



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
JUNE 13, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**MINUTES**

**DATE:** June 13, 2023  
**MEETING:** Following Committee of Adjustment

The May 9, 2023 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:19 p.m. via electronic participation and in-person at 23 Brock Rd S, Puslinch.

**1. CALL THE MEETING TO ORDER**

**2. ROLL CALL**

**ATTENDANCE:**

**PRESENT:**

Councillor John Sepulis, Chair  
Chris Pickard  
Dennis O'Connor  
Paul Sadhra

**ABSENT:**

Jeffrey Born

**STAFF IN ATTENDANCE:**

Lynne Banks, Secretary/Treasurer  
Courtenay Hoytfox, Municipal Clerk  
Joanna Salsberg, Planner, County of Wellington  
Asavari Jadhav, Junior Planner, County of Wellington

**3. MOMENT OF REFLECTION**

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2023-049:**

Moved by Committee Member Dennis O'Connor and



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Seconded by Committee Member Chris Pickard

**That the Committee approves the June 13, 2023 Agenda as circulated.**

**CARRIED.**

**5. DISCLOSURE OF CONFLICT OF INTEREST:**

None

**6. DELEGATIONS**

None

**7. CONSENT AGENDA**

**7.1 Approval of the Minutes**

7.1.1 May 9, 2023

**Resolution No. 2023-050:**

Moved by Committee Member Dennis O'Connor and  
Seconded by Committee Member Chris Pickard

**That the Planning and Development Advisory Committee approves the Minutes from the meeting held May 9, 2023**

**CARRIED.**

**7.2 Other Consent Items**

None

**8. NOTICE OF PUBLIC MEETINGS/HEARINGS**

None

**9. REPORTS**

**9.1. LAND DIVISION (CONSENTS)**



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**9.1.1 Severance application B35-23 (D10-MCQ) – Beverly McQuain – Part Lot 321, Concession 8, municipally known as 107 Queen Street, Township of Puslinch.**

Proposed lot line adjustment is 4980 square meters with 60 meter frontage, existing urban residential land to be added to abutting parcel for future development – Tiffany Development Corp.

Retained parcel is 2716 square meters with 37 meters frontage, existing and proposed urban residential use with existing dwelling.

**Resolution No. 2023-051:**

Moved by Committee Member Paul Sadhra and  
Seconded by Committee Member Chris Pickard

**That the Committee supports Severance Application B35-23 subject to the following condition(s):**

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 the Owner apply for, and receive, a minor variance for the lands to be retained for the reduced lot frontage; 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 the Owner demonstrate to the satisfaction of the Township that there will be no negative impact on the woodland or its ecological functions; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
4. That the severed parcel be reduced from 0.4 ha (1 acre) to 0.30 ha (0.75 acre) to protect any future use of the woodlot; and further that the Township file with the Secretary-



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Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

**CARRIED**

**9.1.2 Severance application B40-23 (D10-BED) – Mher Bedirian & Niki Symeonidou –**  
Part Lot 5, Concession 3, municipally known as 6598 Wellington Rd. 34, Cambridge.

Proposed lot line adjustment is 46 meters frontage x 90 meters = 0.4 hectares, vacant land to be added to abutting rural residential lot – Steven & Lisa Mai.

Retained parcel is 7.6 hectares with 381 meters frontage, existing and proposed rural residential use agricultural use with existing dwelling.

**Resolution No. 2023-052:** Moved by Committee Member Dennis O'Connor and  
Seconded by Committee Member Chris Pickard

**That the Committee supports Severance Application B40-23 subject to the following condition(s):**

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 the existing accessory structures located on both the retained and severed parcels be removed to the satisfaction of the Township; 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.
3. That the Owner identify the location of the existing septic system located on the retained lot to ensure that the new property line is at least 3 meters from the existing septic



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system; 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.

4. That a Hydrogeological Study for the retained parcel be provided to the Township by the owner for the purpose to be peer reviewed to the satisfaction of the Township of Puslinch and the County of Wellington, and that the owner shall be responsible for any Township costs associated with the review of the Hydrogeological Study; and further that Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
5. That the owner enter into a Development Agreement with the Township of Puslinch for the purpose of the peer review of the Hydrogeological Study to include third party cost recovery; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
6. That the Owner obtain zoning compliance for both the retained and severed parcels to the satisfaction of the Township; 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.
7. That the Owner provide confirmation to the Township that there is approved access to the retained parcel; 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**

**9.2 ZONING BY-LAW AMENDMENT APPLICATIONS**

None

**10. CORRESPONDENCE**

None

**11. NEW BUSINESS**

- 8.1 **Planning and Development Advisory Committee Report 2023-002 - 2022-2026  
Planning and Development Advisory Committee Goals and  
Objectives #**



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- Courtenay Hoytfox, Municipal Clerk, provided an overview of the Report
- The Committee members asked for the following to be added to the goals/objectives:
  - That a training schedule for by-laws and include “and associated indexing”.
  - That the Committee mainin a list of any issues that can be included in any housekeeping by-law amendments.
  - There are two Sub-Committees required and Committee members Chris Pickard and Dennis O’Connor will form the first Sub-Committee, and Committee members Paul Sadhra and Jeff Born will form the second Sub-Committee.

**Resolution No. 2023-053:**

Moved by Committee Member Chris Pickard and  
Seconded by Committee Member Dennis O’Connor

**That Report 2023-003 be approved and the new Sub-Committees will consist of Chris Pickard and Dennis O’Connor as the first Sub-committee and Paul Sadhra and Jeff Born will be the second Sub-Committee.**

**CARRIED.**

**12. ADJOURNMENT**

**Resolution No. 2023-054:**

Moved by Committee Member Chris Pickard and  
Seconded by Committee Member Dennis O’Connor

**That the Planning and Development Advisory Committee hereby adjourns at 8:14 p.m.**

**CARRIED.**