



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
MAY 7, 2025 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

**MINUTES**

**DATE:** May 7, 2025

**CLOSED MEETING:** 10:05 A.M.

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

The May 7, 2025 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 – absent  
Councillor Russel Hurst  
Councillor Jessica Goyda  
Councillor John Sepulis  
Mayor James Seeley

**STAFF IN ATTENDANCE:**

1. Courtenay Hoytfox, Interim CAO – absent
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. Jamie MacNeil, Fire Chief - absent
7. Andrew Hartholt, CBO
8. Glenn Schwendinger, CAO - absent

**3. MOMENT OF REFLECTION**

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2025-140:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council approves the May 7, 2025 Agenda and Addendum as circulated; and**

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

**Consent Item 6.1.8 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the May 7, 2025 Council agenda; and,**

**Consent Item 6.22 Endorsement of the 56<sup>th</sup> Annual Professional Municipal Clerks Week.**

**CARRIED**

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

Mayor Seeley declared a potential pecuniary interest related to items 9.4.1 as I live adjacent to the proposed subdivision application.

**6. CONSENT AGENDA**

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

- 6.1.1 April 16, 2025 Council Meeting Minutes**  
(Circulated under separate cover)

- 6.1.2 April 16, 2025 Public Information Meeting Minutes  
(Circulated under separate cover)
- 6.1.3 March 4, 2025, Recreation and Community Wellness Advisory Committee Minutes
- 6.1.4 March 3, 2025, Youth Advisory Committee Minutes
- 6.1.5 February 11, 2025, Planning and Development Advisory Committee Minutes
- 6.1.6 February 11, 2025, Committee of Adjustment Minutes
- 6.1.7 Questions received from Council seeking additional information and the corresponding responses provided by staff
- 6.2 AMO Policy Update – AMO responds to the Speech from the Throne and launches health sector survey
- 6.3 AMO Policy Update – Spring Policy Priorities
- 6.4 AMO Policy Update - Expanding Strong Mayor Powers and Improving Ambulance Procurement
- 6.5 Township of Zorra Council Resolution regarding Opposing Strong Mayor Powers
- 6.6 Town of Kingsville Council Resolution regarding Opposition to Strong Mayor Powers
- 6.7 Town of Aylmer Council Resolution regarding Opposition of Expansion to Strong Mayor Powers
- 6.8 Township of Rideau Lakes Council Resolution regarding Opposition of Strong Mayor Powers
- 6.9 Town of Saugeen Shores Council Letter to Hon. Rob Flack regarding Opposition to Expand Strong Mayor Powers
- 6.10 Town of Parry Sound Council Resolution regarding Inclusive Research to Reflect Diversity of Canadian Communities
- 6.11 Township of Howick Letter to Hon. Premier and Ministers regarding Accelerated High Speed Internet Project
- 6.12 Conservation Halton regarding Spill Flood Hazard Policy Update
- 6.13 Independent Electricity System Operator (IESO) Kitchener-Waterloo-Guelph-Cambridge update
- 6.14 County of Wellington Notice of No Appeal - Official Plan Amendment No. 122
- 6.15 County of Wellington May 2025 Meeting Schedule
- 6.16 City of Cambridge Notice of Public Meeting - Draft New Comprehensive Zoning By-law and companion Official Plan Amendment
- 6.17 Sunrise Therapeutic Riding & Learning Centre Thank You Letter
- 6.18 Monthly Monitoring Report - March 2025 Mill Creek Pit License #5738
- 6.19 Puslinch Profile May 2025
- 6.20 ERO 019-9427 Con-Cast Pipe Inc. Permit to Take Water Decision
- 6.21 ERO 019-8792 Royal Canin Canada Company ECA (Sewage) Withdrawn
- 6.22 Endorsement of the 56th Annual Professional Municipal Clerks Week

**Resolution No. 2025-141:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That the Consent Agenda items with the exception of items 6.1.1, 6.1.2, 6.13, 6.16 and 6.22 listed for MAY 7, 2025 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2025-142:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That the Consent Agenda item 6.1.1 and 6.1.2 listed for MAY 7, 2025 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2025-143:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That the Consent Agenda item 6.13 and 6.16 listed for MAY 7, 2025 Council meeting be received for information.**

**CARRIED**

**Resolution No. 2025-144:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

That the Consent Agenda item 6.22 listed for MAY 7, 2025 Council meeting be received for information.

**CARRIED**

**7. DELEGATIONS:**

None

**8. PUBLIC MEETINGS:**

None

**9. REPORTS:**

**9.1 Puslinch Fire and Rescue Services**

9.1.1 None

**9.2 Finance Department**

9.2.1 Report FIN-2025-002 – 2024 Lease Financing Agreement Summary Report ≠

**Resolution No. 2025-145:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

That Report FIN-2025-002 entitled 2024 Lease Financing Agreement Summary Report be received for information; and,

That Council accepts the Treasurer's statement that all lease financing agreements are non-material and have been made in accordance with the Township's Lease Financing Agreement Policy as outlined in Schedule B to Report FIN-2025-002.

**CARRIED**

9.2.2 Report FIN-2025-014 – 2025 Temporary Borrowing By-law≠

**Resolution No. 2025-146:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

That Report FIN-2025-014 entitled 2025 Temporary Borrowing By-law be received for information; and,

That Council give 3 readings to By-law No. 2025-049 being a by-law authorizing external temporary borrowings of \$1,500,000 in 2025.

**CARRIED**

9.2.3 Report FIN-2024-015 – Treasurer's Investment Report for 2024 ≠

**Resolution No. 2025-147:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

That Report FIN-2025-015 entitled Treasurer's Investment Report for 2024 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 2024 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

**2024 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**

### **9.3 Administration Department**

#### **9.3.1 Report ADM-2025-018 – 880 Victoria Road South Notice of Intention to Designate**

**Resolution No. 2025-148:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report ADM-2025-018 entitled 880 Victoria Road South Notice of Intention to Designate be received for information; and,**

**That the Council of the Township of Puslinch state an intention to designate the property municipally known as 880 Victoria Road South pursuant to Section 29 (Part IV) of the Ontario Heritage Act, 1990 (the Act); and,**

**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 a designation by-law for Council's consideration and enactment.**

**CARRIED**

### **9.4 Planning and Building Department**

Mayor Seeley declared a potential pecuniary interest related to item 9.4.1 as I live adjacent to the proposed subdivision application and refrained from discussions and voting on that item.

#### **9.4.1 Amended Report PD-2025-008 – WDD Main Street – Outstanding ≠**

**Resolution No. 2025-149:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report PD-2025-008 entitled WDD Main St. - Outstanding Items be received for information; and,**

**That Council states its intention to acquire Block 23 through the Draft Plan of Subdivision approval process subject to the following conditions:**

- 1. That the developer pays the full parkland dedication fees for the proposed subdivision; and,**
- 2. That the developer through the draft plan of subdivision be required to install fencing to delineate the public lands from the private properties; and,**

**That Council request that the applicant amend Schedule "A" of the report to be provided to the public to include the sight line distances for the proposed Back St. and the Main St. access; and,**

**That Council direct staff schedule a public meeting prior to the approval of the subdivision agreement to review the detailed design of Back St. in order to provide the public an additional opportunity to provide input on the application.**

**CARRIED**



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9.4.2 Report BLD-2025-002 – Building Department First Quarter Update – January to March 2025

**Resolution No. 2025-150:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

That Report BLD-2025-002 entitled Building Department First Quarter Update – January to March 2025 be received for information.

**CARRIED**

**9.6 Roads and Parks Department**

9.6.1 None

**9.6 Recreation Department**

9.6.1 None

Council recessed from 11:58 a.m. until 12:55 p.m.

**Roll Call**

Councillor John Sepulis  
Councillor Russel Hurst  
Councillor Jessica Goyda  
Mayor James Seeley

**10. CORRESPONDENCE:**

**10.1 Presentation by Interim Detachment Commander Karen Medeiros from Wellington County O.P.P. ≠**

**Resolution No. 2025-151:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That Correspondence item 10.1 Presentation by Interim Detachment Commander Karen Medeiros from Wellington County O.P.P. be received for information; and,

That Council direct staff to contact Wellington County OPP regarding concerns with respect to hunting in the river off of Niska Road in advance of the fall hunting season;

That Council direct staff to contact wellington County OPP regarding concerns related to heavy vehicles.

**CARRIED**

**10.2 ERO 025-0387 Riverbank Park Inc. Environmental Compliance Approval (Sewage)**

**Resolution No. 2025-152:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

That Correspondence item 10.2 RO 025-0387 Riverbank Park Inc. Environmental Compliance Approval (Sewage) be received for information.

**CARRIED**

**10.3 County of Wellington Resolution regarding Official Plan Amendment 126 Recommendation Report**

**Resolution No. 2025-153:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Correspondence item 10.3 County of Wellington Resolution regarding Official Plan Amendment 126 Recommendation Report be received for information.**

**CARRIED**

**10.4 County of Wellington Resolution regarding 2024 Residential Development Monitoring Report**

**Resolution No. 2025-154:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Correspondence item 10.4 County of Wellington Resolution regarding 2024 Residential Development Monitoring Report be received for information.**

**CARRIED**

**10.5 Bill 5, Protecting Ontario by Unleashing our Economy**

**Resolution No. 2025-155:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Correspondence item 10.5 Bill 5, Protecting Ontario by Unleashing our Economy be received for information; and,**

**That Council direct staff to prepare and submit comments for ERO posting 025-0380 and ERO posting 025-0391 in accordance with the comments provided by Council in order to meet the timeline to submit comments and the comments be submitted to AMO.**

**CARRIED**

**10.6 AMO Request for Delegations Open for 2025 Conference**

**Resolution No. 2025-156:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Correspondence item 10.6 AMO Request for Delegations Open for 2025 Conference be received for information; and,**

**That Council direct staff to prepare a report for Council's consideration at the May 28, 2025 Council meeting regarding the proposed delegation topics for Council's consideration:**

- Impacts with respect to Bill 5
- Beautification of Downton Morriston
- Potential Closure of Concession 1 at Highway 6
- Aggregate Accessory Uses and Long Term Uses
- Excess Soil Management
- OMERS
- Minimum Distance Separation

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor' Updates**

11.1.1 Mayor remarked that the Township had hosted its first Mayor's Breakfast on May 5, 2025 in support of Township Economic Development initiatives and looks forward to seeing participation from more businesses in the future.

11.1.2 Mayor Seeley advised that the Puslinch Clean took place on Saturday May 3, 2025 and that there were two 40-yard bins filled as a result. Mayor Seeley thanked staff for their participation in the event.

11.1.3 Mayor Seeley inquired for an update from staff regarding the opening of the tennis courts and sports fields. Interim Manager of Corporate Services/Deputy Clerk Sarah Huether advised that the tennis courts had opened and that the sports fields would be opening on May 8, 2025.

11.1.

**Resolution No. 2025-157:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council receive the Mayor's updates for information.**

**CARRIED**

**11.2 Council Member Reports**

11.2.1 Councillor Goyda stated that the Badenoch Shed construction was completed.

11.2.2 Councillor Hurst remarked that Heritage Advisory Committee Heritage discussed the construction of the Killeen School Bell Cairn at the Puslinch Community Centre Grounds summer 2025 and thanked the Puslinch Historical Society for their input on the design of the cairn.

11.2.3 Councillor Hurst advised that the Heritage Designation Open House was being held on May 14, 2025.

11.2.4 Councillor Sepulis enquired of Council if the Bike Rodeo was taking place this weekend. Mayor Seeley advised it was taking place on Saturday May 10, 2025 at the Municipal Office.

**Resolution No. 2025-158:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

**That Council receive the Council Member Reports updates for information.**

**CARRIED**

**12. BY-LAWS:**

12.1.1 BL2025-049 Temporary Borrowing By-law - Being a by-law authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2025.

**Resolution No. 2025-159:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

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

**12.1.1 BL2025-049 Being a by-law authorize the temporary borrowing of funds to meet current expenditures of the Corporation of the Township of Puslinch during the fiscal year ending December 31, 2025.**

**CARRIED**

**13. ANNOUNCEMENTS:**

None

**14. CLOSED SESSION:**

Council was in closed session from 10:04 a.m. to 10:57 a.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. 2025-160:**

Moved by Councillor Goyda 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 regarding the security of the property of the Municipality or local boards – Municipal Property**

**14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Volunteer of the Year Nominations**

**14.3 Confidential minutes from previous closed meetings:**

**14.3.1 April 16, 2025, Closed Meeting Minutes**

**CARRIED**

**Resolution No. 2025-161:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council moves into open session at 10:57 am**

**CARRIED**

Council resumed into open session at 10:57 a.m.

**Resolution No. 2025-162:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Council receives the:**

**14.1 Confidential report regarding the security of the property of the Municipality or local boards – Municipal Property**

**14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Volunteer of the Year Nominations**

**14.3 Confidential minutes from previous closed meetings:**

**14.3.1 April 16, 2025, Closed Meeting Minutes**

**CARRIED**

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

None

**16. NOTICE OF MOTION:**

None

**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. 2025-163:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

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





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**By-Law 2025-050 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 7 day of May 2025.**

**CARRIED**

**19. ADJOURNMENT:**

**Resolution No. 2025-164:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council hereby adjourns at 1:59 p.m.**

**CARRIED**

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James Seeley, Mayor

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Justine Brotherston, Interim Municipal Clerk