

Welcome Home!

Resident Welcome Package



Contact us

Township of Puslinch
7404 Wellington RD 34,
Puslinch, ON, N0B 2J0

T. 519-763-1226
F. 519-763-5846
E. services@puslinch.ca



[Puslinch.ca](https://puslinch.ca)



[@TownshipofPuslinch](https://www.facebook.com/TownshipofPuslinch)



[@TwpPuslinchON](https://twitter.com/TwpPuslinchON)



[@PuslinchFRS](https://twitter.com/PuslinchFRS)



[@townshipofpuslinch](https://www.instagram.com/townshipofpuslinch)

Regular Office Hours

Monday-Friday
9:00 a.m. to 4:30 p.m.

Saturday and Sunday
Closed

Summer Office Hours

(July 2nd-August 31st)

Monday-Friday
8:30 a.m. to 4:00 p.m.

Saturday and Sunday
Closed

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Puslinch Council



The Council of the Township of Puslinch is comprised of a Mayor and four councillors elected for a four year term.

Regular meetings of Council are held at 10:00 a.m. on Wednesdays every 3 weeks. With the exception of July and August where there is one regular meeting in each month at 10:00 a.m.

To learn more about your Council or to view meeting dates, agendas and minutes visit [Puslinch.ca/Council](https://puslinch.ca/Council).

If you wish to address Council please contact the Clerk's Department one week prior to the scheduled Council meeting. For more information visit our Governance & Procedures page at [Puslinch.ca/Governance](https://puslinch.ca/Governance).



Advisory Committees

The Township of Puslinch has the following Advisory Committees meet throughout the year, Heritage Advisory Committee, Committee of Adjustment / Planning and Development Advisory Committee, and the Recreation Advisory Committee. For more information on each Committee visit our Committees & Boards webpage at **[Puslinch.ca/Committees](https://puslinch.ca/Committees)**.

Township News and Announcements

The Township of Puslinch website is the Township's official source for information on Township programs, services, events news and public notices. Residents and business are encouraged to visit our website and subscribe to our News, Media Releases and Public Notices at [Puslinch.ca/NewsandPublicNotices](https://puslinch.ca/NewsandPublicNotices).



Animal Control Services



The Cambridge and District Humane Society (CDHS) provides the Township's animal control services. Puslinch Residents can call CDHS at 519-623-6323, 24 hours a day, 7 days a week including statutory holidays for the following animal control services:

- To report dogs at large
- To report injured dogs
- To report injured cats
- To report aggressive dogs
- To report deceased domestic pets
- To report injured wildlife
- To report Exotic Animals

The CDHS is located at 1650 Dunbar Rd. Cambridge ON. For more information visit their website cambridgehumanesociety.org.

By-law Enforcement



The Municipal By-Law Enforcement Officer investigates concerns relating to Puslinch By-laws. Some common issues that our By-law Enforcement Officer can address are property standards issues, zoning issues, etc. The Township employs one full-time By-law Enforcement Officer.

Reporting an infraction

The Township's by-laws are enforced on a written complaint basis, telephone calls will not be accepted. By-law infractions must be submitted using the Township's CloudPermit system available at Puslinch.ca/by-laws.

All information related to a complaint shall remain confidential in accordance with the Municipal Freedom of Information and Protection of Privacy act unless ordered by a court, legal authority or other tribunal.



Property Taxes

Property taxes and user fees pay for the services and programs provided by the Township including but not limited to emergency services, community services, road maintenance, parks and more.



There are two tax bills sent each year. The interim tax bill is mailed in early February. This bill has two installment stubs and the installments are due on the last business day in February and April each year. The final tax bill is mailed in early August. This bill has two installment stubs and the installments are due on the last business day in August and October each year.

Remember to keep your final tax bill each year for income tax purposes and to know what your interim taxes will be for the following year.

Payment Options

More information on all payment options is available at Puslinch.ca/Taxes

- Pre-authorized payment plan (Monthly or installment options)
- Internet/Telephone Banking or in person at your Financial Institution
- Cheque either by mail or dropped off in the Township's secure drop slot on the Township's front door
- Cash and/or Interact at the Township Office

Assessment Concerns

If you have concerns, please contact the Municipal Property Assessment Corporation (MPAC) at 1-866-296-6722 or mpac.ca.





Building Services



Building Permits

Most construction, renovations, additions and some repairs or plumbing work require a building permit. A permit is also required for most demolition projects. The Township requires all building permits be submitted through CloudPermit, our online building application process. For more information regarding building permit applications visit Puslinch.ca/Building.

Building Inspections

All major phases of a construction project must be inspected to ensure the work follows the approved plans. It is your responsibility to contact the Township to request an inspection at least 24 hours before work continues from one inspection state to the next. To arrange an inspection you can book it through your CloudPermit account by visiting ca.cloudpermit.com/login.

Call Before You Dig

As a contractor or homeowner, you are responsible for obtaining locates for all utilities/services prior to digging. These services include gas pipelines, electrical services, telephone and cable TV, as well as your water and septic connections. Ontario One Call will confirm which utility company the can provide locate services form. You are responsible for contacting utility providers who are not members of Ontario One Call.

Ontario One Call is a free 24/7 service that helps homeowners make sure their digging location is safe prior to starting a project. You can reach them toll-free at 1-800-400-2255 or visit ontarioonecall.ca.





Planning and Development



County of Wellington Approval Authority

- County of Wellington Official Plan Amendments
- Local Official Plan Amendments
- Subdivisions (Township Council is final approval authority for Subdivision Agreements)
- Condominiums (Township Council is the final approval authority for Condominium Agreements)
- Consent to Sever

Township of Puslinch Approval Authority

- Planning Pre-Consultation Meetings
- Zoning By-law Amendments
- Minor Variances
- Site Plan Control
- Site Alteration Permits
- Entrance Permits
- Radiocommunication and Antenna Tower Applications
- Building and Demolition Permits



Now through CloudPermit!

The Township is now accepting submissions for all planning act applications through CloudPermit. This includes submissions for Pre-consultation meetings, zoning by-law amendments, minor variances and site plan control applications.

With CloudPermit you can apply for and see the status of your application, anywhere, at any time, start an application and finish it later, receive email updates on the status of the application and so much more.





Recreation Facilities & Parks



Community Facilities

The Township of Puslinch offers a variety of outdoor spaces and facilities available for individuals of all ages. Our outdoor rink, baseball diamonds, soccer fields, picnic areas, patios, and gardens are all available for the public to use and rent through the Township.

Event Space Rentals

The Township's Puslinch Community Centre offers two rooms for rent. The Archie MacRobbie hall holds 150 people for non-residents and 250 people for residents. The facility includes a full kitchen as well as an outdoor patio area. This hall has been used for a variety of events such as weddings, stag and does, birthday parties, meeting, auctions and community events.

The Alf Hales Room seats 48 guests and includes a kitchenette with a sink and fridge. This room has been used for birthday parties, family get-togethers, business meetings, bridal and baby showers.

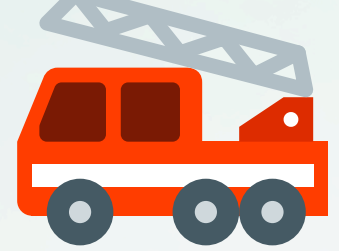
The Township's Optimist Recreation Centre offers an outdoor arena, small party room, and gymnasium making it an ideal place to host a range of events.

For more information and rentals visit Puslinch.ca/Facilities.

Playgrounds and Trails

If you enjoy getting out in nature you should visit the trails within the Township. View a map of the trails available in the Township at Puslinch.ca/Trails. The Township offers three playgrounds for you and your family located at the Puslinch Community Centre, Morriston Meadows and Boreham Park. For more information visit Puslinch.ca/Playgrounds.

Fire & Rescue Services



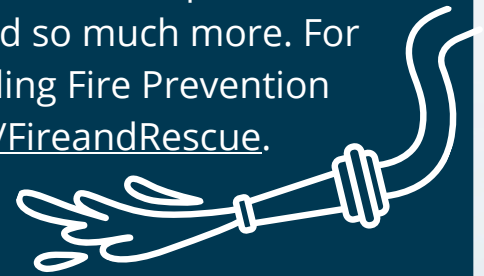
Puslinch Fire and Rescue Service is a vital component of community safety consisting of dedicated firefighters who work to protect lives, protect property and protect the environment.

They play a crucial role in educating the public about fire safety, protection through fire prevention and emergency response.

To stay up to date on all the great work of Puslinch Fire and Rescue you can follow them on Twitter at [Twitter.com/PuslinchFRS](https://twitter.com/PuslinchFRS).

Fire Prevention Services

The Puslinch Fire and Rescue Services provides a number of Fire Prevent Services including Safety Programs including Public Education and Speaking Engagement, Firework Inspections, Fire Extinguisher Training, and so much more. For more information regarding Fire Prevention Services visit Puslinch.ca/FireandRescue.



Open Air Burn Permits

Open Air Burning Permits are required for any fire in an open place, yard, field or area which is not contained or enclosed by a building or structure, and includes agricultural fires, outdoor fireplaces and chimneys, bonfires, and campfires.

These permits are available online at Puslinch.ca/BurnPermit or at the Township Office.



Wellington County Garbage, Recycling and Landfills



Waste and Recycling Program

The County of Wellington manages the solid waste and recycling programs within the Township for residents. The Township office sells pay per use garbage bags and offers complimentary recycling bins to new residents.

- Recycling Bin: Complimentary for new residents (additional bins can be purchased at the Aberfoyle transfer station for a minimal fee)
- 10 large garbage bags: \$25
- 10 small garbage bags: \$20



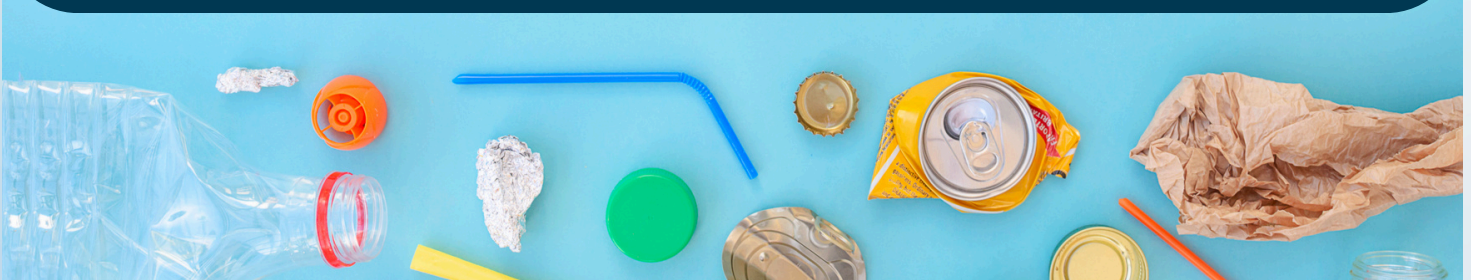
Landfills

Township Residents and Businesses are serviced by the Aberfoyle Transfer Station:

Location: 6922 Concession 4

Hours of Operation: Wednesday, Friday and Saturday: 8:00 a.m. - 4:00 p.m.

The County of Wellington also operates five additional transfer stations within the County, that residents of the Township may use. For more information about these facilities and other solid waste service visit the Wellington County Website Wellington.ca under 'Garbage and Recycling'.



Recycle Coach



Recycle Coach is a free app that can be downloaded on your smartphone from the App Store or Google Play. Use this tool to view and download your own personalized garbage collection schedule, and sign up for reminders.

Wellington County Emergency Services and Emergency Management

Emergency Medical Services and O.P.P. Services

EMS (ambulance services) and police services are managed by the County of Wellington. The Township of Puslinch is serviced by the Ontario Provincial Police from the Rockwood Department. EMS services are provided by Guelph-Wellington Paramedic Service.

Non-Emergency Police Services

For non-emergencies, call the OPP Dispatch center at 1-888-310-1122.



Wellington County Emergency Management

Emergencies can happen at any time with little to no warning and the County of Wellington's Emergency Management Division encourages you to Be Better Prepared by following these three steps:

Make a Plan: Having a plan and making sure everyone in your family knows what to do in an emergency is important.

Build a Kit: Having extra supplies, commonly known as a 72-Hour Emergency Kit, can help you and your family prepare for any emergency during any season.

Stay Informed: During an emergency, stay tuned to local news channels, follow official social media accounts for the latest information, and track other emergency resources.

To get started on these 3 steps of preparedness visit our website at wellington.ca/emergency



Wellington County Library

Puslinch Branch



Wellington County Library

The Wellington County Library system has 14 branches located across the county. Their mission is "to enhance the knowledge, skills, enterprise, and employment of the people of Wellington County through the provision of high quality library service." For more information visit Wellington.ca/en/library.aspx.

Puslinch Branch Information

Location:

29 Brock Rd. S., Puslinch, ON

Contact Information:

T 519-763-8026

F 519-763-4122

E puslinchlib@wellington.ca

Hours of operation:

Sun. - Closed

Mon. - Closed

Tues. - 10:00 a.m. to 8:00 p.m.

Wed. - 10:00 a.m. to 5:00 p.m.

Thurs. - 10:00 a.m. to 8:00 p.m.

Fri. - 10:00 a.m. to 5:00 p.m.

Sat. - 10:00 a.m. to 3:00 p.m.



Well Testing Wellington-Dufferin-Guelph Public Health

Water Safety and Testing

It is recommend that you test your private water supply regularly (at least three times per year) for nitrate and bacterial contamination. Drinking water should also be tested if:



- You notice a change in your water quality
- People using the water suffer from an illness which may be waterborne
- There is a flood or large storm that may have carried contaminants to your wellhead
- Maintenance work has been done on the well
- A pregnant person, a person anticipating pregnancy, or an infant under the age of six becomes a user of a water source

Water testing bottles are available at the Township Office if you wish to take a sample. Samples can be dropped off for testing at the Wellington-Dufferin-Guelph Public Health Unit:

160 Chancellors Way Guelph, Ontario

Monday to Thursday: 8:30 a.m. to 4:30 p.m. and Friday: 8:30 a.m. to 12:00 p.m.

Water samples are delivered by courier from the health unit offices to the London Regional Laboratory for testing. All results will be mailed back to you (the sampler). Results may also be obtained by recording the personal identification numbers on the water bottles and calling 1-877-723-3426, 72 hours after dropping off the samples at your local health unit. For more information visit wdgpublichealth.ca/your-home/well-water-testing.



Municipal Staff & Community Contacts

Municipal Staff

General Inquiries	519-763-1226	services@puslinch.ca
Animal Control	519-623-6323	cambridgehumanesociety.org
Building Services	519-763-1226 ext. 100	building@puslinch.ca
By-law Enforcement	519-763-1226 ext. 105	bylaw@puslinch.ca
Council/Committee Services	519-763-1226 ext. 103	admin@puslinch.ca
Fire and Rescue Services	519-763-1226 ext. 102	fire@puslinch.ca
Planning and Zoning	519-763-1226 ext. 104	planning@puslinch.ca
Facility and Hall Rentals	519-763-1226 ext. 107	services@puslinch.ca
Property Taxes	519-763-1226 ext. 106	services@puslinch.ca
Roads	519-763-1226 ext. 101	roads@puslinch.ca

View a full list of municipal staff contacts at [Puslinch.ca/directory](https://puslinch.ca/directory).

Other Community Services/Contacts

County of Wellington	519-837-2600
Hydro One	1-888-664-9376
Hydro One Outages	1-800-434-1235
Enbridge Gas - Residential	1-877-362-7434
Wellington-Dufferin-Guelph Public Health	1-800-265-7293
OPP Non-Emergency	1-888-310-1122

