



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**MINUTES**

**DATE:** August 8, 2023

**MEETING:** Following Committee of Adjustment

**CLOSED MEETING:** Directly following Planning and  
Development Advisory Committee Meeting

The August 8, 2023 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:23 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  
Paul Sadhra  
Jeffrey Born  
Dennis O'Connor  
Chris Pickard

**ABSENT:**

None

**STAFF IN ATTENDANCE:**

Lynne Banks, Secretary/Treasurer  
Courtenay Hoytfox, Municipal Clerk  
Zachary Prince, Senior Planner, County of Wellington  
Asavari Jadhav, Junior Planner, County of Wellington

**3. MOMENT OF REFLECTION**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2023-068:**

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

**That the Committee approves the August 8, 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 July 11, 2023

**Resolution No. 2023-069:**

Moved by Committee Member Paul Sadhra and  
Seconded by Committee Member Jeff Born

**That the Planning and Development Advisory Committee approves the Minutes from the meeting held July 11, 2023**

**CARRIED.**

**7.2 Other Consent Items**

None

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

None

**9. REPORTS**

**9.1. LAND DIVISION (CONSENTS)**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**9.1.1 Revised Severance Application B87-21 (D10-BAU) – Jane and George Baukham –**  
Part Lot 19, Concession 7, municipally known as 4507 Concession 7, Township of  
Puslinch. ≠

Proposed revised severance is 1.1 hectares with 132m frontage, existing agricultural use for proposed rural residential use. Together with proposed access easement on severed in favour of retained parcel.

Retained parcel is 39.6 hectares with 176m frontage, existing and proposed agricultural use with existing dwelling, garage, shed and barn. Together with proposed access easement on retained in favour of severed parcel.

**Resolution No. 2023-070:** Moved by Committee Member Dennis O'Connor and  
Seconded by Committee Member Paul Sadhra

**That the majority of the Committee does not support Severance Application B87-21, however if the application is approved by County of Wellington Land Division Committee the following conditions are requested:**

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 retained 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 the Owner enter into an easement agreement for the shared entrance for both the retained and severed parcels, in favour of the retained parcel, and that the easement agreement be registered on title to both parcels to the satisfaction of the Township of Puslinch; 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.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

3. That the Owner obtain zoning compliance for the severed parcel for the reduced setback from the Natural Environment Zone to the satisfaction of the Township of Puslinch; 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.

**CARRIED**

**9.1.2 Severance Application B52-23 (D10-CHA) – Michael and Victoria Chartrand – Part Lot 23, Concession 8, municipally known as 90 Gilmour Rd, Township of Puslinch. ≠**

Proposed severance is 35.22m frontage x 122.12m = 0.43 hectares, existing and proposed rural residential use with existing shed and well.

Retained parcel is 1.12 hectares with 100.48m frontage, existing and proposed rural residential use with existing dwelling, garage and septic system.

**Resolution No. 2023-071:**

Moved by Committee Member Jeff Born and  
Seconded by Committee Member Paul Sadhra

**That the Committee supports Severance Application B52-23 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 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 the existing accessory structure located on the proposed severed parcel be removed to the satisfaction of the Township; and further that the Township of Puslinch



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

4. That the owner obtain zoning conformity for the barn located at 76 Gilmour Road for MDS1 setbacks 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.**

**9.1.23 Lot Line Adjustment Application B54-23 (D10-VAN) – Adrian Van Opstal and Julie Rowe-Van Opstal – Part Lot 30, Concession Gore, municipally known as 7271 Concession 1, Township of Puslinch. ≠**

Proposed lot line adjustment is 0.24 hectares with no frontage, vacant land to be added to abutting residential and agricultural parcel – Adrian Van Opstal and Julie Rowe-Van Opstal.

Retained parcel is 0.40 hectares with 30.7m frontage, existing and proposed vacant rural residential lot.

**Resolution No. 2023-072:**

Moved by Committee Member Paul Sadhra and  
Seconded by Committee Member Jeff Born

**That the Committee supports Severance Application B52-23 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.

**CARRIED.**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**9.2 ZONING BY-LAW AMENDMENT APPLICATIONS**

None

**10. CORRESPONDENCE**

None

**11. NEW BUSINESS**

John Sepulis advised the other members of the Committee that the Sub-Committee meetings will be held either before or after the Planning and Development Advisory Committee meeting.

**12. CLOSED SESSION – Pursuant to Section 239 of the *Municipal Act***

The Committee was in closed session from 7:57 p.m. to 8:26 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. 2023-073:**

Moved by Committee Member Chris Pickard and  
Seconded by Committee Member Jeff Born

**That the Planning and Development Advisory Committee shall go into closed session under Section 239 of the Municipal Act for the purpose of a confidential verbal report regarding personal matters about an identifiable individual including local board employees and 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 - Line Fence Dispute.**

**CARRIED.**

**Resolution No. 2023-074:**

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

**That the Committee move into open session at 8:26 p.m.**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
AUGUST 8, 2023 PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING  
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION

**CARRIED.**

The Committee resumed into open session at 8:26 p.m.

**Resolution No. 2023-075:**

Moved by Committee Member Paul Sadhra and  
Seconded by Committee Member Jeff Born

**That the Committee receives the confidential verbal report regarding personal matters about an identifiable individual including local board employees and 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 - Line Fence Dispute; and that staff proceed as directed.**

**CARRIED**

**13. ADJOURNMENT**

**Resolution No. 2023-076**

Moved by Committee Member Paul Sadhra and  
Seconded by Committee Member Jeff Born

**That the Planning and Development Advisory Committee hereby adjourns at 8:27 p.m.**

**CARRIED.**