



MINUTES

DATE: July 10, 2024

CLOSED MEETING: 12:30 P.M.

COUNCIL MEETING: 10:00 A.M.

The July 10, 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, Deputy Clerk

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2024-234:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council approves the July 10, 2024 Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.7 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the July 10, 2024 Council agenda; and

That Council approve the addition of closed item 14.9 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – ARA matter

CARRIED

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

Mayor Seeley declared a potential pecuniary interest related to item 14.1 Confidential Report, as I am a former employee of the Township and left the Chambers during the discussion.

6. **CONSENT AGENDA**

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

- 6.1.1 June 14, 2024 Special Council Meeting Minutes
- 6.1.2 June 12, 2024 Council Meeting Minutes
- 6.1.3 June 12, 2024 Public Information Meeting Minutes



- 6.1.4 May 14 2024 Committee of Adjustment Meeting Minutes
 - 6.1.5 April 16, 2024 Recreation Advisory Committee Minutes
 - 6.1.6 April 8, 2024 Youth Advisory Committee Minutes
- 6.2 AMO Policy Update - Bill 200, Agricultural Land Protection, Electricity Distribution Financing, and Other Updates

- 6.3 AMO Update - 10 Year Renewal of the Canada Community-Building Fund
- 6.4 County of Wellington OPP Police Services Board Report - April 2024
- 6.5 County of Wellington OPP Police Services Board Report - April 2024
- 6.6 Dufferin Aggregates May 2024 Monthly Monitoring Report - Mill Creek Pit Licence 5738
- 6.7 The Ontario Aggregate Resources Corporation 2023 Annual Report
- 6.8 Minister of Health letter regarding Private Well Water Testing
- 6.9 Ministry of Natural Resources Letter regarding Streamlining of Approvals Under the Aggregate Resources Act and Supporting Policy
- 6.10 Municipality of Callander Council Resolution for the Premier to Resume the Assessment Cycle
- 6.11 Municipality of Mattawan Council Support Resolution for the Premier to Resume the Assessment Cycle
- 6.12 Municipality of Tweed Council Resolution regarding Sustainable Funding for Small Rural Municipalities for Ontario Provincial Police Force
- 6.13 Township of Brudenell Lyndoch and Raglan Council Support Resolution regarding the Province to Introduce a Bill to Amend the Ombudsmen Act
- 6.14 Municipality of West Nipissing Oust Council Resolution regarding Seeking Support for Champlain Bridge Rehabilitation
- 6.15 Township of Larder Lake Council Resolution regarding Financial Assistance to Municipalities to complete the Asset Retirement Obligation
- 6.16 Township of Harley Council Resolution regarding Asset Retirement Obligation
- 6.17 Puslinch Profile Features June 2024
- 6.18 Puslinch Profile Features July-August 2024
- 6.19 Sunrise Therapeutic Riding & Learning Centre Donation Receipt and Thank you Letter
- 6.20 Ministry of Municipal Affairs and House regarding Planning Act and Development Charges Act Regulations related to the Cutting Red Tape to Build More Homes Act, 2024 (Bill 185)

Resolution No. 2024-235: Moved by Councillor Bailey and
Seconded by Councillor Hurst

That the Consent Agenda items listed for JULY 10, 2024 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 Written Delegation by Marjorie Clark regarding the Killean School Bell

Resolution No. 2024-236: Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receives the written Delegation by Marjorie Clark regarding the Killean School Bell for information; and

That the written delegation be referred to the Heritage Advisory Committee for a recommendation and report back to Council.

CARRIED

Council recessed from 11:42pm to 11:52pm

Roll Call

Councillor Goyda



Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley

8. PUBLIC MEETINGS:

July 10, 2024 at 7:00 P.M. Public Information Meeting held in-person in Council Chambers, Municipal Office (7404 Wellington Rd 34) and by electronic participation through Zoom regarding Proposed Development Charges By-law

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 Report FIR-2024-004 Procurement Options for the Replacement Pump 31 Truck Update

Resolution No. 2024-237:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Report FIR-2024-004 entitled Purchase of a Replacement of Pump 31 Truck – Update be received; and

That Council authorize the replacement of Pump 31 Truck through the Co-operative Purchasing Program through the Local Authority Services (LAS) Canoe Procurement Group of Canada for a City View Specialty Vehicles Inc./Rosenbauer America Stock Pumper Truck as outlined in Report FIR-2024-004; and

That Council authorizes the pre-payment of 10% for the Replacement of Pump 31 Truck; and

That Council direct staff to develop a contract document for this purchase to the satisfaction of staff.

CARRIED

9.2 Finance Department

9.2.1 Report FIN-2024-015 Canada Community Building Fund Agreement

Resolution No. 2024-238:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

That Report FIN-2024-015 entitled Canada Community-Building Fund – Execution of Municipal Funding Agreement be received; and

That Council gives 3 readings to By-law No. 2024-044 being a By-law authorizing the entering into a Municipal Funding Agreement with the Association of Municipalities of Ontario in order to participate in the Canada Community-Building Fund.

CARRIED

9.2.2 10:25 A.M. Report FIN-2024-016 Energy Conservation and Demand Management Plan

Resolution No. 2024-239:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

THAT Report FIN-2024-016 entitled 2024 Energy Conservation and Demand Management Plan be received; and

That the Township's 2024 Energy Conservation and Demand Management Plan attached as

Schedule A to Report FIN-2024-016 be approved; and

That Council approve the projects outlined in Schedule A to Report FIN-2024-016 subject to further annual review during the budget process; and

That staff engage with its consultant to develop guidelines for this plan to ensure future projects are consistently applying the recommendations included in the Township's 2024 Energy Conservation and Demand Management Plan.

CARRIED

9.2.3 Report FIN-2024-017 First Quarter Financial Report 2024

Resolution No. 2024-240: Moved by Councillor Bailey and
Seconded by Councillor Goyda

THAT Report FIN-2024-017 entitled First Quarter Financial Report – 2024 be received.

CARRIED

9.3 Administration Department

9.3.1 Report ADM-2024-032 Final Draft Heritage Permit By-law

Resolution No. 2024-241: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report ADM-2024-032 entitled Report ADM-2024-032 Final Draft Heritage Permit By-law be received; and,

That Council give three readings to By-law 2024-046, as revised, being a by-law to establish a Heritage Permit Process and a by-law to delegate the power to grant Heritage Permits for the alteration of designated heritage properties.

CARRIED

9.3.2 Report ADM-2024-033 Second Draft Repeal and Replace Sign By-law

Resolution No. 2024-242: Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report ADM-2024-033 Second Draft Repeal and Replace Sign By-law be received; and,

That Council direct staff to bring back the final draft of the Sign By-law as outlined in the presentation.

CARRIED

9.3.3 Report ADM-2024-034 Sign Variance Request 256 Brock Rd S

Resolution No. 2024-243: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report ADM-2024-034 entitled Sign Variance Request – 256 Brock Rd S., Puslinch be received; and

That Council approve the request for relief from the Sign By-law 09/91 for 256 Brock Rd S. to permit a display area of 21.39 m².



CARRIED

9.3.4 Report ADM-2024-035 Reporting Out from Council Direction Update

Resolution No. 2024-244: Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report ADM-2024-035 entitled Reporting Out from Council Direction Update be received for information; and,

That staff be directed to provide the peer review and recommendations regarding the 2023 Capital Paving Monitoring Report to the Pit Operator and the MNRF; and,

That staff be directed to send the annual Mill Creek Pit Phase 6 – Ecological Monitoring Report for peer review when received each year for Council’s consideration.; and

That Council direct staff to forward Harden’s report to the MNRF and pit operator regarding the monitoring not be permitted to discontinue until such time that the license is surrendered;

That GMBP’s comment be forwarded to Mini Lakes for response;

That Council direct staff to further investigate the TOARC fee structure and report back to Council on potential action items for Council’s consideration.

CARRIED

Resolution No. 2024-245: Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That authorize the July 10, 2024 Council meeting to continue past 5:00 o’clock PM in accordance with the Township Procedural By-law.

CARRIED

9.3.5 Report ADM-2024-036 Repeal of Mandatory Pre-Consultation By-law

Resolution No. 2024-246: Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report ADM-2024-036 entitled Repeal of Mandatory Pre-Consultation By-law 2022-054 be received for information; and,

That Council hereby Repeal the Township’s Mandatory Pre-Consultation By-law 2022-054, as amended; and,

That Council endorse Planning Pre-Consultations as a recommended step for Planning Act Applications submitted to the Township.

CARRIED

9.3.6 Report ADM-2024-038 ERO Postings 019-8825, 019-8826, 019-8827

Resolution No. 2024-247: Moved by Councillor Sepulis and



Seconded by Councillor Hurst

That Report ADM-2024-038 entitled ERO Postings 019-8825, 019-8826, 019-8827 be received for information.

CARRIED

9.4 Planning and Building Department

9.4.1 **1:00 P.M.** Report PD-2024-003 Zoning By-law Amendment – 6706 Gore Rd

Resolution No. 2024-248:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report PD-2024-003 Zoning By-law Amendment – 6706 Gore Rd be received; and

That Council approve the zoning by-law amendment subject to the recommendations outlined in the planning recommendation report; and

That Council give three readings to By-law 2024-047 being a By-law to amend By-law 023/18, as amended, being the Zoning By-law of the Township of Puslinch.

CARRIED

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 **10:15 A.M.** Presentation by Tim Beckett, Behr Integrated Solutions regarding Township of Puslinch Community Risk Assessment

Resolution No. 2024-249:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Council receive the Presentation by Tim Beckett, Behr Integrated Solutions regarding Township of Puslinch Community Risk Assessment; and

That Council formally adopt the Community Risk Assessment as presented.

CARRIED

10.2 Ministry of Natural Resources letter regarding streamlining of approvals under the Aggregate Resources Act and supporting policy

Resolution No. 2024-250:

Moved by Councillor Hurst and
Seconded by Councillor Goyda

That Council receive the Ministry of Natural Resources letter regarding streamlining of approvals under the Aggregate Resources Act and supporting policy for information.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update on the TAPMO Executive Direction position.

11.1.2 Mayor Seeley gave an update on the letter from the MOF regarding the creation of a sub tax class for aggregate uses.

11.2 Council Member Reports

11.2.1 None

Resolution No. 2024-251:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That Council receive the Mayors updates for information.

CARRIED

12. BY-LAWS:

12.1.1 BL2024-044 - Authorize Entering into Funding Agreement with CCBF

12.1.2 BL2024-045 - Delegate Authority for extension agreements

12.1.3 BL2024-046 Heritage Permit By-law

12.1.4 BL2024-047 Zoning By-law Amendment - 6706 Gore Rd

12.1.5 BL2024-049 Youth Committee Member

Resolution No. 2024-252:

Moved by Councillor Hurst 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 BL2024-044 – Being a by-law to authorize the entering into a Municipal Funding Agreement with the Association of Municipalities of Ontario in order to participate in the Canada Community-Building Fund.

12.1.2 BL2024-045 – Being a by-law to delegate authority to the Director of Finance/Treasurer or designate to authorize the execution of tax arrears extension agreements pursuant to Section 378 of the Municipal Act, 2001.

12.1.3 BL2024-046 – Being a by-law to establish a Heritage Permit Process and a by-law to delegate the power to grant Heritage Permits for the alteration of designated heritage properties.

12.1.4 BL2024-047 – Being a By-law 2024-047 being a By-law to amend By-law 023/18, as amended, being the Zoning By-law of the Township of Puslinch.

12.1.5 BL2024-049 – Being a By-law to appoint Jasmine Coburn to the Youth Advisory Committee for the remainder of the 2022-2026 term.

CARRIED



13. CLOSED SESSION:

Council was in closed session from 11:00 a.m. to 3:56 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 Confidential Report, as I am a former employee of the Township and left the Council Chambers during the discussion.

Resolution No. 2024-253:

Moved by Councillor Sepulis 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 personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Property Tax Matter

14.3 Confidential report 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 – Procurement Matter

14.4 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter

14.5 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose– Human Resource Policies

14.6 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Recreation Advisory Committee appointment

14.7 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Youth Advisory Committee appointment

14.8 Confidential minutes from previous closed meetings:

14.8.1 June 12, 2024 Closed Meeting Minutes

14.8.2 June 14, 2024 Closed Meeting Minutes

14.9 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter

14.10 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – ARA matter

CARRIED

Resolution No. 2024-254:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

THAT Council moves into open session at 3:56 pm

CARRIED

Council resumed into open session at 3:56 p.m.

Resolution No. 2024-255:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Property Tax Matter

14.3 Confidential report 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 – Procurement Matter

14.4 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – By-law Enforcement Matter

14.5 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose– Human Resource Policies



- 14.6 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Recreation Advisory Committee appointment**
- 14.7 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Youth Advisory Committee appointment**
- 14.8 Confidential minutes from previous closed meetings:**
 - 14.8.1 June 12, 2024 Closed Meeting Minutes**
 - 14.8.2 June 14, 2024 Closed Meeting Minutes**
- 14.9 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter**
- 14.10 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – ARA matter; and**

That Council give three readings to By-law 2024-049 Being a By-law to appoint Jasmine Coburn to the Youth Advisory Committee for the remainder of the 2022-2026 term; and

That staff proceed as directed.

CARRIED

Resolution No. 2024-256:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council receives the:

- 14.1 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Human Resource Matter**

CARRIED

14. BUSINESS ARISING FROM CLOSED SESSION:

None

15. NOTICE OF MOTION:

None

16. NEW BUSINESS:

None

17. ANNOUNCEMENTS:

- 17.1 Mayor Seeley provided an update that TAPMO invited Kevin Mitchell to provide a presentation on aggregate rehabilitation at TAPMO's Annual General meeting at AMO.
- 17.2 Councillor Hurst provided an update from the Heritage Meeting regarding the 26 additional properties that are to be added for designation in 2025.
- 17.3 Mayor Seeley commented on the success at the Canada Day event at the PCC. Requested that the Township send a letter of thanks to the Optimist Club for all their work and contributions to ensure the event took place and was a success.
- 17.4 Mayor Seeley commented that the 2024 Fall Fair preparations are going well.
- 17.5. Mayor Seeley commented that Puslinch Minor Soccer program is up and running at the PCC grounds.

18. CONFIRMATORY BY-LAW:

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

Resolution No. 2024-257:

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 2024-050 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 10 day of July 2024.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JULY 10, 2024 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

CARRIED

19. ADJOURNMENT:

Resolution No. 2024-258:

Moved by Councillor Bailey and
Seconded by Councillor Sepulis

That Council hereby adjourns at 5:28 p.m.

CARRIED

James Seeley, Mayor

Courtenay Hoytfox, Clerk