



MINUTES

DATE: April 12, 2023

CLOSED MEETING: Directly following section 13
Announcements

COUNCIL MEETING: 9:00 A.M.

The April 12, 2023 Council Meeting was held on the above date and called to order at 9:00 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 - 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. Andrew Hartholt, CBO

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2023-110:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council approves the April 12, 2023 Agenda 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 April 12, 2023 Council agenda;

Consent Item 6.29 ERO 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument;

Consent Item 6.30 ERO 019-6821 Proposed Planning Act, City of Toronto Act, 2006, and Ministry of Municipal Affairs and Housing Act Changes; and

Consent Item 6.31 ERO 019-6822 Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed new Minister’s Regulations under the Planning Act and the City of Toronto Act, 2006.

CARRIED

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

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

6. CONSENT AGENDA

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

6.1.1 March 22, 2023 Council Meeting Minutes

6.1.2 March 22, 2023 Public Information Meeting Minutes

6.1.3 February 14, 2023 Committee of Adjustment Meeting Minutes

6.1.4 February 14, 2023 Planning and Development Advisory Committee Meeting Minutes

6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the April 12, 2023 Council agenda

6.2 Grand River Conservation Authority - March General Membership Meeting

6.3 Grand River Conservation Authority - General Membership Meeting - Inventory of Programs and Services and Progress Report

6.4 Grand River Conservation Authority - Update on Programs and Services – Ontario Regulation 596-22

6.5 City of Guelph - Notice of Decision Meeting - Comprehensive Zoning Bylaw and Companion Official Plan Amendment

6.6 City of Cambridge - Barriers for Women in Politics

6.7 City of Welland - Barriers for Women in Politics

6.8 Township of Lucan Biddulph - Barriers for Women in Politics

6.9 Town of Plympton-Wyoming - Support Resolution for Grimsby, Barriers for Women in Politics

6.10 Town of Plympton-Wyoming – Stopping Harassment and Abuse by Local Leaders Act

6.11 Town of Plympton-Wyoming - Support Resolution for Carleton Place - Declaring Intimate Partner Violence and Violence Against Women An Epidemic

6.12 Town of Essex - Respecting Declarations of Emergency of Homelessness, Mental Health and Opioid Addiction

6.13 Municipality of North Perth - School Bus Stop Arm Cameras

6.14 Township of Howick - School Bus Arm Sign Cameras

6.15 Municipality of Wawa - Resolution Supporting the Municipality of Chatham-Kent - Reducing Municipal Insurance Cost

6.16 The Town of Greater Napanee - Reducing Municipal Insurance Costs

6.17 Town of Plympton-Wyoming - Reducing Municipal Insurance Costs

6.18 Municipality of South Huron - Resolution of Support for Huron County Regarding the Cannabis Act

6.19 Municipality of West Perth - Cannabis Act Review

6.20 The Town of Greater Napanee - Support Huron County's Call for Cannabis Act Review

6.21 Western Ontario Wardens' Caucus - Support Huron County Cannabis Act Review

6.22 Town of Fort Frances - Support to Town of Petrolia Regarding School Board Elections

6.23 Township of Lucan Biddulph - Future Accuracy of the Permanent Register of Electors

6.24 Town of Plympton-Wyoming - Support Resolution for Ashfield-Colbourne-Wawanosh, Accurate Voters List

6.25 Town of Essex - Short-Term Rental Tax Classification

6.26 Town of Essex - The Reinstatement of Legislation Permitting a Municipality to Retain Surplus Proceeds from Tax Sales

6.27 Town of Plympton-Wyoming - Municipalities Retaining Surplus Proceeds from Tax Sales

6.28 Township of Howick - Support for CN Railway Contribution Requirements

6.29 ERO 019-6813 Review of proposed policies adapted from A Place to Grow and Provincial Policy Statement to form a new provincial planning policy instrument



6.30 ERO 019-6821 Proposed Planning Act, City of Toronto Act, 2006, and Ministry of Municipal Affairs and Housing Act Changes

6.31 ERO 019-6822 Site Plan for Residential Developments of 10 or Fewer Units – Two Proposed new Minister’s Regulations under the Planning Act and the City of Toronto Act, 2006.

Resolution No. 2023-111:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda items with the exception of items 6.13, 6.25, 6.26, 6.29, 6.30, and 6.31 listed for APRIL 12, 2023 Council meeting be received for information.

CARRIED

Resolution No. 2023-112:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receive the consent item 6.13 listed on the April 12, 2023 agenda regarding the request for School Bus Stop Arm Cameras; and

Whereas the Township of Puslinch Council shares similar concerns as outlined in the Council Resolution prepared by the Municipality of North Perth;

Be it resolved that Council of the Township of Puslinch endorse the resolution received from the Municipality of North Perth and direct the Clerk to draft an endorsement letter to be circulated to Premier Doug Ford, Attorney General Doug Downey, Minister of Education Stephen Lecce, Provincial opposition parties and all municipalities of Ontario; and

That Council direct staff to forward the consent item to the OPP for comment and report back to Council for consideration.

CARRIED

Resolution No. 2023-113:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive the consent item 6.25 listed on the April 12, 2023 agenda; and

Whereas the Township of Puslinch Council is preparing a Short Term Accommodation Licensing By-law as part of the 2023 Corporate Workplan;

Therefore,

That Council direct staff to include tax classification for short-term rentals in this process and reporting when it is presented to Council for consideration.

CARRIED

Resolution No. 2023-114:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receive the consent item 6.26 listed on the April 12, 2023 agenda; and

That Council direct staff to forward the consent item to RealTax to obtain their input and that staff report back to Council on this matter when the information is available.



CARRIED

Resolution No. 2023-115:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

**That Council receive the consent item 6.29, 6.30, and 6.31 listed on the April 12, 2023 agenda;
and**

**That Council direct staff at their discretion engage an independent planner and report back at
the May 3, 2023 Council meeting regarding applicability of the proposed changes for the
Township for Council's consideration.**

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 **10:05 AM Delegation by Paul Roberts regarding water level concerns
related to Aberfoyle Pit #2 ≠**

Resolution No. 2023-116:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

**That Council receives the Delegation by Paul Roberts regarding water level concerns related to
Aberfoyle Pit #2; and**

**That Council direct staff to forward the delegation material to the Township Hydrogeologist to
include in the review of the 2022 Annual Monitoring report for the pit for Council's
consideration; and**

**That Council direct staff to request an update report based on the site visit that the Township
Hydrogeologist attended with the pit operator; and**

**That Council direct staff to request that Kevin Mitchell from Dufferin attend the May 3, 2023
Council meeting to address the concerns raised by the delegate and the ARA license site notes,
specially the site notes regarding the triggering mechanism during a drought.**

CARRIED

8. PUBLIC MEETINGS:

Public Meetings - April 18, 2023 at 6:00 p.m. Open House and Public Information Meeting regarding
128 Brock Road South Zoning Amendment Application.

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department



9.2.1 Report FIN-2023-013 - Audited Financial Statements for the year ended December 31, 2022

Resolution No. 2023-117:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

THAT Report FIN-2023-013 entitled Audited Financial Statements for the year ended December 31, 2022 be received; and

THAT Council receives the presentation by Murray Short of RLB LLP regarding the 2022 Township of Puslinch Financial Statements; and

That Council approves the following documents from RLB LLP:

- a.) **Audit Report to the Members of Council dated April 12, 2023;**
- b.) **Financial statements for the year ended December 31, 2022.**

CARRIED

9.2.2 Report FIN-2023-014 - Temporary Borrowing By-law

Resolution No. 2023-118:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

THAT Report FIN-2023-014 regarding the 2023 Temporary Borrowing By-law be received; and

THAT Council give 3 readings to By-law No. 2023-019 being a by-law authorizing external temporary borrowings of \$1,500,000 in 2023.

CARRIED

9.3 Administration Department

9.3.1 Verbal Report and On-Site visit at 128 Brock Road South at 9:15 AM regarding the Zoning Amendment Application

Resolution No. 2023-119:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receive the Verbal Report and On-Site visit at 128 Brock Road South at 9:15 AM regarding the Zoning Amendment Application for information.

CARRIED

9.3.2 Report ADM-2023-017 – Animal Control Services - Cambridge & District Humane Society

Resolution No. 2023-120:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives report ADM-2023-017 regarding the Proposed Animal Control Services Agreement – Cambridge & District Humane Society; and

That Council give three readings to By-law No. 2023-020 being a By-law to authorize the Mayor and Clerk to sign the required contract documents.



CARRIED

9.3.3 Report ADM-2023-018 – Human Resources Shared Services Contract

Resolution No. 2023-121: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives report ADM-2023-018 regarding the Human Resources Services Agreement; and

That Council give three readings to By-law No. 2023-021 being a By-law to authorize the Mayor and Clerk to sign the required contract documents.

CARRIED

9.3.4 Report ADM-2023-019 – Proposed Council Code of Conduct and Complaint Protocol

Resolution No. 2023-122: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives report ADM-2023-019 regarding the Proposed Council Code of Conduct and Complaint Protocol; and

That Council adopts the Code of Conduct and Complaint Protocol for Members of Council and local boards.

CARRIED

9.4 Planning and Building Department

9.4.1 None

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 County of Wellington Response to Township Council Resolution regarding Lake Road Reconstruction and Project Details and Speed Limit Changes

Resolution No. 2023-123: Moved by Councillor Sepulis and
Seconded by Councillor Goyda



That Council receives the correspondence item 10.1 regarding the County of Wellington Response to Township Council Resolution regarding Lake Road Reconstruction and Project Details and Speed Limit Changes; and

That Council direct staff to resubmit the Council resolution from the March 1, 2023 meeting to the County Roads Committee for consideration at the September 2023 Committee meeting; and

That Council direct staff to request clarification from the Police Service Board regarding how speed changes and enforcement will take place.

CARRIED

10.2 County of Wellington Joint Accessibility Advisory Committee letter to member Municipalities and Terms of Reference

Resolution No. 2023-124: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Council receives the correspondence item 10.2 regarding the County of Wellington Joint Accessibility Advisory Committee letter to member Municipalities and the Committee Terms of Reference; and

Whereas the Township of Puslinch Council supports the changes outlined in the covering letter and the Joint Accessibility Advisory Committee Terms of Reference;

That the Township of Puslinch Council adopts the Terms of Reference as presented; and

That Council direct staff to forward this resolution to the County Clerk for their records and information.

CARRIED

10.3 Pit License No. 62528 Neubauer Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental

Resolution No. 2023-125: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council receives the correspondence item 10.3 regarding the Pit License No. 62528 Neubauer Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental; and

That Council directs staff to forward Harden's report to the pit operator for a response and comments.

CARRIED

10.4 Pit License No. 17600 PQA Mast Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental

Resolution No. 2023-126: Moved by Councillor Bailey and
Seconded by Councillor Hurst



That Council receives the correspondence item 10.4 regarding the Pit License No. 17600 PQA Mast Pit 2022 Annual Water Monitoring Report and peer review prepared by Harden Environmental for information.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update on the upcoming spring clean-up day being the second weekend of May.

11.2 Council Member Reports

11.2.1 None

Resolution No. 2023-127:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

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

That Council direct staff to send notice to the MECP requesting that the litter on the roadside of the 401 be cleaned up in accordance with the Ministry initiative "Act on Litter Ontario"; and

That this resolution be be circulated to all municipalities in Ontario.

CARRIED

12. BY-LAWS:

12.1.1 BL2023-019 – Being a by-law to authorize the A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2023.

12.1.2 BL2023-020 Being a by-law to authorize the entering into an Animal Services Agreement with Cambridge & District Humane Society for animal control services for the Township of Puslinch.

12.1.3 BL2023-021 Being a by-law to authorize the entering into a shared service agreement with the Corporation of the Township of Centre Wellington for Human Resources Services.

Resolution No. 2023-128:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

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

12.1.1 BL2023-019 – Being a by-law to authorize the A by-law to authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2023.

12.1.2 BL2023-020 Being a by-law to authorize the entering into an Animal Services Agreement with Cambridge & District Humane Society for animal control services for the Township of Puslinch.

12.1.3 BL2023-021 Being a by-law to authorize the entering into a shared service agreement with the Corporation of the Township of Centre Wellington for Human Resources Services.

CARRIED

13. ANNOUNCEMENTS:

13.1 Presentation of the Volunteer of the Year Award to the recipient Cameron Tuck.



14. CLOSED SESSION:

Council was in closed session from 12:12 p.m. to 1:27 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. 2023-129:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

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

14.2 Confidential verbal report by staff regarding personal matters about an identifiable individual, including municipal or local board employees – human resource matter;

14.3 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – senior of the year nominations.

CARRIED

Resolution No. 2023-130:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

THAT Council moves into open session at 1:27 pm

CARRIED

Council resumed into open session at 1:27 p.m.

Resolution No. 2023-131:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council receives the:

14.2 Confidential verbal report by staff regarding personal matters about an identifiable individual, including municipal or local board employees – human resource matter;

14.3 Confidential report prepared by staff regarding personal matters about an identifiable individual, including municipal or local board employees – senior of the year nominations; and

Whereas an operational need has been identified for additional clerical support in the municipality on a temporary basis relating to a number of 2023 Corporate Workplan items;

That Council authorize staff to retain additional clerical support as required; and

That staff proceed as directed and report back at the May 3, 2023 Council meeting.

CARRIED

Mayor Seeley declared a potential pecuniary of interest related to item 14.1 as I was previously employed by the Township and refrained from all participation in the closed meeting and left the hall. Mayor Seeley passed the Chair to Councillor Sepulis as the alternate Chair.

Council was in closed session from 1:30 p.m. to 1:52 p.m.



Resolution No. 2023-132:

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

CARRIED

Resolution No. 2023-133:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

THAT Council moves into open session at 1:52 pm

CARRIED

Council resumed into open session at 1:52 p.m.

Resolution No. 2023-134:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

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

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:

None

17. NEW BUSINESS:

None

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2023-135:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

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

By-Law 2023-022 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 12 day of April 2023.



CARRIED

19. ADJOURNMENT:

Resolution No. 2023-136:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council hereby adjourns at 1:54 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk