



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 4, 2026 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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AGENDA

DATE: May 4, 2026

MEETING: 1:00 P.M.

≠ Denotes resolution prepared

1. Call the Meeting to Order
2. Roll Call
3. Moment of Reflection
4. Confirmation of the Agenda ≠
5. Disclosure of Conflict of Interest
6. Delegations
7. Consent Agenda ≠
 - 7.1. March 2, 2026 Heritage Advisory Committee Meeting Minutes
 - 7.2. April 1, 2026 Heritage Advisory Committee Special Meeting Minutes
 - 7.3. 2025 Council and Committee Year in Review



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Recommendation:

That the Consent Agenda item listed for the May 4, 2026 Heritage Advisory Committee meeting be received for information.

8. Reports ≠

8.1. Report – HER-2026-007 – 2022-2026 Goals and Objectives Update ≠

Recommendation:

That report HER-2026-007 entitled 2022-2026 Goals and Objectives Update be received for information.

9. Correspondence

10. Announcements

11. Notice of Motion

12. New Business

13. Adjournment ≠



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MARCH 2, 2026 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: March 2, 2026

MEETING: 1:00 P.M.

The March 2, 2026, Heritage Advisory Committee meeting was held on the above date and called to order at 1:06 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34 and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Russel Hurst - Chair

Lily Klammer-Tsuji

Cheryl Mclean

Andy Day

Kristine O'Brien

Absent:

Ray Smith

Staff in Attendance:

Laura Emery, Manager of Corporate Services/Deputy Clerk

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2026-009:

Moved by Cheryl Mclean and
Seconded by Andy Day

That the Heritage Advisory Committee approves the March 2, 2026 Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:



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Andy Day declared a potential conflict of interest related to item 8.1 HER-2026-003, 2026 Part 2 Heritage Register Update related to the property known as 4-06500 – 4071 Sideroad due to him being a property owner and will refrain from discussion and voting with respect to this item.

Kristine O'Brien declared a potential conflict of interest related to item 8.1 HER-2026-003, 2026 Part 2 Heritage Register Update related to the property known as 4-08200 – 4095 Sideroad 25 South due to her employment with Presbyterian Church of Canada and will refrain from discussion and voting with respect to this item.

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1. January 12, 2026 Heritage Advisory Committee Meeting Minutes

7.2. Township of Puslinch Council Resolution 2025-421 Procedural By-law Amendment

Resolution No. 2026-010:

Moved by Kristine O'Brien and
Seconded by Lily Klammer-Tsuji

That the Consent Agenda items listed for the March 2, 2026 Heritage Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Report – HER-2026-003 – 2026 Part 2 Heritage Register Update

Resolution No. 2025-011:

Moved by Cheryl Mclean and
Seconded by Kristine O'Brien

That report HER-2026-003 entitled 2026 Part 2 Heritage Register Designations Update be received for information; and,

That the priority property listing and supporting materials attached to this report as Schedule A through Schedule E be endorsed by the Heritage Advisory Committee; and,

That the Heritage Advisory Committee recommend Council state their Intention to Designate for the Priority Properties as listed in Schedules A through E attached to this report.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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Andy Day declared a potential conflict of interest related to item 8.1 HER-2026-003, 2026 Part 2 Heritage Register Update related to the property known as 4-06500 – 4071 Sideroad due to him being a property owner and will refrain from discussion and voting with respect to this item.

Resolution No. 2025-012:

Moved by Kristine O'Brien and
Seconded by Cheryl Mclean

That the priority property listing and supporting materials attached to this report as Schedule F, 4071 Sideroad 25 South, be endorsed by the Heritage Advisory Committee; and,

That the Heritage Advisory Committee recommend Council state their Intention to Designate for the Priority Properties as listed in Schedules F attached to this report.

CARRIED

Kristine O'Brien declared a potential conflict of interest related to item 8.1 HER-2026-003, 2026 Part 2 Heritage Register Update related to the property known as 4-08200 – 4095 Sideroad 25 South due to her employment with Presbyterian Church of Canada and will refrain from discussion and voting with respect to this item.

Resolution No. 2025-013:

Moved by Cheryl Mclean and
Seconded by Andy Day

That the priority property listing and supporting materials attached to this report as Schedule G, 4095 Sideroad 25 South, be endorsed by the Heritage Advisory Committee; and,

That the Heritage Advisory Committee recommend Council state their Intention to Designate for the Priority Properties as listed in Schedules G attached to this report.

CARRIED

8.2 Report – HER-2026-004 – 2022-2026 Goals and Objectives Update

Resolution No. 2025-014:

Moved by Andy Day and
Seconded by Kristine O'Brien

That Report HER-2026-004 entitled 2022-2026 Goals and Objectives Update be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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8.2 Report – HER-2026-005 – 7108 Concession 2

Resolution No. 2026-015:

Moved by Kristine O'Brien and
Seconded by Lily Klammer-Tsuji

That Report HER-2026-005 entitled 7108 Concession 2 be received; and,

That Russel Hurst & Cheryl Mclean be appointed to a sub-committee to review the heritage value of 7108 Concession 2; and,

That a Committee Memo from the sub-committee be presented at a future Heritage Advisory Committee meeting for the Committee's consideration.

CARRIED

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None

13. ADJOURNMENT

Resolution No. 2026-016:

Moved by Kristine O'Brien
Seconded by Lily Klammer-Tsuji

That the Heritage Advisory Committee hereby adjourns at 1:50 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
APRIL 1, 2026 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: April 1, 2026

MEETING: 1:00 P.M.

The April 1, 2026, Heritage Advisory Committee meeting was held on the above date and called to order at 1:08 p.m. via in person participation at the Municipal Office at 7404 Wellington Road 34 and via electronic participation.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Lily Klammer-Tsuji

Cheryl Mclean

Andy Day

Kristine O'Brien - Chair

Ray Smith

Absent:

Russel Hurst

Staff in Attendance:

Laura Emery, Manager of Corporate Services/Deputy Clerk

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2026-017:

Moved by Andy Day and
Seconded by Cheryl Mclean

That the Heritage Advisory Committee approves the April 1, 2026 Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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6. DELEGATIONS

None

7. COMMITTEE AND STAFF REPORTS

8.1 Report – HER-2026-006 – Heritage Designation Objections

Resolution No. 2025-018:

Moved by Cheryl Mclean and
Seconded by Andy Day

That report HER-2026-006 entitled Heritage Designation Objection be received; and,

That the Committee affirm the recommendation for designation of 12 Badenoch Street; and,

That the Committee affirm the recommendation for designation of 6920 Concession 1.
CARRIED

8. CLOSED SESSION:

The Committee was in closed session from 1:11 p.m. to 1:55 p.m.

The Deputy 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. 2026-019:

Moved by Lily Klammer-Tsuji and
Seconded by Ray Smith

That the Heritage Advisory Committee shall go into closed session under section 239 of the Municipal Act for the purpose of:

9.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards – Potential matters heard by Ontario Land Tribunal.

CARRIED

Resolution No. 2026-020:

Moved by Lily Klammer-Tsuji and
Seconded by Andy Day

That the Heritage Advisory Committee moves into open session at 1:55 p.m.

CARRIED

Heritage Advisory Committee resumed open session at 1:55 p.m.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
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Resolution No. 2026-021:

Moved by Ray Smith and
Seconded by Cheryl McLean

That the Heritage Advisory Committee receives the:

9.1 Confidential report regarding litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards – Potential matters heard by Ontario Land Tribunal; and,

That staff proceed as directed.

CARRIED

9. ADJOURNMENT

Resolution No. 2026-022:

Moved by Lily Klammer-Tsuji
Seconded by Andy Day

That the Heritage Advisory Committee hereby adjourns at 1:57 p.m.

CARRIED



2025 Puslinch Council and Committee Year in Review



Township of Puslinch Council

- Celebrated the **Township's 175th Anniversary** at the Puslinch Community Showcase & 175th Anniversary Event, featuring 60 local vendors and the unveiling of the Killean School Bell Cairn.
- Approximately 139.39 hectares of land were identified in two areas of the Township to be recommended for designation in the County of Wellington's Official Plan as employment lands through the **Puslinch By Design Employment Land Study**. The designation of these lands is now being considered through the County of Wellington's Official Plan Amendment 131.



Heritage Advisory Committee

- Supported the designation of 28 priority properties under the Ontario Heritage Act by preparing Statements of Cultural Heritage Value or Interest. The Township now has **42 designated properties**.
- A **Heritage Plaque Program** was established to recognize properties that are designated under the *Ontario Heritage Act* and promote community awareness of local heritage.
- Provided input on the design of the **Killean School Bell Cairn**, a monument commemorating the Township's 175th Anniversary.



Recreation and Community Wellness Advisory Committee

- Launched a weekly **Senior's Drop-in Pilot Program** where seniors play cards, board games and socialize, helping to reduce isolation and provide a welcome, free space for the community.
- Recommended a **25% non-resident rental surcharge** on all Township facility rentals to prioritize access for local residents, encourage community engagement, and help sustain and support Township facilities and resources.



Youth Advisory Committee

- The Committee **volunteered at multiple events** including the Optimist Club Bike Rodeo, Puslinch Community Showcase/175th Anniversary Event and the Aberfoyle Agricultural Society Fall Fair.
- **Planted over 100 trees at Boreham Park** in collaboration with Wellington County Green Legacy programme and Aberfoyle Public School.



Committee of Adjustment and Planning and Development Advisory Committee

- Reviewed the Township's Minor Variance process and **recommended updates to online forms, guides, and messaging** to make the process clearer for residents.
- The Committee of Adjustment considered 26 minor variance applications.
- The Planning and Development Advisory Committee made comments on 17 severance applications and 4 zoning by-law amendment applications.





REPORT HER-2026-007

TO: Heritage Advisory Committee Chair and Members of Committee

PREPARED BY: Laura Emery, Manager of Corporate Services/Deputy Clerk

PRESENTED BY: Laura Emery, Manager of Corporate Services/Deputy Clerk

MEETING DATE: May 4, 2026

SUBJECT: 2022 – 2026 Goals and Objectives Update

RECOMMENDATION

That report HER-2026-007 entitled 2022-2026 Goals and Objectives Update be received for information.

Purpose

The purpose of this report is to provide the Heritage Advisory Committee with an update on the Committee's 2022-2026 Goals and Objectives.

Background

In accordance with the Committee's Terms of Reference, the Committee may have a maximum of two active goals or objectives at any given time. Goals and objectives referred by Council will be prioritized. There are two ways goals and objectives can be added to the Committee's workplan:

- A committee member or sub-committee preparing a detailed proposal which is endorsed by the Committee and subsequently approved by Council
- Council referring a goal/objective to the Committee

Comments

The Heritage Advisory Committee workplan is attached as Schedule A to this report. This workplan includes active, inactive, draft proposals and completed projects.

Active Goals/Objectives

1. Killeen Bell - School Section Monument Unveiling (Permanent Framed Display)

The sub-committee hosted a booth at the Puslinch Community Showcase to share the historical information on the 12 school sections of Puslinch. The sub-committee is now coordinating with the Puslinch Historical Society and to work with a vendor to create a permanent framed display to be hung in the foyer of the Puslinch Community Centre. The Committee has a \$300 budget for this initiative funded from the Committee's professional development and office supplies budget.

2. Heritage Register and Bill 23 (2026 Priority Properties – Part 2):

Designation Process Milestone	Date
Committee selects 2026 Priority Properties – Part 2	September 8, 2025
Council approval of 22 properties as 2026 Priority Properties – Part 2	October 8, 2025
Notice of Priority Property including: - Identifying their property as a priority property for designation in 2026 - Request for site visit - Notice of available drop-in appointments with staff - Notice of Designation Open House	October 8, 2025
Drop-in Hours for property owners to meet with staff	- Tuesday October 28th 9:00 a.m. to 11:00 a.m. - Tuesday November 4th 2:30 p.m. to 4:30 p.m. - Tuesday November 18th 4:30 p.m. to 6:30 p.m.
Site Visits	- Week of October 27th - Week of November 3rd - Week November 24th
Heritage Designation Open House	December 2, 2025
Committee approval of Statements of Cultural Heritage Value and/or Interest	March 2, 2026
Peer Review of Statements of Cultural Heritage Value and/or Interest	April to June 2026
Council States Intention to Designate	Summer 2026
Notice of Intention to Designate	Summer 2026

Objection Deadline (30 days from Notice of Intention to Designate)	Summer 2026
Council consideration of Designation By-laws where no objection is received (First Council meeting following 30-day objection period)	Summer/Fall 2026
Final day to pass Designation By-law (120 days from Notice of Intention to Designate)	Fall 2026

Draft Goal/Objective Proposals

Heritage Advisory Sub-Committees are working on Committee Memos and Goal/Objective Proposals for the following draft goals/objectives:

1. Heritage Conservation District

Once a Committee Memo and Goal/Objective Proposal has been drafted they are to be provided to staff for review and staff will assist with review of the memo/proposal and drafting of a recommendation. Once the Committee has endorsed the goal/objective staff will prepare a report for Council's consideration for approval. Staff are not able to provide further assistance until such a time that goal/objective is approved by Council and an active goal/objective.

Financial Implications

The Committee has a \$300 budget for this initiative funded from the Committee's professional development and office supplies budget.

Applicable Legislation and Requirements

None

Attachments

Schedule A – Heritage Advisory Committee Goals and Objectives Workplan

