



## MINUTES

**DATE:** March 25, 2026

**CLOSED MEETING:** 10:30 A.M.

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

The March 25, 2026 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. Laura Emery, Manager of Corporate Services / Deputy Clerk
4. Mike Fowler, Director of Public Works, Parks and Facilities
5. Mary Hasan, Director of Finance/Treasurer
6. Michael Chant, Interim Fire Chief
7. Andrew Hartholt, CBO
8. Sarah Huether, Director of Community Services & Human Resources

### 3. MOMENT OF REFLECTION

### 4. CONFIRMATION OF THE AGENDA

#### Resolution No. 2026-089:

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Council approves the March 25, 2026 Agenda and Addendum as circulated; and**

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

**Consent Item 6.1.6 Questions received from Council seeking additional information and the corresponding responses provided by staff regarding the March 25, 2026 Council agenda.**

**Closed Item 14.6 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Planning Act Application**

**CARRIED**

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

None

### 6. CONSENT AGENDA

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

- 6.1.1 March 13, 2026 Special Council Meeting Minutes
- 6.1.2 March 4, 2026 Council Meeting Minutes
- 6.1.3 February 10, 2026 Planning and Development Advisory Committee Minutes
- 6.1.4 January 13, 2026 Committee of Adjustment Minutes



- 6.1.5 January 12, 2026 Heritage Advisory Committee Minutes
- 6.2 Ministry of Natural Resources Request for Feedback regarding Black Bear Management Proposal
- 6.3 Ministry of Environment, Conservation and Parks Decision Notice on the Proposed Boundaries for the Regional Consolidation of Ontario's Conservation Authorities
- 6.4 Ministry of Transportation Request for Comment – Harmonization of Municipal Road Construction Standards
- 6.5 Ministry of Environment, Conservation and Parks presentation regarding Improving Ontario Conservation Authority's Stakeholder Information
- 6.6 AMO Policy Update - Conservation Authority Consolidation, New Buy Ontario Municipal Procurement Requirements, Drug Enforcement
- 6.7 Grand River Conservation Authority - 2026 Budget & 2025 Audited Financial Statements
- 6.8 City of Ottawa Letter to Solicitor General regarding Restricting Public Consumption of Illegal Substances Act
- 6.9 Rideau Lakes Township Letter to Senator regarding Concerns Alto High Speed Rail Project (Bill C-15 Budget)
- 6.10 Township of McNab Braeside Council Resolution regarding Ontario Heritage Organization Development Grant Advocacy
- 6.11 Municipality of York Council Resolution regarding Ontario Recycling System
- 6.12 Township of Papineau-Cameron Council Resolution regarding Ontario Veterinary College
- 6.13 City of Hamilton Notice of Public Meeting to adopt the Mellville-Park West Heritage Conservation District Plan in Dundas
- 6.14 Municipality of St. Charles Council Resolution regarding Small Northern New Residential Property Tax Class
- 6.15 Stan Denhoed Letter regarding Lifewater Kenya Trip 2026

**Resolution No. 2026-090:** Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That the Consent Agenda items listed for March 26, 2026 Council meeting be received for information.**

**CARRIED**

**7. DELEGATIONS:**

7.1 Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 None

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

7.2.1 None

**8. PUBLIC MEETINGS:**

8.1 April 15, 2026 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 Zoning By-law Amendment Application D14-BAR (Bardwell) 6759 Laird Road West

8.2 April 15, 2026 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 Community Improvement Plan

**9. REPORTS:**

**9.1 Puslinch Fire and Rescue Services**

9.1.1 None

**9.2 Finance Department**

9.2.1 Report FIN-2026-009 2025 Lease Financing Agreement Summary Report

**Resolution No. 2026-091:** Moved by Councillor Sepulis and  
Seconded by Councillor Goyda

**That Report FIN-2026-009 entitled 2025 Lease Financing Agreement Summary Report be received;  
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-2026-009.**

**CARRIED**

9.2.2 Report FIN-2026-010 Temporary Borrowing By-law

**Resolution No. 2026-092:**

Moved by Councillor Bailey and  
Seconded by Councillor Hurst

**That Report FIN-2026-010 entitled Temporary Borrowing By-law be received; and,**

**That Council give 3 readings to by-law No. 2026-012 being a by-law authorizing external temporary borrowings of \$1,500,000 in 2026.**

**CARRIED**

9.2.3 Report FIN-2026-012 Remuneration and Expenses Paid to Members of Council and Others - 2025

**Resolution No. 2026-093:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report FIN-2026-012 entitled Remuneration and Expenses Paid to Members of Council and Others – 2025 be received.**

**CARRIED**

**9.3 Office of the CAO**

9.3.1 Report CAO-2026-004 Establishing and Regulating By-law

**Resolution No. 2026-094:**

Moved by Councillor Hurst and  
Seconded by Councillor Sepulis

**That Report CAO-2026-004 entitled Establishing and Regulating By-law be received for information.**

**CARRIED**

9.3.2 Report CAO-2026-005 Final 2026-2030 Township Strategic Plan

**Resolution No. 2026-095:**

Moved by Councillor Goyda and  
Seconded by Councillor Bailey

**That Report CAO-2026-005 entitled Final 2026-2030 Township Strategic Plan be received for information; and,**

**That Council approve the 2026-2030 Township Strategic Plan as presented.**

**CARRIED**

**9.4 Corporate Services Department**

9.4.1 Report COR-2026-013 2024 & 2025 Annual Aggregate Monitoring Reports

**Resolution No. 2026-096:**

Moved by Councillor Sepulis and  
Seconded by Councillor Hurst

**That Report COR-2026-013 entitled 2024 & 2025 Annual Aggregate Monitoring Reports be received for information; and,**



That Council direct staff to provide the Township's peer reviewers comments to the applicable conversation authority, Pit Operator and the Ministry of Natural Resources for response; and,

That Council direct staff to provide the concern identified by the Township's Hydrogeologist regarding the impacts of the westward expansion of the Pit Licence 5609 on the groundwater levels east of the Pit to the GRCA and Township's Planning Consultant for comment and that any concerns identified be forwarded to the pit operator and MNR for response; and

That Council direct staff to advise the Pit Operator and the MNR that the Township does not agree with removal of the WP1-93 from the Monitoring Program for Pit Licence 5609 as the Township has concerns regarding the lake levelling effect on water levels beneath the wetland and the monitoring should therefore continue; and,

**CARRIED**

9.4.2 Report COR-2026-009 Proposed Stop Up, Close and Declare Surplus a Portion of Lake Ave Road Allowance

**Resolution No. 2026-097:**

Moved by Councillor Hurst and  
Seconded by Councillor Goyda

That Report COR-2026-009 entitled Proposed Stop Up, Close and Declare Surplus a Portion of Lake Ave Road Allowance be received for information; and

That Council authorize staff to proceed to stop up, close and declare surplus Part 1 of the Lake Ave Road allowance as described in R-Plan 61R-23192; and

That Council give three readings to By-law 2026-010 being a by-law to stop up and close and declare surplus part of the Lake Ave Road allowance; and

That Council deem the portion of the road allowance surplus to the needs of the Township with the intention of the disposal of part of the road allowance; and,

That Council give three readings to By-law 2026-011 being a by-law to authorize the entering into Purchase and Sale Agreement for the sale of a portion of an unopened road allowance and to enter into an Encroachment Agreement for 6 Lake Avenue.

**CARRIED**

**9.5 Building Department**

9.5.1 None

**9.6 Public Works Department**

9.6.1 None

**9.7 Community Services and Human Resources Department**

9.7.1 None

**10. CORRESPONDENCE:**

10.1 Presentation by County of Wellington and Dillon Consulting regarding Wellington Road 46 Road Study

**Resolution No. 2026-098:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

That Correspondence Item 10.1 Presentation by County of Wellington and Dillon Consulting regarding Wellington Road 46 Road Study be received for information.

**CARRIED**

10.2 Puslinch Lake Golf Course Permit to Take Water Application



**Resolution No. 2026-099:**

Moved by Councillor Bailey and  
Seconded by Councillor Sepulis

**That Correspondence Item 10.2 Puslinch Lake Golf Course Permit to Take Water Application be received for information; and,**

**That Council direct staff to submit the comments from the Township's Hydrogeologist and County of Wellington Source Water to the Ministry of Environment, Conservation and Parks for consideration as amended; and**

**That Council direct staff to incorporate the following standardized wording into all PTTW comments: Given the number of large water takers and sensitive groundwater and wetland features within the Township, the MECP should consider the cumulative impacts of all major water takers within and surrounding Puslinch when considering permitting a permit to take water application.**

**CARRIED**

10.3 Township of Puslinch Objection Letter – CBM Aggregates – ARA Application Aberfoyle South Lake Pit

**Resolution No. 2026-100:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Correspondence 10.3 Township of Puslinch Objection Letter – CBM Aggregates – ARA Application Aberfoyle South Lake Pit be received for information.**

**CARRIED**

**11. COUNCIL REPORTS:**

**11.1 Mayor' Updates**

11.1.1 Mayor Seeley remarked on the recent TAPMO meeting on Monday March 23, 2026.

**Resolution No. 2026-101:**

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 Bailey remarked on the Conservation Authority amalgamation and of note, Puslinch will remain in two conservation authority watersheds. In addition, it is maple syrup season at Mountsberg Conservation Area and the Ways of the Woods Camp is now open.

**Resolution No. 2026-102:**

Moved by Councillor Sepulis and  
Seconded by Councillor Bailey

**That Council receive the Councillor member updates for information.**

**CARRIED**

**12. BY-LAWS:**

12.1.1 BL2026-012 Temporary Borrowing By-law 2026

12.1.2 BL2026-010 Stop up, close and declare surplus a portion of Road Allowance Between Lots 5 & 6, Concession 1 Township of Puslinch, North of Puslinch Lake & South of Little Lake, Township of Puslinch

12.1.3 BL2026-011 Authorize the Mayor and Clerk to enter into a Purchase and Sale Agreement for a Portion of Lake Ave Road Allowance and enter into an Encroachment Agreement for 6 Lake Avenue

**Resolution No. 2026-103:**

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:**

**By-law 2026-012 being a by-law to authorize the temporary borrowing of funds to meet current expenditures of the Township of Puslinch fiscal year ending December 31, 2026.**

**By-law 2026-010 being a by-law to Stop Up, Close and Declare Surplus Part 1 R-Plan 61R-23192 of Road Allowance Between Lots 5 & 6, Concession 1 Township of Puslinch, North of Puslinch Lake & South of Little Lake, Township of Puslinch.**

**By-law 2026-011 being a by-law to authorize the entering into Purchase and Sale Agreement for the sale of a portion of an unopened road allowance and to enter into an encroachment agreement for 6 Lake Avenue.**

**CARRIED**

**13. ANNOUNCEMENTS:**

Councillor Bailey announced the Whistle Stop Pre-School Easter Breakfast this Saturday March 28, 2026 at the PCC.

Mayor Seeley remarked on the Ice Rink still being open and commended staff on the good work.

**14. CLOSED SESSION:**

Council was in closed session from 11:04 a.m. to 1:24 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. 2026-104:**

Moved by Councillor Hurst 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 personal matters about an identifiable individual, including municipal or local board employees – Human Resources Matter**

**14.2 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Potential Acquisition or Disposition**

**14.3 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Township Road allowance**

**14.4 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Regulatory By-law**

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

**14.5.1 March 4, 2026, Closed Council Meeting Minutes**

**14.5.2 March 13, 2026 Closed Council Meeting Minutes**

**14.6 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Planning Act Application**

**CARRIED**

**Resolution No. 2026-105:**

Moved by Councillor Goyda and  
Seconded by Councillor Sepulis

**That Council moves into open session at 1:24 p.m.**

**CARRIED**



Council resumed into open session at 1:24 p.m.

**Resolution No. 2026-106:**

Moved by Councillor Hurst and  
Seconded by Councillor Bailey

**That Council receives the following report for information:**

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

**14.2 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Potential Acquisition or Disposition**

**14.3 Confidential report regarding a proposed or pending acquisition or disposition of land by the municipality or local board – Township Road allowance**

**14.4 Confidential report regarding advice that is subject to solicitor-client privilege, including communications necessary for that purpose – Regulatory By-law**

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

**14.5.1 March 4, 2026, Closed Council Meeting Minutes**

**14.5.2 March 13, 2026 Closed Council Meeting Minutes**

**14.6 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board – Planning Act Application; and**

**That staff proceed as directed.**

**CARRIED**

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

None

**16. NOTICE OF MOTION:**

None

**17. NEW BUSINESS:**

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. 2026-107:**

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 2026-018 being a by-law to confirm the proceedings of Council for the Corporation of the Township of Puslinch at its meeting held on the 25 day of March 2026.**

**CARRIED**

**19. ADJOURNMENT:**

**Resolution No. 2026-108:**

Moved by Councillor Bailey and  
Seconded by Councillor Goyda

**That Council hereby adjourns at 1:53 p.m.**

**CARRIED**



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH  
MARCH 25, 2026 COUNCIL MEETING  
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION  
& IN-PERSON AT 7404 WELLINGTON RD 34, PUSLINCH

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James Seeley, Mayor

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Justine Brotherston, Municipal Clerk