23 Halton Hills - Reducing Municipal Insurance Costs

6.24 Municipality of Chatham-Kent - Support Bill 5 - Stopping Harassment and Abuse by Local Leaders Act

6.25 Halton Hills - School Bus Stop Arm Cameras

6.26 Municipality of Grey Highlands - School Bus Arms

6.27 South Stormont - School Bus Stop Arm Cameras

6.28 Canadian Federation of Independent Business - Construction Mitigation Letter – Puslinch

Resolution No. 2023-245:

Moved by Councillor Goyda and

Seconded by Councillor Hurst

That the Consent Agenda items with the exception of items 6.8, 6.12, 6.13, 6.19, 6.22 & 6.23 and 6.28 listed for AUGUST 16, 2023 Council meeting be received for information.

CARRIED

Council recessed from 12:16pm to 12:25pm

Roll Call

Councillor Goyda

Councillor Sepulis

Councillor Bailey

Councillor Hurst

Mayor Seeley - absent

Resolution No. 2023-246:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda item 6.8 listed for AUGUST 16, 2023 Council meeting be received for information; and

Whereas Township of Puslinch Council supports the resolution from the Town of Caledon regarding illegal land use enforcement;

That Council direct staff to send a support resolution accordingly.

CARRIED

Resolution No. 2023-247:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That the Consent Agenda item 6.19 listed for AUGUST 16, 2023 Council meeting be received for information; and

Whereas Township of Puslinch Council supports the resolution from the Municipality of Grey Highlands regarding legislation to strengthen Municipal Code of Conducts to account for workplace safety and harassment; and

That Council direct staff to send a support resolution accordingly to AMO.

CARRIED

Resolution No. 2023-248:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda item 6.22 & 6.23 listed for AUGUST 16, 2023 Council meeting be received for information; and

That Council direct staff to continue to investigate and focus on potential opportunities to provide relief to the rising insurance costs.

CARRIED

Resolution No. 2023-249:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That the Consent Agenda item 6.12 & 6.13 listed for AUGUST 16, 2023 Council meeting be received for information; and

Whereas Township of Puslinch Council supports the resolution from the Municipality of Chatham-Kent regarding the need for changes and updating to the Municipal Freedom of Information and Protection of Privacy Act;

That Council direct staff to send a support resolution accordingly.

CARRIED

Resolution No. 2023-250:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That the Consent Agenda item 6.28 listed for AUGUST 16, 2023 Council meeting be received; and

That Council direct staff to forward the letter to the County Economic Development Department and to engage in discussion on how local businesses can be better supported during road construction projects that impact business operations and report back to Council.

CARRIED

7. **DELEGATIONS:**

(a) Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 None

7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)

7.2.1 None

Council recessed from 11:42pm to 11:52pm

Roll Call

Councillor Goyda

Councillor Sepulis

Councillor Bailey

Councillor Hurst

Mayor Seeley - absent

8. **PUBLIC MEETINGS:**

8.1 September 14, 2023 Open House held at 23 Brock Rd S. in-person and by electronic participation through Zoom regarding the following matter:

Local Business Open House

8.2 September 27, 2023 Public Information Meeting held at 23 Brock Rd S. in-person and by electronic participation through Zoom regarding the following matter:

Proposed 2024 User Fees and Charges

9. **REPORTS:**

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2023-025 - 2024 Proposed User Fees and Charges

Resolution No. 2023-251:

Moved by Councillor Hurst and

Seconded by Councillor Bailey

THAT Report FIN-2023-025 entitled 2024 Proposed User Fees and Charges be received; and

That Council directs staff to proceed with holding a Public Meeting on September 27, 2023 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-2023-025; and

That Council direct staff to select approximately 10 'high frequency' user fees and perform a benchmark analysis to demonstrate that the Township's fees are comparable to similar municipalities for the public open house presentation; and

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

CARRIED

9.3 Administration Department

9.3.1 Report ADM-2023-037 Arkell Trails Parking and Speeding Update

Resolution No. 2023-252:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Report ADM-2023-037 entitled Arkell Trails Parking and Speeding Update be received; and

Whereas the City of Guelph is undertaking consultation regarding the Arkell Spring Ground Management Plan for potential future uses; and

Whereas there are currently two access points for trail systems including one on Arkell Road and one on Watson Road S; and

Whereas there is currently insufficient parking causing vehicles to park on the shoulder of the roads;

That Council direct staff to send correspondence to the City of Guelph requesting that parking options be included in their considerations of the Arkell Spring Ground Management Plan; and

That Council direct staff to send similar correspondence to the GRCA requesting parking options be considered to the Watson Rd Trails if/when upgrades or maintenance to the area are planned.

CARRIED

9.3.2 Report ADM-2023-038 Sign Variance Request - The Donkey Sanctuary of Canada

Resolution No. 2023-253:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-038 entitled Sign Variance Request – 6981 Concession 4, Puslinch – The Donkey Sanctuary of Canada be received; and

That Council approve the request for relief from the Sign By-law 09/91 to permit a sign with a reduced setback of 11.28 metres from the centre of line of the road allowance.

CARRIED

9.3.3 Report ADM-2023-039- Township Roads Management Plan

Resolution No. 2023-254:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-039 regarding the Township of Puslinch Road Management Plan be received for information.

CARRIED

Resolution No. 2023-255:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That staff incorporate Council's final comments into the third draft to be presented at the September 6, 2023 Council meeting as follows:

- **Add clarification regarding the purpose of Township roads given the Township road network is primarily used for commuter traffic based on its proximity to the 401 and**

neighbouring urban centres (i.e. not designed for walking, cycling) as road network consists of rural platform roads with narrow shoulders;

- Include wording that the current gravel to asphalt conversion criteria are identified as Phase 1 and that the criteria will be reevaluated once the priority list of roads have been converted to asphalt;
- Include a statement in the Introduction section clarifying that the RMP is a guidance document for the Township for the purposes of:
 1. maintaining and operating the Township's road network;
 2. budgeting for the Township's road network;
 3. responding to concerns and requests regarding the Township's road network; and
- Add the wording 'subject to budget considerations' to recommendation no. 1; and
- Clarify recommendation no. 9 regarding section 4.9 Requests for Conversions to Hard-Surface to state that section 4.9 is not in effect until such time that Council passes the associated by-law; and
- Add the wording 'subject to budget considerations' to recommendation no. 10; and
- Add the wording 'subject to budget considerations' to recommendation no. 11; and
- Add the wording 'a speed review for all roads over 60km per/hour' and 'subject to budget considerations including estimated signage and maintenance costs as a phased approach' to recommendation no. 15

CARRIED

9.3.4 Report ADM-2023-040 Site Alteration Agreement 7176 Concession 1

Resolution No. 2023-256:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Report ADM-2023-040 entitled Site Alteration Agreement – 7176 Concession 1 be received; and,

That Council gives three reading to By-law 2023-34 being a By-law to authorize the entering into of a Site Alteration Agreement with John Baranski; and further,

That prior to the execution of the agreement by the Mayor and Clerk, the applicant submit securities in a form satisfactory to the Township in the amount of \$21,000.00.

CARRIED

9.3.5 Report ADM-2023-041 Puslinch Land Acknowledgment

Resolution No. 2023-257:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report ADM-2023-041 entitled Township of Puslinch Land Acknowledgement & Procedural By-law Amendment be received; and

That Council endorse the Township of Puslinch Land Acknowledgement report prepared by ASI; and

That Council direct staff to forward the report and supporting documents to the Heritage Committee for information and to develop potential public engagement opportunities and report back to Council; and

That Council direct staff to forward the report and supporting documents to the Historical Society for information and for distribution to the public; and

That Council request that the local references noted by Council be included in the report; and

That Council direct staff to develop a webpage dedicated to the Township Land Acknowledgment report and supporting information; and

That Council give three (3) readings to By-law No. 2023-035 being a by-law to amend the Township Procedural By-law No. 2022-046.

CARRIED

9.3.6 Report ADM-2023-042 2022-2026 Committee of Adjustment Goals and Objectives Report

Resolution No. 2023-258:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-042 entitled 2022-2026 Committee of Adjustment Goals and Objectives be received; and,

That Council approve the 2022-2026 Committee of Adjustment Goals and Objectives as presented.

CARRIED

9.3.7 Report ADM-2023-043 2022-2026 Planning and Development Advisory Committee Goals and Objectives Report

Resolution No. 2023-259:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

That Report ADM-2023-043 entitled 2022-2026 Planning and Development Advisory Committee Goals and Objectives be received; and,

That Council approve the 2022-2026 Planning and Development Advisory Committee Goals and Objectives as presented.

CARRIED

9.3.8 Report ADM-2023-044 384 Crawley Road City of Guelph Site Plan Control Application

Resolution No. 2023-260:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-044 entitled Crawley Road City of Guelph Site Plan Control Application (SPA) Review be received; and

That Council direct staff to submit the peer reviews attached as Schedule "A" through Schedule "C" to the City of Guelph for consideration when reviewing the SPA application for completeness in accordance with the Planning Act; and

That Council direct staff to forward the application materials and peer review to the Source Water Protection team for comments as recommended by the Township Hydrogeologist.

CARRIED

9.4 Planning and Building Department



9.4.1 Report BLD-2023-003 Report for Council (Q2 2023)

Resolution No. 2023-261: Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report BLD-2023-003 entitled Building Department Second Quarter Update – April to June 2023 be received.

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 Report REC-2023-003 - Mid-Term Pilot Program Results

Resolution No. 2023-262: Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Report REC-2023-003 entitled Roller Skating Free Drop-in Time at the ORC Rink – Mid-Term Pilot Program Results be received; and

That staff report back to Council on the results of the pilot program at the end of the 2023 season including number of participants that attended; and

That Schedule A to Report REC-2023-003 outlines the number of participants during the free drop-in fluid schedule and free drop-in scheduled programming for the Roller Skating Pilot Program at the ORC rink from May 22, 2023 to July 30, 2023; and

That Council direct staff to implement a mandatory requirement for hockey helmets for youth 16 years and younger; and

That Council direct staff to extend the Tuesday Inline shinny program to 5:00 pm only if possible with no budget impacts; and

That the following free drop in schedule at the ORC Rink be offered for the remainder of the 2023 season based on the number of participants outlined in Schedule A to Report REC-2023-003:

Month	Tuesday - Inline Shinny	Thursday - Roller-skating	Sunday - Roller-skating
May to June and September to November – weather dependent	3:00 p.m. to 4:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.
July and August	11:00 a.m. to 12:30 p.m.	3:00 p.m. to 4:30 p.m.	10:00 a.m. to 1:00 p.m.

CARRIED

10. **CORRESPONDENCE:**

10.1 County of Wellington – Progress Report #9 regarding Official Plan Review

Resolution No. 2023-263:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Council receives correspondence item 10.1 County of Wellington – Progress Report #9 regarding Official Plan Review for information.

CARRIED

10.2 County of Wellington OPP Detachment – Response to Council Resolution 2023-123

Resolution No. 2023-264:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receives correspondence item 10.2 County of Wellington OPP Detachment – Response to Council Resolution 2023-123 for information; and

That Council direct staff to inquire with the OPP regarding how a speed limit change impacts their service levels and any budget impacts that should be considered; and

That Council direct staff to request that the OPP provide information to Puslinch Council that includes the data collected through OPP complaints and speed data collected through the Black Cat.

CARRIED

10.3 2022 Ground Water Monitoring and 2022 Ecological and Aquatic Monitoring Report Roszell Pit (625189)

Resolution No. 2023-265:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives correspondence item 10.3 2022 Ground Water Monitoring and 2022 Ecological and Aquatic Monitoring Report Roszell Pit (625189) for information; and

That Council direct staff to send the report and peer review to the pit operator and the MNRF and request that a response be provided to the Township on actions being taken to address Council's ongoing concerns; and

That Council direct staff to provide the TAPMO delegation materials to Council at an upcoming meeting for consideration.

CARRIED

10.4 2022 Ground Water Monitoring for Cox Puslinch Pit Northeast Extension (625710)

Resolution No. 2023-266:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives correspondence item 10.3 2022 Ground Water Monitoring for Cox Puslinch Pit Northeast Extension (625710) for information.

CARRIED

10.5 Highway 6/Hanlon Expressway Midblock Interchange Design-Build Project

Resolution No. 2023-267:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receives correspondence item 10.5 Highway 6/Hanlon Expressway Midblock Interchange Design-Build Project for information; and

That Council direct staff to request that the Township Traffic Engineering Consultant be requested to review the design in relation to ‘hotspots’ as previously directed by Council.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor’ Updates

11.1.1 None

11.2 Council Member Reports

11.2.1 Councillor Bailey gave an update on the Youth Committee’s upcoming events at the Fall Fair September 8 & 9 2023; and

11.2.2 Councillor Bailey gave an update on the Community BBQ on September 16, 2023

11.2.3 Councillor Bailey remarked that the Puslinch Minor Ball had a very good season

Resolution No. 2023-268:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

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

CARRIED

12. BY-LAWS:

12.1.1 BL2023-034 Being a By-law to Authorize Entering into a Site Alteration Agreement with John Baranski

12.1.2 12.1.2 BL2023-035 Being a By-law to amend By-law 2022-046 Township Procedural By-law for Meetings of Council and Committees

Resolution No. 2023-269:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

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

12.1.1 BL2023-034 Being a By-law to Authorize Entering into a Site Alteration Agreement with John Baranski

12.1.2 12.1.2 BL2023-035 Being a By-law to amend By-law 2022-046 Township Procedural By-law for Meetings of Council and Committees

CARRIED

Council recessed from 1:00pm-1:05pm

Roll Call

Councillor Goyda

Councillor Sepulis

Councillor Bailey

Councillor Hurst

Mayor Seeley - absent

13. CLOSED SESSION:

Council was in closed session from 1:05 p.m. to 2:00 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. 2023-270:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

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

14.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Ontario Land Tribunal matter

14.2 Confidential verbal report regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Human Resources Matter

14.3 Confidential minutes from previous closed meetings:

14.3.1 May 3, 2023 First Closed Meeting Minutes

14.3.2 May 3, 2023 Second Closed Meeting Minutes

14.3.3 June 14, 2023

14.3.4 July 12, 2023

CARRIED

Resolution No. 2023-271:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

THAT Council moves into open session at 2:00 pm

CARRIED

Council resumed into open session at 2:00 p.m.

Resolution No. 2023-272:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council receives the:

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

14.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Ontario Land Tribunal matter

14.2 Confidential verbal report regarding personal matters about an identifiable individual, including municipal or local board employees and advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Human Resources Matter

14.3 Confidential minutes from previous closed meetings:

14.3.1 May 3, 2023 First Closed Meeting Minutes

14.3.2 May 3, 2023 Second Closed Meeting Minutes

14.3.3 June 14, 2023

14.3.4 July 12, 2023; and

That staff proceed as directed.

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION:

None

15. NOTICE OF MOTION:

None



16. **NEW BUSINESS:**

Resolution No. 2023-273:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

Whereas the Agricultural Society has expressed a need for Township support relating to its advertising for the Fall Fair and has specifically requested the Township assist with printing the Fall Fair pamphlets as this costs the organization approximately \$1,100 each year;

That Council direct staff to assist the Agricultural Society by printing the pamphlets utilizing the Township printer and paper supplies on an annual basis.

CARRIED

17. **ANNOUNCEMENTS:**

17.1 None

18. **CONFIRMATORY BY-LAW:**

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

Resolution No. 2023-274:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

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

By-Law 2023-036 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 16 day of August 2023.

CARRIED

19. **ADJOURNMENT:**

Resolution No. 2023-275:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

That Council hereby adjourns at 2:25 p.m.

CARRIED

John Sepulis, Alternate Mayor

Courtenay Hoytfox, Clerk