



## **MINUTES**

**DATE:** September 3, 2024

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

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

The September 3, 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. 2024-265:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council approves the September 3, 2024 Agenda and Addendum as circulated; and**

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

**Consent Item 6.1.5 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the September 3, 2024 Council agenda.**

**CARRIED**

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

Mayor Seeley declared a potential pecuniary interest related to confidential item 14.3, as I am a former employee of the Township.

### 6. **CONSENT AGENDA**

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

6.1.1 July 10, 2024 Public Information Meeting Minutes

6.1.2 July 9, 2024 Committee of Adjustment Meeting Minutes

6.1.3 June 11, 2024 Committee of Adjustment Meeting Minutes

6.1.4 May 14, 2024 Planning and Development Advisory Committee Meeting Minutes

6.1.5 September 3, 2024 Council questions and Staff Responses

6.2 June 2024 - Grand River Conservation Summary of General Membership Meeting



- 6.3 Conservation Halton Guidelines for Wetland Water Balance Assessments - June 2024
- 6.4 Conservation Halton Draft Watershed-Based Resource Management Strategy for Public Comment
- 6.5 AMO Policy Update - Call to Action on Social and Economic Prosperity Review
- 6.6 AMO Policy Update AMO OMA Resolution Campaign, Seniors Active Living Centres Regulations, and Advocacy Updates
- 6.7 2024 Waterloo Wellington Children's Groundwater Festival Summary Report
- 6.8 Updates to the AMCTO Code of Ethics & Values
- 6.9 AMO OMA Joint Health Resolution Campaign for the Province to recognize the physician shortage in Ontario
- 6.10 Township of Limerick Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.11 Town of Caledon Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.12 City of Belleville Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.13 Town of Bradford West Gwillimbury Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.14 Township of Lucan Biddulph Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.15 County of Frontenac Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.16 City of Toronto Council resolution in support of AMO OMA campaign to recognize the physician shortage in Ontario
- 6.17 Municipal Engineer Association letter to Ontario Municipalities regarding Ontario Public Standards
- 6.18 Letter from Associate Minister Jones regarding opportunities to modernize the Emergency Management and Civil Protection Act
- 6.19 Letter from Associate Minister Jones regarding Community Emergency Preparedness Grant
- 6.20 Township of Otonabee-South Monaghan Council resolution regarding Regulations for the Importation and Safe Use of Lithium-ion Batteries
- 6.21 City of Stratford Council resolution regarding Regulations for the Importation and Safe Use of Lithium-ion Batteries
- 6.22 Municipality of East Ferris Council resolution regarding Regulations for the Importation and Safe Use of Lithium-ion Batteries
- 6.23 own of Bradford West Gwillimbury Council resolution regarding Province-wide Long-service Medals for non-OPP officers and Paramedics
- 6.24 Town of Plympton-Wyoming Council Resolution regarding Underserved Cellular Communication Service
- 6.25 Township of Schreiber letter to Hon. Patty Hajdu regarding Financial Assistance for repairs of Wastewater Treatment Plants in Small Municipalities
- 6.26 Fisheries and Oceans Canada Publication of Proposed Recovery Strategy and Action Plan for Redside Dace on the Species at Risk Public Registry
- 6.27 City of Quinte West Council resolution regarding The Canada Community-Building Fund
- 6.28 Monthly Monitoring Report - June 2024 - Mill Creek Pit Licence #5738
- 6.29 Monthly Monitoring Report - July 2024 - Mill Creek Pit Licence #5738
- 6.30 Federal Funding Opportunity - New Horizons for Seniors Program

**Resolution No. 2024-266:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That the Consent Agenda items with the exception of items 6.2, 6.9, 6.17, 6.18, 6.27 listed for SEPTEMBER 3, 2024 Council meeting be received for information; and,**

**CARRIED**

**Resolution No. 2024-267:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That the Consent Agenda item 6.2 list on the September 3, 2024 agenda meeting be received for information; and**



That staff confirm with the GRCA that there is an opportunity for the Township to make comments;  
and

That staff be directed to obtain a listing of any properties, to be kept confidential, in Puslinch for  
Council's consideration.

CARRIED

**Resolution No. 2024-268:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

That the Consent Agenda item 6.9 list on the September 3, 2024 agenda meeting be received for  
information; and

Whereas Puslinch Council supports the correspondence provided by AMO and OMA, that staff be  
directed to prepare correspondence accordingly.

CARRIED

**Resolution No. 2024-269:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That the Consent Agenda item 6.17 list on the September 3, 2024 agenda meeting be received for  
information.

CARRIED

**Resolution No. 2024-270:** Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

That the Consent Agenda item 6.18 list on the September 3, 2024 agenda meeting be received for  
information.

CARRIED

**Resolution No. 2024-271:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

That the Consent Agenda item 6.27 list on the September 3, 2024 agenda meeting be received for  
information; and

Whereas the Township of Puslinch Council supports the resolution from the City of Quinte West, that  
Council direct staff to send a support resolution accordingly and the MPP Michael Chong be copied on  
the correspondence.

CARRIED

7. **DELEGATIONS:**

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

7.1.1 None

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

7.1.2 None

**Roll Call**

Councillor Goyda  
Councillor Sepulis  
Councillor Bailey  
Councillor Hurst  
Mayor Seeley

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-2024-022 - Rural Economic Development Program Agreement

**Resolution No. 2024-272:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Report FIN-2024-022 entitled Rural Economic Development Program – Execution of Agreement be received; and**

**That Council gives 3 readings to By-law No. 2024-052 being a By-law authorizing the entering into an Agreement with the Minister of Agriculture, Food and Agribusiness for the Rural Economic Development Program for Revitalizing the Downtowns in Aberfoyle and Morriston.**

**CARRIED**

9.2.2 FIN-2024-023 - 2024 Development Charges Background Study and By-law

**Resolution No. 2024-273:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**THAT Report FIN-2024-023 entitled 2024 Development Charges Background Study and By-law be received; and**

**That the Township's 2024 Development Charges Background Study dated June 24, 2024 attached as Schedule A to Report FIN-2024-023 be approved; and**

**That Council adopt the assumptions contained in the 2024 Development Charges Background Study as an anticipation with respect to capital grants, subsidies and other contributions; and**

**That Council adopt the approach to calculate the Development Charges on a uniform Township-wide basis for all services and class of services; and**

**That Council approve the capital project listing set out in Chapter 5 of the 2024 Development Charges Background Study attached as Schedule A to Report FIN-2024-023 subject to further annual review during the budget process; and**

**That Council gives 3 readings to By-law No. 2024-053 being a By-law to adopt the 2024 Development Charges By-law to be effective September 3, 2024; and**

**That staff be directed to allocate funds to review the DC background studies during the 2025 budget in order to determine if the DC charges are adequate prior to the 1-year life of the backgrounds studies in accordance with legislation; and**

**That staff provide information during the background study review regarding the impact on DCs should Council construct double lift asphalt roads through its replacement schedule and its hard surfacing program to convert gravel roads to hard surface in accordance with the Township Roads Management Plan recommendations.**

**CARRIED**



**9.3 Administration Department**

9.3.1 Report ADM-2024-039 Noise By-law Exemption Request - 7646 Wellington Rd 34

**Resolution No. 2024-274:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Report ADM-2024-039 entitled Noise By-law Exemption Request - 7646 Wellington Rd 34 be received for information; and,**

**That Council approve the request for relief from Noise By-law 6001-24 for 7646 Wellington Rd 34, to permit Instruments/Human noise from 2300 hours on Saturday September 14, 2024 to 0200 hours on Sunday September 15, 2024.**

**CARRIED**

9.3.2 Report ADM-2024-040 Radiocommunication Tower and Antenna Protocol Policy Amendment

**Resolution No. 2024-275:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council receives report ADM-2024-040 regarding the proposed Radiocommunication Tower and Antenna Protocol Policy Amendment: and,**

**That Council approve the amendments as presented.**

**CARRIED**

9.3.3 Report ADM-2024-041 Heritage Designation Process Update

**Resolution No. 2024-276:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Report ADM-2024-041 entitled Heritage Designation Process Update be received for information; and,**

**That Council authorize pre-budget approval in the amount of \$12,840 to be funded by the Corporate Legal Contingency Discretionary Reserve as outlined in the report for the designation of the 2024 Priority Properties; and,**

**That Council endorse the following properties as priority properties for designation in 2025 in accordance with the Heritage Advisory Committee's recommendation:**

- 1. 4-05700 – 4048 Sideroad 20 S**
- 2. 4-01100 – 7112 Gore Rd**
- 3. 2-07700 – 6927 Wellington Rd 34**
- 4. 2-10900 – 6958 Wellington Rd 34**
- 5. 1-00801 – 6633 Roszell Rd**
- 6. 2-09200 – 4453 Sideroad 20 N**
- 7. 3-01303 – 6529 Concession 1**
- 8. 3-01890 – 6652 Concession 1**
- 9. 2-05510 – 4422 Wellington Rd 32**
- 10. 3-01700 – 6684 Concession 1**
- 11. 2-18200 – 6710-6714 Wellington Rd 34**
- 12. 4-04100 – 6639 Concession 1**
- 13. 4-06300 – 7111 Concession 1**



14. 4-06900 – 7243 Concession 1
15. 4-10600 – 4253 Sideroad 10 S
16. 5-01000 – 7329 Concession 1
17. 5-19400 – 4085 Victoria Rd S
18. 5-20700 – 7735 Leslie Rd W
19. 7-02000 – 4556 Concession 11
20. 8-16800 – 86 Farnham Rd
21. 7-09100 – 7697 Wellington Rd 36
22. 8-03200 – 711 Arkell Rd
23. 8-08700 – 845 Watson Rd S
24. 8-11500 – 596 Arkell Rd
25. 6-05610 – 63 Brock Rd N
26. 6-15500 – 68 Brock Rd N; and,

That Council endorse the proposed action plan for the 2025 priority properties as presented;  
and,

That Council authorize pre-budget approval in the amount of \$13,910 to be funded by the Corporate Legal Contingency Discretionary Reserve as outlined in the report for the designation of 2025 Priority Properties; and,

That Council authorize pre-budget approval in the amount of \$2,600 to be funded from:

1. The 2023 surplus where possible; or
2. The Heritage Financial Incentive Program Discretionary Reserve (to be refunded in 2025 accordingly i.e. \$7,600); or
3. The legal Contingency Reserve (to be refunded in 2025 accordingly)

for Peer Reviews of the Statements of Heritage Cultural Value and/or Interest for the 2025 Priority Properties.

**CARRIED**

9.3.4 Report ADM-2024-042 AMO 2024 Conference Township Delegation Summary

**Resolution No. 2024-277:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

That Report ADM-2024-042 entitled AMO 2024 Conference Township Delegation Summary be received for information; and

That Council direct staff to capture drone footage of the highway 6 by-pass area to demonstrate the traffic congestion and safety issues utilizing the funding allocated in the 2024.

**CARRIED**

**9.4 Planning and Building Department**

9.4.1 None

**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 None

11. **COUNCIL REPORTS:**

11.1 Mayor' Updates

11.1.1 Mayor Seeley gave an update on the TAPMO AGM at the 2024 AMO Conference.

11.2 Council Member Reports

11.2.1 None

**Resolution No. 2024-278:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

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

**CARRIED**

12. **BY-LAWS:**

12.1.1 BL2024-048 – Being a by-law to appoint Tracey McQueen to the Recreation Advisory Committee.

12.1.2 BL2024-052 – Being a by-law to authorize the entering into an Agreement with the Minister of Agriculture, Food and Agribusiness for the Rural Economic Development Program for Revitalizing the Downtowns in Aberfoyle and Morriston.

12.1.3 BL2024-053 – Being a by-law to establish development charges for the Corporation of the Township of Puslinch

**Resolution No. 2024-279:**

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 BL2024-048 – Being a by-law to appoint Tracey McQueen to the Recreation Advisory Committee.**

**12.1.2 BL2024-052 – Being a by-law to authorize the entering into an Agreement with the Minister of Agriculture, Food and Agribusiness for the Rural Economic Development Program for Revitalizing the Downtowns in Aberfoyle and Morriston.**

**12.1.3 BL2024-053 – Being a by-law to establish development charges for the Corporation of the Township of Puslinch.**

**CARRIED**

13. **ANNOUNCEMENTS:**

17.1 Councillor Bailey mentioned that the Badenoch BBQ is taking place Saturday 14. Councillor Bailey can be contacted directly for tickets.

13.2 Mayor Seeley announced the Fall Fair is occurring this weekend September 6, 7, and 8.

14. **CLOSED SESSION:**

Council was in closed session from 10:05 a.m. to 2:06 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 confidential item 14.3, as I am a former employee of the Township and left the Council chambers during the discussion on that item.

**Resolution No. 2024-280:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

**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 – Township Complaint Protocol**

**14.2 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Municipal Property**

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

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

**14.4.1 July 18, 2024 Closed Meeting Minutes**

**14.4.2 July 10, 2024 Closed Meeting Minutes**

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

**CARRIED**

**Resolution No. 2024-281:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**THAT Council moves into open session at 2:06 pm**

**CARRIED**

Council resumed into open session at 2:06 p.m.

**Resolution No. 2024-282:**

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 – Township Complaint Protocol**

**14.2 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Municipal Property**

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

**14.4.1 July 18, 2024 Closed Meeting Minutes**

**14.4.2 July 10, 2024 Closed Meeting Minutes**

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

**That staff proceed as directed.**

**CARRIED**

**Resolution No. 2024-283:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

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

**CARRIED**

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





16. **NOTICE OF MOTION:**

None

17. **NEW BUSINESS:**

Councillor Sepulis asked about the potential for increased monitoring on Brock Rd due to the recent accidents on the road near the Puslinch Community Centre.

18. **CONFIRMATORY BY-LAW:**

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

**Resolution No. 2024-284:**

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 2024-054 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 3 day of September 2024.**

**CARRIED**

19. **ADJOURNMENT:**

**Resolution No. 2024-285:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council hereby adjourns at 3:33 p.m.**

**CARRIED**

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James Seeley, Mayor

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Courtenay Hoytfox, Clerk