



MINUTES

DATE: November 8, 2023

CLOSED MEETING: 1:00 P.M.

COUNCIL MEETING: 10:00 A.M.

The November 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 7404 Wellington Rd 34, 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, Interim CAO
5. Justine Brotherston, Interim Municipal Clerk
6. Sarah Huether, Interim Deputy Clerk

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2023-355:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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

That Council approves the additions to the agenda as follows:

Consent Item 6.1.6 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the November 8, 2023 Council agenda.

CARRIED

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

Councillor Sepulis declared a potential pecuniary interest related to item 10.3 County of Wellington – Planning Committee Report- Official – Provincial Reversal of OPA 119 Modifications as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Regionally Significant Economic Development Study currently structured includes all properties on the east side of SR20N from WR34 to Forestell Road further requires me to declare a pecuniary interest as any development may have an impact on the value of my property. Unless the study area is changed I cannot accordingly participate in any discussions and decisions regarding the study.

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 October 25, 2023 Council Minutes
- 6.1.2 October 19, 2023 Council Minutes
- 6.1.3 October 18, 2023 Council Minutes
- 6.1.4 September 12, 2023 Committee of Adjustment Minutes
- 6.1.5 September 13, 2023 Planning and Development Advisory Committee Minutes

- 6.2 Town of Cobourg Council Resolution Catch and Release Justice in Ontario
- 6.3 Town of Greater Napanee Council Resolution Catch and Release Justice in Ontario
- 6.4 Town of Midland Council Resolution Catch and Release Justice in Ontario
- 6.5 Town of Howick Council Resolution Catch and Release Justice in Ontario
- 6.6 Town of Cobourg Council Resolution Illegal Land Use Enforcement
- 6.7 Town of Cobourg Council Resolution Illegal Land Use Enforcement
- 6.8 Town of Southwold Council Resolution Illegal Land Use Enforcement
- 6.9 Township of McKellar Council Resolution Call for Amendment to the Legislation Act, 2006
- 6.10 Town of Plympton-Wyoming Council Resolution Call for Amendment to Legislation Act, 2006
- 6.11 Waterloo MPP Support Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022
- 6.12 Town of East Hawkesbury Support Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022
- 6.13 Municipality of North Perth Support Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part), 2022
- 6.14 Township of North Dundas Council Resolution School Bus Stop Arm Cameras
- 6.15 Municipality of St. Charles Council Resolution School Bus Stop Arm Cameras
- 6.16 Township of West Lincoln Council Resolution Intimate Partner Violence as an Epidemic
- 6.17 City of Thunder Bay Council Resolution Intimate Partner Violence as an Epidemic
- 6.18 Clearview Township Establishing a Guaranteed Livable Income
- 6.19 Municipality of North Perth Council Resolution Policy Update Social and Economic Prosperity Review
- 6.20 Municipality of West Grey Council Resolution Childcare availability in Ontario
- 6.21 Town of Greater Napanee Council Resolution Provincial Legislation for Third-Party Short-Term Rental Companies
- 6.22 Township of Terrace Bay Council Resolution Strong Mayor Power
- 6.23 Clearview Township Council Resolution Illegal Car Rallies Provincial Task Force
- 6.24 Clearview Township Council Resolution Municipal Codes of Conduct
- 6.25 Town of Parry Sound Council Resolution Request Change to Highway Traffic Act
- 6.26 Town of Rainy River Council Resolution Water Treatment Training
- 6.27 Dufferin Aggregates Mill Creek Pit Monthly Monitoring Report

Resolution No. 2023-356:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That the Consent Agenda items with the exception of 6.1.1, 6.6, 6.7, 6.8, 6.9, 6.10, 6.11, 6.12, and 6.13 listed for NOVEMBER 8, 2023 Council meeting be received for information.

CARRIED

Resolution No. 2023-357:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That the Consent Agenda item 6.1.1 listed for NOVEMBER 8, 2023 Council meeting be received; and

Whereas Council has received a number of complaints regarding the Dufferin haul route for the Aberfoyle Pit 2 as discussed at the October 18, 2023 Council meeting; and

Whereas Council approved an extension to the operation season at the request of the pit operator at the October 18, 2023 meeting;

That Council direct staff to monitor the haul route and sidewalks (under Township jurisdiction) and the condition of the road and sidewalks during inclement weather and report back to Council in order to determine if the approved extension is appropriate subject to road maintenance being adequately performed; and

That Council direct staff to notify the operator of the concerns and the monitoring that will take place over the duration of the extension period.

CARRIED

Resolution No. 2023-358: Moved by Councillor Hurst and
Seconded by Councillor Bailey

That the Consent Agenda items 6.6, 6.7, and 6.8 listed for NOVEMBER 8, 2023 Council meeting be received; and

Whereas Council has previously passed a resolution regarding illegal land use enforcement;

That Council direct staff to connect with the Town of Cobourg and other municipalities with similar concerns regarding the possibility of a joint delegation to AMO to be lead by the Town of Cobourg and report back to Council.

CARRIED

Resolution No. 2023-359: Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the Consent Agenda items 6.9, 6.10, and 6.11 listed for NOVEMBER 8, 2023 Council meeting be received; and

Whereas Council supports the resolutions from Township of Plympton-Wyoming and the Township of McKeller regarding an Amendment to the Legislation Act, 2006 to permit digital notice;

That Council direct staff to send a support resolution accordingly.

CARRIED

Resolution No. 2023-360: Moved by Councillor Bailey and
Seconded by Councillor Hurst

That the Consent Agenda items 6.12, and 6.13 listed for NOVEMBER 8, 2023 Council meeting be received; and

Whereas Council supports the resolutions from the Township of East Hawkesbury regarding Bill 21, Fixing the Long-Term Care Amendment Act (Till Death Do Us Part);

That Council direct staff to send a support resolution accordingly.

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 Bob Minhas, Prepr, regarding Digital Transformation Program for Puslinch Employers in 2023

Resolution No. 2023-361: Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receives the Delegation by Bob Minhas, Prepr, regarding Digital Transformation Program for Puslinch Employers in 2023 for information.



CARRIED

Council recessed from 11:38 pm to 11:45 pm

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley**

8. PUBLIC MEETINGS:

None

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 None

9.3 Administration Department

9.3.1 Report ADM-2023-059 Review of IT Infrastructure and Services

Resolution No. 2023-362:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-059 entitled Review of IT Infrastructure and Services be received; and,

Whereas the Township last issued a request for proposal for Managed IT Services in 2014; and

Whereas it is best practice to audit these services on a more frequent basis;

That Council direct staff to issue a request for proposal for Managed IT Services and that staff report back to Council if required in accordance with the Township's Procurement Policy; and,

That Council direct staff to include the recommendations attached as Schedule "A" to this report for consideration as part of the proposed 2024 Budget to be funded by the Ontario Municipal Modernization Funding or the Corporate Information Technology Discretionary Reserve.

CARRIED

9.3.2 Report ADM-2023-060 - 2024 Council Committee and Budget Meeting Schedule

Resolution No. 2023-363:

Moved by Councillor Bailey and
Seconded by Councillor Goyda

That Report ADM-2023-060 entitled proposed 2024 Council, Committee & Budget Meeting Schedule be received; and,

That Council adopts the 2024 Council, Committee & Budget Meeting Schedule, attached as Schedule "A" to Report ADM-2023-060 as amended as follows:

- **Move the August 14 , 2024 meeting to August 28, 2024**

- **Move the September 4, 2024 meeting to September 11, 2024**
- **Move the October 16, 2024 meeting to October 9, 2024**

CARRIED

9.3.3 Report ADM-2023-061 Parking Enforcement Officer By-law Repeal and Replace

Resolution No. 2023-364:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report ADM-2023-06 entitled Parking Enforcement Officer By-law Repeal and Replace be received; and,

That Council gives three readings to By-law 2023-046 being a By-law to provide for the appointment of a Municipal Law Enforcement Officer for the Corporation of the Township of Puslinch for the purpose of enforcing the Township's Parking By-law No. 6000-23 and to repeal By-law 053-2020.

CARRIED

9.3.4 Report ADM-2023-062- Service Levels - Outstanding Items

Resolution No. 2023-365:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Report ADM-2023-062 entitled Service Level Review – Outstanding Items be received; And

That Council approve added administration/technical support in the Building and By-law Departments to be funded as \$20K from the 2024 tax levy and \$61K from the Building Reserve; and

That Council refer the Heritage Grant Funding and Heritage CIP options to the Heritage Committee for comment; and

That Council approve aerial survey of Concession Road 2 from Wellington Road 35 to Concession Road 7 at an amount of \$2,443 for 2D orthomosaic mapping to be funded from the Gravel Extraction Study funding of 25k.

CARRIED

Resolution No. 2023-366:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Council direct staff to further analyze and report back to Council regarding the need for a third full time facility operator through:

- **Compiling rental usage by hours and by capacity; and**
- **Identifying whether an increase to the facility rental fees is justified to recover the operating cost associated with a third operator;**
- **That the Puslinch Community Centre capacity limits of 150 for non-residents and 250 for residents be updated in the Township's Facility Rental Agreements and the Alcohol Risk Management Policy effective immediately.**

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 Presentation regarding LAS Automatic Speed Enforcement from Tanner Watt, Municipal Program Specialist, LAS

Resolution No. 2023-367:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Council receive the Presentation regarding LAS Automatic Speed Enforcement from Tanner Watt, Municipal Program Specialist, LAS for information; and

That Council direct staff to notify the County Clerk of the LAS Automatic Speed Enforcement presentation and Council's interest in the program and desire to work collaboratively with the County regarding speed enforcement and that this information be submitted to the appropriate County Committee as determined by the County Clerk; and

That Council direct staff to request an update from the County regarding the procurement of electronic speed enforcement; and

That Council direct staff to confirm the criteria for establishing a Community Safety Zone and report back to Council; and

That Council direct staff investigate the cost of purchasing Township BlackCat equipment.

CARRIED

10.2 Rural Ontario Municipal Association (ROMA) 2024 Delegation Meetings

Resolution No. 2023-368:

Moved by Councillor Goyda and
Seconded by Councillor Hurst

That Council receive the Rural Ontario Municipal Association (ROMA) 2024 Delegation Meetings for information; and

That Council direct staff to submit the following requests for delegation:

- 1. Delegation to MTO regarding**
 - a. The importance of the By-pass and include the previous correspondence circulated to affected municipalities and the MTO relating to deferred highway projects including advanced utility works such as raising hydro lines.; and**
 - b. Request if the affected municipalities would consider a joint delegation; and**
 - c. That staff request that the stakeholders on the previously coalition letter support the delegation request through a renewed coalition letter.**
- 2. Delegation to MOF regarding the funding commitment to the Highway 6 By-pass.**

That Council direct staff to contact the appropriate agency inquiring whether there is a proposed change to the distribution of costs relating to the delivery charges for hydro; and



That Council direct staff to inquire what agency has the authority to change the household classification for distribution charges.

CARRIED

Council recessed from 12:31 pm to 1:00 pm

Roll Call

**Councillor Goyda
Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley**

10.3 County of Wellington - Planning Committee Report - Official Plan Review - Provincial Reversal of OPA 119 Modifications

Resolution No. 2023-369:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receive the Mayors and Council County of Wellington - Planning Committee Report - Official Plan Review – Provincial Reversal of OPA 119 Modifications; and

Whereas the Township of Puslinch Council had previously requested the Minister of Municipal Affairs and Housing to consider the exclusion of the Hamlet of Puslinch from the proposed Greenbelt Plan review; and

Whereas Puslinch Council supports the County of Wellington request as identified in their November 9, 2023 Committee Report regarding the Provincial Reversal of OPA 119 Modifications;

Therefore, in order To meet the Government’s stated objective to not contravene existing Provincial legislation (e.g. the Greenbelt Act), staff also support reinstatement of the following modifications in Puslinch:

- **Puslinch Council supports County 119 submission to designate the Historic Hamlet of Puslinch ahead of the next Greenbelt Policy Review.**
- **Puslinch Council supports OPA 119 inclusion of study areas as submitted by Wellington County South of Highway 401.**

CARRIED

Councillor Sepulis declared a potential pecuniary interest related to item 10.3 County of Wellington – Planning Committee Report- Official – Provincial Reversal of OPA 119 Modifications as I live on SR20N and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on SR20N. The study area for the Regionally Significant Economic Development Study currently structured includes all properties on the east side of SR20N from WR34 to Forestell Road further requires me to declare a pecuniary interest as any development may have an impact on the value of my property. Unless the study area is changed I cannot accordingly participate in any discussions and decisions regarding the study and therefore refrained from discussions and voting on that item.

Resolution No. 2023-370

Moved by Councillor Hurst and
Seconded by Councillor Goyda

Whereas the Township of Puslinch Council had previously requested the Minister of Municipal Affairs and Housing to consider the exclusion of the Regionally Significant Economic Development Study Area from the proposed Greenbelt Plan review; and

Whereas Puslinch Council supports the County of Wellington request as identified in their November 9, 2023 Committee Report regarding the Provincial Reversal of OPA 119 Modifications;

Therefore, in order To meet the Government’s stated objective to not contravene existing Provincial legislation (e.g. the Greenbelt Act), staff also support reinstatement of the following modifications in Puslinch:

- **The inclusion of the additional lands as previously added to the Regionally Significant Economic Development Study Area.**

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor’ Updates

11.1.1 Mayor Seeley gave an update on the upcoming meeting with the the MTO; and provided an update on the upcoming TAPMO meeting.

11.2 Council Member Reports

11.2.1 Councillor Hurst gave an update that the Heritage Advisory Committee had a meeting on November 6, 2023.

Resolution No. 2023-371:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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

CARRIED

12. BY-LAWS:

12.1.1 BL2023-046- Appoint a Parking By-law Enforcement Officer and to repeal By-law 053-2020

Resolution No. 2023-372:

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 BL2023-046- Appoint a Parking By-law Enforcement Officer and to repeal 053-2020

CARRIED

13. ANNOUNCEMENTS:

13.1 Remembrance Day is Saturday November 11, 2023 at the Puslinch Community Centre at 10:30 A.M.

13.1 The Santa Clause Parade is Sunday November 26, 2024 at 2:00 P.M.

14. CLOSED SESSION:

Council was in closed session from 1:03 p.m. to 1:36 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.

Mayor Seeley declared a potential pecuniary interest related to item 14.1 as I was previously employed by the Township and therefore refrained from discussions and voting on that item and did not participate in the closed session relating to item 14.1.



Resolution No. 2023-373:

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

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Heritage Advisory Committee appointments.

CARRIED

Resolution No. 2023-374:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

THAT Council moves into open session at 1:36 p.m.

CARRIED

Council resumed into open session at 1:36 p.m.

Mayor Seeley declared a potential pecuniary interest related to item 14.1 as I was previously employed by the Township and therefore refrained from discussions and voting on that item and did not participate in the closed session relating to item 14.1.

Resolution No. 2023-375:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

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.

CARRIED

Resolution No. 2023-376:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Heritage Advisory Committee appointments; and

That Council give three readings to By-law 2023-048 being a By-law to appoint Tamsin Lambert and Cheryl McLean to the Heritage Advisory Committee for the remainder of the 2022-2026 term; and

That Council direct staff to amend the Heritage Advisory Committee Terms of Reference to allow for a Committee membership in the range of 5-7 members including the Council member.

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:

Councillor Goyda provided notice of motion at the October 25, 2023 Council Meeting to be considered by Council at the November 8, 2023 Council Meeting as follows:

Resolution No. 2023-377:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis



Whereas the township has a Procedural By-law that requires all Council and Committee meetings to be audio and video recorded and published to the Township's YouTube page; and,

Whereas the Recreation Advisory is not a statutory committee required by any act; and

Whereas as the Committee functions best when open dialogue and full participation is encouraged;

Therefore, in order to facilitate open dialogue and encourage full participation and discussion during the Recreation Advisory Committee meetings, be it resolved that procedural bylaw be amended to remove the requirement for recreation advisory committee meetings to be video recorded and published to the township YouTube page.

CARRIED

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. 2023-378:

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 2023-047 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 November 2023.

CARRIED

19. **ADJOURNMENT:**

Resolution No. 2023-379:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council hereby adjourns at 3:21 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk