



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 17, 2025 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

MINUTES

DATE: September 17, 2025

CLOSED MEETING: Directly following Section 13
Announcements

COUNCIL MEETING: 10:00 A.M.

The September 17, 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
Councillor Russel Hurst
Councillor Jessica Goyda
Councillor John Sepulis
Mayor James Seeley

STAFF IN ATTENDANCE:

1. Courtenay Hoytfox, CAO
2. Justine Brotherston, Director of Corporate Services / Municipal Clerk
3. Sarah Huether, Manager of Corporate Services / Deputy Clerk
4. Mike Fowler, Director of Public Works, Parks and Facilities
5. Mary Hasan, Director of Finance/Treasurer

3. **MOMENT OF REFLECTION**

4. **CONFIRMATION OF THE AGENDA**

Resolution No. 2025-276:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Council approves the September 17, 2025, Agenda and Addendum as circulated; and

That Council approves the additions to the agenda as follows:

Consent Item 6.1.2 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 17, 2025 Council agenda.

CARRIED

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

Councillor Sepulis declared a potential pecuniary interest related to item 9.4.4 Report COA-2025-038 Zoning By-law Amendment Application (D14/DAN) Request for Council to deem the application to be complete/incomplete in regard to Estill Development proposed on SR20N. I reside on Sideroad 20N which will be impacted by this development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act.

Councillor Hurst declared a potential pecuniary interest related to item 7.1.1 and 9.3.2 Delegation by Anne Caine & Peter Cummings and Report CAO-2025-002 County Housing Fund Application respectively, as I am a member of the Sunrise Therapeutic Riding Centre Board of Directors and therefore have a pecuniary interest in the noted agenda item and wish to be excluded from the dialogue.

6. **CONSENT AGENDA**

- 6.1 Adoption and Receipt of the Minutes of the Previous Council and Committee Meetings
 - 6.1.1 August 27, 2025 Council Meeting Minutes
 - 6.1.2 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 17, 2025 Council Agenda
- 6.2 Ombudsman Ontario 2024-25 Annual Report
- 6.3 Municipality of Tweed Council Resolution regarding Collaborative Action on Sustainable Waste Management in Ontario
- 6.4 Town of Goderich Council Resolution regarding Senate Committee on Agriculture and Forestry Report
- 6.5 Township of Armour Council Resolution regarding Governance of Family Health Teams
- 6.6 Township of West Lincoln Council Resolution regarding Code of Conduct for the prevention of Human Trafficking in the Niagara Region
- 6.7 Pit #5738 July 2025 Monthly Monitoring Report
- 6.8 Puslinch Profile September 2025
- 6.9 Notice of Pre-consultation - Draft Updates to the Grand River Source Water Protection Plan and Assessment Report

Resolution No. 2025-277:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That the Consent Agenda items listed for SEPTEMBER 17, 2025 Council meeting be received for information.

CARRIED

7. DELEGATIONS:

- 7.1 Specific Interest (Items Listed on the Meeting Agenda)

Councillor Hurst declared a potential pecuniary interest related to item 7.1.1 and 9.3.2 Delegation by Anne Caine & Peter Cummings and Report CAO-2025-002 County Housing Fund Application respectively, as I am a member of the Sunrise Therapeutic Riding Centre Board of Directors and therefore have a pecuniary interest in the noted agenda item and wish to be excluded from the dialogue and refrained from discussion and voting on the matter.

- 7.1.1 11:00 A.M. Delegation by Ann Caine and Peter Cummins regarding Report CAO-2025-002 County Housing Development Fund Application

Resolution No. 2025-278:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the delegation by Ann Caine and Peter Cummins regarding Report CAO-2025-002 County Housing Development Fund Application be received for information.

CARRIED

- 7.1.2 11:30 A.M. Delegation by Rob Stovel regarding Report COR-2025-036 Zoning By-law Amendment Application (D14/AUD) Audrey Meadows Phase II Update

Resolution No. 2025-279:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That the delegation by Rob Stovel regarding Report COR-2025-036 Zoning By-law Amendment Application (D14/AUD) Audrey Meadows Phase II Update be received for information.

CARRIED

- 7.1.3 10:05 A.M. Delegation by John McNie regarding Report COR-2025-035 Major Site Alteration

Resolution No. 2025-280:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That the delegation by John McNie regarding Report COR-2025-035 Major Site Alteration be received for information.

CARRIED

7.1.4 10:15 A.M. Delegation by George Anastasakos regarding Report COR-2025-037 Major Site Alteration

Resolution No. 2025-281:

Moved by Councillor Goyda and
Seconded by Councillor Sepulis

That the delegation by George Anastasakos regarding Report COR-2025-037 Major Site Alteration be received for information.

CARRIED

7.1.5 10:15 A.M. Delegation by Mike McColl regarding Report COR-2025-037 Major Site Alteration

Resolution No. 2025-282:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the delegation by Mike McColl regarding Report COR-2025-037 Major Site Alteration be received for information.

CARRIED

7.1.6 1:20 P.M. Delegation by Zachary Rypalowski regarding Report COR-2025-039 Request for Municipal Support Confirmation – IESO LT2(e-1) RFP – 3972 Sideroad 10 S – Solar Farm

Resolution No. 2025-283:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That the delegation by Zachary Rypalowski regarding Report COR-2025-039 Request for Municipal Support Confirmation – IESO LT2(e-1) RFP – 3972 Sideroad 20 S – Solar Farm be received for information.

CARRIED

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

7.2.1 1:00 P.M. Delegation by Rick and Shannon Standish regarding safety concerns at the Leslie Rd and Watson Rd S Intersection

Resolution No. 2025-284:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That the delegation by Rick and Shannon Standish regarding safety concerns at the Leslie Rd and Watson Rd S Intersection be received for information; and

That Council direct staff to include for consideration, in the appropriate report, the installation of one solar-powered speed radar sign at this location, to be purchased in 2026, for the purpose of collecting speed data; and

That Council direct staff to request the County and/or the OPP to deploy a Black Cat speed monitoring device at this location in the interim.

CARRIED

Council recessed from 11:23am to 11:27am

Roll Call

Councillor Goyda

Councillor Sepulis
Councillor Bailey
Councillor Hurst
Mayor Seeley

8. PUBLIC MEETINGS:

September 17, 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 Proposed User Fees and Charges By-law.

9. REPORTS:

9.1 Puslinch Fire and Rescue Services

9.1.1 None

9.2 Finance Department

9.2.1 Report FIN-2025-024 2026 Proposed User Fees and Charges

Resolution No. 2025-285:

Moved by Councillor Sepulis and
Seconded by Councillor Bailey

That Report FIN-2025-024 entitled 2026 Proposed User Fees and Charges be received; and

That Council directs staff to proceed with holding a Public Meeting on September 17, 2025 at 7:00 p.m. to obtain public input on the proposed User Fees and Charges By-law as outlined in Schedule A to Report FIN-2025-024; and

That staff report back to Council with the results of the Public Meeting.

CARRIED

9.3 Office of the CAO

9.3.1 Report CAO-2025-001 Strategic Plan Scope of Work

Resolution No. 2025-286:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

That Report CAO-2025-001 entitled Strategic Plan Scope of Work be received for information; and,

That Council endorse the Phase 1 Planning and Launch report as presented.

CARRIED

Councillor Hurst declared a potential pecuniary interest related to item 7.1.1 and 9.3.2 Delegation by Anne Caine & Peter Cummings and Report CAO-2025-002 County Housing Fund Application respectively, as I am a member of the Sunrise Therapeutic Riding Centre Board of Directors and therefore have a pecuniary interest in the noted agenda item and wish to be excluded from the dialogue and refrained from discussion and voting on the matter.

9.3.2 Report CAO-2025-002 County Housing Development Fund Application

Resolution No. 2025-287:

Moved by Councillor Goyda and
Seconded by Councillor Bailey

That Report CAO-2025-002 entitled County Housing Development Fund Application be received for information; and

That Puslinch Council endorse the recommendations outlined in the report as presented; and

That Township staff be directed to make an application to the County Housing Development Fund for the projects as outlined in this report.

CARRIED

9.3.2 Report CAO-2025-003 AMO Update

Resolution No. 2025-288:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report CAO-2025-003 entitled AMO 2025 Conference Debrief be received for Information; and

That Council direct staff to submit comments to the ERO posting in support of TAPMO's comments and that TAPMO's comment be appended to the Township's submission.

CARRIED

9.4 Corporate Services Department

9.4.1 Report COR-2025-035 Zoning By-law Amendment Application D14/ONT(Ertl) Request for Council to deem the application to be complete

Resolution No. 2025-289:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

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Whereas the Township's subconsultants have reviewed the application and have raised no concerns regarding deeming the application complete, confirming that all required studies have been provided; and

Whereas the Township acknowledges that deeming the application complete does not imply any judgment or position on the merits of the application; and

Whereas the application is still undergoing ongoing review, including public consultation and further detailed analysis, with a formal position on the matter to be presented following the completion of these processes; and

Whereas the Township expects that all concerns raised by its professional consultants during the review process will be adequately addressed to the satisfaction of the Township;

Therefore Be It Resolved that Council deems the application D14/ONT(Ertl) to be complete in accordance with the Planning Act; and

That Council acknowledges that the deeming of the application as complete is procedural and does not constitute a decision on the merits of the application, which will be determined following the full review process, including public consultation and the final analysis of all relevant information; and

That Council expects the applicant to adequately address concerns raised by the Township's professional consultants in accordance with the Planning Act and Township's policies and standards; 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



9.4.2 Report COR-2025-036 Zoning By-law Amendment Application (D14/AUD) Audrey Meadows Phase II Update

Resolution No. 2025-290:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Report COR-2025-036 entitled Zoning By-law Amendment Application (D14/AUD) Audrey Meadows Phase II Update; and

That Council direct staff to hold a Public Information Session prior to bringing forward a recommendation report for Council's consideration.

CARRIED

Council recessed from 12:52pm to 1:25pm

Roll Call

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

9.4.3 Report COR-2025-037 Major Site Alteration Recommendation Report P11/MAR – Gino Martinello, 4670 Sideroad 10 North

Resolution No. 2025-291:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report COR-037 entitled Major Site Alteration Application Recommendation P11-MAR – Gino Martinello, 4670 Sideroad 10 North be received for information; and,

Whereas the Township and its expert consultants are satisfied with the application for a Major Site Alteration through their comprehensive review of the submission materials;

Therefore be it resolved,

That Council approves the Major Site Alteration Permit for a period of two years with the possibility of a one year extension as determined by Council; and,

That Council approve the Conditions of the Site Alteration Permit in Schedule "B" of this report, as amended, to include a public complaint protocol, and that staff provide Council with a status report at the end of each annual season; and,

That Council give three readings to By-law No. 2025-071 being a by-law to authorize the Mayor and Clerk to sign the required contract documents.

CARRIED

Councillor Sepulis declared a potential pecuniary interest related to item 9.4.4 Report COA-2025-038 Zoning By-law Amendment Application (D14/DAN) Request for Council to deem the application to be complete/incomplete in regard to Estill Development proposed on SR20N. I reside on Sideroad 20N which will be impacted by this development should it proceed. As such my property value may be affected which requires that I declare a pecuniary interest as defined in the Municipal Conflict of Interest Act and refrained from discussion and voting on the matter.

9.4.4 Report COR-2025-038 Zoning By-law Amendment Application (D14/DAN) Request for Council to deem the application to be complete

Resolution No. 2025-292:

Moved by Councillor Bailey and

Seconded by Councillor Hurst

Whereas the Township's subconsultants have reviewed the application and have raised no concerns regarding deeming the application complete, confirming that all required studies have been provided; and

Whereas the Township acknowledges that deeming the application complete does not imply any judgment or position on the merits of the application; and

Whereas the application is still undergoing ongoing review, including public consultation and further detailed analysis, with a formal position on the matter to be presented following the completion of these processes; and

Whereas the Township expects that all concerns raised by its professional consultants during the review process will be adequately addressed to the satisfaction of the Township;

Therefore Be It Resolved that Council deems the application D14/DAN to be complete in accordance with the Planning Act; and

That Council acknowledges that the deeming of the application as complete is procedural and does not constitute a decision on the merits of the application, which will be determined following the full review process, including public consultation and the final analysis of all relevant information; and

That Council expects the applicant to adequately address concerns raised by the Township's professional consultants in accordance with the Planning Act and Township's policies and standards; 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

9.4.5 Report COR-2025-039 Request for Municipal Support Confirmation – IESO LT2(e-1) RFP – 3972 Sideroad 20 S – Solar Farm

Resolution No. 2025-293:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That report COR-2025-039 entitled Request for Municipal Support Confirmation – IESO LT2(e-1) RFP – 3972 Sideroad 20 S – Solar Farm be received for information; and,

Whereas issuance of a Municipal Support Resolution prior to a decision being made on applicable Planning Act approvals may prejudice the Township in its decision on such Planning Act matters;

And Whereas the Township does not wish to contribute to any losses the proponent or landowner may experience, whether real or perceived, in advancing a project where Planning Act and other subsequent approvals are not guaranteed;

Now therefore be it resolved that Council declines issuance of a Municipal Support Resolution for LT2 (e-1) RFP, where a 'solar farm' is not permitted on the subject lands in accordance with the County of Wellington's Official Plan and the Township's Zoning By-law 023-18, as amended; and

That Council direct staff to send a letter to the IESO highlighting the issues with the process of requesting municipal support prior to local planning process taking place.

CARRIED

9.4.5 Report COR-2025-041 Zoning By-law Amendment Application (D14/DAA) Request for Council to deem the application to be complete

Resolution No. 2025-294:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

Whereas the Township's subconsultants have reviewed the application and have raised no concerns regarding deeming the application complete, confirming that all required studies have been provided; and

Whereas the Township acknowledges that deeming the application complete does not imply any judgment or position on the merits of the application; and

Whereas the application is still undergoing ongoing review, including public consultation and further detailed analysis, with a formal position on the matter to be presented following the completion of these processes; and

Whereas the Township expects that all concerns raised by its professional consultants during the review process will be adequately addressed to the satisfaction of the Township;

Therefore Be It Resolved that Council deems the application D14/DAA to be complete in accordance with the Planning Act; and

That Council acknowledges that the deeming of the application as complete is procedural and does not constitute a decision on the merits of the application, which will be determined following the full review process, including public consultation and the final analysis of all relevant information; and

That Council expects the applicant to adequately address concerns raised by the Township's professional consultants in accordance with the Planning Act and Township's policies and standards; 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 Building Department

9.5.1 Report BLD-2025-003 Building Department Second Quarter Update – April to June 2025

Resolution No. 2025-295:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report BLD-2025-003 entitled Building Department Second Quarter Update – April to June 2025 be received for information.

CARRIED

9.6 Public Works Department

9.6.1 Report PW-2025-002 Township Speed Limit Study and Solar Powered Mobile Speed Identification Sign Recommendations

Resolution No. 2025-296:

Moved by Councillor Sepulis and
Seconded by Councillor Hurst

That Report PW-2025-002 entitled Township Speed Limit Study and Solar Powered Mobile Speed Identification Sign Recommendations be received; and

That Council approve the installation of two solar-powered mobile speed identification signs on Maltby Road East, between Victoria Road South and Watson Road South; and

That Council direct staff to prepare a comprehensive plan to address speed concerns, including speed mitigation tools, adjustments to speed signage in accordance with the Paradigm Speed Study, a

recommended process for selecting locations for solar-powered mobile speed identification signs, and detailed costing, for Council's consideration during the 2026 budget process; and

That Council direct staff to request the County to fund two local Black Cat speed monitoring devices for each lower-tier municipality, using ASE revenue; and

That Council direct staff to provide the Police Services Board with the report, survey results, and a summary of all speed complaints for their information and to support the request for funding for local Black Cat devices.

CARRIED

9.7 Recreation Department

9.7.1 None

10. CORRESPONDENCE:

10.1 NPG Planning Solutions and Watson & Associates Economists LTD. review of Province of Ontario - 2025 Population Methodology Guidelines

Resolution No. 2025-297:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Correspondence Item 10.1 NPG Planning Solutions and Watson & Associates Economists LTD review of Province of Ontario - 2025 Population Methodology Guidelines be received for information; and,

That Council direct staff to request a copy of any comments submitted to the ERO posting by the County of Wellington for Council's information.

CARRIED

10.2 ERO-025-0950 Con-Cast Pipe Limited – ECA and Peer Review Comments

Resolution No. 2025-298:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

That Correspondence Item 10.2 ERO-025-0950 Con-Cast Pipe Limited – ECA and Peer Review Comments be received for information; and,

That Council direct staff to submit comments to the ERO posting objecting to the approval of the ECA until such time that the comments from the Township's Engineering Consultant has been addressed; and,

That Council direct staff to submit the comments from Wellington County Source Water Protection to the ERO posting for the Ministry's consideration.

CARRIED

11. COUNCIL REPORTS:

11.1 Mayor' Updates

11.1.1 Mayor Seeley remarked on an upcoming meeting with eh MRN in early October regarding ongoing aggregate concerns.

11.1.2 Mayor Seeley commented on the success of the Fall Fair.

11.2 Council Member Reports

11.2.1 None

Resolution No. 2025-299:

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 BL2025-069 – BL2025-069 being a by-law to appoint a Municipal Law Enforcement and Property Standards Officer

Resolution No. 2025-300:

Moved by Councillor Hurst and
Seconded by Councillor Bailey

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

12.1.1 BL2025-071 being a by-law to authorize entering into a Site Alteration Agreement with Gina and Gino Martinello.

CARRIED

13. ANNOUNCEMENTS:

17.1 Community Show Case October 4, 2025

14. CLOSED SESSION:

Council was in closed session from 3:56 p.m. to 4.00 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. 2025-301:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

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 – Youth Advisory Committee Appointment

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Committee of Adjustment and Planning and Development Advisory Committee Appointment

14.3 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Wellington County Joint Accessibility Advisory Committee Appointment

CARRIED

Resolution No. 2025-302:

Moved by Councillor Hurst and
Seconded by Councillor Sepulis

THAT Council moves into open session at 4:00 p.m.

CARRIED

Council resumed into open session at 4:00 p.m.

Resolution No. 2025-303:

Moved by Councillor Hurst 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 – Youth Advisory Committee Appointment

14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Committee of Adjustment and Planning and Development Advisory Committee Appointment

14.3 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Wellington County Joint Accessibility Advisory Committee Appointment
That staff proceed as directed; and,

That Council give three readings and finally pass in open council;

BL-2025-073 being a by-law to appoint Karen Cullen to the Wellington County Joint Accessibility Advisory Committee for the remainder for the 2022-2026 term of Council

BL-2025-074 being a by-law to appoint Danica Reed to the Youth Advisory Committee for the remainder for the 2022-2026 term of Council.

BL-2025-075 being a by-law to appoint Kirolous Attia to the Committee of Adjustment and Planning and Development Advisory Committee for the remainder of the 2022-2026 term of Council

CARRIED

15. BUSINESS ARISING FROM CLOSED SESSION:

None

16. NOTICE OF MOTION:

None

17. NEW BUSINESS:

Mayor Seeley suggested that Council direct staff to prepare a letter to the Premier highlighting the effectiveness of the ASE program in the Township, and to request that the County of Wellington also prepare a letter outlining the speed reductions observed across the County.

Councillor Sepulis requested that staff provide information regarding upcoming reports to Council at the beginning of each month.

18. CONFIRMATORY BY-LAW:

18.1 By-Law to confirm the proceedings of Council for the Corporation of the Township of Puslinch

Resolution No. 2025-304:

Moved by Councillor Bailey and
Seconded by Councillor Hurst

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

By-Law 2025-072 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 17 day of September 2025.

CARRIED

19. ADJOURNMENT:

Resolution No. 2025-305:

Moved by Councillor Sepulis and
Seconded by Councillor Goyda

That Council hereby adjourns at 4:04 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
SEPTEMBER 17, 2025 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

James Seeley, Mayor

Justine Brotherston, Clerk