



## MINUTES

**DATE:** May 1, 2024

**CLOSED MEETING:** 12:30 P.M.

**COUNCIL MEETING:** 10:00 A.M.

The May 1, 2024 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. 2024-144:

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council approves the May 1, 2024 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 May 1, 2024 Council agenda;**

**Consent Item 6.20 response from the MNRF regarding the 2023 CAR reports;**

**Consent Item 6.21 Conservation Halton Report regarding the Environmental Registry of Ontario Posting (ERO No. 019-8320) Regulating detailing new Minister's Permit and Review Powers under the the Conservation Authorities Act.**

**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 April 10, 2024 Council Minutes

6.1.2 February 20, 2024 Special Council Meeting Minutes

6.1.3 March 12, 2024 Planning and Development Advisory Committee Meeting Minutes



- 6.1.4 March 4, 2024 Youth Advisory Committee Minutes
- 6.1.5 November 30, 2023 Recreation Advisory Committee Minutes
- 6.1.6 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the May 1, 2024 Council agenda

- 6.2 Town of Plympton-Wyoming resolution regarding Securing Access to Natural Gas for our Community and Ontario
- 6.3 Municipality of St. Charles resolution regarding Support for Household Food Insecurity
- 6.4 The County of Prince Edward resolution regarding the Creation of a Municipal Accessibility Fund
- 6.5 Municipality of Wawa resolution regarding the Creation of a Municipal Accessibility Fund
- 6.6 Municipality of West Perth resolution regarding Conservation Authorities Act
- 6.7 City of Sault Ste. Marie resolution regarding Intimate Partner Violence & Coercive Control
- 6.8 City of Peterborough Resolution regarding Amending the Ombudsman Act
- 6.9 Western Ontario Warden's Caucus Support for Small Business Enterprise Centre Funding
- 6.10 Puslinch Historical Society letter to Township of Puslinch Council
- 6.11 Ministry of Municipal Affairs and Housing regarding Bill 185 Cutting Red Tape to Build More Mores Act 2024
- 6.12 Association of Municipalities of Ontario regarding Policy Update - Bill 185 Cutting Red Tape to Build More Homes Act 2024
- 6.13 The Association of Municipal Managers, Clerks and Treasurers of Ontario regarding Advocacy Update Province Introduces Bill 185
- 6.14 Ministry of Agriculture, Food and Rural Affairs regarding Storm Water Fee Structures
- 6.15 Dufferin Aggregates Monthly Monitoring Report for Mill Creek #5738 - March 2024
- 6.16 Wellington Federation of Agriculture regarding the Importance of Minimum Distance Separation Requirements
- 6.17 Letter from Wellington Catholic District School Board regarding Education Development Charges By-law Notice of Passing
- 6.18 County of Wellington O.P.P. - Police Services Board Report - February 2024
- 6.19 County of Wellington O.P.P. - Police Services Board Report – January 2024
- 6.20 response from the MNRF regarding the 2023 CAR reports;
- 6.21 Conservation Halton Report regarding the Environmental Registry of Ontario Posting (ERO No. 019-8320) Regulating detailing new Minister's Permit and Review Powers under the the Conservation Authorities Act.

**Resolution No. 2024-145:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That the Consent Agenda items listed for MAY 1, 2024 Council meeting, with the exception of items 6.1.1, 6.10, 6.17, be received for information; and**

**That consent items 6.6 and 6.21 be considered with correspondence item 10.4.**

**CARRIED**

**Resolution No. 2024-146:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That the Consent Agenda item 6.1.1 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2024-147:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That the Consent Agenda item 6.10 Council meeting be received for information; and**

**Whereas Council appreciates the good work completed by the Historical Society, that Council direct staff to send a letter of appreciation accordingly; and**



**That Council direct staff to review its procurement policy and other relevant policies to determine how the Township can support its community groups.**

**CARRIED**

**Resolution No. 2024-148:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That the Consent Agenda item 6.17 Council meeting be received for information.**

**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 **10:15 AM** Delegation by Barclay Nap, Wellington Federation of Agriculture regarding Agri-Food System Study

**Resolution No. 2024-149:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Council receives the Delegation by Barclay Nap, Wellington Federation of Agriculture regarding Agri-Food System Study for information.**

**CARRIED**

7.2.2 **10:25 AM** Delegation by Olinda Dasilva and Scott Bartles regarding a Regulatory By-law for Gun Ranges

**Resolution No. 2024-150:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Council receives the Delegation by Olinda Dasilva and Scott Bartles regarding a Regulatory By-law for Gun Ranges for information.**

**CARRIED**

**Resolution No. 2024-151:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**Whereas section Section 129 of the Municipal Act, 2001 S.O. 2001, c.25, as amended act states a local municipality may,**

**(a) prohibit and regulate with respect to noise, vibration, odour, dust and outdoor illumination, including indoor lighting that can be seen outdoors; and**

**(b) prohibit the matters described in clause (a) unless a permit is obtained from the municipality for those matters and may impose conditions for obtaining, continuing to hold and renewing the permit, including requiring the submission of plans. 2006, c. 32, Sched. A, s 69.; and**

**Whereas the now superseded Provincial Document - Sound Level Limits for Stationary Sources in Class 3 Areas (Rural) Publication NPC-232 had limited the sound level limit at a point of reception within 30 m of a dwelling to 70 dBAI if the gun club were operating before January 1, 1980 or 50 dBAI if the gun club began to operate after January 1, 1980; and**

**Whereas the Provincial Document Environmental Noise Guideline Stationary and Transportation Sources – Approval and Planning Publication NPC-300 under Table B-4 Exclusion Limit Values for Impulsive Sound**



**Level (LLM, dBAI) Plane of Window – Noise Sensitive Spaces (Day/Night) indicates day/night values ranging from 40/50 to 60/55 (dependent on land classification) for more than 9 impulses in an hour; and**

**Whereas the Township of Clarington has included as part of its noise bylaw the maximum sound level at the point of reception caused by firearm noise from a shooting range in existence prior to 1980 to 70 dBAI and after 1980 to 50 dBAI; and**

**Whereas the Township of Uxbridge have enacted a shooting range bylaw limiting the maximum sound level of 60 dBAI at the point of reception caused by firearm noise from any existing shooting range and 45dBAI for any new clubs; and**

**Whereas residents in the vicinity of the Sportsmen's Club Galt have advised that the shooting sound emanating from the Club's shooting ranges is disturbing and excessive;**

**Be it resolved that staff be requested**

- 1. To develop, in consultation with the local community, the GRCA, the Sportsmen's Club Galt, and any other regulatory agency having jurisdiction a shooting range bylaw which prescribes the maximum permitted impulse sound level at the point of reception, and includes the hours of operation; and**
- 2. To consider the creation of a permit process for the operation of a shooting club.**

**CARRIED**

**Council recessed from 10:12 A.M. to 10:25 A.M.**

**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 Report FIR-2024-003 - The Canadian Red Cross Society Training Partnership Agreement

**Resolution No. 2024-152:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

**That Report FIR-2024-003 entitled The Canadian Red Cross Society Training Partner Agreement be received; and**

**That Council give three readings to By-law No. 2024-033 being a By-law authorizing the entering into a Training Partner Agreement with the Canadian Red Cross Society.**

**CARRIED**

**9.2 Finance Department**

9.2.1 Report FIN-2024-009 2023 Lease Financing Agreement Summary Report

**Resolution No. 2024-153:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report FIN-2024-009 entitled 2023 Lease Financing Agreement Summary Report be**



received; and

**That Council accepts the Treasurer's statement that all lease financing agreements are nonmaterial and have been made in accordance with the Township's Lease Financing Agreement Policy as outlined in Schedule B to Report FIN-2024-009.**

**CARRIED**

9.2.2 Report FIN-2024-010 Treasurer's Investment Report for 2023

**Resolution No. 2024-154:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Report FIN-2024-010 entitled Treasurer's Investment Report for 2023 be received; and**

**That Council accepts the Treasurer's statement that based on the information supplied by Canaccord Genuity Wealth Management, the cash and temporary investments held by the Township of Puslinch during the calendar year 2023 were all prescribed in accordance with Section 418 of the Municipal Act, 2001 and were all eligible as outlined in Ontario Regulation 438/97 and that all related transactions in 2023 comply with the investment policies and goals adopted by the Township on August 13, 2014; and**

**That no changes be made to the Policy at this time.**

**CARRIED**

9.2.3 Report FIN-2024-011 Audited Financial Statements for the year ended December 31, 2023

**Resolution No. 2024-155:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

**THAT Report FIN-2024-011 entitled Audited Financial Statements for the year ended December 31, 2023 be received; and**

**THAT Council receives the presentation by Murray Short of RLB LLP regarding the 2023 Township of Puslinch Financial Statements; and**

**That Council approves the following documents from RLB LLP:**

- a.) Audit Report to the Members of Council dated May 1, 2024;
- b.) Financial statements for the year ended December 31, 2023.

**CARRIED**

**Council recessed from 12:15 P.M. to 12:45 P.M.**

**Roll Call**

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

9.2.4 Report FIN-2024-012 Fourth Quarter Financial Report - 2023

**Resolution No. 2024-156:**

Moved by Councillor Bailey and  
Seconded by Councillor Sepulis



**THAT Report FIN-2024-012 entitled Fourth Quarter Financial Report – 2023 be received for information.**

**CARRIED**

**9.3 Administration Department**

9.3.1 None

**9.4 Planning and Building Department**

9.4.1 Report BLD-2024-002 Report for Council (Q1 2024)

**Resolution No. 2024-157:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report BLD-2024-002 entitled Building Department First Quarter Update – January to March 2024 be received for information.**

**CARRIED**

9.4.2 Report PD-2024-002-ZBA - 6706 Gore Rd

**Resolution No. 2024-158:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Report PD-2024-002 entitled Zoning By-law Amendment Application (D14/AZI) Request for Council to deem the application to be complete be received; and**

**Whereas the outstanding items have been resolved as noted in the comment summary report attached a Schedule “A”;**

**Therefore, that Council deem the zoning amendment application to be complete as recommended by staff; and,**

**That staff be directed to proceed with notice in accordance with Section 3 and Section 5 of O. Reg. 545/06 of the Planning Act, 1990.**

**CARRIED**

**9.5 Emergency Management**

9.5.1 None

**9.6 Roads and Parks Department**

9.6.1 Report PW-2024-003 Tender Results for the 2024 Asphalt Program

**Resolution No. 2024-159:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report PW-2024-003 entitled Tender Results for the 2024 Asphalt Program be received; and**

**That the tender for the 2024 Asphalt Program be awarded to Cox Construction Limited at their tendered amount of \$1,409,353 inclusive of the non-refundable portion of HST; and**

**That Council authorizes the Mayor and Clerk to sign the required contract documents.**

**CARRIED**

## 9.7 Recreation Department

### 9.7.1 None

## 10. **CORRESPONDENCE:**

10.1 Halton-Hamilton Source Protection Region letter regarding recommended phase out of free well water testing

**Resolution No. 2024-160:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council receive correspondence item 10.1 Halton-Hamilton Source Protection Region letter regarding recommended phase out of free well water testing for information.**

**CARRIED**

10.2 University of Guelph decision regarding exemption of records for aquafarming on properties within the Township of Puslinch

**Resolution No. 2024-161:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council receive correspondence item 10.2 University of Guelph decision regarding exemption of records for aquafarming on properties within the Township of Puslinch for information.**

**CARRIED**

10.3 County of Wellington Planning Committee Resolution regarding County Official Plan Housing Policy Review in Wellington County

**Resolution No. 2024-162:** Moved by Councillor Hurst and  
Seconded by Councillor Goyda

**That Council receive correspondence item 10.3 County of Wellington Planning Committee Resolution regarding County Official Plan Housing Policy Review in Wellington County for information; and**

**That Council authorize staff to engage the Township Planning Consultant on respect to providing comments on the report for Council's consideration at the May 22, 2024 Council meeting; and**

**That the Township Planning Consultant be requested to specifically comment on the prohibition of new severances post March 1, 2005.**

**CARRIED**

10.4 ERO Posting 019-8320 regarding Minister's permit and review powers under the Conservation Authorities Act

**Resolution No. 2024-167:** Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Council receive correspondence item 10.4 and consent items 6.6 and 6.21 regarding ERO Posting 019-8320 regarding Minister's permit and review powers under the Conservation Authorities Act for information; and**

**Whereas Council supports the recommendations outlined in the Halton Conservation Authority report;**





**That Council direct staff to submit its support through the ERO portal accordingly.**

**CARRIED**

10.5 TAPMO Request to Municipal Councils regarding Executive Director Position

**Resolution No. 2024-168:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Council receive correspondence item 10.5 TAPMO Request to Municipal Councils regarding Executive Director Position for information; and**

**Whereas Council supports the establishment of the Executive Director Position for TAPMO;**

**That Council approve the additional funding of \$20k from the supplemental taxes as a result of the recent Assessment Review Board decision regarding the aggregate appeal, and that the Executive Director position continue to be funded on an annual basis; and**

**That the Executive Director be requested to attend a future Council meeting when hired, to provide Council with a presentation of the strategic work plan.**

**CARRIED**

10.6 Objection Letter to Canada Building Materials (CBM) Aggregates, a Division of St. Mary's Cement Inc. (Canada) regarding the proposed Aberfoyle South Pit Expansion, Part of Lots 18-20, Concession 1, Township of Puslinch, County of Wellington, Aggregate Resources Act Licence Application #626630

**Resolution No. 2024-169:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council receive correspondence item 10.6 T Objection Letter to Canada Building Materials (CBM) Aggregates, a Division of St. Mary's Cement Inc. (Canada) regarding the proposed Aberfoyle South Pit Expansion, Part of Lots 18-20, Concession 1, Township of Puslinch, County of Wellington, Aggregate Resources Act Licence Application #626630 for information; and**

**That Council approve the objection letter, as amended, and directs staff to submit its comments to the MNRF and proponent accordingly.**

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor' Updates**

11.1.1 Mayor Seeley gave an update regarding the recent task force meetings with the Ministry of Finance regarding the aggregate assessments.

11.1.2 Mayor Seeley gave an update on the County Road tour that took place on Monday April 29, 2024.

**11.2 Council Member Reports**

11.2.1 Councillor Sepulis provided an update on the High Speed Internet Committee regarding the progress of the community engagement opportunity. More information is available on the Township website.

**Resolution No. 2024-170:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

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

**CARRIED**

**12. BY-LAWS:**





12.1.1 BL2024-033 - To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross.

12.1.2 BL2024-035- Appoint Building Official Kun (Olive) Zhang

**Resolution No. 2024-171:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

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

**12.1.1 BL2024-033 - To Authorize Entering into a Training Partnership Agreement with the Canadian Red Cross.**

**12.1.2 BL2024-035- Appoint Building Official Kun (Olive) Zhang for the Corporation of the Township of Puslinch.**

**CARRIED**

**13. ANNOUNCEMENTS:**

13.1 Volunteer of the Year Award recipient Ken Williams **10:05 A.M.**

**Council recessed from 10:12 A.M. to 10:23 A.M.**

**Roll Call**

**Councillor Goyda**

**Councillor Sepulis**

**Councillor Bailey**

**Councillor Hurst**

**Mayor Seeley**

13.2 Councillor Bailey provided an update that the Annual Bike Rodeo is on May 11 at the Municipal Office. Registration for the event can be made through the Optimist Club.

13.3 Councillor Bailey provided an update on an upcoming presentation on Cyber Safety and Human Trafficking on May 30, 2024 at 7:00 P.M.

13.4 Councillor Goyda provided an update regarding the annual cleanup day taking place the weekend of May 4.

**14. CLOSED SESSION:**

Council was in closed session from 12:30 P.M. to 2:34 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. 2024-172:**

Moved by Councillor Hurst 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 staff regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – OLT matter**

**14.2 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Aggregate Resource Act Licence Application**

**14.3 Adoption and receipt of the previous closed minutes**

**14.3.1 April 10, 2024 First Closed Meeting Minutes**

**CARRIED**

**Resolution No. 2024-173:**

Moved by Councillor Sepulis and



Seconded by Councillor Goyda

**THAT Council moves into open session at 2:34 P.M.**

**CARRIED**

Council resumed into open session at 2:34 P.M.

**Resolution No. 2024-174:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Council receives the:**

**14.1 Confidential report prepared by staff regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – OLT matter**

**14.2 Confidential report prepared by staff regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose - Aggregate Resource Act Licence Application**

**14.3 Adoption and receipt of the previous closed minutes**

**14.3.1 April 10, 2024 First Closed Meeting Minutes; and**

**That staff proceed as directed.**

**CARRIED**

**14. BUSINESS ARISING FROM CLOSED SESSION:**

None

**15. NOTICE OF MOTION:**

None

**16. NEW BUSINESS:**

None

**17. CONFIRMATORY BY-LAW:**

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

**Resolution No. 2024-175:**

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 2024-036 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 1 day of May 2024.**

**CARRIED**

**18. ADJOURNMENT:**

**Resolution No. 2024-176:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council hereby adjourns at 3:36 p.m.**

**CARRIED**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
MAY 1, 2024 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

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James Seeley, Mayor

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Courtenay Hoytfox, Clerk