



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
JULY 9, 2025 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

**MINUTES**

**DATE:** July 9, 2025

**CLOSED MEETING:** 12:00 P.M.

**COUNCIL MEETING:** 9:00 A.M.

The July 9, 2025 Council Meeting was held on the above date and called to order at 9:04 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
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
7. Michael Chant, Deputy Fire Chief

**3. MOMENT OF REFLECTION**

**4. CONFIRMATION OF THE AGENDA**

**Resolution No. 2025-224:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council approves the July 9, 2025 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 9, 2025 Council agenda.**

**CARRIED**

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

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study.

**6. CONSENT AGENDA**

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

6.1.1 June 18, 2025, Council Meeting Minutes

- 6.1.2 May 13, 2025 Planning and Development Advisory Committee Meeting Minutes
- 6.1.3 May 13, 2025 Committee of Adjustments Meeting Minutes
- 6.1.4 May 5, 2025 Youth Advisory Committee Meeting Minutes
- 6.1.5 April 15, 2025 Recreation and Community Wellness Advisory Committee Meeting Minutes
- 6.1.6 February 11, 2025 Planning and Development Advisory Committee Meeting Minutes
- 6.1.7 July 9, 2025 Council questions and Staff Responses
- 6.2 AMO Policy Update - Bill 46 Bill 10 and Supporting Public Safety Workers
- 6.3 AMO Policy Update - Response to Bill 17 Province Releases Integrated Energy Plan
- 6.4 Ministry of Municipal Affairs and Housing Deputy Minister's Letter regarding clarity of Bill 17
- 6.5 Letter from Minister of Rural Affairs regarding Rural Ontario Development Program
- 6.6 City of Guelph Notice regarding Well testing between Laird Rd. W and Forestell Rd
- 6.7 Municipality of Bluewater Council Resolution in support of the Northern Health Travel Grant Program
- 6.8 Municipality of Tweed Council Resolution regarding the Responsibilities of Blue Box Producers
- 6.9 Prince Edward County Council Resolution regarding Disability without Poverty
- 6.10 Town of Bracebridge Council Motion regarding Road Salt Usage
- 6.11 Town of Bradford West Gwillimbury Council Motion - Advocacy for Increased Income Support Thresholds for Canadian Veterans
- 6.12 Town of Whitchurch-Stouffville - Council Resolution - ARUs and Other Matters in the Greenbelt and Oak Ridges Moraine Area
- 6.13 Township of Black River - Matheson Council Resolution regarding Mandatory Firefighter Certification Requirements Opposition
- 6.14 Township of Brudenell Lyndoch and Raglan Letter of Support for inclusive research to reflect diversity of Canadian communities
- 6.15 Township of Georgian Bay Council Resolution regarding Floating Accommodations - Position Paper
- 6.16 Township of North Frontenac Council Resolution in Support of Township of Puslinch Banning Symbols of Hate
- 6.17 Northumberland County Council Resolution in support of Procurement and Advocacy for Trade Agreement Exemptions
- 6.18 Grand River Conservation Authority June 27, 2025 Meeting Summary
- 6.19 Pit #5738 May 2025 Monthly Monitoring Report
- 6.20 Puslinch Profile July-August 2025

**Resolution No. 2025-225:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That the Consent Agenda items listed for JULY 9, 2025 Council meeting with the exception of items 6.17 be received for information.**

**CARRIED**

**Resolution No. 2025-226:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That the Consent Agenda item 6.17 be received for information; and,**

**Whereas the Township of Puslinch is in receipt of correspondence from Northumberland County dated June 25, 2025 regarding "Correspondence, Township of Mulmur 'Procurement and Advocacy for Trade Agreement Exemptions"; and**

**Whereas the Township of Puslinch also recognizes that tariffs may increase the costs of**

**goods and services sought by the Township;**

**And whereas the Township of Puslinch also recognizes the importance of supporting Canadian businesses and workers through responsible procurement practices;**

**And whereas municipalities have significant purchasing power but are bound by international trade agreements;**

**And whereas trade agreements such as the Canadian Free Trade Agreement (CFTA) impose restrictions on municipalities, and prevent municipalities from giving preference to Canadian suppliers in procurement decisions above certain thresholds;**

**Now therefore be it resolved that the Township of Puslinch also commits to considering Canadian suppliers for goods and services when it is feasible and fiscally responsible to do so for procurements under trade agreement thresholds:**

**And that the Township of Puslinch also commits to continue to utilize cooperative purchasing groups to explore cost-saving measures and Canadian suppliers when it is feasible and fiscally responsible to do so.**

**And that the Township of Puslinch also calls upon the Canadian federal and provincial governments to enact legislative changes to exempt municipalities from trade agreement restrictions while tariffs are imposed, allowing them to give preference to Canadian suppliers for goods, services, and infrastructure projects.**

**And further that a copy of this resolution be sent to:**

- The Prime Minister of Canada
- The Premier of Ontario
- The Minister of Economic Development, Job Creation and Trade
- The Minister of Municipal Affairs and Housing
- The Leader of the Opposition
- MP Michael Chong
- MPP Joseph Racinsky
- The Association of Municipalities of Ontario (AMO)
- The Federation of Canadian Municipalities (FCM)
- All Ontario municipalities

**CARRIED**

## **7. DELEGATIONS:**

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study.

### **7.1 Specific Interest (Items Listed on the Meeting Agenda)**

#### **7.1.1 Delegation by David Pady and Sandra Pady regarding 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6**

#### **Resolution No. 2025-227:**

Moved by Councillor Goyda and  
Seconded by Councillor Hurst

**That Council receives the Delegation by David Pady and Sandra Pady regarding item 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6 for information.**

**CARRIED**

- 7.2 General Interest (Items Not Previously Listed on the Meeting Agenda)  
7.2.1 None

**8. PUBLIC MEETINGS:**

- 8.1 July 9, 2025, at 7:00 p.m. Open House held in-person at the Puslinch Community Centre (23 Brock Road South) regarding Phase 5 & 6 of Puslinch by Design Study

**9. REPORTS:**

**9.1 Puslinch Fire and Rescue Services**

- 9.1.1 FIR-2025-003 Agreement for Medical Oversight Services with Hamilton Health Sciences

**Resolution No. 2025-228:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report FIR-2025-003 entitled Agreement for Medical Oversight Services with Hamilton Health Sciences be received for information; and**

**That Council authorize the Mayor and staff to execute the required contract documents.**

**CARRIED**

**9.2 Finance Department**

- 9.2.1 FIN-2025-023 – Commodity Price Hedging Agreements

**Resolution No. 2025-229:**

Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Report FIN-2025-023 entitled 2024 Commodity Price Hedging Agreements be received; and,**

**That Council accepts the Treasurer's statement that based on the information supplied by Local Authority Services (LAS), all commodity price hedging agreements are consistent with the Township's statement of policies and goals related to the use of financial agreements to address commodity pricing and costs as outlined in Schedule A to Report FIN-2025-023.**

**CARRIED**

**9.3 Office of the CAO**

- 9.3.1 None

**9.4 Corporate Services Department**

- 9.4.1 COR-2025-028 Designation of 880 Victoria Rd S

**Resolution No. 2025-230:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Report COR-2025-028 entitled Designation of 880 Victoria Road South be received for information; and,**

**That Council affirm its decision to designate 880 Victoria Road South pursuant to Section 29, Part IV of the Ontario Heritage Act; and,**

**That Council give three readings to BL2025-065 being a Designation By-law for the property municipally known as 880 Victoria Road South.; and,**

**That staff be authorized to proceed with notice requirements as outlined in Section 29 of the Ontario Heritage Act, 1990 and in accordance with the Township's Ontario Heritage Act Alternative Notice Policy.**

**CARRIED**

**9.4.2 COR-2025-029 Recreation and Community Wellness Advisory Committee User Fees and Charges By-Law Recommendations**

**Resolution No. 2025-231:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report COR-2025-029 entitled Recreation and Community Wellness Advisory Committee User Fees and Charges By-law Recommendations be received for information; and**

**That Council direct staff to engage with community groups eligible for reduced rates to communicate the proposed amendments to the Township's User Fees and Charges By-law, to promote understanding of the rationale of the changes, and to consider any unintended consequences that may emerge through this engagement; and,**

**That Council direct staff to report back with the feedback received as part of the proposed 2026 User Fees and Charges By-law; and,**

**That Council direct staff to incorporate a non-resident rental surcharge of 25% to all Township facility non-resident rentals as part of the 2026 User Fees and Charges By-law.**

**CARRIED**

**9.4.3 COR-2025-030 Records Retention By-law**

**Resolution No. 2025-232:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report COR-2025-030 entitled Records Retention By-law Repeal and Replace be received for information; and,**

**That Council give three readings to By-law 2025-066 being a By-law to establish retention periods for the records of the Township of Puslinch and to repeal By-law 2013-069.**

**CARRIED**

**9.4.4 COR-2025-031 County of Wellington Anniversary Celebration Grant**

**Resolution No. 2025-233:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report COR-2025-031 entitled Wellington County Community Anniversary Celebration Grant Request be received; and,**

**That Council endorse the grant application for \$5,000 in support of the Township of Puslinch's 175 Anniversary Event to be held on October 4, 2025; and,**

**That Council direct staff to submit a grant application to the County of Wellington Clerk for the County's Consideration.**

**CARRIED**

**9.3.5 COR-2025-032 By-law Complaint Policy**

**Resolution No. 2025-234:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report COR-2025-032 entitled By-law Complaint Policy Amendment be received for information; and,**

**That Council approve the amendments to the By-law Complaint Policy as amended; and,**

**That Council direct staff to provide a schedule of policies and by-laws to be reviewed by Council through the Corporate Work Plan.**

**CARRIED**

**9.5 Building Department**

9.5.1. None

**9.6 Public Works Department**

9.6.1 None

**9.7 Recreation Department**

9.7.1 None

**10. CORRESPONDENCE:**

Councillor Sepulis declared a potential pecuniary interest related items 7.1.1 and 10.1 as I live on Sideroad 20 North and have previously declared that I have a pecuniary interest in a proposed rezoning of a property on Sideroad 20 North. The study area for the Puslinch By Design Study Phase 3 and 4 includes all properties on the east side of Sideroad 20 North from Wellington Road 34 to Forestell Road as one of the options for redevelopment. This requires me to declare a pecuniary interest as any development may have an impact on the value of my property. I cannot accordingly participate in any discussions and decisions regarding the study and refrained from discussions and voting on that item.

10.1 Amended Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6

**Resolution No. 2025-235:**

Moved by Councillor Goyda and  
Seconded by Councillor Hurst

**That Correspondence item 10.1 Presentation by NPG Planning Solutions regarding Puslinch by Design Phase 5 & 6 be received for information.**

**CARRIED**

10.2 Watson & Associates Comments regarding Regulatory Registry Proposal 25-MMAH011 regarding changes to O. Reg. 82/98

**Resolution No. 2025-236:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Correspondence item 10.2 Watson & Associates Comments regarding Regulatory Registry Proposal 25-MMAH011 regarding changes to O. Reg. 82/98 be received for information; and,**

**That Council direct staff to report back once the change in regulation is available through the appropriate annual reporting.**

**CARRIED**

10.3 County of Wellington Official Plan Review – Phase 3B Rural Residential Growth Report

**Resolution No. 2025-237:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis



**That Correspondence item 10.3 Presentation by Karen Chisholme, Climate Change and Sustainability Manager regarding Wellington County Home Energy Efficiency Transition be received for information.**

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor' Updates**

11.1.1 Mayor Seeley attended the Optimist Canada Day Event and advised that the fireworks show was great, and the event was well attended. Mayor Seeley also attended the Puslinch Fire and Rescue Service training that took place on July 4, 2025 and thanked the Fire Chief. Mayor Seeley thanked staff for their work on the PCC grounds and the Tennis Court noting the great conditions of the grounds this year. Mayor Seeley also advised Council that he had submitting a Notice of Motion to County Council regarding Brock Road requesting a report back on the costs and feasibility of line painting to make it single lane on each side and with parking looking at justifications such as the BRNE, completion of the midblock, etc. and advised that this would be discussed at the September County Council meeting.

**11.2 Council Member Reports**

11.2.1 Councillor Goyda thanked the Fire Chief for the invitation to attend the fire training that took place on July 4, 2025 and noted that it was an eye opening experience and great to be a part of.

11.2.2 Councillor Hurst shared with staff the Russel positive comments regarding the PCC grounds and landscaping.

**Resolution No. 2025-238:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Council receive the Mayors and Council updates for information; and**

**That Council direct staff to send a letter of thanks to the Optimist Club for Canada Day,**

**CARRIED**

**12. BY-LAWS:**

12.1.1 BL2025-065 Designation By-law for property municipally known as 800 Victoria Road South

12.1.2 BL2025-066 Records Retention By-law

**Resolution No. 2025-239:**

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 BL2025-065 Being a by-law to authorize the designation of real property located at 880 Victoria Road South, Puslinch, as the property of cultural heritage value or interest under Section 29 Part IV of the Ontario Heritage Act, R.S.O. 1990, c. O.18**

**12.1.2 BL2025-066 Being a by-law to establish retention periods for records of the Township of Puslinch and to repeal By-law 2013-069**

**CARRIED**

**Council recessed from 10:06 am to 10:11 am**

**Roll Call**

**Councillor Goyda**

**Councillor Sepulis**

**Councillor Bailey – Absent**



**Councillor Hurst**  
**Mayor Seeley**

**13. ANNOUNCEMENTS:**

13.1 10:05 A.M. Senior of the Year Award recipient Florence Peer

**14. CLOSED SESSION:**

Council was in closed session from 10:58 a.m. to 1:21 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. 2025-240:**

Moved by Councillor Sepulis 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 – Heritage Advisory Committee Appointment**

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

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

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

**14.5 Confidential minutes from previous closed meetings**  
**14.5.1 June 18, 2025 Closed Meeting Minutes**

**CARRIED**

**Resolution No. 2025-241:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council moves into open session at 1:21 pm**

**CARRIED**

Council resumed into open session at 1:21 p.m.

**Resolution No. 2025-242:**

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 – Heritage Advisory Committee Appointment**

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

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





THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
JULY 9, 2025 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

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

**14.5 Confidential minutes from previous closed meetings**  
**14.5.1 June 18, 2025 Closed Meeting Minutes**

That staff proceed as directed.

**CARRIED**

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

**16. NOTICE OF MOTION:**

**17. NEW BUSINESS:**

17.1 None

**18. CONFIRMATORY BY-LAW:**

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

**Resolution No. 2025-243:**

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 2025-067 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 9<sup>th</sup> day of July 2025.

**CARRIED**

**19. ADJOURNMENT:**

**Resolution No. 2025-244:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

That Council hereby adjourns at 1:22 p.m.

**CARRIED**

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James Seeley, Mayor

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Justine Brotherston, Interim Municipal Clerk