



## MINUTES

**DATE:** October 9, 2024

**CLOSED MEETING:** Directly following Announcements

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

The October 9, 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, 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. Courtenay Hoytfox, Interim CAO
2. Justine Brotherston, Interim Municipal Clerk
3. Sarah Huether, Interim Deputy Clerk
4. Mike Fowler, Director of Public Works, Parks and Facilities
5. Mary Hasan, Director of Finance/Treasurer
6. Glenn Schwendinger, CAO - absent

### 3. MOMENT OF REFLECTION

### 4. CONFIRMATION OF THE AGENDA

#### Resolution No. 2024-329:

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council approves the October 9, 2024 Agenda and Addendum as circulated; and**

**That Council approves the additions to the agenda as follows:**

**Consent Item 6.1.4 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the October 9, 2024 Council agenda.**

**CARRIED**

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

Councillor Goyda declared a potential pecuniary interest related to item 9.3.2 Priority Properties Intention to Designate, specifically 4726 Watson Road S is a property owned by my parents and therefore I have a conflict in making decisions as it relates to that particular address; and item 10.3 County Planning Committee Report regarding Rural Residential Growth as this report speaks to hamlet expansions and I have a potential pecuniary interest as my employer has an active planning application under review that would fall under these rural growth policies.

### 6. CONSENT AGENDA

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

- 6.1.1 September 25, 2024 Council Meeting Minutes
- 6.1.2 September 11, 2024 Council Meeting Minutes
- 6.1.3 June 18, 2024 Recreation Advisory Committee Meeting Minutes
- 6.1.4 October 9, 2024 Council questions and Staff Responses

- 6.2 AMO Policy Update - Energy Procurements, AMO Community and Supportive Housing Event
- 6.3 AMO Policy Update – AMO Response to BILD Report
- 6.4 Crime Stoppers Guelph Wellington - Fall 2024 Newsletter
- 6.5 Town of Tillsonburg Council resolution regarding Cellular Coverage Concerns
- 6.6 City of Kitchener Council resolution regarding Renovictions and Safe and Adequate Housing
- 6.7 County of Wellington Joint Accessibility Advisory Committee Meeting Minute - September 5, 2024
- 6.8 City of Brantford Council resolution regarding the assignment of a Judge to hear the trial of Toronto Court File No. CV-18-594281-0000
- 6.9 September 2024 - GRCA General Meeting Summary
- 6.10 October 2024 County of Wellington Committee and Council Schedule
- 6.11 TAMPO - Fall Advocacy Campaign
- 6.12 Commonwell Leaf Grant – Royal City Science – Feasibility Study Phase 2  
<https://thecommonwell.ca/locations/a-new-science-centre-for-southwestern-ontario-feasibility-study-phase-2/>

**Resolution No. 2024-330:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That the Consent Agenda items listed with the exception of items 6.12 for OCTOBER 9, 2024 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2024-331:** Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That the Consent Agenda items listed with the exception of items 6.12 for OCTOBER 9, 2024 Council meeting be received for information; and**

**That Council direct staff to reengage the University of Guelph on this project requesting their support for this significant initiative.**

**CARRIED**

**7. DELEGATIONS:**

(a) Specific Interest (Items Listed on the Meeting Agenda)

- 7.1.1 **10:25 AM** Delegation by Jamie Kreutzwiser regarding 9.3.2 Report ADM-2024-047 2024 Priority Properties Intention to Designate

**Resolution No. 2024-332:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Council receives the delegation by Jamie Kreutzwiser regarding the 2024 Priority Properties Intention to Designate for information; and**

**That Council advance agenda item 9.3.2 Report ADM-2024-047 2024 Priority Properties Intention to Designate to directly following delegation item 7.1.1.**

**CARRIED**

7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)

- 7.2.1 **10:05 AM** Delegation by Jean Hopkins, Manager-Wellington Guelph Drug Strategy, Guelph Community Health Centre, regarding an introduction to the Wellington Guelph Drug Strategy and updates on recent initiatives

**Resolution No. 2024-333:** Moved by Councillor Goyda and  
Seconded by Councillor Bailey

**That Council receives the Delegation by Jean Hopkins, Manager-Wellington Guelph Drug Strategy, Guelph Community Health Centre, regarding an introduction to the Wellington Guelph Drug Strategy and updates on recent initiatives for information; and**



**That Council direct staff to share information related to the initiatives of Wellington Guelph Drug Strategy on the Township's website and social media platforms to help bring awareness.**

**CARRIED**

- 7.2.2 Written Delegation by Judith Stoffman regarding the request for neighbourhood groups to use the Community Centre for meetings pertaining to safety at no cost or at a reduced rate.

**Resolution No. 2024-334:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Council receives the Written Delegation by Judith Stoffman regarding the request for neighbourhood groups to use the Community Centre for meetings pertaining to safety at no cost or at a reduced rate for information; and**

**That Council direct staff to organize an information session hosted by the OPP on this issue and that the information session be open to the general public; and**

**That Council direct staff to send a letter to the delegates informing them of the eligibility criteria for reduced rates and that the Township is requesting the OPP to host an information session related to this issue.**

**CARRIED**

**Council recessed from 12:25pm to 1:04pm**

**Roll Call**

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

**8. PUBLIC MEETINGS:**

October 9, 2024 at 7:00 P.M. Public Information Meeting held in-person at the Municipal Office (7404 Wellington Road 34) and by electronic participation through Zoom regarding the proposed 2025 User Fees and Charges.

**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-2024-046 -Heritage Financial Incentive Program

**Resolution No. 2024-335:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report ADM-2024-046 entitled Heritage Financial Incentive Program be received for information; and,**

**That Council direct staff to proceed with option 2 as outlined in the report; and,**



**That Council direct staff to draft a Heritage Financial Incentive Program Policy for Council's consideration and approval to be included in the 2025 Corporate Work Plan.**

**CARRIED**

9.3.2 Report ADM-2024-047 - 2024 Priority Properties Intention to Designate

**Resolution No. 2024-336:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report ADM-2024-047 entitled 2024 Priority Properties Intention to Designate be received for information; and**

**That the Council of the Township of Puslinch state an intention to designate the following properties pursuant to Section 29 (Part IV) of the Ontario Heritage Act, 1990 (the Act):**

**(Municipally known as)**

- 1. 4855 Pioneer Trail;**
- 2. 4856 Sideroad 10 North;**
- 3. 6981 Concession 4;**
- 4. 4556 Sideroad 20 North;**
- 5. 6714 Concession 1**
- 6. 6592 Concession 1;**
- 7. 7098 Concession 1;**
- 8. 69 Queen Street;**
- 9. 56 Queen Street;**
- 10. 6 Victoria Street;**
- 11. 4162 Highway 6;**
- 12. 7618 Leslie Road West;**
- 13. 8 Brock Road North;**
- 14. 4347 Concession 11;**
- 15. 7839 Wellington Road 34;**
- 16. 4217-4223 Watson Road South;**
- 17. 7551 Maltby Road East;**
- 18. 4677 Watson Road South;**
- 20. 483 Arkell Road;**
- 21. 43 McClintock Drive;**
- 22. 32 Brock Road North;**
- 23. 4492 Watson Road South;**

**That staff be authorized to proceed with the notice requirements as outlined in Section 29 of the Act and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy; and**

**Where no objections are received within the prescribed time period, that staff be directed to prepare and provide designation by-laws for Council's consideration and enactment; and**

**Where objections are received within the prescribed time period, that staff shall prepare a report for Council's consideration whether to or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30 day objection period.**

**CARRIED**

Councillor Goyda declared a potential pecuniary interest related to item 9.3.2 Priority Properties Intention to Designate, specifically 4726 Watson Road S is a property owned by my parents and therefore I have a



conflict in making decisions as it relates to that particular address and refrained from discussions and voting on that item.

**Resolution No. 2024-337:** Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That the Council of the Township of Puslinch state an intention to designate the following properties pursuant to Section 29 (Part IV) of the Ontario Heritage Act, 1990 (the Act):**

**19. 4726 Watson Road South;**

**That staff be authorized to proceed with the notice requirements as outlined in Section 29 of the Act and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy; and further,**

**Where no objections are received within the prescribed time period, that staff be directed to prepare and provide designation by-laws for Council's consideration and enactment; and**

**Where objections are received within the prescribed time period, that staff shall prepare a report for Council's consideration whether to or not to withdraw the notice of intention to designate the property within 90 days after the end of the 30 day objection period.**

**CARRIED**

9.3.3 Report ADM-2024-048 Seniors Advisory Committee

**Resolution No. 2024-338:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Report ADM-2024-048 Seniors Advisory Committee Engagement and Interest Report be received for information; and**

**That Council direct staff to report back as follows:**

- **option of rebranding the Recreation Committee to include a wellness and mental health mandate geared towards seniors;**
- **option to limit the goals/initiatives per Committee in order to not hire a new staff member;**
- **analyze the option to limit the Youth Committee to five meetings per year and the Seniors Committee to five meetings per year; and**

**That staff be directed to include a 0.5 FTE into the 2025 budget and 0.5 FTE in the 2026 budget in order to fund a new position dedicated to committee coordination., subject to Council's final approval during the budget process.**

**CARRIED**

9.3.4 Report ADM-2024-049 Final Draft Repeal and Replace Sign By-law

**Resolution No. 2024-339:** Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report ADM-2024-049 entitled Final Draft Repeal and Replace of Township Sign by-law, as amended be received for information; and,**

**That Council give three readings to By-law 2024-062, as amended being a by-law to regulate signs within the Township of Puslinch and repeal by-laws 9/91, 49/14, 21/18 and 021-**



**2022.**

**CARRIED**

9.3.5 Report ADM-2024-050 - 2025 Conferences and Delegations

**Resolution No. 2024-340:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Report ADM-2024-050 entitled 2025 Conferences and Delegations be received; and**

**That Council direct staff to bring this report back when dates are known for delegations in order to recommend delegation requests as applicable; and**

**That Council direct staff to include the Ontario Association of Committees of Adjustment & Consent Authorities (OACA) in the 2025 operating budget for members of PDAC/CofA.**

**CARRIED**

**9.4 Planning and Building Department**

9.4.1 None

**9.5 Roads and Parks Department**

9.5.1 Report PW-2024-005 - Stop Up, Close and Declare Surplus Cockburn St & Barnside Rd Allowances

**Resolution No. 2024-341:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Report PW-2024-005 entitled Proposed Permanently Stop Up, Close and Declare Surplus – Road Allowances - Part of Cockburn Street and all of Barnside Road be received; and**

**That Council authorize staff to proceed to permanently stop up, close and declare surplus part of the Cockburn Street and all of Barnside Road allowances; and**

**That Council give three readings to By-law 2024-061 being a By-law to stop up and close part of the Cockburn Street and all of the Barnside Road road allowances; and**

**THAT Council deem the road allowances surplus to the needs of the Township with the intention of the disposal of the road allowances.**

**CARRIED**

9.5.2 10:15 A.M. Township of Puslinch Speed Limit Study

**Resolution No. 2024-342:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That agenda item 9.5.2 Township of Puslinch Speed Limit Study be received for information; and,**

**That Council endorse the posted speed limits contained in the report in principle subject to the public consultation; and**

**That Council direct staff to report back with a Signage Plan indicating where all posted speed limit signs are to be installed and the associated costing; and,**

**That Council inquire with the OPP whether a by-law that changes unposted speed limits to 60kph is enforceable without posted signage at each location so long as gateway signage is posted at each entrance to the Township; and**

**That Council direct staff to review the Township Road Management Plan to determine if the current plan includes an adequate process for monitoring and evaluating speed management; and**

**That Council direct staff to add the development of a strategic speed limit implementation plan to the corporate work plan for 2025; and**

**That Council direct staff to publish the Township Speed Study on EngagePuslinch in order to seek public feedback; and**

**That Council direct staff to report back during the 2025 budget process on costing for various speed mitigation tools in order to incorporate into the budget/strategic speed limit implementation plan.**

**CARRIED**

**9.7 Recreation Department**

9.7.1 None

**10. CORRESPONDENCE:**

10.1 Conservation Halton Report regarding 2025 Draft Budget Summary

**Resolution No. 2024-343:**

Moved by Councillor Sepulis and

Seconded by Councillor Hurst

**That correspondence item 10.1 regarding Conservation Halton Report regarding 2025 Draft Budget Summary be received for information.**

**CARRIED**

10.2 County of Wellington Planning Committee Report regarding 2024 Provincial Planning Statement

**Resolution No. 2024-344:**

Moved by Councillor Bailey and

Seconded by Councillor Hurst

**That correspondence item 10.2 regarding the County of Wellington Planning Committee Report regarding 2024 Provincial Planning be received for information; and,**

**That Council direct staff to provide the report to the Township's Planning Consultant for review and comment to be provided to Council at a future meeting.**

**CARRIED**

Councillor Goyda declared a potential pecuniary interest related to item 10.3 County Planning Committee Report regarding Rural Residential Growth as this report speaks to hamlet expansions and I have a potential pecuniary interest as my employer has an active planning application under review that would fall under these rural growth policies and refrained from discussions and voting on that item.

10.3 County of Wellington Planning Committee Report regarding Official Plan Review – 2024 Rural Residential Growth Analysis

**Resolution No. 2024-345:**

Moved by Councillor Hurst and

Seconded by Councillor Sepulis

**That correspondence item 10.3 regarding the 10.3 County of Wellington Planning Committee Report regarding Official Plan Review – 2024 Rural Residential Growth Analysis be received for**

information; and,

**That Council direct staff to provide the report to the Township's Planning Consultant for review and comment, specifically on the rural residential severance date of March 1, 2005, to be provided to Council at a future meeting.**

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor' Updates**

11.1.1 Mayor Seeley provided up update on a recent introductory meeting with the newly hired CEO of Conservation Halton.

11.1.2 Mayor Seeley remarked on the tour at CBM's aggregate site to view the aquafarming operation. It is the first aquafarming operation at an active ARA licensed site.

11.1.3 Mayor Seeley remarked on the upcoming letter received from MOF regarding changes to assessment.

11.1.4 Mayor Seeley remarked about some of the PR work TAPMO is undertaking regarding aggregate.

**11.2 Council Member Reports**

11.2.1 Councillor Bailey asked for an update on the Aberfoyle speed camera.

11.2.2 Mayor Seeley requested that staff provide an update on the showcase that was held over the weekend. Staff remarked that the event was a success, thank you letters have been sent out, and staff are working towards scheduling the event again next year.

11.2.3 Councillor Goyda remarked that she was able to attend the fire extinguisher training held early this week.

**Resolution No. 2024-346:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

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

**CARRIED**

**12. BY-LAWS:**

12.1.1 BL2024-060 - Being a by-law to appoint Drinking Water Source Protection Risk Management Inspectors and Alternate Risk Management Officials

12.1.2 BL2024-061– Being a by-law to Stop Up, Close and Declare Surplus Cockburn Street, Plan 119 Township of Puslinch and Barnside Road, Plan 119, Township of Puslinch.

12.1.3 BL2024-062 – A By-law regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs within the Township of Puslinch and a By-law to repeal By-laws 9/91, 49/14, 21/18 and 021-2022

**Resolution No. 2024-347:**

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 BL2024-060 - Being a by-law to appoint Drinking Water Source Protection Risk Management Inspectors and Alternate Risk Management Officials**

**12.1.2 BL2024-061– Being a by-law to Stop Up, Close and Declare Surplus Cockburn Street, Plan 119 Township of Puslinch and Barnside Road, Plan 119, Township of Puslinch.**

**12.1.3 BL2024-062 – A By-law regulate the Installation, Display, Alteration, repair, maintenance and removal of Signs within the Township of Puslinch and a By-law to repeal By-laws 9/91, 49/14, 21/18 and 021-2022**

**CARRIED**





**13. ANNOUNCEMENTS:**

17.1 Councillor Bailey remarked on the new agenda index template and how helpful it is to the public.

**14. CLOSED SESSION:**

Council was in closed session from 2:34 p.m. to 3:44 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. 2024-348:**

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 regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Proposed Acquisition**

**14.2 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township's By-law Complaint Policy**

**14.3 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township's By-law Complaint Policy**

**14.4 Confidential verbal report regarding the security of the property of the municipality or local board – Municipal Administration Office**

**CARRIED**

**Resolution No. 2024-349:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**THAT Council moves into open session at 3:44 pm**

**CARRIED**

Council resumed into open session at 3:44 p.m.

**Resolution No. 2024-350:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

That Council receives the:

**14.1 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Proposed Acquisition**

**14.2 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township's By-law Complaint Policy**

**14.3 Confidential verbal report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter in accordance with section 3.14 of the Township's By-law Complaint Policy**

**14.4 Confidential verbal report regarding the security of the property of the municipality or local board – Municipal Administration Office; and**

That staff proceed as directed.



**CARRIED**

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

None

16. **NOTICE OF MOTION:**

None

17. **NEW BUSINESS:**

Mayor Seeley requested that staff bring a draft motion to the next meeting regarding the Premier's announcement of conducting a feasibility study for a potential tunnel under the 401.

18. **CONFIRMATORY BY-LAW:**

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

**Resolution No. 2024-351:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

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

**By-Law 2024-063 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 9 day of October 2024.**

**CARRIED**

19. **ADJOURNMENT:**

**Resolution No. 2024-352:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Council hereby adjourns at 3:49 p.m.**

**CARRIED**

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James Seeley, Mayor

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Courtenay Hoytfox, Clerk