



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
OCTOBER 8, 2025 COUNCIL MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION &
IN-PERSON AT THE MUNICIPAL OFFICE –
7404 WELLINGTON RD 34, PUSLINCH

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A G E N D A

DATE: Wednesday October 8, 2025

REGULAR MEETING: 10:00 A.M.

CLOSED MEETING: Directly following Section 13 Announcements

≠ Denotes resolution prepared

1. **Call the Meeting to Order**

2. **Roll Call**

3. **Moment of Reflection**

4. **Confirmation of the Agenda ≠**

5. **Disclosure of Pecuniary Interest & the General Nature Thereof**

6. **Consent Agenda ≠**

Consent Agenda items are considered routine in nature and are voted on collectively. Any member of Council may request one or more items be removed from the Consent Agenda for separate action.

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

6.1.1 September 17, 2025 Council Meeting Minutes

(Circulated under separate cover)



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- 6.1.2 August 12, 2025, Planning and Development Advisory Committee Meeting Minutes
- 6.1.3 June 17 2025 Recreation and Community Wellness Advisory Committee Meeting Minutes
- 6.1.4 June 9 2025 Youth Advisory Committee Meeting Minutes
- 6.1.5 June 2 2025 Special Heritage Advisory Committee Meeting Minutes
- 6.1.6 May 5 2025 Heritage Advisory Committee Meeting Minutes
- 6.2 August 2025 Grand River Conservation Authority Summary of General Meeting
- 6.3 AMO Policy Update - Build Canada Homes Market Sounding Submission New Process for Inter-Provincial Labour Mobility
- 6.4 AMO Policy Update - Federal Government Launches Build Canada Homes
- 6.5 AMO Policy Update Call to Amplify Automated Speed Enforcement Advocacy 2026 Ontario Community Infrastructure Fund Allocation
- 6.6 Municipality of South Huron Council Resolution regarding Proposed Amendments to the Resource Recovery and Circular Economy Act
- 6.7 Bluewater Recycling Association regarding Proposed Amendments to the Resource Recovery and Circular Economy Act
- 6.8 Municipality of South Huron Council resolution regarding Closure of Before and After School Programs
- 6.9 Municipality of Bluewater Council resolution regarding Closure of Before and After School Programs
- 6.10 Town of Petrolia Council resolution regarding Mandatory Firefighter Certification Requirements for Volunteer Firefighters
- 6.11 Township of Larder Lake Council Resolution regarding Extending Compliance Deadlines for Firefighter Certification
- 6.12 Town of Mapleton Council resolution regarding the Future of Community Natural Gas Expansion (NGEP Phase 3)
- 6.13 Town of Midland Council Resolution regarding Opposition to the Elimination of Automated Speed Enforcement (ASE) Cameras
- 6.14 Township of Larder Lake Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Timiskaming Forest
- 6.15 City of Guelph Council Memo - A Motion for Provincial Leadership on Salt Management and Public Safety
- 6.16 City of Dryden Council Resolution regarding Mandatory water safety and Swim-to-Survive Training in Elementary Curriculum
- 6.17 City of Kitchener Council Resolution regarding Cost Recovery Fees for Paper Billing for Tax and Utility Bills



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- 6.18 Township of Bonfield Council Resolution regarding Canada Post and Canadian Union of Postal Workers Negotiations and Flyer Delivery
- 6.19 County of Wellington October 2025 Meeting Schedule
- 6.20 August Monthly Monitoring Report, Mill Creek Pit License #5738

Recommendation:

That the Consent Agenda items listed for the October 8, 2025, Council meeting be received for information.

7. **Delegations ≠**

7.1 Specific Interest (Items Listed on the Meeting Agenda)

7.1.1 **None**

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

7.2.1 **None**

8. **Public Meeting**

- 8.1 October 8, 2025 at 7:00 P.M. Public Information Session held in-person at the Municipal Office (7404 Wellington Road 34) and by electronic participation through Zoom regarding Zoning By-law Amendment Application D14-AUD (Audrey Meadows) – property location known as Part Lots 17, 18 & 19, Concession 8
- 8.2 October 29, 2025 at 7:00 P.M. Public Information Meeting held in-person at the Municipal Office (7404 Wellington Rd 34) and by electronic participation through Zoom regarding Site Alteration Application P11/HBC – property location Municipally known as 7504 McLean Rd E, Township of Puslinch
- 8.3 November 19, 2025 at 5:30 P.M. Open House held in-person at the Puslinch Community Centre (23 Brock Rd S) 2026-2030 Strategic Plan Engagement
- 8.4 November 19, 2025 at 7:00 P.M. Public Information Meeting held in-person at the Puslinch Community Centre (23 Brock Rd S) and by electronic participation through Zoom regarding Zoning By-law Application D14-DAN (Danby) – property location Municipally known as 4631 Sideroad 20 N, Township of Puslinch
- 8.5 November 20, 2025 at 7:00 P.M. Public Information Meeting held in-person at the Puslinch Community Centre (23 Brock Rd S) and by electronic participation through Zoom regarding Zoning By-law Amendment Applications:
 - D14-DAA (Daaz) – property location Municipally known as 7456 McLean Rd West/197 Brock Rd S, Township of Puslinch
 - D14-ONT (Ertl) – property location Municipally known as 6678 Wellington Rd 34, Township of Puslinch



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9. **Reports ≠**

9.1 **Puslinch Fire and Rescue Services**

9.1.1 **None**

9.2 **Finance Department**

9.2.1 **Report FIN-2025-021 2024 Development Charges and Cash in Lieu of
Parkland ≠**

Recommendation:

*That Report FIN-2025-021 entitled 2024 Development Charges and Cash in Lieu of
Parkland be received.*

9.2.2 **Report FIN-2025-026 2024 Township General Surplus ≠**

Recommendation:

That Report FIN-2025-026 entitled 2024 Township General Surplus be received; and

*That the 2024 General Surplus amount of \$29,907 be allocated to the Asset
Management Discretionary Reserve in accordance with Council Resolution No. 2019-
347.*

9.3 **Office of the CAO**

9.3.1 **None**

9.4 **Corporate Services Department**

9.4.1 **Report COR-2025-040 2026 Municipal and School Board Election Voting
Method ≠**

Recommendation:

*That Report COR-2025-040 regarding the Proposed Alternate Voting Method for the
2026 Municipal Council and School Board Election (Election) be received; and*

*That the alternative voting method of Vote by Mail (VBM) be approved for the 2026
Election; and*

*That staff prepare a By-law to be approved at the October 29, 2025, Council
meeting.*



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9.4.2 Report COR-2025-042 2026 Council, Committee and Budget Meeting Schedule #

Recommendation:

That Report COR-2025-042 entitled proposed 2026 Council, Committee & Budget Meeting Schedule be received; and,

That Council adopts the 2026 Council, Committee & Budget Meeting Schedule, attached as Schedule “A” as [presented/amended].

9.4.3 Report COR-2025-043 2026 Conference and Delegation Schedule #

Recommendation:

That Report COR-2025-043 entitled 2025 Conferences and Delegations be received; and

That Council direct staff to bring this report back when dates are known for delegations in order to determine delegation requests as applicable.

9.4.4 Report COR-2025-044 – Zoning By-law Amendment Application to lift the holding provision request for Council to deem the application complete D14-QUI #

Recommendation:

That Report COR-2025-044 entitled Zoning By-law Amendment Application to lift the holding provision D14/QUI(H) Request for Council to deem the application to be complete be received; and

That Council deem the zoning amendment application to be complete; and,

That staff be directed to proceed with notice in accordance with Section 8 of O. Reg. 545/06 of the Planning Act, 1990.

9.4.5 Report COR-2025-045 – Zoning By-law Amendment Application to lift the holding provision request for Council to deem the application complete D14-AZI #

Recommendation:



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That Report COR-2025-045 entitled Zoning By-law Amendment Application to lift the holding provision D14/AZI(H) Request for Council to deem the application to be complete be received; and

That Council deem the zoning amendment application to be complete; and,

That staff be directed to proceed with notice in accordance with Section 8 of O. Reg. 545/06 of the Planning Act, 1990.

9.4.6 Report COR-2025-046 – Recreation and Community Wellness Committee Goals/Objectives Update - Seniors Drop-in Programming ≠ (Circulated under separate cover)

9.4.7 Report COR-2025-047 – Heritage 2026 Part II Designation ≠

Recommendation:

That Report COR-2025-047 entitled Heritage Advisory Committee Goals and Objectives Update – 2026 Part II Designation be received for information; and,

That Council endorse the following properties as priority properties for designation in 2026 in accordance with the Heritage Advisory Committee's recommendation:

1. 6530 Wellington Road 34
2. 7087 Concession 1
3. 6926 Wellington Road 34
4. 6526 Gore Road
5. 6835 Concession 1
6. 4071 Sideroad 25 South
7. 7160 Concession 1
8. 4095 Sideroad 25 South
9. 4240 Victoria Road South
10. 4227 Wellington Road 35
11. 7345 Concession 1
12. 4062 Highway 6
13. 4096 Highway 6
14. 4148 Watson Road South
15. 4304 Victoria Road South
16. 4512 Victoria Road South



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- 17. 7661 Wellington Road 34
- 18. 4073 Watson Road South
- 19. 381 Maltby Road East
- 20. 95 Brock Road South
- 21. 4402 Concession 11
- 22. 7704 Wellington Road 36; and,

That Council approve the 2026 Part II Designation Goal and Objective and proposed action plan as presented.

9.4.8 Report COR-2025-048 – Property Standards By-law and Administrative Monetary Penalty System (AMPS) By-law Amendments ≠

Recommendation:

That Report COR-2025-048 entitled Property Standards By-law and AMPS By-law Amendments be received for information; and,

That Council give three readings to By-law 2025-076 being a by-law to amend the Township's Property Standards By-law; and,

That Council give three readings to By-law 2025-077 being a by-law to amend the Township's AMPS By-law.

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 ≠

10.1 Conservation Halton Notice of Conservation Halton 2026 Budget ≠

Recommendation:

That Correspondence Item 10.1 Conservation Halton Notice of Conservation Halton 2026 Budget be received for information.



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10.2 County of Wellington request for Comments regarding OPA 131 Rural Growth Policy Updates ≠

Recommendation:

That Correspondence Item 10.2 County of Wellington request for Comments regarding OPA 131 Rural Growth Policy Updates be received for information.

10.3 ERO Posting 025-0990 regarding Sewage ECA for 2795848 Ontario Inc. - 128 Brock Road ≠

Recommendation:

That Correspondence Item 10.3 ERO Posting 025-0990 regarding Sewage ECA for 2795848 Ontario Inc. - 128 Brock Road be received for information; and

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

11. **Council reports**

11.1 Mayor's Updates

11.2 Council Member Reports (verbal or written updates from members who sit on boards/committees)

12. **By-laws ≠**

12.1 First, Second and Third Reading

12.1.1 BL2025-076 A by-law to amend Property Standards By-law

12.1.2 BL2025-077 A by-law to amend AMPS By-law 043-2025

Recommendation:

That the by-law 2025-076 and 2025-077 be taken as read three times and finally passed in open Council.

13. **Announcements**

14. **Closed Session – Pursuant to Section 239 Subsection (2) of the Municipal Act, 2001 for the purpose of:**

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



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14.2 Confidential report regarding personal matters about an identifiable individual, including municipal or local board employees – Youth Advisory Committee Appointment

14.3 Confidential minutes from previous closed meetings:

14.3.1 July 9, 2025 Closed Council Meeting Minutes

14.3.2 July 23, 2025 Closed Council Meeting Minutes

14.3.3 August 27, 2025 Closed Council Meeting Minutes

14.3.4 September 17, 2025 Closed Council Meeting Minutes

15. **Business Arising from Closed Session**

16. **Notice of Motion**

17. **New Business**

18. **Confirmatory By-law #**

18.1 BL2025-078 Confirm By-law – October 8, 2025

Recommendation:

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

By-law 2025-078 being a by-law to confirm the proceeding of Council for the Corporation of the Township of Puslinch at its meeting held on the 8th day of October 2025.

19. **Adjournment #**



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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

MINUTES

DATE: August 12, 2025
MEETING: Following Committee of Adjustment

The August 12, 2025 Planning and Development Advisory Committee Meeting was held on the above date and called to order at 7:39 p.m. via electronic participation and in-person at 7404 Wellington Road 34, Puslinch.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

ATTENDANCE:

PRESENT:

Councilor John Sepulis, Chair
Paul Sadhra
Kim McCarthy
Chris Pickard
Amanda Knight

ABSENT:

None

STAFF IN ATTENDANCE:

Lynne Banks, Secretary/Treasurer
Mehul Safiwala, Jr. Planner
Monika Farncombe, Planning and Corporate Services Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-033:

Moved by Committee Member Kim McCarthy and
Seconded by Committee Member Paul Sadhra



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
7404 WELLINGTON RD. 34

That the Committee approves the August 12, 2025, PDAC Agenda as circulated.

CARRIED

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 Approval of the Minutes July 8, 2025

Resolution No. 2025-034:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Amanda Knight

That the Planning and Development Advisory Committee approves the Minutes from the meeting held July 8, 2025.

CARRIED

8. NOTICE OF PUBLIC MEETINGS/HEARINGS

None

9. REPORTS

None

9.1. LAND DIVISION (Consents)

**9.1.1 B27-25 (REI) – Reid, Raymond on behalf of Reid, Leona L – 6852 Laird Rd. W.,
Township of Puslinch (Severed #1)**

Proposed severance lot line adjustment is 2.8 hectares with no frontage, agricultural use (Severed #1 on sketch) to be added to abutting agricultural parcel – Cedar Mill Homes Ltd. (Lands to be added to #1 on sketch) Note: mink sheds to be removed.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
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7404 WELLINGTON RD. 34

Retained parcel is 88m fr x 106m = 1.0 hectares, existing and proposed rural residential use with existing dwelling shop. Carport to removed.

Resolution No. 2025-035:

Moved by Committee Member Paul Sadhra and
Seconded by Committee Member Kim McCarthy

That the Committee supports Severance Application B27-25 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands.
2. That the Owner obtain zoning compliance for the proposed merged parcel and proposed retained parcel including and not limited to item 2.1 to be demonstrated to the satisfaction of the Township of Puslinch; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
 - 2.1 Apply for, and receive approval of, a Zoning by-law amendment for the merged parcel to prohibit kennel use, or some other mechanism that achieves the same such as a letter or affidavit.
3. That any fees incurred by the Township of Puslinch for the review of this application will be the responsibility of the applicant; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
4. That all buildings be removed from proposed severed parcel to the satisfaction of the Township; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.

CARRIED.

9.1.2. B28-25 (REI) – Reid, Raymond on behalf of Reid, Leona L – 6852 Laird Rd. W.,



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
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7404 WELLINGTON RD. 34

Township of Puslinch (Severed #2)

Proposed lot line adjustment is 67m fr x 106m = 0.7 hectares, agricultural use (severed #2 on sketch) to be added to abutting residential parcel – Raymond Reid (lands to be added to #2 on sketch)

Retained parcel is 88m fr x 106m – 1.0 hectares, existing and proposed rural residential use with existing dwelling and shop. Carport to be removed.

Resolution No. 2025-036:

Moved by Committee Member Amanda Knight and
Seconded by Committee Member Chris Pickard

That the Committee supports Severance Application B28-25 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (including taxes paid in full and Consent Review/Condition Clearance fee) which the Township may deem to be necessary at the time of issuance of the Certificate of Consent for the property and orderly development of the subject lands.
2. That the Owner obtain zoning compliance for the proposed merged parcel and proposed retained parcel including and not limited to item 2.1 to be demonstrated to the satisfaction of the Township of Puslinch; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.
 - 2.1 Apply for, and receive approval of, a Zoning by-law amendment for the merged parcel to prohibit kennel use, or some other mechanism that achieves the same such as a letter or affidavit.
3. That any fees incurred by the Township of Puslinch for the review of this application will be the responsibility of the applicant; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
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7404 WELLINGTON RD. 34

4. That the applicant provides a predevelopment site plan to the satisfaction of the Township of Puslinch, denoting the existing (if applicable) and proposed driveway, buildings, well and on-site septic field locations to ensure the site will accommodate development of a single dwelling residence. Provide dimensions to illustrate compliance with setback requirements.

CARRIED.

9.1.3. B30-25 (MAS) – Mast, Deborah & Richard – 4225 Sideroad 25 S., Township of Puslinch

Proposed severance is 58m fr x 135m = 0.78 hectares, existing and proposed rural residential use with existing dwelling.

Retained parcel is 2.4 hectares with 20m frontage, vacant land for proposed rural residential use.

Resolution No. 2025-037:

Moved by Committee Member Chris Pickard and
Seconded by Committee Member Amanda Knight

That the Committee supports Severance Application B30-25 subject to the following condition(s):

1. That the Owner satisfy all the requirements of the Township of Puslinch, financial and otherwise (included but not limited to Taxes paid in full and Consent Review/Condition Clearance Fee and Safe Access Clearance Fee) which the Township of Puslinch may deem to be necessary at the time of issuance of the Certificate of Consent for the proper and orderly development of the subject land; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
2. That the Owner obtain zoning compliance for the proposed severed parcel and proposed retained parcel including and not limited to item 2.1 to be demonstrated to the satisfaction of the Township of Puslinch; and further that the Township file with the



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
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7404 WELLINGTON RD. 34

Secretary-Treasurer of the Planning and Land Division Committee a letter of clearance of this condition.

3. That any fees incurred by the Township of Puslinch for the review of this application will be the responsibility of the applicant; and further, that the Township of Puslinch file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
4. That the applicant provides a predevelopment site plan to the satisfaction of the Township of Puslinch, denoting the existing (if applicable) and proposed driveway, buildings, well and on-site septic field locations to ensure the site will accommodate development of a single dwelling residence. Provide dimensions to illustrate compliance with setback requirements.
5. That the Owner provide the Township with an Environmental Impact Study prepared by a Qualified Professional for the retained parcel to be peer reviewed by the Township's Ecology Consultant; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
6. That the Owner provide the Township with a Noise Study prepared by a Qualified Professional for the retained parcel, to be peer reviewed by the Township's Noise Consultant; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.
7. That the Owner shall be required to sign an affidavit stating that they will insert a warning clause in the Agreement of Purchase and Sale for the retained lands, regarding the current and any future Aggregate operations located adjacent to, and across the road from, the property, advising any potential purchaser of daytime and after hours operations, including potential noise and dust, and advise of no trespassing on the aggregate property. And further, that the owner provide the potential purchaser with a copy of the noise study; to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
AUGUST 12, 2025
PLANNING AND DEVELOPMENT ADVISORY COMMITTEE MEETING
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7404 WELLINGTON RD. 34

8. That the owner apply for and receive approval of, an entrance permit for the retained parcel with the existing home to the satisfaction of the Township; and further that the Township file with the Secretary-Treasurer of the Planning and Land Division Committee, a letter of clearance of this condition

CARRIED.

9.2 ZONING BY-LAW AMENDMENT APPLICATIONS

None

9.3. STAFF REPORTS

None

10. CORRESPONDENCE

None

11. NEW BUSINESS

None

12. ADJOURNMENT

Resolution No. 2025-038

Moved by Committee Member Kim McCarthy and
Seconded by Committee Member Paul Sadhra

That the Planning and Development Advisory Committee hereby adjourned at 8:15 p.m.

CARRIED.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 17, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE
MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

MINUTES

DATE: June 17, 2025

MEETING: 7:00 P.M.

The June 17, 2025 Recreation and Community Wellness Advisory Committee was held on the above date and called to order at 7:05 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:

Councillor Jessica Goyda

Stephanie McCrone

Tracey McQueen

Joanna Jefferson

Margaret Hauwert

Beth Charles

Mary Christidis

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Interim Manager of Corporate Service/Deputy Clerk

Absent:

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-014:

Moved by Joanna Jefferson and
Seconded by Stephanie McCrone

That the Recreation and Community Wellness Advisory Committee approves the June 17, 2025 Agenda as circulated.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 17, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE
MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

5. DISCLOSURE OF CONFLICT OF INTEREST

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1 April 15, 2025 Recreation and Community Wellness Advisory Committee Minutes

Resolution No. 2025-015:

Moved by Joanna Jefferson and
Seconded by Beth Charles

That Consent Agenda item listed for the June 17, 2025 Recreation and Community
Wellness Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Report – REC-2025-005 – Finance and Budget Training

Resolution No. 2025-016:

Moved by Margaret Hauwert and
Seconded by Beth Charles

That report REC-2025-005 entitled Finance and Budget Training be received for
information.

CARRIED

8.2 Report – REC-2025-006 – 2022-2026 Goals and Objectives Update

Resolution No. 2025-017:

Moved by Stephanie McCrone and
Seconded by Mary Christidis

That report REC-2025-006 entitled 2022-2026 Goals and Objectives Update be received for
information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 17, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE
MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

8.3 Memo – MEMO-2025-001 – Reduced Rate Eligibility Analysis

Resolution No. 2025-018:

Moved by Beth Charles and
Seconded by Joanna Jefferson

That Committee Memo MEMO-2025-001 entitled Reduced Rate Eligibility Analysis be received; and,

Whereas the reduced rate eligibility analysis was completed through researching the Township's comparator municipalities reduced rates without consultation with user groups that may be impacted by the proposed changes; and,

Therefore it be resolved,

That the Committee recommends that Council direct staff to separate Seniors' Events or Programs into Seniors' Recreation Programs and Seniors Events; and,

That the Committee recommends that Council direct staff to change the reduced rate from 90% to 50% for sports and recreation activities related to Seniors' Recreation Programs that meet the eligibility criteria; and,

That this reduction is phased in over a two-year period; and,

That the Committee recommends that Council direct staff to maintain the 90% reduced rate eligibility for Seniors Events; and,

That the Committee recommends that Council direct staff to change the reduced rate from 75% to 50% for sports and recreation activities related to organizations that meet the eligibility criteria; and,

That this reduction is phased in over a two-year period; and,

That engagement with the user groups take place prior to any reduction in reduced rates be decided.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 17, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE
MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

8.4 Memo – MEMO-2025-002 – Resident and Non-Resident Analysis

Resolution No. 2025-019:

Moved by Margaret Hauwert and
Seconded by Beth Charles

That Committee Memo MEMO-2025-002 entitled Resident and Non-Resident Analysis be received; and,

That the Committee recommends that Council implement 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

8.5 Verbal Update – Director of Public Works, Parks, and Facilities

Resolution No. 2025-020:

Moved by Joanna Jefferson and
Seconded by Mary Christidis

That the verbal update be deferred to a future meeting.

CARRIED

9. CORRESPONDENCE

None

10. ANNOUNCEMENTS

None

11. NOTICE OF MOTION

None

12. NEW BUSINESS

None



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 17, 2025 RECREATION AND COMMUNITY WELLNESS ADVISORY COMMITTEE
MEETING, IN-PERSON AND VIRTUAL MEETING BY ELECTRONIC PARTICIPATION -
7404 WELLINGTON RD 34, PUSLINCH ON

13. ADJOURNMENT

Resolution No. 2025-021:

Moved by Joanna Jefferson and
Seconded by Mary Christidis

That the Recreation and Community Wellness Advisory Committee hereby adjourns at
9:09 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 9, 2025 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON BOREHAM PARK, ARKELL

MINUTES

DATE: June 9, 2025

MEETING: 9:30 A.M.

The June 9, 2025 Youth Advisory Committee was held on the above date and called to order at 9:37 a.m. via in person participation at Boreham Park at 38 Boreham Drive.

1. CALL THE MEETING TO ORDER

2. ROLL CALL

Attendance:

Councillor Sara Bailey
Kenzo Szatori
Katey Whaling
Jasmine Coburn
Nimrit Basi
Aaron Dochstader

Absent:

Kaiden Wineberg
Xander Wineberg
Oliver Van Gerwen
Carter Devries
Talía Wineberg

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-023:

Moved by Katey Whaling and
Seconded by Nimrit Basi

That the Youth Advisory Committee approves the June 9, 2025 Agenda as circulated.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 9, 2025 YOUTH ADVISORY COMMITTEE MEETING
IN-PERSON BOREHAM PARK, ARKELL

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. CONSENT AGENDA

7.1 May 5, 2025 Youth Advisory Committee Minutes

Resolution No. 2025-024:

Moved by Kenzo Szatori and
Seconded by Jasmine Coburn

That the Consent Agenda item listed for the June 9, 2025 Youth Advisory Committee meeting be received for information.

CARRIED

7. COMMITTEE AND STAFF REPORTS

8.1 Ice Breaker Activity – Boreham Park Tree Planting

Resolution No. 2025-025:

Moved by Aaron Dochstader and
Seconded by Katey Whaling

That the Ice Breaker Activity – Boreham Park Tree Planting be received for information.

CARRIED

8. ADJOURNMENT

Resolution No. 2025-026:

Moved by Jasmine Coburn and
Seconded by Nimrit Basi

That the Youth Advisory Committee hereby adjourns at 10:54 a.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 2, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: June 2, 2025

CLOSED MEETING: 1:05 p.m.

MEETING: 1:00 P.M.

The June 2, 2025, Heritage Advisory Committee meeting was held on the above date and called to order at 1:04 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

Russel Hurst

Cheryl McLean

Andy Day

Absent:

Kristine O'Brien

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Interim Manager of Corporate Services/Deputy Clerk

Justine Brotherston, Interim Director of Corporate Services/Municipal Clerk

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-023:

Moved by Cheryl Mclean and
Seconded by Lily Klammer-Tsuji

That the Heritage Advisory Committee approves the June 2, 2025 Agenda as circulated.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 2, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. COMMITTEE AND STAFF REPORTS

8.1 Report – HER-2025-009 – Heritage Designation Objection

Resolution No. 2025-024:

Moved by Andy Day and
Seconded by Lily Klammer-Tsuji

That Report HER-2025-009 entitled Heritage Designation Objection be received; and,

That the Committee recommends that Council proceed with the designation of 86 Farnham Road; and,

That the Committee provides the following comments for Council's consideration:

- The listed heritage attributes in the Statement of Cultural Heritage Value or Interest appear to be intact;
- The conservation of the property is integral to the Township's history and the Arkell community;
- The structure is a representative example of a transitional two-storey Victorian/Edwardian-style residence, built in 1901 and unique to the Village of Arkell.

CARRIED

8. CLOSED SESSION:

The Committee was in closed session from 1:09 p.m. to 1:58 p.m.

The Committee Coordinator stopped the audio and video recording to end the public meeting and move into closed session for invited attendees only.

Resolution No. 2025-025:

Moved by Andy Day and
Seconded by Cheryl Mclean

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



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
JUNE 2, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

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

9.2 Confidential minutes from previous closed meetings:

9.2.1 May 5, 2025, Closed Meeting Minutes

CARRIED

Resolution No. 2025-026:

Moved by Lily Klammer-Tsuji and
Seconded by Andy Day

That the Heritage Advisory Committee moves into open session at 1:58 p.m.

CARRIED

Heritage Advisory Committee resumed open session at 1:58 p.m.

Resolution No. 2025-027:

Moved by Andy Day 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.

9.2 Confidential minutes from previous closed meetings:

9.2.1 May 5, 2025, Closed Meeting Minutes; and,

That staff proceed as directed.

CARRIED

9. ADJOURNMENT

Resolution No. 2025-028:

Moved Andy Day by
Seconded by Cheryl Mclean

That the Heritage Advisory Committee hereby adjourns at 2:02 p.m.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 5, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

MINUTES

DATE: May 5, 2025

CLOSED MEETING: 1:05 p.m.

MEETING: 1:00 P.M.

The May 5, 2025 Heritage Advisory Committee meeting was held on the above date and called to order at 1:00 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

Russel Hurst

Cheryl McLean

Andy Day

Kristine O'Brien – arrived at 1:11 p.m.

Absent:

Staff in Attendance:

Laura Emery, Communications and Committee Coordinator

Sarah Huether, Interim Manager of Corporate Services/Deputy Clerk

Justine Brotherston, Interim Director of Corporate Services/Municipal Clerk

Courtenay Hoytfox, Interim Chief Administrative Officer

Mary Hasan, Director of Finance/Treasurer

3. MOMENT OF REFLECTION

4. CONFIRMATION OF THE AGENDA

Resolution No. 2025-012:

Moved by Cheryl Mclean and
Seconded by Andy Day

That the Heritage Advisory Committee approves the May 5, 2025 Agenda as circulated.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 5, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

5. DISCLOSURE OF CONFLICT OF INTEREST:

None

6. DELEGATIONS

None

7. CONSENT AGENDA

7.1. March 3, 2025 Heritage Advisory Committee Meeting Minutes

7.2. 2024 Council and Committee Year in Review

Resolution No. 2025-013:

Moved by Lily Klammer-Tsuji and
Seconded by Andy Day

That Consent Agenda items listed for the May 5, 2025 Heritage Advisory Committee meeting be received for information.

CARRIED

8. COMMITTEE AND STAFF REPORTS

8.1 Report – HER-2025-005 – Finance and Budget Training

Resolution No. 2025-014:

Moved by Andy Day and
Seconded by Cheryl Mclean

That report HER-2025-005 entitled Finance and Budget Training be received for information.

CARRIED

8.2 Report – HER-2025-006 – 2022-2026 Goals and Objectives Update

Resolution No. 2025-015:

Moved by Kristine O'Brien and
Seconded by Cheryl Mclean

That report HER-2025-006 entitled 2022-2026 Goals and Objectives Update be received for information.

CARRIED



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 5, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

8.3 Report – HER-2025-007 – Killean School Bell Cairn Design Update

Resolution No. 2025-016:

Moved by Andy Day and
Seconded by Kristine O'Brien

That report HER-2025-007 entitled Killean School Bell Cairn Update be received for information.

CARRIED

8.4 Report – HER-2025-008 – Heritage Designation Objections

Resolution No. 2025-017:

Moved by Kristine and
Seconded by Cheryl

That Report HER-2025-008 entitled Heritage Designation Objections be received; and,

That the Committee withdraw the recommendation for the designation of 4048 Sideroad 20 South; and,

That the Committee defer the recommendation for the designation of 4453 Sideroad 20 North; and,

That the Committee withdraw the recommendation for the designation of 6684 Concession 1; and,

That the Committee withdraw the recommendation for the designation of 6830 Gore Road; and,

That the Committee defer the recommendation for the designation of 7243 Concession 1.

CARRIED

9. CLOSED SESSION:

The Committee was in closed session from 1:06 p.m. to 2:45 p.m.

The Committee Coordinator stopped the recording and removed all public attendees from the webinar. The webinar was then 'locked' so no new participants are able to join.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 5, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

Resolution No. 2025-018:

Moved by Lily Klammer-Tsuji and
Seconded by Andy Day

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. 2025-019:

Moved by Kristine O'Brien and
Seconded by Andy Day

That the Heritage Advisory Committee moves into open session at 2:45 p.m.

CARRIED

Heritage Advisory Committee resumed open session at 2:45 p.m.

Resolution No. 2025-020:

Moved by Kristine O'Brien and
Seconded by Andy Day

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

10. CORRESPONDENCE

None

11. ANNOUNCEMENTS

Committee Secretary Laura Emery notified the Committee of the Heritage Designation Open House that is being held on Wednesday May 14th at 7:00 p.m. at the Municipal Office.



THE CORPORATION OF THE TOWNSHIP OF PUSLINCH
MAY 5, 2025 HERITAGE ADVISORY COMMITTEE MEETING
VIRTUAL MEETING BY ELECTRONIC PARTICIPATION
& IN-PERSON AT 7404 WELLINGTON RD 34

12. NOTICE OF MOTION

Resolution No. 2025-021:

Moved by Lily Klammer-Tsuji and
Seconded by Cheryl Mclean

That the Heritage Advisory Committee request that Council direct staff to draft a letter to be sent to the Provincial Government and Rural Ontario Municipal Association regarding examining the challenges for procuring reasonable insurance rates for designated properties.

CARRIED

13. NEW BUSINESS

None

14. ADJOURNMENT

Resolution No. 2025-022:

Moved by Andy Day and
Seconded by Cheryl Mclean

That the Heritage Advisory Committee hereby adjourns at 3:08 p.m.

CARRIED



Grand River Conservation Authority

Summary of the General Membership Meeting – August 22, 2025

To GRCA/GRCF Boards and Grand River watershed municipalities - Please share as appropriate.

Action Items

The Board approved the resolutions in the following reports as presented in the agenda:

- GM-08-25-70 - By-law Update - Delegation of Power
- GM-08-25-72 - Chair, Vice-Chair, and Board Evaluation Policy
- GM-08-25-74 - Records Retention Policy
- GM-08-25-81 - Financial Summary
- GM-08-25-78 - Tender Award – Demolition of Four (4) Properties
- GM-08-25-75 - Administrative Review Policy under Section 8, Ontario Regulation 41/24
- GM-08-25-76 - North Brantford and Tutela Heights Subwatershed Study
- Proposed or pending acquisition or disposition (City of Kitchener)
- Proposed or pending acquisition or disposition (County of Brant)

Information Items

The Board received the following reports as information:

- GM-08-25-79 - Chair's Report
- GM-08-25-73 - Customer Service Strategy
- GM-08-25-71 - Cash & Investment Status
- GM-08-25-68 - Permits Issued under Ontario Regulation 41/24
- GM-08-25-77 - Lower Conestogo River Floodplain Mapping Update
- GM-08-25-69 - Update of the Grand River Water Management Plan
- GM-08-25-80 - Current Watershed Conditions

Correspondence

The Board received the following correspondence:

- Halton Region - 2026 Budget Direction & July 2024 Flood Response Action Update

Source Protection Authority Correspondence & Action Items

The General Membership of the GRCA also acts as the Source Protection Authority Board.

- Ministry of Environment, Conservation and Parks - Amended Grand River Assessment Report and Source Protection Plan (County of Brant & City of Brantford)
- SPA-08-25-01 - Source Protection Committee Member Appointments
- SPA-08-25-02 - Authorization to Issue Notices of Amendments

For full agendas and reports, and past minutes, please refer to our [Board meeting calendar](#). The minutes of this meeting will be posted on following approval at the next meeting of the General Membership.

You are receiving this email as a GRCA board member, GRCF board member, or a Grand River watershed member municipality. If you do not wish to receive this monthly summary, please respond to this email with the word 'unsubscribe'.

From: AMO Policy <policy@amo.on.ca>
Sent: Wednesday, September 3, 2025 10:21 AM
To: Admin
Subject: AMO Policy Update - Build Canada Homes Market Sounding Submission, New Process for Inter-Provincial Labour Mobility

This sender is trusted.



AMO Policy Update - Build Canada Homes Market Sounding Submission, New Process for Inter-Provincial Labour Mobility

Key Insights

- AMO submitted comments on Building Canada Homes outlining ways the new approach can practically achieve scale, speed, and affordability in municipalities across Ontario.
- The province announced a new streamlined process that will allow out-of-province workers in regulated professions to work in Ontario within 10 days. The process responds to AMO's call to limit liability for municipalities who hire workers under the new process.

AMO Responds to Build Canada Homes Market Sounding on Design and Implementation

AMO [provided a submission](#) to the federal government in response to the market sounding about the proposal to establish Build Canada Homes (BCH), a new federal entity with an ambitious plan and mandate to create up to 500,000 new homes annually across Canada. AMO has called on the federal government to:

- Collaborate with municipalities, DSSABs and the provincial government

- Focus on deeply affordable housing, including the acquisition, development and maintenance of community and supportive housing
- Provide significant funding contributions over low-cost financing
- Build housing supply in communities across Ontario – big and small, rural and urban, northern and southern
- Invest in housing enabling infrastructure in order to support new housing

Province Announces Streamlined Process for Inter-Provincial Labour Mobility

The Ontario government [has announced](#) a [streamlined process](#) for Canadians in regulated professions to work in Ontario. Starting January 1, 2026, regulatory authorities will have 10 days to review credentials from qualified workers and certify them to work in Ontario for up to six months while completing their full application to register with the authority.

The new process responds to [AMO's request](#) to ensure regulatory authorities have full professional oversight to investigate and respond to complaints about out-of-province workers who are not yet fully licenced. This will reduce liability for employers – including municipalities – who hire workers under the new streamlined process.

An online version of this Policy Update is also available on the [AMO Website](#).

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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155 University Ave Suite 800 | Toronto, ON M5H 3B7 CA

From: AMO Policy <policy@amo.on.ca>
Sent: Monday, September 15, 2025 12:09 PM
To: Admin
Subject: AMO Policy Update – Federal Government Launches Build Canada Homes

This sender is trusted.



AMO Policy Update – Federal Government Launches Build Canada Homes

Top Insights

- Yesterday, AMO's President and Executive Director were invited to Ottawa for the launch of **Build Canada Homes**. Ontario municipalities are ready to work with the province and federal government to transform the housing landscape and increase affordable, supportive and transitional housing in Ontario.

Federal Government Launch of Build Canada Homes

AMO welcomes the Government of Canada's [announcement](#) launching [Build Canada Homes](#), a new Special Operating Agency within Housing, Infrastructure and Communities Canada (HICC). AMO's President Robin Jones and Executive Director Lindsay Jones attended the announcement with Prime Minister Carney and Minister Robertson (Housing and Infrastructure of Canada).

Responsive to AMO's market sounding guide [submission](#), Build Canada Homes (BCH) will focus primarily on non-market housing, supporting a mix of income needs as part of a national effort to double housing construction, restore affordability, and reduce homelessness. BCH aligns with AMO's recommendations about Ontario's municipal priorities:

- The agency will work with municipalities, provinces, territories and Indigenous Communities to fight homelessness by building supportive and

transitional housing with an investment of \$1 billion and will seek to pair these federal investments with employment and health care supports in provinces and territories.

- A new acquisition program to protect existing affordable rental housing, the \$1.5 billion Canada Rental Protection Fund, will help the community housing sector in acquiring at-risk apartment buildings to ensure their affordability over the long term.
- BCH will also work with the private sector to deploy modern methods of construction to create a new Canadian housing industry using Canadian materials. Prioritization initially will be placed on creating 4000 factory-built units in six select Canadian cities, including Toronto and Ottawa, with additional capacity of up to 45,000 units across the portfolio.

BCH will be headed by Ana Bailão as the agency's Chief Executive Officer. As a former Toronto City Councillor and chair of Toronto Community Housing, Ana will bring her knowledge of housing in Ontario to the leadership position.

AMO will work with both the federal and provincial governments to ensure the conditions for BCH's success in Ontario given our unique municipal responsibility for community housing and homelessness prevention services. This will include working with the Ontario government to match federal capital dollars with provincial operating funding for the necessary wrap around supports for supportive housing. AMO looks forward to working with the federal government on the potential expansion of the initiative to create new factory-built units on federal lands in more Ontario communities – large urban, small urban, rural, northern and southern.

The federal government will announce additional measures in Budget 2025 to lower costs for builders and to catalyze private capital in homebuilding. AMO asks the federal government to avoid imposing new development charge (DC) exemptions or discounts. DCs have been a key funding source for municipal capital investments for decades. Reductions will be counterproductive unless DCs are fully replaced with another equally predictable and stable revenue source.

An online version of this Policy Update is also available on the [AMO Website](#).

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From: AMO Policy <policy@amo.on.ca>
Sent: Thursday, September 18, 2025 1:46 PM
To: Admin
Subject: AMO Policy Update – Call to Amplify Automated Speed Enforcement Advocacy, 2026 Ontario Community Infrastructure Fund Allocation

This sender is trusted.



AMO Policy Update – Call to Amplify Automated Speed Enforcement Advocacy, 2026 Ontario Community Infrastructure Fund Allocation

Top Insights

- AMO continues to advocate to the province to work with municipalities on the effective use of **Automated Speed Enforcement** as a proven tool for improving road safety. AMO is sharing tools to help municipalities across the province amplify this advocacy.
- The province has announced allocation of its 2026 \$400 million **Ontario Community Infrastructure Fund**, with an increase to the minimum grant threshold.

Call to Amplify Automated Speed Enforcement Advocacy

Following the province's decision to enable Automated Speed Enforcement (ASE) in 2019, there is real evidence that it is an effective and evidence-based tool for improving road safety in our communities.

AMO has been engaging with municipalities and stakeholders to understand the impact of the program across the province. The Ontario Association of Chiefs of Police [released a statement](#) earlier today supporting the use of ASE tools as an important element in enhancing traffic safety.

AMO calls on Premier Ford and Minister Sarkaria to work with municipalities and AMO to ensure the effective use of ASE and to improve public understanding of its importance to road safety.

For municipalities, AMO has developed a social media toolkit ([Images](#) and [Canva Templates](#)), [MPP letter template](#), and [resolution template](#) to support this advocacy with the province.

2026 Ontario Community Infrastructure Fund Allocation

2026 Ontario Community Infrastructure Fund allocation notices were sent to eligible municipalities on Tuesday, September 16th. The province's [announcement](#) confirmed it is allocating the previously announced \$400 million provincial investment.

Under [the program](#), the province is providing \$400 million to 423 small, rural and northern communities for core municipal systems such as roads, bridges, water and wastewater. The province has also increased the minimum grant amount for municipalities to \$125,000 from \$100,000, which reflects the higher cost of building and the need for more infrastructure investment.

AMO welcomes the province's infrastructure investment and an increase to the minimum grant. As a predictable and reliable source of infrastructure investment, this fund is critical to enabling municipalities across the province to deliver the services Ontarians depend on.

An online version of this Policy Update is also available on the [AMO Website](#).

*Disclaimer: The Association of Municipalities of Ontario (AMO) is unable to provide any warranty regarding the accuracy or completeness of third-party submissions. Distribution of these items does not imply an endorsement of the views, information or services mentioned.

Association of Municipalities of Ontario

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CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

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Toll Free: 1-877-204-0747

www.southhuron.ca

September 17, 2025

Via email: doug.fordco@pc.ola.org

Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

Dear Hon. Doug Ford,

Re: Proposed Amendments to the Resource Recovery and Circular Economy Act

Please be advised that South Huron Council passed the following resolution at their September 15, 2025 Regular Council Meeting:

343-2025
Moved By: Ted Oke
Seconded by: Marissa Vaughan

That South Huron Council supports the BRA September 2, 2025 correspondence regarding proposed amendments to the Resource Recovery and Circular Economy Act; and

That this supporting resolution and originating documentation be circulated to the Premier, Minister of the Environment, Conservation and Parks, MPP Thompson, AMO, BRA and all Ontario Municipalities.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

Encl.

cc: Minister of the Environment, Conservation and Parks, Hon. Todd McCarthy, todd.mccarthy@pc.ola.org; MPP Lisa Thompson, lisa.thompson@pc.ola.org; AMO, resolutions@amo.on.ca; Bluewater Recycling Association, michelle@bra.org; and all Ontario Municipalities.

September 2, 2025



Dear Local Member of Provincial Parliament

Subject: Feedback on Proposed Amendments to the Resource Recovery & Circular Economy Act

On behalf of the Bluewater Recycling Association and our member municipalities, I am writing to provide feedback on the proposed amendments to the *Resource Recovery & Circular Economy Act* (RRCEA), particularly regarding maintaining collection services for small businesses and other non-eligible sources.

We recognize that with these proposed amendments, the government is seeking to address the cost pressures producers have raised, as well as some concerns small businesses have expressed towards the continuation of recycling services. While we appreciate these efforts, we feel the current proposal does not fully reflect the realities faced by municipalities, service providers, and the small businesses and residents who rely on these programs.

Our mission remains to deliver cost-effective and sustainable waste management solutions that support the public good. We remain committed to helping build a competitive, efficient, and innovative recycling system that benefits all Ontarians. To that end, we respectfully urge the government to consider the following points:

Maintaining Service for Small Businesses and Community Facilities

We strongly believe it is essential to maintain collection for small businesses and community facilities to ensure continuity of service without undue cost increases. There must be a balance between fair market procurement practices and minimizing disruption for service contracts already in place. The grandfathering of existing services—particularly in rural areas—should be considered.

Municipalities like ours have already expanded recycling service beyond traditional “main street” business areas. Excluding these customers now risks fragmenting the system, creating confusion, increasing municipal costs, and potentially sending more recyclable material to landfill. We recommend that all currently serviced, non-eligible properties remain in the system until an integrated alternative is available.

Specific Concerns with the Current Circular Material Proposal

In addition to the general issues above, I want to share candid feedback on several aspects of the draft proposal provided by Circular Materials:

- **2% ICI Limit:** The proposed cap of 2% ICI stops per route does not align with what we see in practice. Most municipalities currently serve between 3–8% ICI stops. A 2% cap appears arbitrary and would cut out the majority of existing stops. This restriction risks destabilizing service in many communities.
- **Downtown Core Apartments:** Clarification is needed on how recycling will be managed for apartments located above commercial units. Today, these residents often share a front-end bin with the business below. Under the new rules, co-collection requires a 95-gallon cart, which presents challenges:
 - These bins are located on commercial property, and if businesses are excluded, they may request removal.

- Apartments generally cannot use wheelie bins due to lack of storage and lack of space for placement on collection day.
This gap in the proposal will leave many downtown residents without a viable recycling option.
- **Quantity of Material:** Restricting ICI generators to a single 95-gallon cart is too limiting, particularly given the expanded Blue Box program starting in 2026. At a minimum, increasing the limit to two carts would provide small businesses with a reasonable solution to manage their recyclables.

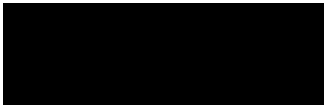
Closing Comments

While we recognize and value the work that has gone into these proposals, the framework as presented feels incomplete and impractical in several respects. The issues raised by municipalities and service providers during consultations highlight the need for a more balanced approach—one that safeguards service for small businesses, community facilities, and rural Ontarians, while ensuring the long-term success of Ontario's EPR system.

We would welcome the opportunity to meet with you to further discuss these issues and to work together on solutions that meet the needs of both producers and communities.

Thank you for your attention to this matter and for your continued support of the waste diversion and recycling goals that benefit all Ontarians.

Sincerely,



Michelle Courtney
President & CEO
Bluewater Recycling Association



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

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Toll Free: 1-877-204-0747

www.southhuron.ca

September 17, 2025

Via email: doug.fordco@pc.ola.org

Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

Dear Hon. Doug Ford,

Re: Closure of Before and After School Programs

Please be advised that South Huron Council passed the following resolution at their September 15, 2025 Regular Council Meeting:

357-2025

Moved By: Aaron Neeb

Seconded by: Ted Oke

That South Huron Council supports the Municipality of Bluewater's September 2, 2025 Resolution regarding closure of before and afterschool programs; and

That South Huron Council voices similar concerns regarding schools within its boundaries; and

That a copy of this supporting resolution and originating documents be circulated to the Premier, Minister of Education, MPP Thompson and all Ontario Municipalities.

Result: Carried

Please find attached the originating correspondence for your reference.

Respectfully,

Kendra Webster, Legislative & Licensing Coordinator
Municipality of South Huron
kwebster@southhuron.ca
519-235-0310 x. 232

Encl.

cc: Minister of Education, Hon. Paul Calandra, paul.calandra@pc.ola.org;
MPP Lisa Thompson, lisa.thompson@pc.ola.org; and all Ontario
Municipalities.



September 4, 2025

The Honourable Doug Ford, Premier of Ontario
Premier's Office
Room 281
Main Legislative Building, Queen's Park
Toronto, ON M7A 1A5

The Honourable Paul Calandra, Minister of Education
15th Floor
438 University Avenue
Toronto, ON M7A 2A5

via email: premier@ontario.ca
minister.edu@ontario.ca

RE: Closure of Before and After School Programs

Dear Premier Ford and Minister Calandra,

The Council of the Municipality of Bluewater passed the following resolution at their September 2, 2025 regular meeting:

MOVED: Councillor Harris **SECONDED:** Councillor Whetstone

WHEREAS on August 19, 2025, London Bridge Child Care Services Inc. advised that they will be closing all London Bridge Huron County Before and After School Programs, which affects Bluewater Coast Elementary School, Exeter Elementary School, and Precious Blood Catholic School; and

WHEREAS London Bridge Child Care Services Inc. cites ongoing staffing shortages in Huron County and across the province as the reason for this closure; and

WHEREAS the closure of the London Bridge Before and After School Programs, along with the Preschool Program at Bluewater Coast Elementary School, are creating a significant and immediate challenge for families with young children; and

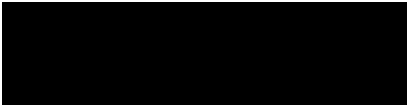
WHEREAS the Council of the Municipality of Bluewater recognizes the importance of before and after school programs which provide a trusted, safe, and consistent environment for children outside of regular school hours – support that many working parents and guardians rely on to balance their jobs and family responsibilities; and

WHEREAS the Avon Maitland District School Board and the Huron-Perth Catholic District School Board do not operate licensed childcare programs, but partner with childcare providers to make use of school spaces where possible;

NOW THEREFORE BE IT RESOLVED that the Council of the Municipality of Bluewater urges the Province of Ontario to immediately implement other service delivery models that are being successfully modeled elsewhere in the province to address the Early Childhood Educator shortage.

AND FURTHER THAT this resolution be forwarded to the Honourable Doug Ford, Premier of Ontario, the Honourable Paul Calandra, Minister of Education, and all Ontario Municipalities. **CARRIED.**

Sincerely,



Chandra Alexander
Manager of Corporate Services/Clerk

cc: All Ontario Municipalities

September 15, 2025

Steven Dalley
Town Manager, Clerk/Treasurer
via email: sdalley@cobalt.ca

Dear Mr. Dalley,

During the September 8, 2025 regular meeting of Council, the resolution circulated by the Town of Cobalt was brought forward for discussion and consideration with the following resolution passed.

MOVED: Chad Hyatt SECONDED: Bill Clark

***WHEREAS similar concerns have been raised by Chief Cousins for our fire department.
THAT the Council of the Town of Petrolia formally request the review of mandatory firefighter certification requirements for volunteer departments; and
THAT the resolution be sent to the Solicitor General, Premier of Ontario, MPP Bob Bailey, the Fire Marshal, AMO, FONOM and all Ontario Municipalities.***

CARRIED.

Kind regards,

Original Signed

Mandi Pearson
Director of Legislative Services, Clerk | Deputy Operations

cc: Hon. Doug Ford, Premier of Ontario, premier@ontario.ca
MPP, Bob Bailey, Sarnia-Lambton, bob.bailey@pc.ola.org
Solicitor General, Michael.kerzner@pc.ola.org
Ontario Fire Marshall, askofm@ontario.ca
AMO, resolutions@amo.on.ca
FONOM, fonom.info@gmail.com
Ontario Municipalities

Phone: (519)882-2350 • Fax: (519)882-3373 • Theatre: (800)717-7694

411 Greenfield Street, Petrolia, ON, N0N 1R0

www.town.petrolia.on.ca





THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

Jon Pegg
Ontario Fire Marshal
Ministry of the Solicitor General
25 Morton Shulman Avenue
Toronto, ON M3M 0B1

Subject: Request for Extension of Certification Deadlines under Ontario Regulation 343/22

Dear Fire Marshal Pegg,

On behalf of The Corporation of the Township of Larder Lake we are writing to express our support for the firefighter certification requirements outlined in Ontario Regulation 343/22. We recognize the importance of standardized training and certification in enhancing firefighter safety, service quality, and public confidence across the province.

When firefighter certification was first introduced in 2018, many rural municipalities voiced concern, noting that they do not offer the same level of fire protection services as larger municipalities or urban centres. The Province graciously responded by introducing legislation to allow municipalities to certify firefighters only to the services they actually provide. This flexibility is greatly appreciated and reflects a thoughtful understanding of the diverse realities across Ontario.

However, despite this accommodation, training programs for many of these service-specific certifications are still not available or are only in "pilot" while there remains a large demand for these programs. The Province cannot reasonably expect volunteer firefighters—many of whom work full-time jobs—to independently develop training programs that meet the standards required to pass certification exams. This places an undue burden on small municipalities and risks compromising the intent of the regulation.

We have enclosed a formal resolution passed by our Council, which outlines our concerns and respectfully requests that the province extend the certification deadline to a minimum of two years beyond the final release date of the Ontario Seal programs offered in the regulation to allow time for volunteer fire departments to access these training programs and achieve certification.

We also urge the Province to consider a phased adaptive approach to implementation, ensuring that all communities have equitable access to the necessary training resources.

We appreciate your leadership and commitment to fire service excellence and look forward to your support in helping Ontario municipalities meet these important standards in a realistic and sustainable manner.

Sincerely,



Crystal Labbe
CAO/Clerk-Treasurer
Corporation of the Township of Larder Lake



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1 L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

To whom it May Concern:

RE: Resolution #17, September 9, 2025 – Request for Extension of Certification Deadlines under Ontario Regulation 343/22

Please be advised that at the Township of Larder Lake's Regular Council Meeting held on Tuesday, September 9th, 2025, the following resolution was adopted:

Moved by: Councillor Kelly

Seconded by: Councillor Armstrong

CARRIED

WHEREAS Ontario Regulation 343/22 mandates that firefighters performing specific fire protection services be certified to a prescribed standard by July 1, 2026, with certain technical rescue disciplines requiring certification by July 1, 2028;

AND WHEREAS the Township recognizes and supports the value of the certification requirements mandated by the Province of Ontario, acknowledging that standardized training enhances firefighter safety, service quality, and public trust;

AND WHEREAS the Office of the Fire Marshal (OFM) and Ontario Fire College (OFC) are actively working to provide training and certification programs, including offering over 600 courses annually, yet some certification programs and testing resources remain under development or are not yet widely accessible, particularly in the Ontario Seal Programs;

AND WHEREAS many fire departments in Ontario are staffed predominantly by volunteer firefighters who balance full-time employment with their emergency service commitments;

AND WHEREAS the certification programs are still in development and the current availability does not adequately reflect the operational realities of volunteer fire departments, especially in rural communities, where training opportunities are limited and certification demands place undue pressure on personnel and municipal resources;

AND WHEREAS when firefighter certification was first introduced in 2018, smaller/rural Municipalities raised concerns that they do not provide the same level of fire protection services as larger municipalities or urban centres. The Province responded thoughtfully by introducing new legislation to allow municipalities to certify firefighters only to the services they actually provide. This flexibility is appreciated and reflects a fair and practical approach; however, training programs for many of these service-specific certifications are still not available.

AND WHEREAS it is unreasonable to expect volunteer firefighters—who already balance full-time employment and community service—to independently develop curriculums and training programs in-house that meet provincial standards and adequately prepare them for certification exams;

AND WHEREAS smaller rural volunteer fire departments often lack the necessary resources, certified personnel, and specialized expertise to independently develop training curriculums or qualify for learning contracts with the Ontario Fire College; and

AND WHEREAS these departments have long relied on the Ontario Fire College's course offerings and have been patiently awaiting the release of the Ontario Seal Programs, having noted preliminary pilot initiatives in Northern Ontario and anticipating a broader rollout of these programs in the near future;

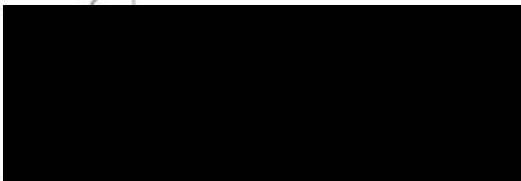
AND WHEREAS rural municipalities would welcome the opportunity to engage in dialogue with the Office of the Fire Marshal to address current barriers and explore collaborative solutions;

THEREFORE BE IT RESOLVED THAT the Council of the **Township of Larder Lake** respectfully requests that the Province of Ontario, through the Ministry of the Solicitor General and the Office of the Fire Marshal, extend the compliance deadlines outlined in Ontario Regulation 343/22 to a minimum of two years beyond the final release date of the Ontario Seal programs offered in the regulation for all affected certification categories;

AND THAT the Province consider implementing a phased or regionally adaptive approach to certification deadlines, taking into account the availability of training programs and the unique challenges faced by volunteer fire services in Rural Ontario;

AND THAT this resolution be forwarded to the Minister of the Solicitor General, the Ontario Fire Marshal, the Association of Municipalities of Ontario (AMO), the Rural Ontario Municipal Association (ROMA), the Ontario Association of Fire Chiefs (O AFC), **John Vanthof** and all municipalities in Ontario for support and endorsement.

Sincerely,



Crystal Labbe
CAO/ Clerk Treasurer



Township of Mapleton Council Meeting – Sept 9, 2025

Resolution: 2025-13-05

Re: Support for NGEF Phase 3 and local development targets

WHEREAS the Province has posted ERO 0250923, *Consultation on the Future of Community Natural Gas Expansion*, seeking feedback from municipalities, Indigenous communities and other stakeholders on how Phase Three (3) could best support access to natural gas for community development.

AND WHEREAS expanding access to natural gas is identified as a tool to support affordability and economic growth in Ontario communities, with Phases One (1) and Two (2) estimated to enable connections for approximately 17,000 buildings across 59 communities, and 16 projects completed to date.

AND WHEREAS The Township of Mapleton is working toward its housing and employment land goals that contribute to Ontario's broader objective to build at least 1.5 million homes by 2031 and recognizes that timely servicing solutions (including natural gas where appropriate) can help enable these targets.

AND WHEREAS Ontario's energy future relies on a balance of affordability, reliability, and sustainability by leveraging a mix of energy solutions - including natural gas, electricity, and emerging energy technologies, to meet growing community needs. And whereas natural gas continues to play a critical role in supporting energy affordability, economic competitiveness, and enabling housing and employment growth across the province.

THEREFORE BE IT RESOLVED THAT COUNCIL:

1. Supports the Ministry's consultation on the Future of Community Natural Gas Expansion (NGEP Phase 3) and endorses access to natural gas as an option to other energy solutions to advance Mapleton's housing, employment lands, economic development objectives, and agricultural properties.
2. Directs staff to submit comments to ERO 0250923 reflecting Mapleton's priorities, including: priority application types, alignment with Official Plan / Secondary Plans, sites and corridors where gas access would enable development (housing / employment lands), any Phase 1 and 2 learnings (if applicable) and practical barriers (e.g., timing, permitting, costs, land access).
3. Forwards this resolution to MPP Matt Rae, the Minister of Energy and Mines, the Ontario Energy Board, AMO, and neighbouring municipalities.

Township of Mapleton Clerk: _____

Larry Wheeler



The Corporation of the Town of Midland

575 Dominion Avenue
Midland, ON L4R 1R2
Phone: 705-526-4275
Fax: 705-526-9971
info@midland.ca

September 25, 2025

Via Email doug.fordco@pc.ola.org

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, Ontario M7A 1A1

Dear Premier Ford:

Re: Council Resolution Opposing the Elimination of Automated Speed Enforcement (ASE) Cameras

Please be advised that Town of Midland Council passed the following Resolution at their September 24th, 2025 Regular Council Meeting:

Moved By: Councillor MacDonald
Seconded By: Councillor Ball

Resolution Number: RES-2025-247

WHEREAS a 2025 CAA survey of 1,500 Ontario drivers found 73 per cent actually support the use of speed cameras and 76 per cent say they deter speeding. A recent SickKids study also found they cut speeding around Toronto schools nearly in half;

AND WHEREAS the Ontario Association of Chiefs of Police (OACP) who said "Employing ASE tools has been proven to reduce speeding, change driver behaviour, and make our roads safer for everyone — drivers, cyclists, pedestrians, and especially children and other vulnerable road users";

AND WHEREAS the Town of Midland entered into legal and good faith implementation of Provincially approved automated speed enforcement cameras to reduce speeds in our school and community safety zones and has committed to the continued installation of traffic calming infrastructure in our community whose funding source is fines from offenders rather than law abiding taxpayers;

AND WHEREAS the Premier has announced his intention to introduce legislation to ban automated speed enforcement;

BE IT resolved that Midland Council send this resolution expressing our opposition to any attempts to usurp this community safety initiative in our community and that copies be circulated to the MMAH, the MTO, AMO and Ontario Municipalities.

CARRIED

Yours Truly,



Sherri Edgar
Director of Legislative Services/Town Clerk

cc. Hon. Rob Flack, Minister of Municipal Affairs and Housing, minister.mah@ontario.ca
Hon. Prabmeet Sarkaria, Minister of Transportation, prabmeet.sarkaria@pc.ola.org
MTO, mtinfo@ontario.ca
AMO, resolutions@amo.on.ca
Ontario Municipalities



THE CORPORATION OF THE TOWNSHIP OF LARDER LAKE

69 FOURTH AVENUE, P. O. BOX 40, LARDER LAKE, ON P0K 1L0

PH: 705-643-2158 FAX: 705-643-2311

LARDERLAKE.CA

September 10, 2025

To whom it May Concern:

RE: Resolution #18, September 9, 2025 - Resolution Requesting a Moratorium on Aerial Spraying of Glyphosate in the Timiskaming Forest

Please be advised that at the Township of Larder Lake's Regular Council Meeting held on Tuesday, September 9th, 2025, the following resolution was adopted:

Moved by: Councillor Armstrong

Seconded by: Councillor Kelly

CARRIED

WHEREAS the Province of Ontario, through the Ministry of Natural Resources and Forestry, plans to begin aerial spraying of glyphosate-based herbicides starting on or before August 10th, 2025, in the Timiskaming Forest; and

WHEREAS the Timiskaming Forest covers a significant portion of the Municipality of Larder Lake, and this activity may impact residents and ecosystems; and

WHEREAS new scientific evidence published since Health Canada's last assessment of glyphosate in 2017 has linked glyphosate-based end-use products to cancer, metabolic and neurological diseases, reproductive toxicity, and ecosystem harm; and

WHEREAS the Province of Quebec banned the use of glyphosate for forestry purposes in 2001 and replaced aerial herbicide spraying with manual forest thinning as a safer alternative forest management method; and

WHEREAS many residents have expressed concern regarding the potential environmental and public health risks associated with aerial spraying of glyphosate-based herbicides;

NOW THEREFORE BE IT RESOLVED THAT the Council of the Municipality of Larder Lake formally requests that the Honourable Mike Harris Jr., Minister of Natural Resources and Forestry, reconsider the planned use of glyphosate-based herbicides in the Timiskaming Forest and suspend the aerial spraying initiative until further independent research and updated risk assessments are completed and reviewed; and

BE IT FURTHER RESOLVED THAT this resolution be forwarded to:

The Honourable Mike Harris Jr., Minister of Natural Resources and Forestry

The Honourable Sylvia Jones, Minister of Health

MPP John Vanthof, Timiskaming–Cochrane

AMO (Association of Municipalities of Ontario)

FONOM (Federation of Northern Ontario Municipalities)

All municipalities within Northeastern Ontario

Sincerely,

A large black rectangular redaction box covering the signature of Crystal Labbe.

Crystal Labbe
CAO/ Clerk Treasurer

Council Memo



Date	September 16, 2025
To	City Council
From	Councillor Rodrigo Goller
Subject	A Motion for Provincial Leadership on Salt Management and Public Safety

This memo provides the context for the attached motion, which calls on the Province of Ontario to take a leadership role in addressing the growing environmental impact of road salt while ensuring public safety.

The Challenge: The Growing Threat of Salt Pollution

Road salt is a toxic substance under the *Canadian Environmental Protection Act* for a reason: it poses a tangible threat to our environment and health. For decades, chloride levels have been rising in Ontario's groundwater, rivers, and lakes. This directly impacts our municipal responsibility for source water protection, as rising chloride levels in Guelph's source water—and across the province—make it harder and more costly to ensure safe drinking water. Despite 25 years of government guidelines and voluntary codes of practice, this problem continues to worsen, threatening both our aquatic ecosystems and our drinking water supplies.

Guelph's Leadership in Salt Management

The City of Guelph is a recognized leader in responsible salt management. Our staff are committed to protecting our watershed while keeping our roads, sidewalks, and facilities safe. Through advanced training, modern equipment, and a progressive Salt Management Plan, we continuously optimize our salt use for safety, cost-effectiveness, and environmental protection. This motion is a continuation of our city's commitment to finding sustainable solutions.

The Barrier: Unlimited Liability Drives Salt Overuse

A significant barrier to further salt reduction lies outside our direct control. The current system of unlimited liability for snow and ice contractors creates immense pressure to over-salt. Fear of costly slip-and-fall claims often leads contractors to apply salt far beyond what is considered best practice.

This issue has two major consequences: it harms our environment, and it creates an unsustainable business climate. Many contractors now struggle to find affordable insurance, forcing some to leave the industry altogether. This makes it harder for both municipalities and private property owners to secure essential winter maintenance services.

The Solution: A Provincial Framework for Safety and Sustainability

This motion advocates for a clear, consistent, and province-wide approach. We are asking the Province of Ontario to work with stakeholders to:

1. **Develop limited liability legislation** that is tied to enforceable, government-approved training, certification, and Best Management Practices (BMPs) for salt application.
2. **Create and fund an expert advisory committee** to guide the province and municipalities on protecting our freshwater resources from salt pollution.

By taking these steps, the province can create a system that protects contractors who follow best practices, ensures public safety, and significantly reduces the amount of salt entering our environment.

This motion is an opportunity for Guelph to lead the call for a sensible, province-wide solution that aligns with our city's long-standing commitment to environmental stewardship and public safety.

Rodrigo Goller

City Councillor, Ward 2

City of Guelph

[226-821-1146](tel:226-821-1146)

Rodrigo.Goller@Guelph.ca

September 18, 2025

Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Mr. Premier,

RE: Council motion passed September 16, 2025

Please be advised that on September 16, 2025, during a City Council meeting, Guelph City Council passed the following resolution in regards to Road Network Maintenance, Levels of Service.

Moved By: Councillor Goller
Seconded By: Councillor Caton

1. The City of Guelph urges the province of Ontario to work urgently with key stakeholders to develop limited liability legislation, including enforceable contractor training and a single set of provincially-endorsed standard BMPs for snow and ice management; and
2. The City of Guelph urges the province of Ontario to create and fund an expert stakeholder advisory committee, including representatives from the disability community, to advise the province and municipalities on the best courses of action to protect freshwater ecosystems and drinking water from the impacts of salt pollution; and
3. The City of Guelph commits to continuing to reduce the use of road salt as much as possible while meeting local service levels and maintaining safety on roads and sidewalks; and
4. THAT this resolution and the attached Memo be sent to all municipalities in Wellington County, the Grand River Conservation Authority, the Association of Municipalities of Ontario (AMO), local MPPs, Conservation Ontario, the Minister of Environment Conservation and Parks, the Minister of Municipal Affairs and Housing, the Attorney General, and the Premier.

Carried

Stephen O'Brien, General Manager, City Clerk's Office/City
Clerk Corporate Services, **City Clerk's Office**

T 519-822-1260 x 5644
E stephen.obrien@guelph.ca

City Hall
1 Carden St
Guelph, ON
Canada
N1H 3A1

T 519-822-1260
TTY 519-826-9771

guelph.ca

Copy:

Hon. Doug Ford, Premier of Ontario

Hon. Doug Downey, Attorney General of
Ontario

Hon. Rob Flack, Minister of Municipal
Affairs and Housing

Hon. Todd J. McCarthy, Minister of
Environment, Conservation and Parks

Mike Schreiner, MPP for Guelph

Joseph Racinsky, MPP for Wellington—
Halton Hills

Association of Municipalities of Ontario
Conservation Ontario

Grand River Conservation Authority

THE CORPORATION OF THE CITY OF DRYDEN

MOVED BY: Price

DATE: 22-Sep-25

SECONDED BY: Klewning

RESOLUTION NO.: 14

Whereas drowning is one of the leading causes of preventable deaths among children in Ontario and research by the Lifesaving Society of Ontario shows that most children who drown never intended to be in the water; and

Whereas evidence demonstrates that even basic swimming and water survival skills significantly reduce the risk of drowning; and

Whereas many children in Ontario do not have equitable access to swimming lessons outside of school due to financial, cultural or geographic barriers; and

Whereas several municipalities across Ontario have expressed strong interest in improving water safety education for children; and

Whereas the Ministry of Education has the authority to incorporate water safety and survival training into the regular elementary school curriculum as a universal, life-saving skill comparable to fire safety and road safety instruction;

Therefore, be it resolved that the Council of The Corporation of The City of Dryden respectfully urges the Government of Ontario, through the Ministry of Education, to incorporate mandatory water safety and Swim-to-Survive training into the elementary school curriculum for all Ontario students; and

Be it further resolved that a copy of this resolution be forwarded to The Honourable Minister of Education of Ontario, local Members of Provincial Parliament, the Association of Municipalities of Ontario and all Ontario municipalities, with a request for their endorsement.

RECORDED VOTE			DECLARATION UNDER THE MUNICIPAL CONFLICT OF INTEREST ACT	
			Councillors who have declared an interest, abstained from discussion and did not vote on this question.	
Council	Yes	No		
Councillor C. Klewning				
Councillor B. Latham				
Councillor M. MacKinnon				
Councillor R. Noel				
Councillor M. Price				
Councillor B. Tardiff				
Mayor J. Harrison				
TOTALS			Disposition of Resolution (Check One)	
			Carried X	Defeated

MAYOR: Harrison



AMANDA FUSCO

Director of Legislated Services & City Clerk
Corporate Services Department
Kitchener City Hall, 2nd Floor
200 King Street West, P.O. Box 1118
Kitchener, ON N2G 4G7
Phone: 519.904.1402 Fax: 519.741.2705
amanda.fusco@kitchener.ca
TTY: 519-741-2385

SENT VIA EMAIL

September 26, 2025

Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier Ford:

This is to advise that City Council, at a meeting held on August 25, 2025, passed the following resolution regarding postage:

"WHEREAS Postage costs have seen significant increases, including 25% in 2025 alone;

WHEREAS paper billing has a further environmental cost in both materials (trees) and transportation;

WHEREAS paper billing is increasingly being displaced by environmentally friendly and cost-efficient e-billing;

WHEREAS the Municipal Act indicates the right to a paper bill, and cost-recovery fees for paper billing for tax, and utility bills are unclear;

THEREFORE BE IT RESOLVED that Kitchener City Council request the Province of Ontario to amend the Municipal Act to permit municipalities the ability to grandfather-out paper billing as the default option, and to permit municipalities to establish fees for paper billing for new accounts that opt for this method of delivery;

THEREFORE BE IT FINALLY BE RESOLVED that a copy of this motion be sent to the Association of Municipalities of Ontario, the Premier of Ontario, the Ministry of Municipal Affairs and housing, all other municipalities within Ontario for their consideration and possible endorsement."

Yours truly,

A black rectangular box redacting the signature of A. Fusco.

A. Fusco
Director of Legislated Services & City Clerk

Cc: Hon. Rob Flack, Minister of Municipal Affairs and Housing
Association of Municipalities Ontario (AMO)
Sloane Sweazey, Senior Policy Advisor, City of Kitchener
Ontario Municipalities



**BONFIELD TOWNSHIP
OFFICE OF THE DEPUTY CLERK**

365 HIGHWAY 531

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Email: deputyclerk@bonfieldtownship.com

RESOLUTION OF COUNCIL

September 23rd, 2025

Motion 5

Moved by Councillor MacInnis

Seconded by Councillor Corbett

WHEREAS the labour dispute between Canada Post and the Canadian Union of Postal Workers (CUPW) remains unresolved despite months of negotiations; AND WHEREAS CUPW has suspended the delivery of flyers nationwide in an effort to bring Canada Post back to the bargaining table; AND WHEREAS this suspension significantly impacts businesses, non-profit organizations, and municipal governments, limiting their ability to communicate essential information; AND WHEREAS many rural municipalities, including the Township of Bonfield, have limited internet connectivity and rely heavily on Canada Post for the distribution of newsletters and other important communications to residents; NOW THEREFORE BE IT RESOLVED that the Council of the Township of Bonfield:

1. Urges the Canadian Union of Postal Workers and the Federal Government to promptly return to the negotiating table; and
2. Calls upon CUPW to reconsider the suspension of flyer deliveries, which includes municipal communications, to ensure the continued dissemination of critical community information

AND THAT a copy of this resolution be sent to the Right Honourable Mark Carney, Nipissing Timiskaming MP, Pauline Rochefort, Nipissing MPP, Vic Fedeli, Canada Post, CUPW President, FONOM, and AMO.

Carried

DIVISION VOTE

FOR

Donna Clark

Jason Corbett

Steve Featherstone

Dan MacInnis

Narry Paquette

AGAINST

Declaration of Pecuniary Interest/Conflict of Interest

CERTIFIED to be a true copy of Resolution No.5 of the Township of Bonfield's Regular Council Meeting of September 23rd, 2025, and which Resolution is in full force and effect.

Andrée Gagné

Deputy Clerk-Treasurer



The Corporation of the County of Wellington October 2025 Meeting Schedule

Date	Time	Committee	Location
Oct 8/25 Wednesday	9:00am	Wellington County O.P.P. Detachment Board Warden White Councillors Lennox (Chair), Campbell Allan Alls (Vice-Chair), Gordon Feniak	Guthrie Room Administration Centre
Oct 8/25 Wednesday	1:00pm	Joint Social Services and Land Ambulance Warden White County Councillors, Anderson (Vice-Chair), Bulmer, Lloyd Mayor Guthrie Guelph Councillors, Busuttil (Chair), Downer, Klassen	Guthrie Room Administration Centre
Oct 8/25 Wednesday	4:30pm 6:00pm	Information, Heritage and Seniors Library Board Warden White Councillors Breen (Chair), Ballantyne, Duncan, Lloyd, Eddie Alton, Julie Wheeler Bryant, Lucia Costanzo, Walter Trachsel	Boardroom Wellington Terrace
Oct 9/25 Thursday	9:00am	Land Division Warden White Councillors Seeley (Chair), Davidson, Dehn, Watters	Keith Room Administration Centre
Oct 9/25 Thursday	10:00am	Planning Warden White Councillor Seeley (Chair), Davidson, Dehn, Watters	Keith Room Administration Centre
Oct 14/25 Tuesday	9:00am	Roads Warden White Councillors Davidson (Chair), Cork, Dehn, Turton	Keith Room Administration Centre
Oct 14/25 Tuesday	10:30am	Solid Waste Services Warden White Councillors O'Neill (Chair), Bulmer, Cork, Watters	Keith Room Administration Centre
Oct 21/25 Tuesday	10:00am	Economic Development Warden White Councillors Duncan (Chair), Breen, O'Neill, Turton	Guthrie Room Administration Centre
Oct 21/25 Tuesday	1:00pm	Administration, Finance and Human Resources Warden White Councillors Campbell (Chair), Ballantyne, Lennox, Seeley	Guthrie Room Administration Centre
Oct 30/25 Thursday	10:00pm	Council Session Council and Department Heads	Council Chambers Administration Centre
<u>Other Dates to Note:</u>			
Oct 13/25		Thanksgiving	Offices Closed

If you have any questions regarding committee and council schedules please contact Jennifer Adams, County Clerk at 519.837.2600 x2520 or jennifera@wellington.ca as meetings are subject to change.



Dufferin Aggregates
2300 Steeles Ave W, 4th Floor
Concord, ON L4K 5X6
Canada

September 8, 2025

Luke Rapus
Aggregates Technical Specialist
Ministry of Natural Resources and Forestry
Guelph District
1 Stone Road West
Guelph, Ontario
N1G 4Y2

Attention: Mr. Rapus

Re: Monthly Monitoring Report – August 2025
Mill Creek Pit, License #5738
Township of Puslinch, Wellington County

RECEIVED

SEP 15 2025

Township of Puslinch

Please find enclosed the required monitoring data for the month of August 2025. There were no exceedances to report.

If you have any questions, please do not hesitate to call.

Sincerely,

Matthew Erdmann
Site Superintendent

CC: Township of Puslinch
Sonja Strynatka (GRCA)
Kevin Mitchell (Dufferin Aggregates)
University of Guelph

Monthly Reporting
Mill Creek Aggregates Pit
August 2025

Date	DP21 (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	305.74	305.49	NO
14-Aug-25	305.75	305.49	NO
17-Aug-25	305.76	305.49	NO
24-Aug-25	305.78	305.49	NO

Date	DP17 (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	305.29	305.17	NO
14-Aug-25	305.28	305.17	NO
17-Aug-25	305.26	305.17	NO
24-Aug-25	305.3	305.17	NO

Date	DP3 (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	304.75	304.54	NO
14-Aug-25	304.71	304.54	NO
17-Aug-25	304.69	304.54	NO
24-Aug-25	304.72	304.54	NO

Date	DP2 (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	304.04	303.50	NO
14-Aug-25	304.06	303.50	NO
17-Aug-25	304.08	303.50	NO
24-Aug-25	304.07	303.50	NO

Date	DP1 (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	304.15	303.91	NO
14-Aug-25	304.19	303.91	NO
17-Aug-25	304.15	303.91	NO
24-Aug-25	304.12	303.91	NO

Date	DP5CR (mASL)	Threshold Value (mASL)	Exceedance
5-Aug-25	303.18	302.79	NO
14-Aug-25	303.20	302.79	NO
17-Aug-25	303.17	302.79	NO
24-Aug-25	303.20	302.79	NO

Date	BH13 (mASL)	DP21 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	306.08	305.74	0.34	0.10	NO
14-Aug-25	306.10	305.75	0.35	0.10	NO
17-Aug-25	306.11	305.76	0.35	0.10	NO
24-Aug-25	306.07	305.78	0.29	0.10	NO

Date	BH92-12 (mASL)	DP17 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	305.82	305.29	0.53	0.06	NO
14-Aug-25	305.78	305.28	0.50	0.06	NO
17-Aug-25	305.80	305.26	0.54	0.06	NO
24-Aug-25	305.83	305.3	0.53	0.06	NO

Date	DP6 (mASL)	DP3 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	305.85	304.75	1.10	0.58	NO
14-Aug-25	305.75	304.71	1.04	0.58	NO
17-Aug-25	305.78	304.69	1.09	0.58	NO
24-Aug-25	305.73	304.72	1.01	0.58	NO

Date	BH92-27 (mASL)	DP2 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	304.44	304.04	0.40	0.32	NO
14-Aug-25	304.49	304.06	0.43	0.32	NO
17-Aug-25	304.47	304.08	0.39	0.32	NO
24-Aug-25	304.49	304.07	0.42	0.32	NO

Date	BH92-29 (mASL)	DP1 (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	304.60	304.15	0.45	0.23	NO
14-Aug-25	304.62	304.19	0.43	0.23	NO
17-Aug-25	304.59	304.15	0.44	0.23	NO
24-Aug-25	304.56	304.12	0.44	0.23	NO

Date	OW5-84 (mASL)	DP5CR (mASL)	Head Difference (m)	Threshold Value (m)	Exceedance
5-Aug-25	303.44	303.18	0.25	0.15	NO
14-Aug-25	303.45	303.20	0.25	0.15	NO
17-Aug-25	303.47	303.17	0.30	0.15	NO
24-Aug-25	303.45	303.20	0.25	0.15	NO

No exceedances to report for the month of August.

Note: A beaver dam has been observed on private property upstream of DP5CR, which is likely to impact the water levels at DP5CR. Similar to what has occurred in the recent past at this location, the beaver dam may potentially cause action threshold exceedances. It is recommended that the appropriate authority arrange to have the beaver dam removed.



Monthly Reporting Mill Creek Aggregates Pit August 2025												
Total Monthly Precipitation (mm):		44.0	Kitchener/Waterloo (Actual)		Max. Allowable as per PTTW- Main Pond							
Total Monthly Normal Precipitation (mm):		70.5	Waterloo-Wellington A (30-year Normal)		(Imperial Gallons)		(Litres)	Max. Allowable as per PTTW- Silt Pond				
					2,500	per minute	11,365	per minute		(Litres)		
					1,800,000	per day	8,183,000	per day		17,000,000		
Date	Below Water Table Extraction SP4	Below Water Table Extraction Phase 2	Water Pumped from Main Pond (gals)	Water Pumped from Active Silt Pond (gals)	Main Pond Level (mASL)	Exceedance Y/N (BELOW 305.5 mASL)	Phase 2 Pond Level (mASL)	Exceedance Y/N (BELOW 305.0 mASL)	Phase 3 Pond Level (mASL)	Exceedance Y/N (BELOW 303.85 mASL)	Phase 4 Pond Level (mASL)	Exceedance Y/N (BELOW 304.5 mASL)
1-Aug-25	2,500	-	835,223	-	306.54	N	306.05	N	304.83	N	306.26	N
2-Aug-25	-	-	-	-	-	-	-	-	-	-	-	-
3-Aug-25	-	-	-	-	-	-	-	-	-	-	-	-
4-Aug-25	-	-	-	-	-	-	-	-	-	-	-	-
5-Aug-25	2,500	-	550,363	-	306.50	N	306.04	N	304.77	N	306.23	N
6-Aug-25	2,500	-	1,011,639	-	306.49	N	306.04	N	304.76	N	306.22	N
7-Aug-25	2,500	-	1,123,603	-	306.48	N	306.02	N	304.75	N	306.21	N
8-Aug-25	2,500	-	1,005,919	-	306.47	N	306.02	N	304.74	N	306.25	N
9-Aug-25	-	-	-	-	-	-	-	-	-	N	-	-
10-Aug-25	-	-	-	-	-	-	-	-	-	N	-	-
11-Aug-25	-	-	-	-	306.46	N	306.02	N	304.73	N	306.21	N
12-Aug-25	2,500	-	1,270,982	-	306.45	N	306.01	N	304.72	N	306.19	N
13-Aug-25	2,500	-	1,189,374	-	306.47	N	306.01	N	304.73	N	306.20	N
14-Aug-25	2,500	-	1,233,588	-	306.46	N	306.01	N	304.72	N	306.19	N
15-Aug-25	-	-	774,292	-	306.46	N	306.00	N	304.71	N	306.18	N
16-Aug-25	-	-	-	-	-	-	-	-	-	N	-	-
17-Aug-25	-	-	-	-	-	-	-	-	-	N	-	-
18-Aug-25	-	-	1,209,831	-	306.46	N	306.02	N	304.71	N	306.18	N
19-Aug-25	-	-	916,172	-	306.43	N	305.98	N	304.69	N	306.18	N
20-Aug-25	-	-	743,056	-	306.46	N	306.01	N	304.70	N	306.18	N
21-Aug-25	-	-	1,179,255	-	306.46	N	306.01	N	304.70	N	306.18	N
22-Aug-25	-	-	1,072,570	-	306.46	N	306.02	N	304.69	N	306.18	N
23-Aug-25	-	-	693,563	-	306.46	N	306.02	N	304.69	N	306.18	N
24-Aug-25	-	-	-	-	-	-	-	-	-	-	-	-
25-Aug-25	-	-	1,224,349	-	306.44	N	306.02	N	304.68	N	306.18	N
26-Aug-25	-	-	1,132,402	-	306.50	N	305.99	N	304.67	N	306.17	N
27-Aug-25	-	-	1,218,850	-	306.43	N	305.96	N	304.67	N	306.15	N
28-Aug-25	-	-	1,230,508	-	306.42	N	305.95	N	304.66	N	306.15	N
29-Aug-25	-	-	1,069,271	-	306.41	N	305.95	N	304.65	N	306.14	N
30-Aug-25	-	-	719,519	-	306.41	N	305.95	N	304.65	N	306.14	N
31-Aug-25	-	-	-	-	-	-	-	-	-	-	-	-
Total	20,000	0	21,404,328	0								

Notes:
No exceedances to report for the month of August. Dragline moved out of site on August 15th.



REPORT FIN-2025-021

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: October 8, 2025

SUBJECT: 2024 Development Charges and Cash in Lieu of Parkland
File No. F21 DEV

RECOMMENDATIONS

THAT Report FIN-2025-021 entitled 2024 Development Charges and Cash in Lieu of Parkland be received.

Purpose

The purpose of this report is to provide Council with information on the Township's Development Charges (DC's), Cash in Lieu of Parkland (CILP) and related transactions as of December 31, 2024.

Background

In accordance with the Development Charges Act (DCA) and the Planning Act, the Treasurer is required to provide Council with an annual financial statement on DC's and CILP.

DC's

The following extracted paragraphs of Section 12(2) of Ontario Regulation 82/98 prescribes the information that must be included in the Treasurer's statement. The information is in addition to the opening and closing balance for the previous year and the transactions relating to that year as required by subsection 43(2) of the DCA.

- 1.) A description of the service for which the fund was established. If the fund was established for a service category, the services in the category.*

- 2.) *For the credits in relation to the service or service category for which the fund was established,*
 - i. *The amount outstanding at the beginning of the previous year, given in the year, used in the year, and outstanding at the end of the year,*
 - ii. *The amount outstanding at the beginning of the previous year and outstanding at the end of the year, broken down by individual credit holder.*
- 3.) *The amount of any money borrowed from the fund by the municipality during the previous year and the purpose for which it was borrowed.*
- 4.) *The amount of interest accrued during the previous year on money borrowed from the fund by the municipality.*
- 5.) *The amount and source of any money used by the municipality to repay, in the previous year, money borrowed from the fund or interest on such money.*
- 6.) *A schedule that identifies credits recognized under section 17 and, for each credit recognized, sets out the value of the credit, the service against which the credit is applied and the source of funds used to finance the credit.*

The following under Section 12 (3) of Ontario Regulation 82/98 is also prescribed as information to be included in the Treasurer's Statement under section 43 of the DCA:

- 1.) *For each project that is financed, in whole or in part, by development charges,*
 - i. *The amount of money from each reserve fund established under section 33 of the Act that is spent on the project, and*
 - ii. *The amount and source of any other money that is spent on the project.*
- 2.) *For each service for which a development charge is collected during the year,*
 - i. *whether, as of the end of the year, the municipality expects to incur the amount of capital costs that were estimated, in the relevant development charge background study, to be incurred during the term of the applicable development charge by-law, and*
 - ii. *if the answer to subparagraph i is no, the amount the municipality now expects to incur and a statement as to why this amount is expected.*
- 3.) *For any service for which a development charge was collected during the year but in respect of which no money from a reserve fund was spent during the year, a statement as to why there was no spending during the year.*

Section 59.1 (1) of the DCA specifically prohibits municipalities from imposing additional payments on developers or requiring construction of a service unless specifically authorized under the DCA or another Act. The importance that the province places on this section is reinforced by (a) requiring that the Treasurer's report include a statement confirming that the municipality is in compliance with Section 59.1 (1) and (b) granting extensive investigative powers to the Ministry of Municipal Affairs and Housing to investigate whether a municipality is in

compliance. The Township does not require any “voluntary” payments from developers and the Treasurer confirms that, for 2024 DC’s reporting, the Township is in compliance with Section 59.1 (1) of the DCA, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the DCA or another Act.

Section 35 (2) of the DCA outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in a reserve fund for services related to a highway as defined in subsection 1 (1) of the Municipal Act, 2001. For the Township, this requirement relates to the Services Related to a Highway DC.

- Schedule A provides a summary of the DC’s including the opening and closing balances as well as a summary of financial transactions that occurred during the year.
- Schedule B provides a list of current growth-related capital projects that have required funding from DC’s.
- Schedule C summarizes the statement of credit holder transactions in 2024 and notes that there were no credit holder transactions during the period or in previous periods. Section 38 of the DCA provides information regarding credits. If a municipality agrees to allow a person to perform work that relates to a service to which a DC by-law relates, the municipality shall give the person a credit towards the DC in accordance with the agreement. The amount of the credit is the reasonable cost of doing the work as agreed by the municipality and the person who is to be given the credit. Township staff are not aware of any such agreements that the Township has entered into in the past.
- Schedule D provides the estimated capital expenditures outlined in the 2024 DC Background Study (i.e. 2024 to 2033) as required under Section 12 (3) of Ontario Regulation 82/98 as noted above. The Township expects to incur a total of \$20.7 million in growth-related capital expenditures during this period. This is lower than the \$27.5 million anticipated in the 2024 DC Background Study, as the Township continues to closely monitor and adjust the capital cost estimates of capital projects based on new information available to staff as part of the annual budget process and as master plans are approved and formalized in the budget process.
- Schedule E summarizes the Statement of DC Restricted Reserve Balance Allocations for Services Related to a Highway.
- Schedule F summarizes the Description of the Township-Wide Services (or Class of Services) for which each DC Restricted Reserve was Established in accordance with the Township’s DC By-law No. 053-2024.

CILP

The following paragraphs of Section 7(1) of Ontario Regulation 509/20 prescribes the information that must be provided to the public through annual financial statements as required under Section 42 (17) of the Planning Act.

- 1.) *Statements of the opening and closing balances of the special account and of the transactions relating to the account.*
- 2.) *In respect of the special account referred to in subsection 42 (15) of the Act, statements identifying,*
 - i. *land and machinery acquired during the year with funds from the special account,*
 - ii. *buildings erected, improved or repaired during the year with funds from the special account,*
 - iii. *details of the amounts spent, and*
 - iv. *for each asset mentioned in subparagraphs i and ii, the manner in which any capital cost not funded from the special account was or will be funded.*
- 3.) *The amount of money borrowed from the special account and the purpose for which it was borrowed.*
- 4.) *The amount of interest accrued on any money borrowed from the special account.*

Section 42 (16.1) of the Planning Act outlines that beginning in 2023 and in each calendar year thereafter, a municipality shall spend or allocate at least 60 per cent of the monies that are in the special account at the beginning of the year.

- Schedule G provides a summary of the CILP restricted reserve including the opening and closing balances as well as a summary of financial transactions that occurred during the year.
- Schedule H summarizes the Statement of CILP Restricted Reserve Balance Allocations.

Financial Implications

The DC and CILP contributions received in 2023 are higher than 2020 to 2022 and 2024 as further outlined below.

Year	CILP	DC's	Comments
2024	\$292K	\$134K	The number of single detached dwellings amounted to 20 units in 2024. \$90K of CILP and \$17K of DC's were also collected from a non-residential development.
2023	\$1.1M	\$1.6M	The increase relates to \$1M of CILP and \$1.6M of DC's collected from two non-residential developments. The number of single detached dwellings amounted to 6 units in 2023.
2022	\$256K	\$190K	The number of single detached dwellings amounted to 31 units in 2022.
2021	\$304K	\$318K	The number of single detached dwellings amounted to 56 units in 2021.
2020	\$203K	\$754K	The increase relates to \$544K collected from a developer that entered into a DC agreement with the Township in 2012.

Applicable Legislation and Requirements

Development Charges Act, 1997
 Ontario Regulation 82/98
 Planning Act R.S.O 1990
 Ontario Regulation 509/20

Engagement Opportunities

In accordance with Section 43 of the DCA, the Treasurer's statement must be made available to the public and a copy of the statement must be given to the Ministry of Municipal Affairs and Housing upon request.

Therefore, Report FIN-2025-021 and its related attachments will be posted on the Township Financial Reporting Page at puslinch.ca/government/financial-reporting/

Attachments

Schedule A –Annual Treasurer's Statement of DC's as at December 31, 2024

Schedule B – Amounts Transferred to Capital, Operating or Other Funds for the 12 months ended December 31, 2024

Schedule C – Statement of Credit Holder Transactions for the 12 months ended December 31, 2024

Schedule D – Estimated Capital Expenditures as of December 31, 2024

Schedule E - Statement of DC Restricted Reserve Balance Allocations for Services Related to a Highway

Schedule F - Description of the Service (or Class of Service) for which each DC Restricted Reserve was Established

Schedule G - Annual Treasurer's Statement of CILP as at December 31, 2024

Schedule H - Statement of CILP Restricted Reserve Balance Allocations

Respectfully submitted:

Mary Hasan
Director of Finance/Treasurer

Annual Treasurer's Statement of DC's
As at December 31, 2024

Schedule A

	Fire Protection Services	Services Related to a Highway	Parks and Recreation Services	Provincial Offences Act including By-Law Enforcement	Growth-Related Studies	Total
Opening Balance- January 1, 2024	\$ 1,249,341	\$ 1,341,563	\$ 15,776	\$ -	\$ 159,952	\$ 2,766,633
<u>Plus:</u>						
DC Collections	\$ 33,385	\$ 65,613	\$ 24,942	\$ 30	\$ 10,282	\$ 134,253
Accrued Interest	\$ 76,332	\$ 77,779	\$ (3,537)	\$ 1	\$ 7,211	\$ 157,786
Transfer from Capital	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Repayment of Monies Borrowed from Fund and Associated Interest ¹	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 109,717	\$ 143,392	\$ 21,405	\$ 31	\$ 17,493	\$ 292,039
<u>Less:</u>						
Amount Transferred to Capital Funds ²	\$ 31,891	\$ 201,154	\$ 172,349	\$ -	\$ 94,009	\$ 499,403
Amount Transferred to Operating Funds ²	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts Refunded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Amounts Loaned to Other DC Service Category for Interim Financing Credits ³	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 31,891	\$ 201,154	\$ 172,349	\$ -	\$ 94,009	\$ 499,403
Closing Balance - December 31, 2024	\$ 1,327,167	\$ 1,283,801	\$ (135,167)	\$ 31	\$ 83,435	\$ 2,559,270
Less: Commitments Outstanding Against the DC Restricted Reserve	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Adjusted Closing Balance - December 31, 2024	\$ 1,327,167	\$ 1,283,801	\$ (135,167)	\$ 31	\$ 83,435	\$ 2,559,270

¹ Source of funds used to repay the DC Restricted Reserve

² See Schedule B for details

³ See Schedule C for details

Amounts Transferred to Capital, Operating or Other Funds
For the 12 Months Ended December 31, 2024

Schedule B

Amount Transferred to Capital (or Other) Funds - Capital Fund Transactions

Capital Fund Transactions	Gross Capital Cost	DC Recoverable Cost Share					Non-DC Recoverable Cost Share				
		DC Forecast Period			Post DC Forecast Period						
		DC Restricted Reserve Draw	DC Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/ Capacity Interim Financing	Grants, Subsidies Other Contributions	Other Discretionary Reserves/Restricted Reserves Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
<u>Fire Protection Services</u>											
Security Improvements	\$1,649	\$1,649	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Pump 31 Truck	\$96,811	\$22,003	\$0	\$0	\$0	\$0	\$74,809	\$0	\$0	\$0	\$0
Wildland Firefighting Equipment	\$8,240	\$8,240	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Fire Protection Services	\$106,699	\$31,891	\$0	\$0	\$0	\$0	\$74,809	\$0	\$0	\$0	\$0
<u>Services Related to a Highway</u>											
Watson Road South - County Road 37 (Arkell Road) to Maltby Road East	\$759,055	\$103,231	\$0	\$0	\$0	\$0	\$217,729	\$0	\$0	\$0	\$438,094
Maple Leaf Lane - County Road 46 to End	\$117,810	\$16,022	\$0	\$0	\$0	\$0	\$101,788	\$0	\$0	\$0	\$0
Gore Road - Sideroad 20 South to Valens Road	\$602,212	\$81,901	\$0	\$0	\$0	\$0	\$41,505	\$0	\$0	\$0	\$478,806
Subtotal Services Related to a Highway	\$1,479,077	\$201,154	\$0	\$0	\$0	\$0	\$361,022	\$0	\$0	\$0	\$916,900
<u>Parks and Recreation Services</u>											
Puslinch Community Centre Park Renovation and Upgrade	\$82,475	\$7,372	\$0	\$0	\$0	\$0	\$75,103	\$0	\$0	\$0	\$0
Parking Lot & Associated Enhancements (curbing, entrance, and additional lighting) at the front of the Puslinch Community Centre	\$350,093	\$145,326	\$0	\$0	\$0	\$0	\$145,251	\$0	\$0	\$0	\$59,516
Puslinch Lake Pedestrian Access and Signage	\$10,533	\$10,533	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Puslinch Minor Baseball Club Fencing at Old Morriston & Morriston Meadows	\$9,118	\$9,118	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Parks and Recreation Services	\$452,218	\$172,349	\$0	\$0	\$0	\$0	\$220,354	\$0	\$0	\$0	\$59,516
<u>Provincial Offences Act including By-Law Enforcement</u>											
None	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Subtotal Provincial Offences Act including By-Law Enforcement	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<u>Growth-Related Studies</u>											
2024 Conservation and Demand Management Plan	\$7,632	\$720	\$0	\$0	\$0	\$0	\$6,912	\$0	\$0	\$0	\$0
2024 Development Charges Background Study	\$29,432	\$29,186	\$0	\$0	\$0	\$0	\$246	\$0	\$0	\$0	\$0
Comprehensive Speed Limit Review for Township Roads with a Posted Speed Above 60 km/hr2	\$29,486	\$4,010	\$0	\$0	\$0	\$0	\$25,476	\$0	\$0	\$0	\$0
Regionally Significant Economic Development Study Area Phase 1 (Employment)	\$68,242	\$44,357	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$23,885
Community Risk Assessment - Ontario Regulation 378/19	\$20,949	\$12,569	\$0	\$0	\$0	\$0	\$8,380	\$0	\$0	\$0	\$0
Asset Management Plan and Policy Updates	\$33,544	\$3,166	\$0	\$0	\$0	\$0	\$30,378	\$0	\$0	\$0	\$0
Subtotal Growth-Related Studies	\$189,285	\$94,009	\$0	\$0	\$0	\$0	\$71,392	\$0	\$0	\$0	\$23,885
Total	\$2,227,279	\$499,402	\$0	\$0	\$0	\$0	\$727,576	\$0	\$0	\$0	\$1,000,301

Schedule B

[illegible]

Statement of Credit Holder Transactions
For the 12 Months Ended December 31, 2024

Schedule C

Credit Holder	Applicable DC Restricted Reserve	Credit Balance Outstanding Beginning of Year January 1, 2024	Additional Credits Granted During Year	Credits Used by Holder During Year	Credit Balance Outstanding End of Year December 31, 2024

N/A - the Township has not issued any DC Credits during the period or in previous periods.

Estimated Capital Expenditures as of December 31, 2024

Schedule D

Service:	Estimated Capital Expenditures Outlined in the 2024 DC Background Study (2024 to 2033)	Estimated Capital Expenditures as of December 31, 2024 (2024 to 2033)	Comments
Fire Protection Services	\$5,387,500	\$1,063,548	The growth related capital costs anticipated to expand fire protection services include provisions for additional facility space and vehicles which will be allocated over the ten year forecast upon approval of the Master Fire Plan.
Services Related to a Highway	\$19,429,052	\$18,004,077	The growth related capital costs anticipated to expand services related to a highway include traffic calming measures and growth related fleet which will be allocated over the ten year forecast upon approval of the Transportation Master Plan. The provisions for upgrading gravel roads to paved roads will also be incorporated in the Capital Budget and Forecast based on Council's recent direction. Design costs were incorporated in the 2025 Capital Budget.
Parks and Recreation Services	\$1,580,800	\$492,218	The growth related capital costs anticipated to expand parks and recreation services include provisions for additional facility space and provisions for developing new parks related to subdivisions which will be allocated over the ten year forecast upon approval of the Recreation and Parks Master Plan.
Provincial Offences Act including By-Law Enforcement	\$3,300	\$8,358	The increase in estimated capital expenditures relates to the increased capital cost estimates as outlined in the 2025 Capital Budget.
Growth-Related Studies	\$1,138,001	\$1,127,004	The decrease in estimated capital expenditures relates to a decrease in cost estimates based on recent procurement results.
Total	\$ 27,538,653	\$ 20,695,205	

Statement of DC Restricted Reserve Balance Allocations for Services Related to a Highway

Schedule E

Service:	Services Related to a Highway	Comments
Balance in Restricted Reserve at Beginning of Year: January 1, 2024	\$ 1,341,563	
60% of Balance to be Allocated or Spent (at a minimum):	\$ 804,938	The Township has allocated/budgeted \$2.6M (see table below) which is greater than the 60% minimum balance allocation requirement.

Projects to Which Funds Have Been Allocated

Project Description	Allocated/Budgeted	Actual Services Related to a Highway DC's Spent in 2024
Watson Road South - County Road 37 (Arkell Road) to Maltby Road East	\$ 102,821	\$ 103,231
Maple Leaf Lane - County Road 46 to End	\$ 14,275	\$ 16,022
Gore Road - Sideroad 20 South to Valens Road	\$ 89,644	\$ 81,901
Other Allocated/Budgeted Projects in the 2025 Capital Budget and Forecast	\$2,381,184	\$ -
Total	\$ 2,587,924	\$ 201,154

Description of the Township-Wide Services/Class of Services for which each
DC Restricted Reserve was Established

Schedule F

Township-Wide Services/Class of Services	Description
Fire Protection Services	The fund is used for growth-related projects supporting fire protection services, including facilities, vehicles, equipment, and gear.
Services Related to a Highway	The fund is used for growth-related projects for roads, bridges, structures, public works related facilities, vehicles, and equipment, and other related road infrastructure.
Parks and Recreation Services	The fund is used for growth-related projects related to parkland development, parkland amenities, recreational trails, parkland buildings, recreation facilities, and parks & recreation vehicles and equipment.
Provincial Offences Act including By-Law Enforcement	The fund is used for growth-related projects including facilities, vehicles, and equipment.
Growth-Related Studies	The fund is used for growth-related to growth-related studies, including development charge studies.

Annual Treasurer's Statement of CILP
As at December 31, 2024

Schedule G

Opening Balance- January 1, 2024

\$ 1,199,862

Plus:

CILP Collections

\$ 291,730

Accrued Interest

\$ 75,346

Sub-Total

\$ 367,076

Less: CILP Funds Utilized

Puslinch Community Centre Park Renovation and Upgrade

\$ 75,103

Parking Lot & Associated Enhancements (curbing, entrance, and additional lighting) at the front of the Puslinch Community Centre

\$ 145,251

Boreham Park Safety Study

\$ 3,203

Sub-Total

\$ 223,557

Closing Balance - December 31, 2024

\$ 1,343,381

CILP	Discretionary Reserve Funding	DC's	Other Third Party Funding	Gross Capital Cost
\$ 75,103	\$ -	\$ 7,372	\$ -	\$82,475
\$ 145,251	\$ -	\$ 145,326	\$ 59,516	\$350,093
\$ 3,203				\$3,203
<u>\$ 223,557</u>	<u>\$ -</u>	<u>\$ 152,698</u>	<u>\$ 59,516</u>	<u>\$ 435,771</u>

Statement of CILP Restricted Reserve Balance Allocations

Schedule H

	CILP	Comments
Balance in Restricted Reserve at Beginning of Year: January 1, 2024	\$ 1,199,862	
60% of Balance to be Allocated or Spent (at a minimum):	\$ 719,917	The Township has allocated/budgeted \$1.6M (see table below) which is greater than the 60% minimum balance allocation requirement.

Projects to Which Funds Have Been Allocated	\$ 719,917	
Project Description	Allocated/Budgeted	Actual CILP Spent in 2024
Puslinch Community Centre Park Renovation and Upgrade	\$ 297,864	\$ 75,103
Parking Lot & Associated Enhancements (curbing, entrance, and additional lighting) at the front of the Puslinch Community Centre	\$ 172,894	\$ 145,251
Boreham Park Safety Study	\$ 5,393	\$ 3,203
Other Allocated/Budgeted Projects in the 2025 Capital Budget and Forecast	\$ 1,084,483	\$ -
Total	\$ 1,560,634	\$ 223,557



REPORT FIN-2025-026

TO: Mayor and Members of Council

PREPARED BY: Mary Hasan, Director of Finance/Treasurer

PRESENTED BY: Mary Hasan, Director of Finance/Treasurer

MEETING DATE: October 8, 2025

SUBJECT: 2024 Township General Surplus
File No. F05 BUD

RECOMMENDATIONS

THAT Report FIN-2025-026 entitled 2024 Township General Surplus be received; and

THAT the 2024 General Surplus amount of \$29,907 be allocated to the Asset Management Discretionary Reserve in accordance with Council Resolution No. 2019-347.

Purpose

The purpose of this report is to provide Council with a general status report on the Township General Surplus as at December 31, 2024.

Background

The total Township General Surplus is \$29,907. This is in accordance with the Schedule of Accumulated Surplus noted in the Audited Financial Statements presented to Council at the May 28, 2025, Council Meeting.

Budget Development and Control Policy

Paragraph 11 of the Budget Development and Control Policy provides information regarding the General Corporate Surplus as outlined below:

a) Where funds have been appropriated but not incurred prior to the end of the fiscal year, and no legal obligation to expend said funds has been entered into prior to the end of the fiscal year, said funds shall be included in the general corporate surplus and shall be submitted for Council's consideration to be contributed to the Asset Management (AM) Discretionary Reserve in accordance with Council Resolution No. 2019-347 or to another Discretionary Reserve based on Council's direction.

b) The policy adopted by Council through Council Resolution No. 2019-347 states that Council authorizes the allocation of all budget surpluses into the Township's AM Discretionary Reserve for the purpose of meeting future AM obligations.

The 2018 to 2020 and 2022 to 2023 general surpluses were fully allocated to the AM Discretionary Reserve. The 2021 general surplus amount of \$569,206 was allocated as follows based on Council Resolution No. 2022-170 at the May 25, 2022 Council Meeting:

- \$494,206 to the AM Discretionary Reserve in accordance with Council Resolution No. 2019-347; and
- \$40,000 to fund the repair of the Tandem Dump Truck 301; and
- \$35,000 to fund the additional costs associated with the Roads Management Plan.

As outlined in Report FIN-2024-027 presented to Council at its meeting held on October 23, 2024, based on the analysis completed in that Report, it was recommended that the minimum target balance be increased to 2.4 million and the maximum target balance be increased to 4.8 million. It was also recommended that these target balances be adjusted on an annual basis as part of the capital budget process based on the May-to-May Consumer Price Index (CPI). Staff will provide the estimated balances in the AM Discretionary Reserve as part of the 2026 capital budget process including any recommended increases to these target balances for 2026.

General Surplus Calculation

The calculation of the 2024 Township General Surplus is outlined below:

1. The total operating tax levy surplus (budget vs. actual expenditures and revenues) equals \$295,707 as per the Fourth Quarter Financial Report presented to Council at the March 26, 2025, Council Meeting.

The Building Cost Centre is not included below. The Building Code Act requires that the total amount of building permit fees meet the total costs for the municipality to administer and enforce the Building Code Act and Regulations. Building permit fees were established to fully recover the Township's cost of providing building permit services, including an allocation of administrative overhead/indirect costs. Any surplus revenue from building permit fees is transferred to a reserve, to be drawn upon in years of declining building activity.

Department	Operating Levy Surplus/(Deficit)	Comments
Administration	-\$202,479	<p>The majority of the deficit in this cost centre relates to the following:</p> <ul style="list-style-type: none"> Human Resources Generalist position – Transitioning this role from a contracted service (previously allocated across five departments in the 2024 budget for contract services) to a permanent position under Administration/Building salaries and benefits, resulting in an additional \$59K in Administration. This has been offset by reduced contract service expenses in the five departments. In the 2025 budget, this role is now fully allocated to payroll and not contract services. Unanticipated corporate professional fees – Additional costs of \$144K incurred for legal (see Note A), engineering, and environmental services.
By-law	-\$95,559	The majority of the deficit in this cost centre relates to unanticipated by-law professional fees – Additional costs of \$154K incurred for legal (see Note A), engineering and environmental services offset by additional recoveries of \$48K.
Corporate	\$620,213	<p>The majority of the surplus in this cost centre relates to:</p> <ul style="list-style-type: none"> supplemental billings for omitted/supplementary assessment and taxes receivable accrual - \$311K interest and penalties on property taxes - \$124K interest on cash and equivalents - \$181K
Council	\$409	
Elections	\$0	
Finance	\$26,905	The majority of the surplus in this cost centre relates to salaries, wages and benefits due to vacancies - \$18K.
Fire and Rescue	-\$81,020	<p>The majority of the deficit in this cost centre relates to:</p> <ul style="list-style-type: none"> remuneration and remuneration related expenses driven by call volume/nature of calls and changes made by OMERS to the plan for volunteer firefighters offset by contract services surplus - \$89K.
Heritage Advisory Committee	-\$2,923	

Library	\$56,863	This difference relates to the reimbursement from the County of Wellington for the Parking Lot & Associated Enhancements at the front of the Puslinch Community Centre of \$60K budgeted in Parks Capital in line with the library cost sharing agreement.
Municipal Office	-\$4,283	
Parks	-\$24,885	The majority of the deficit in this cost centre relates to: <ul style="list-style-type: none"> • Outdoor maintenance due to one-time costs associated with July rainstorm - \$11K • salaries, wages and benefits due to the extended parks season (April 1, 2024, to December 2, 2024 - 8 months = actual 66% vs. budgeted 60% - weather driven), partially offset in Public Works – \$19K.
Planning and Development Advisory Committee	\$1,117	
Planning & Development	-\$14,738	
Public Works	\$55,902	The majority of the surplus in this cost centre relates to the one-time cost recovery for Township expenditures related to road maintenance activities and materials due to the County of Wellington Road closure from 2023 to the latter part of June 2024 – \$20K budget vs. 2024 actual of \$83K).
Recreation and Community Wellness Advisory Committee	\$3,332	
Source Water Protection	\$101	
Optimist Recreation Centre	-\$28,071	The majority of the deficit in this cost centre relates to: <ul style="list-style-type: none"> • salaries, wages and benefits mostly offset by a surplus at the Puslinch Community Centre due to staff reshuffling due to vacancies - \$11K. • increased maintenance/hydro expenditures - \$21K.
Puslinch Community Centre	-\$15,584	The majority of the deficit in this cost centre relates to lower recoveries than anticipated for room rentals - \$19K
Youth Advisory Committee	\$405	
Operating Tax Levy Surplus	\$295,707	

Note A – The Township has a legal contingency discretionary reserve with a current balance of \$158K that it could draw upon if there are major unrecoverable legal matters in any given year. The Township withdrew \$61K from this reserve in 2024 and \$38K in 2025 year to date.

- 2.) For audit purposes, the Township is required to estimate an amount for its post-employment benefit obligation which should not be incorporated in the surplus. The entry in 2024 resulted in a decrease in the obligation of \$1,138. Therefore, \$1,138 must

be subtracted from the surplus as the post-employment benefit is separate from the general surplus.

3.) Net contributions to operating discretionary reserves (excluding the Building Surplus Reserve) of \$253,740 should be subtracted from the surplus.

4.) The capital deficit amount is determined based on:

Description	Amount
Total capital expenditures (including tangible capital asset and non-tangible capital asset expenditures)	\$2,426,437
Capital contributions to the capital carry forward discretionary reserve	\$2,515
Subtotal of Capital Expenditures	\$2,428,952
Capital Discretionary Reserve Funding	\$1,011,871
Restricted Reserve Funding including Canada Community Building Fund	\$940,689
Capital Tax Levy Funding for Capital Projects	\$0
Capital Grant Funding excluding Canada Community Building Fund	\$463,094
Other Third-Party Funding	\$0
Proceeds of Disposal Funding for the Sale of Equipment	\$0
Capital Donation Funding	\$3,000
Subtotal of Capital Funding	\$2,418,653
Capital Deficit	-\$10,298)

The table below outlines the general surplus calculation of \$30.5K:

Item	Description	Amount
1	Fourth Quarter Financial Report - Operating Tax Levy Surplus *See Note A below	\$295,707
2	Post-Employment Benefit Obligation	-\$1,138)
3	Net contributions to operating discretionary reserves (excluding the Building Surplus Reserve) Of this amount, \$134K relates to recoveries in Item 1 above that were contributed to the Outstanding Deposits Discretionary Reserve. These recoveries are appropriately allocated to a discretionary reserve rather than to the annual surplus. Next steps include Township staff determining the refund status of outstanding planning and grading deposits older than 10 years, as recommended through the annual audit process. The majority of the remaining difference is attributable to 2024 unbudgeted contributions to the Operating Carryforward and Heritage Financial Incentive	-\$253,740)

	discretionary reserves. The Operating Carryforward contributions were approved through the 2025 budget process and include one-time operating budget requests.	
4	Capital Deficit	-(\$10,298)
	Total General Surplus	\$30,530

Financial Implications

The 2024 Township General Surplus as calculated above is \$30,530. The total Township General Surplus verified through the 2024 audit is \$29,907. The difference is not material.

The surplus of \$29,907 as a percentage of total 2024 capital and operating budgeted expenditures of \$11,261,566 is 0.27%.

Applicable Legislation and Requirements

Municipal Act, 2001

Engagement Opportunities

N/A

Attachments

None

Respectfully submitted:	Contributors:	Reviewed by:
Mary Hasan, Director of Finance/Treasurer	Mike Fowler, Director of Public Works, Parks, and Facilities Justine Brotherston, Director of Corporate Services/Municipal Clerk Jamie MacNeil, Fire Chief Andrew Hartholt, Chief Building Official Michelle Cassar, Deputy Treasurer	Courtenay Hoytfox, CAO



REPORT COR-2025-040

TO: Mayor and Members of Council

PREPARED BY: Sarah Huether, Manager of Corporate Services/Deputy Clerk
Justine Brotherston, Director of Corporate Services/Municipal Clerk

PRESENTED BY: Sarah Huether, Manager of Corporate Services/Deputy Clerk
Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: October 8, 2025

SUBJECT: Proposed Alternate Voting Methods for 2026 Municipal Election

RECOMMENDATION

That Report COR-2025-040 regarding the Proposed Alternate Voting Method for the 2026 Municipal Council and School Board Election (Election) be received; and

That the alternative voting method of Vote by Mail (VBM) be approved for the 2026 Election; and

That staff prepare a By-law to be approved at the October 29, 2025, Council meeting.

Purpose

The purpose of this report is to provide Council with the staff recommendation regarding alternative voting methods for the 2026 Election scheduled for Monday October 26, 2026.

Legislation Overview

The Municipal Elections Act (MEA), 1996, governs municipal council and school board elections, including the use of vote-counting and alternative voting methods. Under the MEA it is the Municipal Clerk's responsibility for conducting the Election and preparing all administrative and logistical matters.

Section 42 (1) of the MEA provides that a Council of a local municipality may pass by-laws,

- (a) authorizing the use of voting and vote-counting equipment such as voting machines, voting recorders or optical scanning vote tabulators;
 - (b) authorizing electors to use an alternative voting method, such as voting by mail or by telephone, that does not require electors to attend at a voting place in order to vote.
- 1996, c. 32, Sched., s. 42 (1).

The decision on vote counting equipment and alternative vote counting methods must be made by May 1st in the year of the election. Staff are recommending that the decision be made in the year before the election to ensure sufficient time for proper planning can take place including budget and procurement planning.

The requirement to establish procedures for the use of vote counting equipment and alternative voting methods must be completed before June 1st in the year of the election.

Background

The Council of a local municipality may pass by-laws authorizing the use of vote counting equipment such as voting machines, voting recorders or optical scanning vote tabulators. By-laws may also be passed authorizing electors to use an alternative voting method, such as voting by mail or vote by internet/telephone that does not require electors to attend a polling station in order to vote. Alternative voting methods can be used in addition to in-person voting or as a standalone alternative method.

For the 2022 Election, the Township's primary voting method was in-person voting with the use of optical scanning vote tabulators. The Township also offered VBM as an alternative method to in-person voting. This method was an 'on demand' service, provided when requested by an elector. 500 vote-by-mail ballots were ordered for the 2022 Election, with a total 100 votes cast through this method.

More municipalities are moving to alternative voting methods either eliminating in-person voting or, in addition to it. For the 2022 Election 34% of municipalities utilized tabulators for vote counting and 58% utilized internet voting use. Alternative voting methods have been found to benefit those electors that are not able to attend a polling location in-person and better meets the principles of the MEA by providing all eligible voters the opportunity to cast their own ballot if they choose to.

Township Staff have conducted a review of the alternative voting methods to determine the most appropriate method options. While considering staffing requirements, financial impact and technological resources, it has been determined that the Vote-By-Mail method would be most suitable for the Township of Puslinch for the 2026 Election.

Analysis

There are distinct advantages of using VBM voting method, for both the elector and the Township, including but not limited to:

For the Elector:

1. Convenience; voters do not have to travel or wait in line to cast their vote
2. VBM respects individual circumstances, including those related to mobility, caregiving responsibilities, work schedules, or health, and ensures that every voter has the opportunity to engage thoughtfully with the ballot.
3. Voters are able to mark their ballot in the comfort of their own home, providing them the time and space to carefully evaluate candidates without the pressure or time constraints of in-person voting.
4. Limits the confusion about where and when to vote.
5. Upholds the secrecy and confidentiality of the vote – the voter must sign a declaration form acknowledging legal responsibility for marking their own ballot and for not being coerced.
6. VBM does not bias or provide increased influence for any candidate or voter.
7. Increases access for voters.
8. Tabulators meet the principles of the MEA by upholding secrecy and confidentiality;
9. Tabulators offer a fair and consistent process, with all ballots cast and counted in the same manner;
10. Tabulators provide the reporting of unofficial election results on the night of the election.

For the Township:

1. Improved implementation
 - a. Provides the opportunity for various drop-off/assistance locations to be established throughout the Township during the voting period, which can be managed with minimal staffing. For example, extended hours of the Municipal Office and locations established at Mini Lakes Condominium Community and Morriston Park Nursing Home.
 - b. Eliminates the need for proxy voting.
 - c. Reduces costly and onerous recruitment and training of elections staff.
 - d. Reduced the reliance on Municipal staff to assist at polling stations.
2. Improved voter engagement and participation
 - a. An opportunity to strengthen voter engagement by promoting informed participation and reaffirming the principle that every voice deserves to be heard — safely, comfortably, and with respect.
 - b. Reduce low participation among non-resident voters by removing the need to travel to polling stations, making the voting process more accessible and inclusive.
 - c. Removes the impact of inclement weather impacting in-person participation.
3. Meets the requirements of the Election process

- a. Integrity of the voting process is maintained by using a trusted and established mail system with the ability to utilize secure drop box location(s)
 - b. Ballots are available for recounts or investigations
 - c. Potential for duplicate voting is eliminated
 - d. Blank kits will be available for last minute additions to the voter list at the drop-off/assistance locations throughout the community during the voting period.
4. Opportunity for shared resources
- a. VBM is used by neighboring municipalities (ie. Erin, Centre Wellington, Mapleton, Minto and Guelph-Eramosa) - potential for shared advertising, communications, expertise and other resources

Staff have considered the potential impact of a postage disruption on the VBM method and identified key mitigation strategies to ensure continuity and voter confidence. In the event of a postal disruption impacting VBM kits being sent to electors, the kits will be available for pick up at the Township Office and staff would bring applicable VBM kits to appropriate drop off/voter assistance locations. Further, a significant benefit to the use of secure ballot drop-off locations, will not only reduce reliance on postal services but also mitigate associated postage costs for the Township with the return of VBM Kits. The drop-off sites provide a direct, reliable method for ballot return, enhancing timely receipt and processing. Moreover, offering accessible and well-publicized drop-off options can increase public confidence and trust in the election process by demonstrating a proactive approach to ensuring every vote is counted, even in the face of logistical challenges.

Further, staff will be developing a VBM procedure to establish measures for the VBM process as an alternate voting method consistent with the principles and requirements of the MEA. This will include, but is not limited to procedures regarding:

- a. Processing VBM kit Requests
- b. Re-issuing VBM kits
- c. Processing and tabulating returned VBM kits
- d. Adjudication of ballots
- e. Storage and Security
- f. Retention of Election documents
- g. Recounts

Recommendation

Staff have reviewed and compared alternative voting methods and do not recommend the use of internet/telephone voting in Puslinch until such a time that reliable internet service is improved across the Township. Staff are concerned that this method could result in a poor and inconsistent voting experience for the elector.

Staff recommend that VBM be implemented for the 2026 Election including the use of vote counting equipment (vote Tabulators)

Financial Implications

The election budget for the 2022 Election was \$61,614 with actuals of \$62,640. The elections discretionary reserve currently has a balance of \$41,250 which will be utilized as part of the 2026 Election. Based on quotes staff have received to date, it is anticipated that the budget required for the 2026 Election will be in line with what was required for 2022.

Applicable Legislation and Requirements

Municipal Elections Act, 1996, S.O.

Attachments

None

Respectfully submitted,

Sarah Huether, Manager of Corporate
Services/Deputy Clerk

Justine Brotherston, Director of
Corporate Services/Municipal Clerk

Reviewed by:

Courtenay Hoytfox, CAO



REPORT COR-2025-042

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: October 8, 2025

SUBJECT: Proposed 2026 Council, Committee & Budget Meeting Schedule

RECOMMENDATION

That Report COR-2025-042 entitled proposed 2026 Council, Committee & Budget Meeting Schedule be received; and,

That Council adopts the 2026 Council, Committee & Budget Meeting Schedule, attached as Schedule "A" as [presented/amended].

DISCUSSION

Statutory Holiday and Conference Dates

The Council/Budget Meeting Schedule is set taking into consideration the 2026 Statutory Holidays and the various annual conferences that Council members may attend, including:

- Rural Ontario Municipal Association (January 18 to 20, 2026);
- Ontario Good Roads Association (March 29 to April 1, 2026);
- Federation of Canadian Municipalities (June 4 to 7, 2026); and
- Association of Municipalities of Ontario (August 16 to 19, 2026)

Council Meetings

The Procedural By-law 59/08, as amended, outlines that Council will meet on Wednesday at 10:00 o'clock in the morning (including budget meetings) on 3-week frequency with the exception of the months of July and August where there shall be one regular meeting in each month at 10:00 o'clock in the morning on a Wednesday determined by Council.

Committee Schedule

Committee meeting date and times have been included based on the current structure. Those may be amended based on Council's direction.

Currently, the Township holds the following four (4) advisory committee meetings:

- The Planning and Development Advisory Committee, which meets on the second Tuesday of every month at 7:00 p.m. or as otherwise agreed upon by the Committee.
- The Recreation and Community Wellness Advisory Committee which meets six (6) times yearly on the third Tuesday of the month at 7:00 p.m. or as otherwise agreed upon by the Committee.
- The Heritage Committee which meets six (6) times yearly at 1:00 p.m. on the first Monday of the month or as otherwise agreed upon by the Committee.
- The Youth Advisory Committee meetings ten (10) times yearly at 6:00 p.m. on the first Monday of the month or as otherwise agreed upon by the Committee.

Public Information Meetings

Nine (9) Public Information Meeting (PIM) dates have been set throughout the year to align with a regularly scheduled Council meeting date. This provides Council members and the public advance notice for any potential public meetings required under legislation or at the request of Council. If there is no need for a PIM, Council will be advised by Administration staff and the website will be updated. All PIMs will commence at 7:00 p.m. unless otherwise determined by Council. Staff recommend that PIMs are not pre-scheduled during the months of July and August and that these be scheduled if required.

Budget Meetings

The Budget meetings for the **2026 Budget** have been set as follows:

- Proposed User Fees and Charges By-law Public Information Meeting – September 17, 2025
- Road and Facility Tour with Department Heads and Council – October 16, 2025
- Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets – October 22, 2025
- Adoption of User Fees and Charges By-law – October 29, 2025
- Present proposed base Operating Budget to Council – November 26, 2025
- Grant applications and amounts requested under the Grant Application Program – November 26, 2025
- Updated Capital and Operating Budget based on Council's direction – January 14, 2026
- Proposed Budget Public Information Meeting – January 21, 2026
- Final Budget Approval – February 11, 2026

Due to the 2026 Municipal and School Board Election (Election) staff are proposing a condensed budget meeting schedule, with meetings scheduled to begin after the inaugural meeting of the new Council term. The Budget meetings for the **2027 Budget** have been set as follows:

- Proposed User Fees and Charges By-law Public Information Meeting – September 16, 2026
- Adoption of User Fees and Charges By-law – October 7, 2026
- Road and Facility Tour with Department Heads and Council – December 3rd, 2026
- Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets – December 9, 2026
- Present proposed base Operating Budget to Council – January 6, 2027
- Grant applications and amounts requested under the Grant Application Program – January 6, 2027
- Updated Capital and Operating Budget based on Council's direction – January 20, 2027
- Proposed Budget Public Information Meeting – January 27, 2027
- Final Budget Approval – Second Week of February 10, 2027

List of All Committee and Council Meeting Dates for 2026

January 1: Statutory Holiday

January 12: Heritage Advisory Committee Meeting at 1:00 P.M.

January 12: Youth Advisory Committee at 6:00 P.M.

January 13: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

January 14: Council Meeting - Updated Capital and Operating Budget based on Council's direction at 10:00 A.M.

January 18-20: Rural Ontario Municipal Association Conference

January 21: Regular Council Meeting at 10:00 A.M.

January 21: Proposed Budget Public Information Meeting at 7:00 P.M.

February 2: Youth Advisory Committee Meeting at 6:00 P.M.

February 10: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

February 11: Council Meeting – Final Budget Approval at 10:00 A.M.

February 16: Statutory Holiday

February 17: Recreation and Community Wellness Advisory Committee Meeting at 7:00 P.M.

March 2: Heritage Advisory Committee Meeting at 1:00 P.M.

March 2: Youth Advisory Committee Meeting at 6:00 P.M.

March 4: Council Meeting at 10:00 A.M.

March 4: Public Information Meeting at 7:00 P.M.

March 10: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

March 25: Council Meeting at 10:00 A.M.

March 29 – April 1: Ontario Good Roads Association Conference

April 3: Good Friday

April 6: Easter Monday

April 13: Youth Advisory Committee Meeting at 6:00 P.M.

April 14: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

April 15: Council Meeting at 10:00 A.M.

April 15: Public Information Meeting at 7:00 P.M.

April 21: Recreation and Community Wellness Advisory Committee at 7:00 P.M.

May 4: Heritage Advisory Committee Meeting at 1:00 P.M.

May 4: Youth Advisory Committee Meeting at 6:00 P.M.

May 6: Council Meeting 10:00 A.M.

May 12: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

May 18: Statutory Holiday

May 27: Council Meeting at 10:00 A.M.

May 27: Public Information Meeting at 7:00 P.M.

June 1: Youth Advisory Committee Meeting at 6:00 P.M.

June 4-7: Federation of Canadian Municipalities Conference

June 9: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

June 16: Recreation and Community Wellness Advisory Committee meeting at 7:00 P.M.

June 17: Council Meeting at 10:00 A.M.

June 17: Public Information Meeting at 7:00 P.M.

July 1: Statutory Holiday

July 7: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

July 15: Council Meeting at 10:00 A.M.

August 3: Statutory Holiday

August 11: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

August 16-19: Association of Municipalities of Ontario Conference

August 26: Council Meeting at 10:00 A.M.

September 7: Statutory Holiday

September 8: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

September 14: Heritage Advisory Committee Meeting at 1:00 P.M.

September 14: Youth Advisory Committee Meeting at 6:00 P.M.

September 15: Recreation and Community Wellness Advisory Committee Meeting at 7:00 P.M.

September 16: Council Meeting at 10:00 A.M.

September 16: Public Information Meeting – Proposed User Fees and Charges By-Law at 7:00 P.M.

October 7: Council Meeting - Adoption of User Fees and Charges at 10:00 A.M.

October 7: Public Information meeting at 7:00 P.M.

October 12: Statutory Holiday

October 13: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

October 28: Council Meeting at 10:00 A.M.

November 10: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

November 11: Statutory Holiday

November 17: Inaugural Meeting of 2026-2030 Council Term

November 25: Council Meeting at 10:00 A.M.

November 25: Public Information Meeting at 7:00 P.M.

December 3: Road and Facility Tour with Department Heads and Council

December 8: Committee of Adjustment & Planning and Development Committee Meeting at 7:00 P.M.

December 9: Present proposed Capital Budget and Ten (10) year forecast to Council including Capital Budget sheets

December 16: Council Meeting at 10:00 A.M.

December 16: Public Information Meeting at 7:00 P.M.

December 24: 12:00 p.m. Office Closure

December 25-January 1: Township Holiday Closure

FINANCIAL IMPLICATIONS

None

APPLICABLE LEGISLATION AND REQUIREMENTS

Municipal Act, 2001 – Section 286

Procedure By-Law 59/08

ATTACHMENTS

Schedule “A” - Proposed 2026 Council, Committee and Budget Meeting Schedule

Respectfully submitted,

Reviewed by:

Justine Brotherston,
Director of Corporate Services/
Municipal Clerk

Courtenay Hoytfox,
CAO

2026

C/PIM	Council Meeting (10 a.m.) / Public Info. Meeting (7p.m.)
H	Denotes a Statutory Holiday/Offices Closed
C	Council Meeting (10 a.m.)
CofA/PDAd	Planning Development Advisory Committee (7p.m.)
HC	Heritage Committee (1p.m.)
HC & YC	Heritage Committee (1p.m.) Youth Committee (6p.m.)
YC	Youth Committee (6p.m.)
RC	Recreation and Wellness Committee (7p.m.)

Council & Committee Calendar

ROMA	ROMA Conference January 18-20, 2026		
OGRA	OGRA Conference March 29-April 1, 2026		
FCM	FCM Conference June 4-7, 20256		
AMO	AMO Conference August 16-19, 2026		
CB	Capital Budget Meeting (10 a.m.)		
OPB	Operating Budget Meeting (10 a.m.)		
CB/OPB	Capital & Operating Budget Meeting (10 a.m.)		
B	Council Meeting (10 a.m.) / Final Budget Approval		
I	Inagural Council Meeting for 2026-2030 Term		

January						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
**2026 Budget PIM						

February						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

July						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

August						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September						
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13	14	15	16	17	18	19
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27	28	29	30			

October						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**2027User Fees and Charges By-law PIM



REPORT COR-2025-043

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: October 8, 2025

SUBJECT: 2026 Conferences and Delegations

RECOMMENDATION

That Report COR-2025-043 entitled 2025 Conferences and Delegations be received; and

That Council direct staff to bring this report back when dates are known for delegations in order to determine delegation requests as applicable.

Purpose

The purpose of this report is to provide Council with information regarding Rural Ontario Municipal Association (ROMA), Ontario Good Roads Association (OGRA), Association of Municipalities of Ontario (AMO), and Federation of Canadian Municipalities (FCM) 2026 Conferences and to provide Council with advanced notice of the opportunities for delegations for applicable conferences.

Background

Council has approved the following Conferences for attendance by Council and specified members of staff. Below is a chart providing details of the date, location, early bird registration and delegation opportunities.

<u>Conference</u>	<u>Date</u>	<u>Location</u>	<u>Early Bird Registration</u>	<u>Delegations</u>
ROMA	January 18 to 20, 2025	Toronto, ON	Registration Early Bird Deadline - October 31, 2025 Hotel Early Bird - December 17, 2025	Deadline – TBD (November 2025)

OGRA	March 29 to April 1, 2025	Toronto, ON	Early Bird Registration begins – TBD	Deadline - TBD
AMO	August 16 to 19, 2026	Ottawa, ON	Hotel Early Bird –TBD January 2026 Registration Early Bird Deadline – TBD	Deadline – TBD
FCM	June 4 to June 7, 2026	Edmonton, AB	Registration Early Bird Deadline – TBD	N/A

Committee Conferences

<u>Conference</u>	<u>Date</u>	<u>Location</u>	<u>Early Bird Registration</u>
Ontario Heritage Conference	TBD	TBD	TBD
National Trust	TBD	TBD	TBD
Parks and Recreation Ontario Expedition & Trade Show	TBD	TBD	TBD
Annual Parks Education Forms	TBD	TBD	TBD
Ontario Association of Committees of Adjustment & Consent Authorities	May 10-13, 2026	Ottawa, ON	Early 2026

Staff request that members of Council advise as soon as possible if they are interested in attending the ROMA, OGRA, AMO or FCM conferences in 2026.

For more information regarding the 2025 ORGA, AMO and FCM links have been includes below:

- 1) ROMA - <https://www.roma.on.ca/ontarios-rural-leaders-conference>
- 2) OGRA - <https://goodroads.ca/conference/>
- 3) AMO - <https://www.amo.on.ca/2025-ammo-conference>
- 4) FCM - <https://fcm.ca/en/events-training/conferences/annual-conference-and-trade-show>

Financial Implications

2026 Conference registration fees have been included in the proposed 2026 budget for Council's consideration.

Applicable Legislation and Requirements

None

Engagement Opportunities

None

Attachments

None

Respectfully submitted,

Reviewed by:

Justine Brotherston,
Director of Corporate Services/
Municipal Clerk

Courtenay Hoytfox,
CAO



REPORT COR-2025-044

TO: Mayor and Members of Council

PREPARED BY: Mehul Safiwala, Junior Planner

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: October 8, 2025

SUBJECT: Zoning By-law Amendment Application to lift the holding provision -
D14/QUI(H)
1873 Townline Road
Request for Council to deem the application complete

RECOMMENDATION

That Report COR-2025-044 entitled Zoning By-law Amendment Application to lift the holding provision D14/QUI(H) Request for Council to deem the application to be complete be received; and

That Council deem the zoning amendment application to be complete; and,

That staff be directed to proceed with notice in accordance with Section 8 of O. Reg. 545/06 of the *Planning Act, 1990*.

Purpose

The purpose of this report is to:

1. Advise Council of the Zoning By-law Amendment application for removing a holding provision for the property described as Part Lots 1 Concession 1; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to lift holding provision to permit the outdoor storage of recreational trailers, except motorized recreational vehicles, transportation or truck trailer.

2. Obtain confirmation from Council that the application can be deemed to be complete and provide notice in accordance with Section 8 of O. Reg. 545/06 of the *Planning Act, 1990*.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to lift the holding provision (h-13), which was placed by By-law 2024-073 on lands municipally referred to as 1873 Townline Road.

The purpose of a holding provision is to require certain conditions be met before development can occur and before the zoning is formally in place on the subject property. Holding Provision 13 requires that a Site Plan application to be approved and a Site Plan Agreement to be registered on title in order to lift the holding provision.

The application required one submission in order to determine that all required documents and studies to support the application have been received.

2. Process to Deem Application Complete

Comments

The Zoning By-law Amendment Application was submitted, and the prescribed fee was paid on September 5, 2025 to the Township. There was one submission in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

The following reports and plans were submitted with the Zoning By-law Amendment application:

1st Submission – September 5, 2025:

- Cover Letter – MHBC Planning – September 2, 2025
- Site Plan – MHBC Planning – August 14, 2025

3. Recommendation

Staff recommend that Council deem the application to be complete at this time as the Township's staff and consultants have determined that all the required documents and studies have been provided for the application. The applicant has paid the required fee to the Township and is responsible for paying all third-party costs for review of submissions.

The process for approval of a holding provision differs from other zoning by-law amendments in that there is no requirement for a public information meeting. Further, the reviews undertaken by staff and consultants are focused on confirming clearance of the required conditions.

Should Council deem the application to be complete, the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice of the intention to pass an amending by-law to remove a holding symbol to properties within a 120 metre buffer, in addition to all required agencies;
- Advertise the notice of intention to pass an amending by-law to remove a holding symbol in accordance with statutory notice requirements;
- Provide Council with a planning recommendation report and proposed by-law (The timing of this report will be subject to the Site Plan Control Agreement being signed and registered on title).

Financial Implications

As outlined throughout the report.

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

Planning Act, R.S.O. 1990, as amended

Attachments

Schedule "A" – Key Map

Respectfully submitted,

Reviewed by:

Mehul Safiwala
Junior Planner

Justine Brotherston
**Director of Corporate Services/
Municipal Clerk**

Schedule "A"

KEY MAP





REPORT COR-2025-045

TO: Mayor and Members of Council

PREPARED BY: Mehul Safiwala, Junior Planner

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk

MEETING DATE: October 8, 2025

SUBJECT: Zoning By-law Amendment Application to lift the holding provision -
D14/AZI(H)
6706 Gore Road
Request for Council to deem the application complete

RECOMMENDATION

That Report COR-2025-045 entitled Zoning By-law Amendment Application to lift the holding provision D14/AZI(H) Request for Council to deem the application to be complete be received; and

That Council deem the zoning amendment application to be complete; and,

That staff be directed to proceed with notice in accordance with Section 8 of O. Reg. 545/06 of the *Planning Act, 1990*.

Purpose

The purpose of this report is to:

1. Advise Council of the Zoning By-law Amendment application for removing a holding provision for the property described as Front Part Lots 9 Concession Gore, Part 2 on Plan 61R-7925 & Part 3 on Plan 61R-7925; Township of Puslinch, (the "Subject Lands"). The proposed Zoning By-law Amendment is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to lift a holding provision to permit a Kennel operation.

2. Obtain confirmation from Council that the application can be deemed to be complete and provide notice in accordance with Section 8 of O. Reg. 545/06 of the *Planning Act, 1990*.

Background

Application

The proposed Zoning By-law Amendment Application is to amend the Township of Puslinch Zoning By-law 23-2018, as amended, to lift the holding provision (h-12), which was placed by By-law 2024-047 on lands municipally referred to as 6706 Gore Road.

The purpose of a holding provision is to require certain conditions be met before development can occur and before the zoning is formally in place on the subject property. Holding Provision 12 requires that a Site Plan application be approved and a Site Plan agreement has been entered into. Further, it is required that the applicant has demonstrated to the satisfaction of the Township that impacts regarding noise have been appropriately mitigated through an updated Environmental Noise Study and the implementation of appropriate physical and administrative controls, as such impacts pertain to Con 10, Part Lot 7, in the Township of North Dumfries in order to lift the holding provision.

The application required one submission in order to determine that all required documents and studies to support the application have been received.

2. Process to Deem Application Complete

Comments

The Zoning By-law Amendment Application was submitted on August 21, 2025 and the prescribed fee was paid on August 18, 2025 to the Township. There was one submission in order to determine that all required documents and studies to support the application had been received. There is a thirty (30) day timeline to review applications for completeness in accordance with the Act.

The following reports and plans were submitted with the Zoning By-law Amendment application:

1st Submission – September 5, 2025:

- Cover Letter – Innovative Planning Solutions– August 18, 2025
- By-law 2024-047 – 6706 Gore Road – July 10, 2025
- Zoning By-law Amendment Application – 6706 Gore Road

3. Recommendation

Staff recommend that Council deem the application to be complete at this time, as the Township's staff and consultants have determined that all the required documents and studies have been provided for the application. The applicant has paid the required fee to the Township and is responsible for paying all third-party costs for review of submissions.

The process for approval of a holding provision differs from other zoning by-law amendments in that there is no requirement for a public information meeting. Further, the reviews undertaken by staff and consultants are focused on confirming clearance of the required conditions.

Should Council deem the application to be complete, the timelines in the *Planning Act* stipulate 90 days to process the application. The Township continues to process applications as close to the stipulated timelines as practical. The legislation sets out the following process to be completed:

- Circulate the statutory notice of the intention to pass an amending by-law to remove a holding symbol to properties within a 120 metre buffer, in addition to all required agencies;
- Advertise the notice of intention to pass an amending by-law to remove a holding symbol in accordance with statutory notice requirements;
- Provide Council with a planning recommendation report and proposed by-law (The timing of this report will be subject to the Site Plan Control Agreement being entered into and the requirement related to the Environmental Noise Study being satisfied).

Financial Implications

As outlined throughout the report.

Applicable Legislation and Requirements

County of Wellington Official Plan

Township of Puslinch Zoning By-law 2018-023

Planning Act, R.S.O. 1990, as amended

Attachments

Schedule "A" – Key Map

Respectfully submitted,

Mehul Safiwala
Junior Planner

Reviewed by:

Justine Brotherston
Director of Corporate Services/
Municipal Clerk

Schedule "A"

KEY MAP





REPORT COR-2025-046

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications & Committee Coordinator
Sarah Huether, Manager of Corporate Services/Deputy Clerk

PRESENTED BY: Laura Emery, Communications & Committee Coordinator

MEETING DATE: October 8, 2025

SUBJECT: Recreation and Community Wellness Advisory Committee
Goals/Objectives Update – Seniors Drop-in Pilot Programming

RECOMMENDATION

That Report COR-2025-046 entitled Recreation and Community Wellness Advisory Committee Goals and Objectives Update – Seniors Drop-in Pilot Programming be received; and

That Council approve the addition of the Seniors Drop-in Programming Goal and Objective to the 2025 and 2026 Recreation and Community Wellness Advisory Committee Workplan; and,

That Council approve the Seniors Drop-in Pilot Program times in the Alf Hales Room on Thursdays from 1:00 p.m. to 2:30 p.m.; and,

That Council direct staff consider opportunities to provide recreational programming, including recreational programming for seniors through the review of the Recreation and Parks Master Plan; and,

That Council direct staff to report back with the participation rates for the Seniors Drop-in Program through the review of the Recreation and Parks Master Plan.

Purpose

The purpose of this report is to provide Council with the Recreation and Community Wellness Advisory Committee's goal and objective proposal for the Seniors Drop-in Programming for Council's approval and endorsement.

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. Currently, the Recreation and Community Wellness Advisory Committee has one active goal and objective and therefore has capacity for an additional goal and objective to be added to their workplan.

At the September 16, 2025, Recreation and Community Wellness Advisory Committee meeting, the Committee discussed the aforementioned topic and resolved as follows:

Resolution No. 2025-027:

Moved by Joanna Jefferson and
Seconded by Margaret Hauwert

That Committee Memo MEMO-2025-003 entitled Seniors Drop in Programming be received; and,

That staff prepare a report for Council's consideration to include the Senior's Drop in Programming Goal and Objective to the 2025/2026 Recreation and Community Wellness Advisory Committee's Goals and Objectives Workplan; and,

That the Committee approve the Goals and Objectives Proposal form as presented; and,

That the following members be appointed to the Seniors Drop-in Programming sub-committee:

Margaret Hauwert

Beth Charles

Tracey McQueen

CARRIED

Comments

As outlined in the goals and objectives proposal form attached as Schedule A to this report, the sub-committee is proposing a senior's drop-in pilot programming initiative beginning in 2026 in the Alf Hales Room at the Puslinch Community Centre.

Staff have reviewed the 2024 and 2025 rental trends of the Alf Hales Room, to determine a suitable day and time to schedule the seniors drop-in pilot programming, that will have little to no impact on the facility's usage. Based on the review, staff recommend that a 1.5-hour session be provided on Thursdays from 1:00 p.m. to 2:30 p.m. for the pilot period, as per the following:

- Low to no utilization on this day/time (e.g. no recurring private rentals and limited one-time rentals).
- Staff are scheduled on this day/time, therefore there is no incremental staffing costs.
- Proposed programming is self-guided and does not require staff involvement.

It is staff's recommendation that recreation programming, including recreational programming for seniors, be incorporated in the Recreation and Parks Master Plan review. This will enable staff to report back on opportunities to provide this programming and any resources required to support such programming including but not limited to registration software, insurance requirements, and RFP for interested contractors, thresholds for programming, etc.

The Senior's Drop-in Programming Sub-committee will be responsible for managing the program schedule and working with Township staff on advertising initiatives. To gauge the success of the pilot program, a member of the sub-committee will attend each drop-in activity to track the number of participants and collect feedback from the attendees. As well, the sub-committee will also be responsible for notifying staff when a high level of attendance is experienced, to ensure the program can be relocated to the Archie MacRobbie Hall if needed. Staff will provide Council with a report through the Recreation and Parks Master Plan review with the results of the program. The Committee's updated workplan is attached as schedule B to this report subject to Council approval.

Financial Implications

There is a potential loss of rental revenue during approved drop-in days/times, but the loss is considered marginal. It is typical for renters to provide alternative dates/times for their rentals if a requested time is not available. Staff are also scheduled to work at the facility during the proposed drop-in times resulting in limited incremental staffing costs.

Applicable Legislation and Requirements

None

Engagement Opportunities

If this initiative is approved by Council., the approved drop-in schedule will be advertised as follows:

- Social Media Platforms (Facebook, Instagram and X)
- Township website at puslinch.ca/culture-recreation/recreation-and-leisure-calendar/ with all programs included on the Recreation and Leisure Calendar
- Winter 2026 Community Newsletter (tax insert)
- Puslinch Pioneer advertisement
- Paper copies of the calendar made available at the Township Municipal office and to be posted at the Aberfoyle Library Branch and other locations as determined by the sub-committee to be appropriate.

Attachments

Schedule A – Committee Memo MEMO-2025-003 Senior’s Drop-in Pilot Programming

Schedule B – Recreation and Community Wellness Advisory Committee Goals and Objectives
Workplan

Respectfully submitted,

Reviewed by:

**Laura Emery,
Communications & Committee
Coordinator**

**Justine Brotherston,
Director of Corporate Services /
Municipal Clerk**

**Sarah Huether,
Manager of Corporate Services /
Deputy Clerk**

COMMITTEE MEMO

Note: All highlighted sections of the Committee Memo are to be completed by the Committee Member. The recommendation is to be written by staff and approved by Committee Member submitting memo. However the Committee Member should indicate what they are recommending the committee request/comment/etc.

Memo's must be provided to the Committee Secretary at least 48 hours prior to the agenda being published for review by staff. Agenda's are posted one week before the meeting date.

TO: Recreation and Community Wellness Advisory Committee

FROM: Margaret Hauwert

MEETING DATE: September 16, 2025

SUBJECT: Seniors Drop in Programming

RECOMMENDATIONS

That Committee Memo MEMO-2025-003 entitled Seniors Drop in Programming be received; and,

That staff prepare a report for Council's consideration to include the Senior's Drop in Programming Goal and Objective to the 2025/2026 Recreation and Community Wellness Advisory Committee's Goals and Objectives Workplan; and,

That the Committee approve the Goals and Objectives Proposal form as [presented/amended], and,

That _____ & _____ be appointed to the Seniors Drop in programming sub-committee.

Purpose

The purpose of this memo is to propose a Senior's Drop-in programming pilot initiative in 2026 at the Puslinch Community Centre. If this pilot program is successful, the programming can continue as a continued service level to support the seniors in our community in 2027 and beyond.

Background

A Community Engagement Survey was completed last year to solicit feedback regarding the types of recreation and leisure programs the community would like to have access to within the Township, in order to promote the use of Township facilities to organizations who may be interested in providing the programs. The results of the survey are attached as Schedule B to this Committee Memo and indicate that there is an interest in having activities for the 60 and over age demographic.

Additionally, the Committee's new Terms of Reference include a focus on seniors in the community. The mandate states that the Committee will focus on the promotion of wellness initiatives, particularly for seniors. The goal of this proposal is to bridge this gap by offering programming offered explicitly to seniors, similar to how the Township began youth drop-in programming in 2023.

Comments

Two types of drop in programming are being proposed:

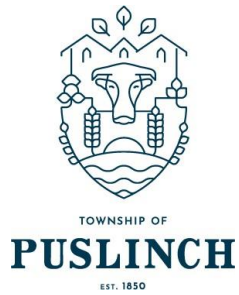
1. It is the hope of the committee that cards/board games be recommended, on a Tuesday afternoon in November from 1 pm to 2:30 pm. This type of activity is easy to implement, teach and requires little to no equipment. At this time, no money is being requested for this event to take place.
 - a. This proposal has no operating budget implications
2. Another type of activity would be more physical. Over a period of weeks in April, there would be fewer restrictions on driving by this age group. Once again, a Tuesday afternoon could be used from 1 to 2:30. An introduction to a variety of activities such as Zumba, line dancing, pilates and/or yoga. These activities were listed on the engagement survey as some things seniors would like to try. Each of these programs comes with a price tag of \$100 an hour, therefore, over the course of a month, a budget request of \$400 is being put forward for the 2026 calendar year.
 - a. This proposal does have budget implications

Financial Implications

A request of \$525 to be incorporated into the 2026 operating budget.

Attachments

Schedule A – Goals and Objectives Proposal Form – Seniors Drop in Programming
Schedule B – Engagement Survey Results



Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form

Name of Goal/Objective:

Description of Goal/Objective:

Has the demand or need been adequately established for the initiative?

☐ Yes

☐ No

If yes, provide details supporting the demand/need for the initiative:

Are there legislative requirements that need to be considered and adhered to?

☐ Yes

☐ No

If yes, provide details of legislative requirements that need to be adhered to:



Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form

How will the initiative be funded? (Select all that apply)

☐ Budget Request

☐ Grant

☐ Fundraising

Provide a description of how the initiative will be funded (e.g. If fundraising is recommended how will the fundraising be done and what Township resources are required?)

Provide a detailed breakdown of the costs and attach documentation for any cost estimates.

Will this be an expense each year or will this be a one-time expense?

☐ Expense each year

☐ One-time expense



Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form

Provide how services or items for this project will be sourced. Consider if any Township Policies such as the Procurement Policy need to be adhered to.

Does this initiative require marketing or advertising?

☐ Yes

☐ No

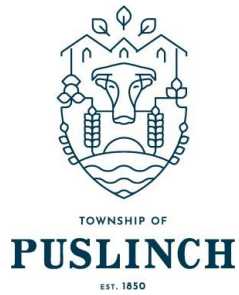
If yes, describe what marketing or advertising channels will be used (e.g. Social Media, Traditional or Digital Advertising, Township Events, etc.) and provide detail on why these channels are best to reach the target audience. (Any costs associated with marketing or advertising should be included in the detailed breakdown above. If an external advertisement is identified an external advertisement proposal must be submitted as well.)

Will this initiative require staff resources?

☐ Yes

☐ No

If yes, describe the staff resources required. (Include how many staff and how many hours per week)



Township of Puslinch
Advisory Committee Goals and Objectives Proposal Form

Will this initiative generate revenue?

☐ Yes

☐ No

If yes, provide details for the amount of revenue and indicate if there is a specific purpose proposed for this revenue.

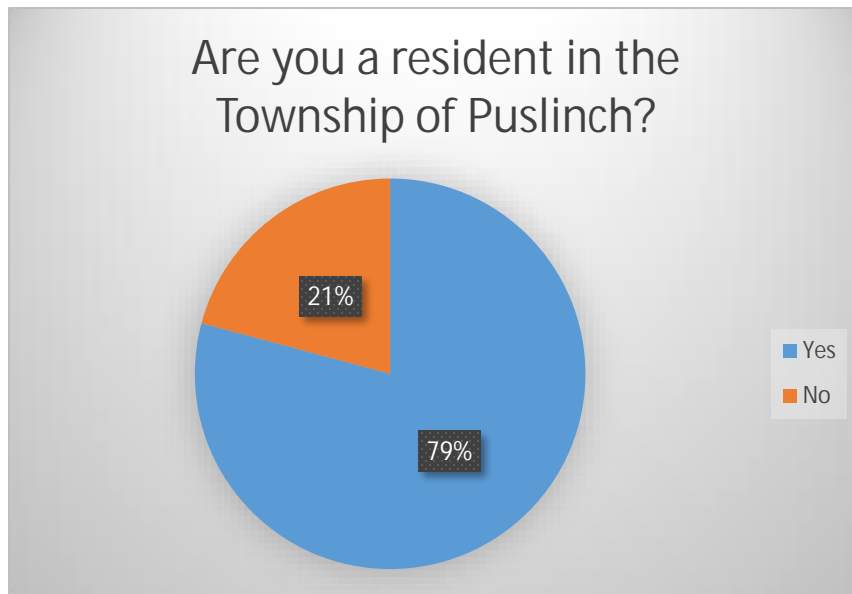
Will this goal and objective need special consideration from Council? Advisory Committees are permitted to have two active goals and objectives at any given time. At the request of the Committee, special consideration may be given by Council should a time sensitive initiative be brought forward while the Committee has two ongoing goals/objectives.

☐ Yes

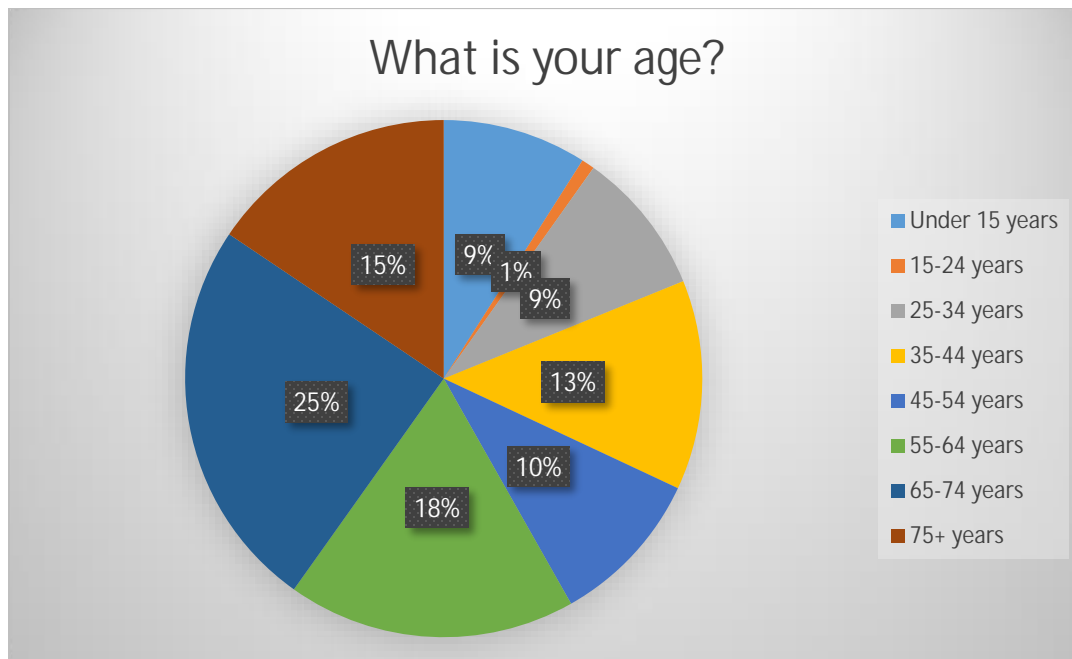
☐ No

If yes, provide details for the reasoning why more than two active goals and objectives are necessary.

Q1. Are you a resident of the Township of Puslinch?



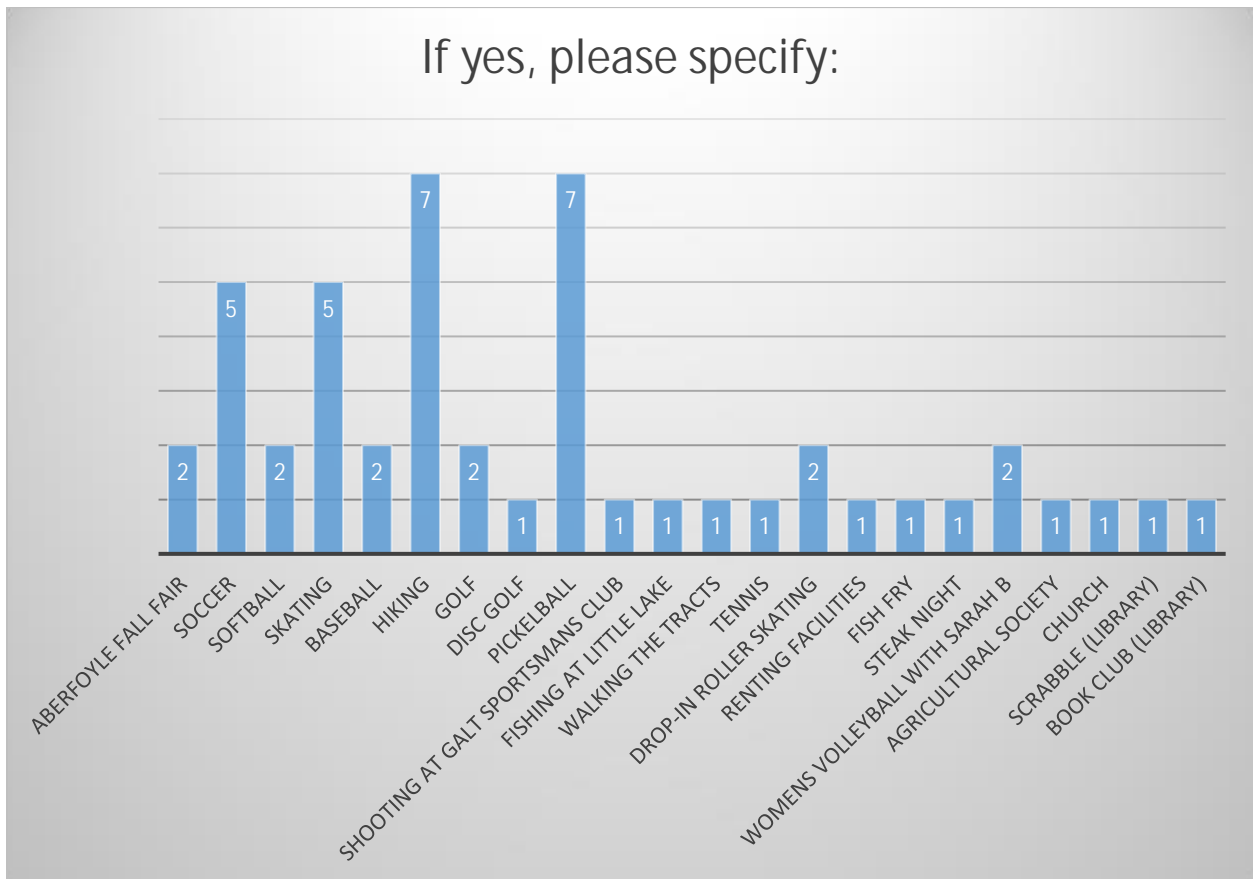
Q2. What is your age?



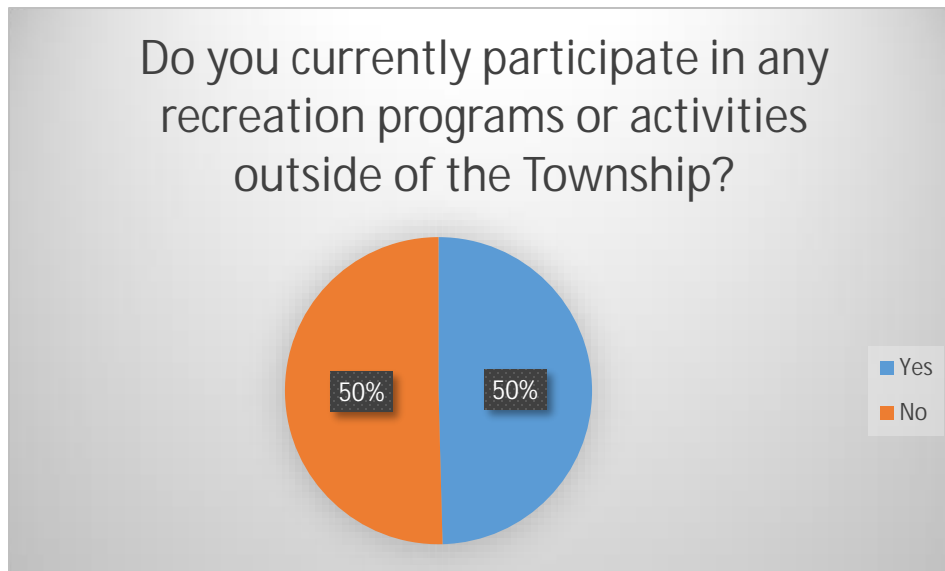
3. Do you currently participate in any recreation programs or activities within the Township?



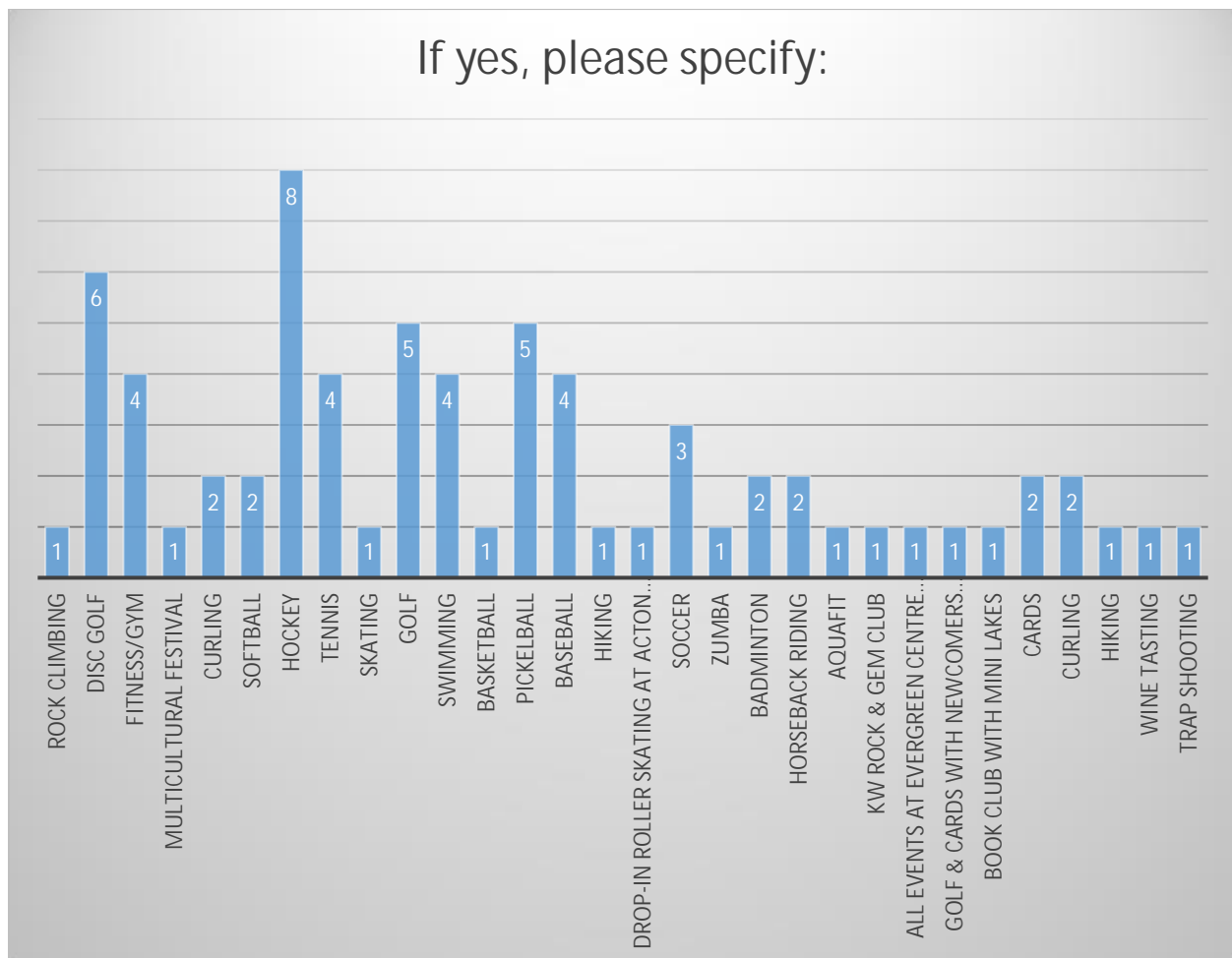
3.B. If yes, please specify:



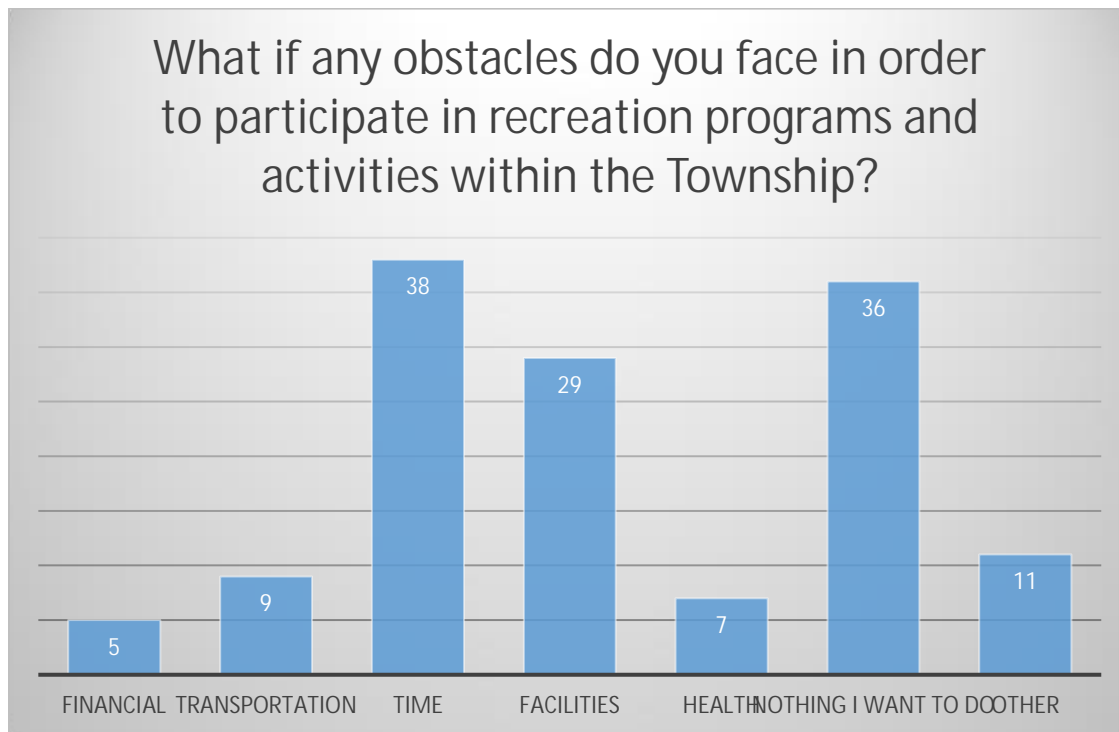
4. Do you currently participate in any recreation programs or activities outside of the Township?



4.B. If yes, please specify:



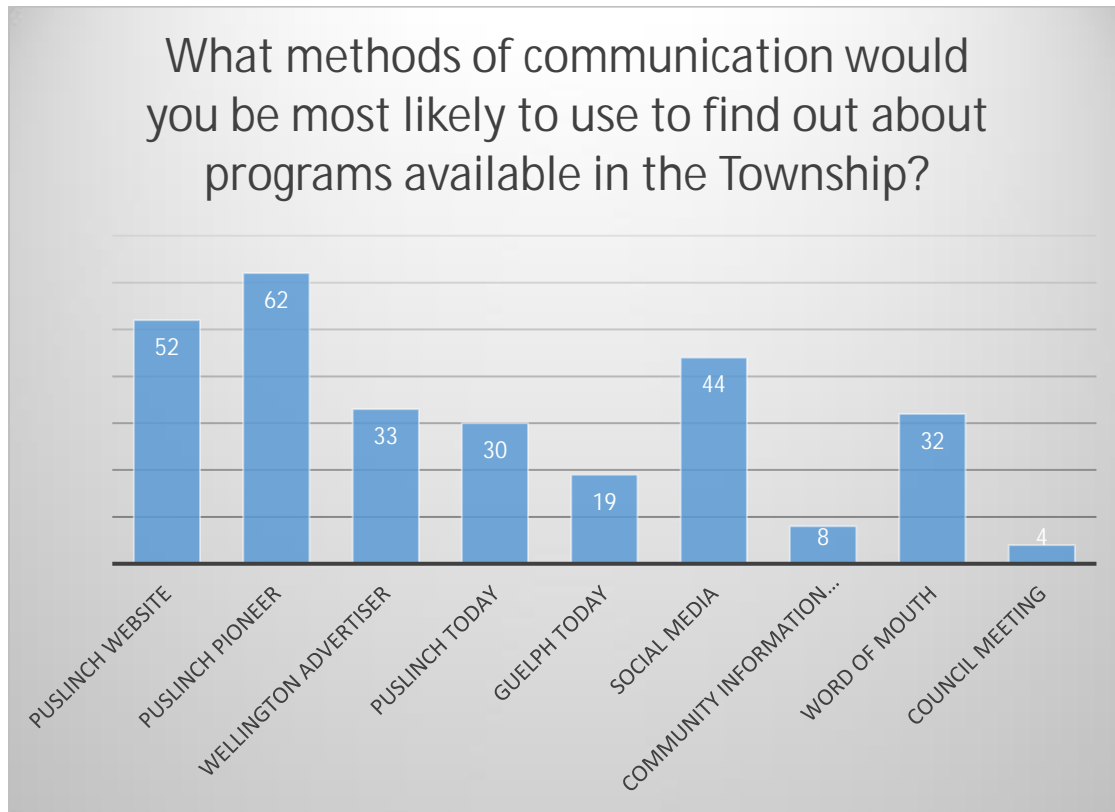
5. What if any obstacles do you face in order to participate in recreation programs and activities in the Township?



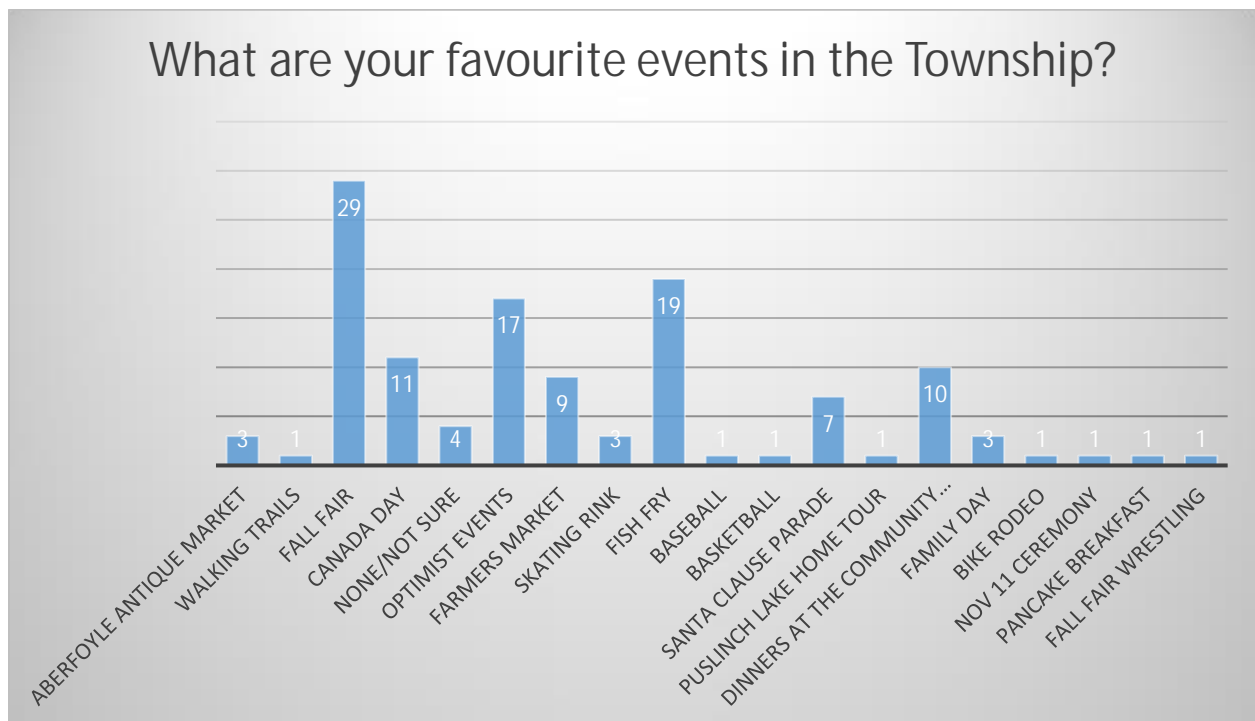
6. Please select any recreation activities or programs you would be interested in:



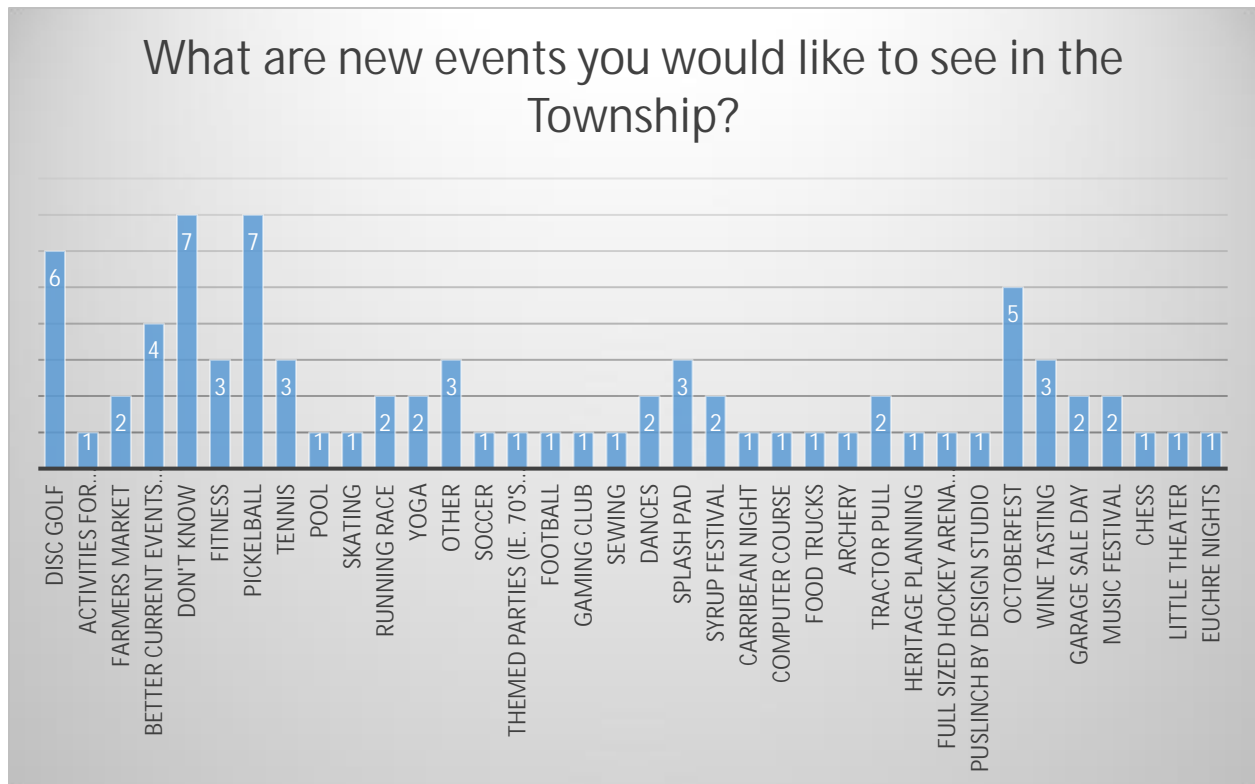
7. What methods of communication would you be most likely to use to find out about programs available in the Township?



8. What are your favourite events in the Township?



9. What are new events you would like to see in the Township?



10. Are you aware of any organizations, groups or individuals who might be interested in providing programs or active living opportunities at the Township?



11. Please provide a name and any known contact information

- Sub-committees to receive this information

12. Do you have any other information or ideas you would like to share as it relates to social, recreational or cultural opportunities within the Township of Puslinch?

- Classes geared towards adults in the community gym
- Safe trails
- Fitness for seniors
- More drop-in roller skater
- Tennis for seniors only
- Bring back old time dances
- Splash pad
- More public Murf times for residents
- More roller skating times
- Buddy system for rides for seniors
- Classes geared specifically to seniors
- Bike trails
- Build full sized hockey arena
- Tractor pull with real horse power
- Focus on preventing and protecting what makes rural puslinch special
- Wine tasting group
- Historical tours
- Chess club
- Trap shooting
- More parades
- More events with drinking available

[illegible]



REPORT COR-2025-047

TO: Mayor and Members of Council

PREPARED BY: Laura Emery, Communications & Committee Coordinator

PRESENTED BY: Laura Emery, Communications & Committee Coordinator

MEETING DATE: October 8, 2025

SUBJECT: Heritage Advisory Committee Goals/Objectives Update – 2026 Part II Designation

RECOMMENDATION

That Report COR-2025-047 entitled Heritage Advisory Committee Goals and Objectives Update – 2026 Part II Designation be received for information; and,

That Council endorse the following properties as priority properties for designation in 2026 in accordance with the Heritage Advisory Committee's recommendation:

1. 6530 Wellington Road 34
2. 7087 Concession 1
3. 6926 Wellington Road 34
4. 6526 Gore Road
5. 6835 Concession 1
6. 4071 Sideroad 25 South
7. 7160 Concession 1
8. 4095 Sideroad 25 South
9. 4240 Victoria Road South
10. 4227 Wellington Road 35
11. 7345 Concession 1
12. 4062 Highway 6
13. 4096 Highway 6
14. 4148 Watson Road South
15. 4304 Victoria Road South
16. 4512 Victoria Road South
17. 7661 Wellington Road 34
18. 4073 Watson Road South
19. 381 Maltby Road East
20. 95 Brock Road South

21. 4402 Concession 11
22. 7704 Wellington Road 36; and,

That Council approve the 2026 Part II Designation Goal and Objective and proposed action plan as presented.

Purpose

The purpose of this report is to seek Council's approval of the addition of a new goal and objective for the Heritage Advisory Committee.

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. Currently, the Heritage Advisory Committee has one active goal and objective and therefore has capacity for an additional goal and objective to be added to their workplan. The Committee's workplan is attached as Schedule A to this report.

The Heritage Advisory Committee at its September 8, 2025 meeting recommended the following properties for Council's Consideration as priority properties for designation in 2026:

- 6530 Wellington Road 34
- 7087 Concession 1
- 6926 Wellington Road 34
- 6526 Gore Road
- 6835 Concession 1
- 4071 Sideroad 25 South
- 7160 Concession 1
- 4095 Sideroad 25 South
- 4240 Victoria Road South
- 4227 Wellington Road 35
- 7345 Concession 1
- 4062 Highway 6
- 4096 Highway 6
- 4148 Watson Road South
- 4304 Victoria Road South
- 4512 Victoria Road South
- 7661 Wellington Road 34
- 4073 Watson Road South
- 381 Maltby Road East
- 95 Brock Road South
- 4402 Concession 11
- 7704 Wellington Road 36

Subject to Council's endorsement of the recommended properties listed in the 2026 Part II Designation, there will be no properties remaining on the Township's Heritage Register for designation.

In the chart below, staff have prepared a proposed action plan for the designation process for the 2026 Part II Priority Properties:

Designation Action Plan	Date
Notification to property owners including: <ul style="list-style-type: none"> 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
Site visits and drop-in appointments with staff to review draft Statements of Heritage Cultural Value and/or Interest.	Site Visits: <ul style="list-style-type: none"> Week of October 27th Week of November 3rd Week November 24th Drop in Visits: <ul style="list-style-type: none"> Tuesday November 4th 2:30 p.m. to 4:30 p.m. Tuesday October 28th 9:00 a.m. to 11:00 a.m. Tuesday November 18th 4:30 p.m. to 6:30 p.m.
Reminder Notice of Designation Open House	Thursday November 20, 2025
Designation Open House	Tuesday December 2, 2025, at 7:00 p.m.
Committee approval of Statements of Heritage Cultural Value or Interest	March 2, 2026
Peer Review of Statements of Cultural Heritage Value or Interest	March to May 2026
Council state their intention to designate and designation process	June 2026

Financial Implications

Staff will prepare operating budget increase requests for Council's consideration for the peer review and the registration of 2026 Part II priority properties for designation.

Applicable Legislation and Requirements

Ontario Heritage Act, R.S.O. 1990, c. O.18

Attachments

Schedule A – Heritage Advisory Committee Goals and Objectives Workplan

Respectfully submitted,

Reviewed by:

Laura Emery,
Communications and Committee
Coordinator

Justine Brotherston,
Director of Corporate Services /
Municipal Clerk

[illegible]



REPORT COR-2025-048

TO: Mayor and Members of Council

PREPARED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk
Jacob Normore, By-law Enforcement Supervisor

PRESENTED BY: Justine Brotherston, Director of Corporate Services/Municipal Clerk
Jacob Normore, By-law Enforcement Supervisor

MEETING DATE: October 8, 2025

SUBJECT: Property Standards By-law and Administrative Monetary Penalty System (AMPS) By-law Amendments

RECOMMENDATION

That Report COR-2025-048 entitled Property Standards By-law and AMPS By-law Amendments be received for information; and,

That Council give three readings to By-law 2025-076 being a by-law to amend the Township's Property Standards By-law; and,

That Council give three readings to By-law 2025-077 being a by-law to amend the Township's AMPS By-law.

Purpose

The purpose of this report is to provide Council with proposed amendments to the Township's Property Standards By-law and AMPS By-law which would enable staff to enforce it's Property Standards By-law Through AMPS.

Background

Staff are recommending that Council approve an amendment to the Township's Property Standards By-law allow enforcement through AMPS. Currently the offences under the Township's Property Standards By-law can only be enforced by a Part III summons under the Provincial Offences Act.

Staff are recommending that the By-law be amended to include enforcement through the AMPS which would provide staff with additional enforcement tools and create a more efficient and accessible process for residents as compared to the Provincial Offences Court process

Further, during staff review of it's Property Standards By-law it was determine that there was an opportunity to address complaints received regarding shipping containers and transport truck trailers through this by-law, where they are not permitted by zoning. During staff's analysis of other municipalities property standards by-law, it was identified that the Municipality of Northern Bruce Peninsula, Municipality of Port Hope, St. Clair Township, Township of Laurentian and the Municipality of Meaford have similar provisions.

The Township's Zoning By-law provided regulations regarding where shipping containers and transport truck trailers may be permitted, however the Zoning By-law is only able to be enforced through a Part III summons under the Provincial Offences Act, as the Planning Act, does not permit enforcement through AMPS.

By including prohibitions regarding shipping containers and transport truck trailers where they are not permitted by the Township's Zoning By-law, it provides staff with additional enforcement tools to achieve compliance.

Comments

In order to implement the recommendations as outlined above, staff are proposing that the following sections be added to Property Standards By-law 2020-010:

1. Adding the following Definitions to Section 3.0 DEFINITIONS:

"Administrative Monetary Penalty System By-law" means the Administrative Monetary Penalty System By-law of the Township, as amended from time to time, or any successor thereof;

"Shipping Container" means a pre-fabricated, rigid structure designed for the transportation of goods, which is typically made of metal, and includes but is not limited to sea containers, cargo containers, or storage containers.

"Transport Truck Trailer" means a vehicle that is designed to be drawn by a transport truck or tractor unit and that is used for the carriage of goods, materials, or equipment, and includes but is not limited to flatbed trailers, enclosed trailers, refrigerated trailers,

and similar large commercial trailers, whether or not the trailer is attached to a motor vehicle or is capable of being operated on a highway under its own power.”

2. Adding the following to Section 4.1 Exterior Property Areas shall be free from:

(k) Shipping containers, where not permitted by the Township’s Zoning By-law

(l) Transport truck trailers, where not permitted by the Township’s Zoning By-law

3. Adding the following to Section 25.0 ORDERS AND COMPLIANCE:

25.6 No Person shall fail to comply with an Order issued under this By-law.

25.7 No Person shall fail to comply with a Directive issued under this By-law/

25.8 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any officer or employee, agent, or contractor retained by the Township in the exercise of a power or the performance of a duty under this By-law

4. Adding the following to Section 30.0 PENALTY:

30.2 Section 25, inclusive of all subsections thereunder, of this By-law are hereby designated as parts of this By-law to which the Administrative Monetary Penalty System By-law applies.

30.3 Any person shall, upon issuance of a penalty notice for a contravention of this By-law, in accordance with the Administrative Monetary Penalty System By-law, be liable to pay an administrative penalty and any administrative fees, in accordance with the Administrative Monetary Penalty System By-law.

30.4 All the provisions of this by-law continue to apply in the Provincial Offences Act in addition to the Designated Provisions of this by-law.

30.5 Where a person has not paid the administrative penalty within 30 days in accordance with the Administrative Monetary Penalty System By-law, the Township may add the administrative penalty to the tax roll for any property for which the owner or owners are responsible for paying the administrative penalty under Section 434.2.

In order to implement the recommendations as outlined above, staff are proposing that the following sections be added to AMPS By-law 2025-043:

Financial Implications

None.

Applicable Legislation and Requirements

Building Code Act, 1992, S.O. 1992, c. 23, as amended

Municipal Act, 2001, S.O. 2001, c. 25

Planning Act, R.S.O. 1990, c. P.13

Provincial Offences Act, R.S.O. 1990, c. P.33

Engagement Opportunities

None.

Attachments

Schedule A - BL2025-076 A by-law to amend Property Standards By-law

Schedule B - BL2025-077 A by-law to amend AMPS By-law 043-2025

Respectfully submitted,

Reviewed by:

**Jacob Noremore,
By-law Enforcement Supervisor**

**Courtenay Hoytfox,
CAO**

**Justine Brotherston,
Direct of Corporate
Services/Municipal Clerk**

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-076

Being a By-law to amend the Township's Property Standards By-law 2020-010

WHEREAS Section 15.1(3) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, authorizes the council of a municipality to pass a bylaw prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform to the standards; and for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or requiring the property to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS the County of Wellington Official Plan for the Township of Puslinch includes provisions relating to property conditions;

AND WHEREAS Section 15.6(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended requires that a By-law passed under Section 15.1(3) of the Building Code Act, 1992, S.O. 1992, c. 23 shall provide for the establishment of a Property Standards Committee;

Whereas the Council of The Corporation of the Township of Puslinch enacted By-law Number 2025-043 on April 16, 2025, being the Administrative Monetary Penalty System By-law within the Township;

And Whereas the Council of The Corporation of the Township of Puslinch considers it desirable and necessary to amend the Township's by-laws to designate such by-laws to which the Administrative Monetary Penalty System By-law applies to allow for Administrative Penalties and Administrative Fees for the designated Township by-laws set out herein;

And Whereas Council passed Property Standards By-law 2020-010 on August 12th, 2020;

And Whereas it is deemed expedient to amend the Township's Property Standards By-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

1. By-law 2020-010 is hereby amended by adding the following Definitions to Section 3.0 Definitions:

“Administrative Monetary Penalty System By-law” means the Administrative Monetary Penalty System By-law of the Township, as amended from time to time, or any successor thereof;

“Shipping Container” means a pre-fabricated, rigid structure designed for the transportation of goods, which is typically made of metal, and includes but is not limited to sea containers, cargo containers, or storage containers.

“Transport Truck Trailer” means a vehicle that is designed to be drawn by a transport truck or tractor unit and that is used for the carriage of goods, materials, or equipment, and includes but is not limited to flatbed trailers, enclosed trailers, refrigerated trailers, and similar large commercial trailers, whether or not the trailer is attached to a motor vehicle or is capable of being operated on a highway under its own power.”

2. By-law 2020-010 is hereby amended by adding the following to Section 4.1 Exterior Property Areas shall be free from:

(k) Shipping containers, where not permitted by the Township's Zoning By-law

(l) Transport truck trailers, where not permitted by the Township's Zoning By-law

3. By-law 2020-010 is hereby amended by adding the following to Section 25 ORDERS AND COMPLIANCE:

25.6 No Person shall fail to comply with an Order issued under this By-law.

25.7 No Person shall fail to comply with a Directive issued under this By-law/

25.8 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any officer or employee, agent, or contractor retained by the Township in the exercise of a power or the performance of a duty under this By-law

4. By-law 2020-010 is hereby amended by adding the following to Section 30.0 PENALTY:

30.2 Section 25, inclusive of all subsections thereunder, of this By-law are hereby designated as parts of this By-law to which the Administrative Monetary Penalty System By-law applies.

30.3 Any person shall, upon issuance of a penalty notice for a contravention of this By-law, in accordance with the Administrative Monetary Penalty System By-law, be liable to pay an administrative penalty and any administrative fees, in accordance with the Administrative Monetary Penalty System By-law.

30.4 All the provisions of this by-law continue to apply in the Provincial Offences Act in addition to the Designated Provisions of this by-law.

30.5 Where a person has not paid the administrative penalty within 30 days in accordance with the Administrative Monetary Penalty System By-law, the Township may add the administrative penalty to the tax roll for any property for which the owner or owners are responsible for paying the administrative penalty under Section 434.2.

5. This by-law shall come into effect on the date of passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF OCTOBER, 2025.

James Seeley, Mayor

Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-077

Being a By-law to amend By-law 2025-043 being a by-law to establish an administrative monetary penalty system within the Township of Puslinch

Whereas sections 102.1 and 434.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the “Municipal Act, 2001”) and O. Reg. 333/07, as amended, authorize municipalities to establish an administrative monetary penalty system requiring a person to pay an administrative penalty for a contravention of any designated by-law;

And Whereas section 15.4.1 of the Building Code Act, 1992, S.O. 1992, c. 23 (the “Building Code Act, 1992”) authorizes municipalities to require a person, subject to such conditions as a municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with the municipal property standards by-law, or an order pursuant to such by-law;

And Whereas the purpose of the system of administrative penalties established by the municipality shall be to assist the municipality in promoting compliance with its designated by-laws;

And Whereas the Council of The Corporation of the Township of Puslinch considers it desirable to provide for a system of administrative penalties and administrative fees for the designated Township by-laws, or portions of the designated Township by-laws set out herein;

And Whereas the Council of The Corporation of the Township of Puslinch enacted By-law Number 2025-043 on April 16, 2025, being the Administrative Monetary Penalty System By-law within the Township; and

And Whereas it is deemed expedient to amend the Township’s Administrative Monetary Penalty System By-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

- 1. Section 9 Schedule B of 2025-043, by adding the following Administrative Penalties:

Property Standards By-law 2020-010				
COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 SET PENALTY AMOUNT	COLUMN 5 PENALTY AMOUNT FOR SECOND AND SUBSEQUENT CONTRAVENTIONS
1	Section 1.3	Occupy a property with an unsafe condition	\$500.00	\$1000.00
2	Section 25.6	Fail to comply with an Order	\$500.00	\$1000.00
3	Section 25.7	Fail to comply with a Directive	\$500.00	\$1000.00
4	Section 25.8	Hinder or obstruct any person exercising power under the by-law	\$900.00	\$900.00
5	Section 25.8	Attempt to hinder or obstruct any person exercising power under the by-law	\$900.00	\$900.00

2. This by-law shall come into effect on the date of its passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF OCTOBER, 2025.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk



905.336.1158
Fax: 905.336.7014
2596 Britannia Road West
Burlington, Ontario L7P 0G3
conservationhalton.ca

Protecting the Natural
Environment from
Lake to Escarpment

September 15, 2025

Mayor James Seeley and Members of Council
Township of Puslinch
7404 Wellington Road 34
Puslinch, ON N0B 2J0

Dear Mayor Seeley and Members of Council:

Re: Conservation Halton 2026 Budget

Pursuant to the *Conservation Authorities Act, Ontario Regulation 402/22*, s.17, Conservation Halton's (CH) funding municipalities are being provided notice that CH will be considering its 2026 Budget at the CH Board meeting on October 16, 2025, at 1:00 p.m.

The meeting will be held in person at the CH Administration Office located at 2596 Britannia Road West, Burlington, ON L7P 0G3. The meeting agenda, including the report on the 2026 budget, will be posted on the CH website at conservationhalton.ca/governance prior to the meeting. The meeting is open to the public.

The CH 2026 budget (draft) summary is provided in the chart below in accordance with *Ontario Regulation 402/22*, s.17(4).

Budget Summary	2026 Budget (draft)	2025 Budget
Revenue		
Program Revenue	\$ 23,422,625	\$ 22,577,302
Municipal Funding	12,717,689	12,215,375
Grants, Other Funding & Other Municipal Funding	16,977,911	21,653,965
Internal Chargeback Recoveries	3,918,421	3,491,189
Transfers from Reserves	5,608,245	5,241,328
S.39 Provincial Funding	155,034	155,034
Total Revenue	\$ 62,799,925	\$ 65,334,193
Expenses		
Corporate Administration & Operations	\$ 8,262,031	\$ 6,903,700
Natural Hazards & Watershed Management	9,193,088	7,924,709
Permitting & Planning	5,124,802	5,717,056

Budget Summary	2026 Budget (draft)	2025 Budget
Conservation Lands		
Land Management	1,938,755	1,842,608
Parks & Recreation	19,431,533	17,910,056
Debt Financing	552,437	662,665
Transfers to Reserves	1,649,684	1,863,431
Capital	16,647,595	22,509,968
Total Expenses	\$ 62,799,925	\$ 65,334,193
	\$ -	\$ -

Municipal funding for CH's reduced operating expenses and capital costs is apportioned to its participating municipalities in accordance with *Ontario Regulation 402/22* through Modified Current Value Assessment (MCVA) apportionment or benefit-based apportionment. The municipal MCVA data and apportionment percentages are provided annually to Conservation Authorities by the Province of Ontario.

MCVA apportioned municipal funding in the 2026 budget of \$12,717,689 includes a 4.11% increase over 2025 budget MCVA apportioned municipal funding. The weighted voting procedure required under *Ontario Regulation 402/22*, s.19, provides that each member of the CH Board votes in proportion to their municipality's share of its MCVA. The municipal funding in the 2026 budget is apportioned to municipalities as follows:

Municipality	2026 MCVA Apportionment (%)	2026 MCVA Apportioned Funding (\$)	2025 MCVA Apportionment (%)	2025 MCVA Apportioned Funding (\$)
Halton Region	88.03%	\$11,195,382	87.99%	10,748,309
City of Hamilton	7.21%	\$916,945	7.21%	880,729
Peel Region	4.54%	\$577,383	4.58%	559,464
Township of Puslinch	0.22%	\$27,979	0.22%	26,874
Total	100%	\$12,717,689	100%	\$12,215,376

MCVA Apportioned Funding CA Act Programs & Services	2026 Budget	2025 Budget
Category 1	\$12,233,252	\$11,750,074
Category 2	484,437	465,301
Category 3	-	-
Total	12,717,689	12,215,375

Municipal funding for Category 2 Programs & Services (P&S) is continuing to be apportioned to CH's funding municipalities, though funded through Memorandums of Understanding (MOUs) developed with the municipalities.

Please contact me for further information pertaining to the Conservation Halton 2026 budget.

Yours truly,



Chandra Sharma
President & CEO/Secretary-Treasurer

cc Winston Young, Chief Financial Officer, Conservation Halton
Mary Hasan, Director of Finance/Treasurer, Township of Puslinch

Justine Brotherston

To: Kim Courts; Amanda Knight; Annilene McRobb; Larry Wheeler; Kerri O'Kane; Karren Wallace; Nina Lecic
Cc: Jennifer Adams; Sarah Wilhelm; Jameson Pickard
Subject: RE: County Official Plan Review - OPA 131 Rural Area Policies and Growth

From: Kim Courts <kimc@wellington.ca>

Sent: Monday, September 29, 2025 2:19 PM

To: Amanda Knight <aknight@get.on.ca>; Justine Brotherston <jbrotherston@puslinch.ca>; Annilene McRobb <annilene@town.minto.on.ca>; Larry Wheeler <lwheeler@mapleton.ca>; Kerri O'Kane <kokane@centrewellington.ca>; Karren Wallace <kwallace@wellington-north.com>; Nina Lecic <nina.lecic@erin.ca>

Cc: Jennifer Adams <jennifera@wellington.ca>; Sarah Wilhelm <sarahw@wellington.ca>; Jameson Pickard <jamesonp@wellington.ca>

Subject: RE: County Official Plan Review - OPA 131 Rural Area Policies and Growth

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Please see the revised version of the recommendation highlighted in yellow below.

Thanks, Kim

From: Kim Courts

Sent: Monday, September 29, 2025 1:36 PM

To: Amanda Knight <aknight@get.on.ca>; 'Justine Brotherston' <jbrotherston@puslinch.ca>; Annilene McRobb <annilene@town.minto.on.ca>; Larry Wheeler <lwheeler@mapleton.ca>; Kerri O'Kane <kokane@centrewellington.ca>; Karren Wallace <kwallace@wellington-north.com>; 'Nina Lecic' <nina.lecic@erin.ca>

Cc: Jennifer Adams <jennifera@wellington.ca>; Sarah Wilhelm <sarahw@wellington.ca>; Jameson Pickard <jamesonp@wellington.ca>

Subject: County Official Plan Review - OPA 131 Rural Area Policies and Growth

Good afternoon,

At its meeting held September 25, 2025, Wellington County Council approved the following recommendation from the Planning Committee:

That the County Official Plan Review – OPA 131 Rural Area Policies and Growth report be received for information.

That the County Clerk circulate this report to Member Municipalities for **comment.**

That draft OPA 131 Rural Area Policies and Growth be circulated for comments.

That staff be directed to schedule and hold an open house(s) under the Planning Act to provide the public with opportunities to review and comment on the amendment.

That the Planning Committee be authorized to hold a public meeting under the Planning Act at the

appropriate time.

Please see the attached Committee report.

Thank you,
Kim

Kim Courts
Deputy Clerk
County of Wellington
74 Woolwich Street
Guelph, ON N1H 3T9
519.837.2600 x 2930
kimc@wellington.ca

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To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Jameson Pickard, Senior Policy Planner
Date: Thursday, September 11, 2025
Subject: **County Official Plan Review – OPA 131 Rural Area Policies and Growth**

1.0 Purpose of Report

This report provides an overview of draft Official Plan Amendment 131 (OPA 131). This County-initiated amendment provides rural area policy updates, re-allocates 120 households from Erin to Puslinch and addresses rural residential and employment growth needs in Puslinch. This amendment is part of the County's Official Plan Review.

2.0 Report Highlights

- This report sets the stage for staff to seek feedback and prepare for future public consultation on proposed OPA 131.
- No decisions on the proposed amendment are being requested at this time.
- After circulation and public consultation on OPA 131, a more detailed planning report will be brought forward for consideration by Planning Committee.

3.0 Background

The County's ongoing Official Plan Review was launched in late 2019 as a joint municipal comprehensive review (MCR) and 5-year review. Since that time, the County's primary focus has been on completing the MCR component to fulfill the requirements of the Provincial Growth Plan for the Greater Golden Horseshoe. However, the Province streamlined and combined the 2020 Provincial Policy Statement and 2019 Growth Plan for the Greater Golden Horseshoe (Growth Plan) into one document. As a result, the 2024 Provincial Planning Statement (2024 PPS) came into effect October 20, 2024 and all land use planning decisions are required to be consistent with its policies.

4.0 Purpose of the Official Plan Amendment

The purpose of Official Plan Amendment 131 (OPA 131) is to:

- Add and change rural area policies to align with the 2024 Provincial Planning Statement;
- Re-allocate a portion of Erin's rural residential growth to Puslinch;
- Expand Aberfoyle and redesignate lands to Residential, Highway Commercial, Residential Transition Area, Policy Area PA7-9, Core Greenlands and Greenlands;
- Modify the rural residential severance cut-off date in Puslinch to May 1, 2025 and keep it as March 1, 2005 in Erin and Minto;
- Designate new rural employment area lands in Puslinch, implement site-specific policies and modify the existing Puslinch Industrial Policy; and
- Complete other policy changes and map corrections.

5.0 Main Changes to Official Plan

This section provides a description of the main changes resulting from proposed OPA 131. Appendix A includes a summary of the key areas of the amendment and mapping. The full draft OPA and other relevant material is posted online at: www.wellington.ca/planwell and [Puslinch by Design-Employment Land Study](#).

5.1 Provincial Planning Statement (PPS) Consistency

5.1.1 Rural Area Policy Updates

Rural areas are defined by the PPS as a “system of lands within municipalities that may include *rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas*, and resource areas.” OPA 131 deals primarily with PPS policy consistency for rural lands and prime agricultural areas of the County. Rural lands means “lands which are located outside *settlement areas* and which are outside *prime agricultural areas*.” Changes proposed in OPA 131 focus on:

- Aligning permitted uses in prime agricultural areas with the PPS (i.e. on-farm diversified uses, agriculture-related uses, etc.)
- Additional agricultural impact assessment requirements when introducing new non-agricultural uses in the prime agricultural area
- Incorporating an “agricultural systems” approach and aligning with the “rural areas” concept
- Adding policies to enable municipalities to choose whether to apply Minimum Distance Separation (MDS) to on-farm diversified uses
- Other changes to add and revise definitions
- Removing language allowing smaller agricultural lots in prime agricultural areas
- Allowing consideration of lot creation for infrastructure in prime agricultural areas in keeping with the PPS
- Clarifying size of severance for residence surplus to a farming operation
- Aligning rural employment area policies with more flexible Provincial policy approach

With respect to rural residential growth, the prohibition on new residential lot creation in prime agricultural areas was carried forward into the new PPS. However, for rural lands outside of the Greenbelt, the new PPS policies provide more flexibility. The policies allow growth and development to be directed to rural lands outside of rural settlement areas but leaves it up to municipalities to determine how.

Planning staff are not proposing changes to allow new Country Residential or Lifestyle Communities in the rural area County-wide or to allow additional lots within existing rural clusters as part of the County’s PPS consistency exercise. Through OPA 131, rural growth would continue to be directed to rural settlement areas (Secondary Urban Centres and Hamlets) and through Secondary Agricultural Area severances to achieve the County’s long-term growth forecast to 2051.

With respect to rural clusters, the County added policy 6.5.4 Rural Clusters through OPA 119. This policy was added to the Plan as a commitment to conduct a review of potential constraints to the supply of rural residential lots in the Secondary Agricultural Area. This assessment was completed in September 2024 (report PD2024-29). Policy 6.5.4 is no longer needed and is proposed to be removed through OPA 131.

5.1.2 Urban Employment Area Policy Updates

These changes clarify when Schedule A (County Growth Structure) amendments are required. For Industrial designated lands in the Town of Erin and Township of Centre Wellington where local official plans are in effect, the requirement for a duplicate County Official Plan Amendment is eliminated.

5.2 Rural Phase 3B - Residential

The residential component of the County's Phase 3B Rural Growth Review was launched in September 2024 as part of a rural residential growth analysis (report PD2024-29). The Town of Erin and Township of Puslinch councils were asked to provide input about how to address their long-term rural residential growth needs. County planning staff reported on the input received and considered options for addressing the rural area housing shortfall through report PD2025-20 (June 2025).

As detailed in the June report, considering Provincial, County and local priorities for rural growth, Puslinch and Erin would have a balance between their supply and growth forecast by:

1. Reallocating a 120 unit rural residential growth shortfall from Erin to Puslinch;
2. Assigning growth to support potential expansion of Aberfoyle and Arkell; and
3. Changing the severance date to May 1, 2025 as it applies to the Secondary Agricultural Areas of Puslinch only.

5.2.1 Reallocation from Erin to Puslinch

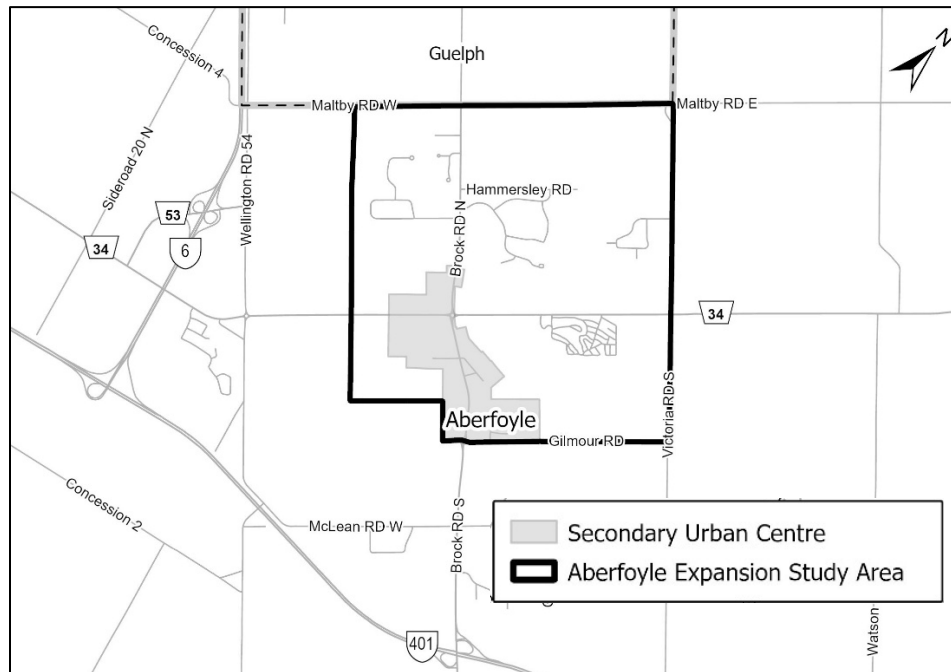
The reallocation of 120 units is in keeping with Town of Erin Council's preference to limit rural growth opportunities to those which currently exist through vacant units in Hamlets and other rural residential areas, existing vacant rural lots and potential supply from new rural severances under current policies.

5.2.2 Aberfoyle Urban Boundary Expansion

As part of addressing the identified household need for Puslinch to 2051 an expansion to the Secondary Urban Centre of Aberfoyle is being proposed. This expansion is to provide approximately 200 rural residential housing units. There is also a parcel at the southeast corner of Maltby Road E and Brock Road N considered for rounding out of an existing commercial use.

As shown in Figure 1, a Study Area was endorsed by Puslinch Council to investigate options for expanding Aberfoyle. The Study Area has a northern limit of Maltby Road, an eastern limit of Victoria Road S, a southern limit of Gilmour Road, and a western limit of the midway point of Concession 7 and Part Lots 16 through 22. Wellington Road 46 (Brock Road S) and Wellington Road 34 are major County roads which bisect the area.

Figure 1 Study Area Boundary - Aberfoyle Expansion



The Study Area is the most populated area in the Township of Puslinch and contains the current Secondary Urban Centre of Aberfoyle. Aberfoyle is the only Secondary Urban Centre in Puslinch that can be potentially expanded (Morriston is in the Greenbelt) and is a focus area for residential, commercial, recreational and public uses for the Township. Public uses include:

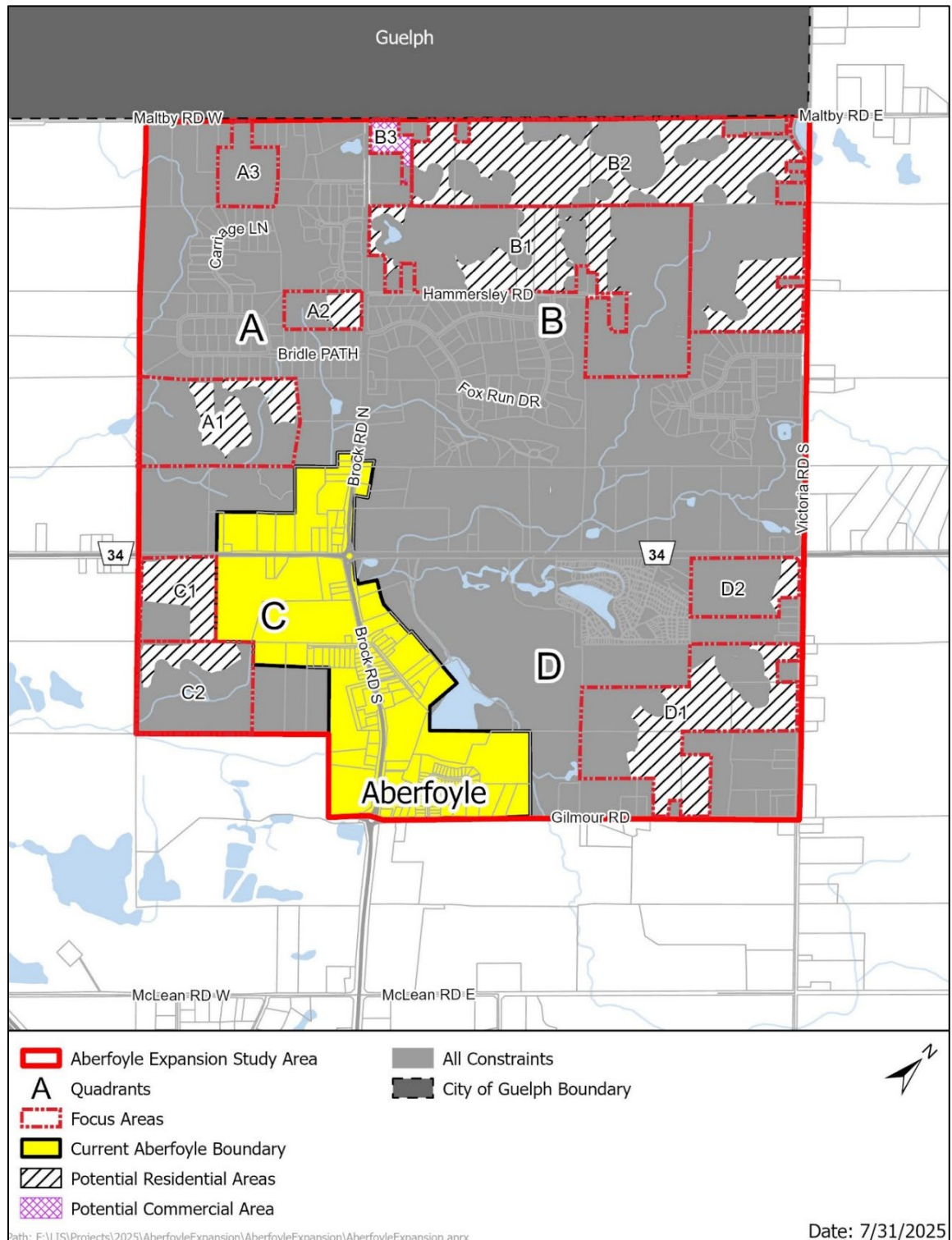
- Township Municipal Office
- Township Fire Station
- Aberfoyle Public School
- Community Centre
- Park
- Trail System
- Recreational Facilities
- County Library
- County Aberfoyle Garage

As part of the identification of constraints (Figure 2) and evaluation of locations for the expansion of Aberfoyle the following assessments were completed:

- Aggregate Impact Assessment, County of Wellington, September 2025
- Agricultural Impact Assessment, County of Wellington, September 2025
- Minimum Distance Separation (MDS) Study, Colville Consulting Inc., July 29, 2025
- Planning Impact Assessment, County of Wellington, September 2025

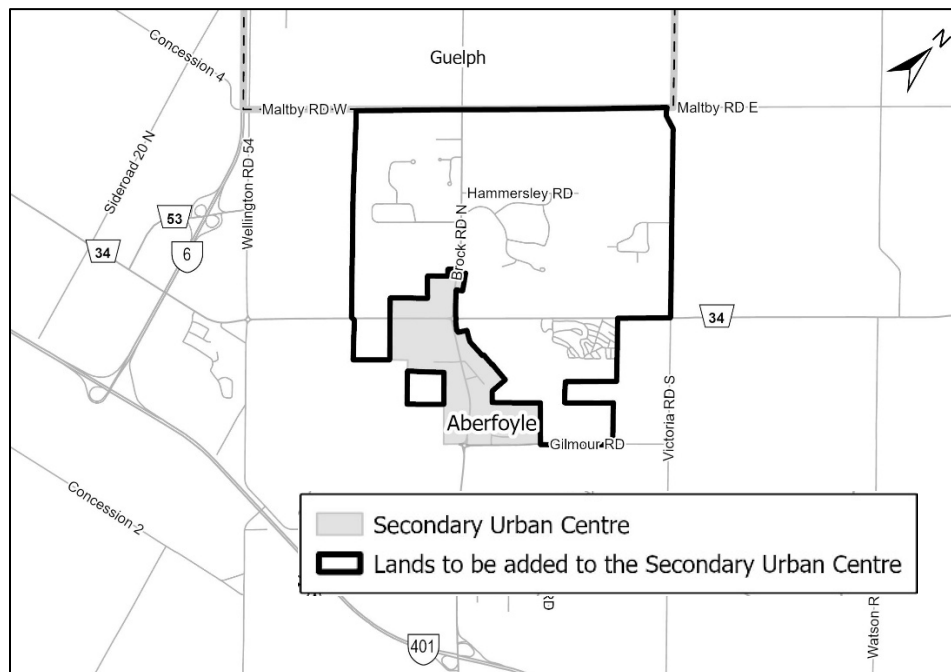
These studies are posted online at: www.wellington.ca/planwell and form the basis for the preferred expansion option (Figure 3) which aligns with the Provincial Planning Statement and Wellington County Official Plan.

Figure 2 **Aberfoyle Expansion Constraint Areas**



The Study Area also contains lands within the Mineral Aggregate Resource Overlay of the County Official Plan.

Figure 3 Preferred Option - Aberfoyle Expansion



More detailed mapping excerpts of OPA 131 are included in Appendix A (Figures A1 through A4). Land use changes within the expanded boundary are reflected in Figure A2 and include redesignations to recognize existing and new Residential and Highway Commercial lands. Woodlands areas (which are considered significant) have been recognized as new Greenlands areas and a small Core Greenlands update is also included.

5.2.3 Rural Residential Severance Cut-off Date

Rural residential lot creation in the Secondary Agricultural Area under section 10.4.4 of the Official Plan is part of the rural portion of the local municipal growth strategy in Erin, Minto and Puslinch. The County Official Plan uses a date restriction to align the rate of severances to the applicable rural growth allocation of households and population to 2051 in accordance with Provincial planning policy. OPA 131 changes the cut-off date from March 1, 2005 to May 1, 2025 for Puslinch and keeps the March 1, 2005 date the same for Erin and Minto. As previously stated, additional information is provided in Report PD2024-29 and PD2025-20.

5.2.4 Other Changes

There are vacant lands to the rear of the County's Aberfoyle Garage located at 7396 Wellington Road 34. These lands are currently designated Core Greenlands (floodplain and wetlands) and Secondary Agricultural. As these lands are to be added to Aberfoyle an urban designation needs to be applied. Small pockets of land have been added to the Industrial designation and the remainder have been added to the Residential Transition Area designation. A site-specific policy area (PA7-9) has been added to respond to future needs which may arise for public uses to serve the Puslinch community (Figure A3).

Housekeeping changes are also included to align the mapped boundary of existing policy area PA7-2 (Mill Creek Residential Area) and PA7-6 (Mini Lakes) with property boundaries (Figure A2). Another minor change is proposed to redesignate half of the residential property at 7388 Wellington Road 34 from Industrial to Residential (Figure A3).

5.3 Puslinch Focused Changes – Rural Employment

5.3.1 Study Background

A policy was introduced through OPA 119 (County Growth Structure) for a “Regionally Significant Economic Development Study Area” to identify additional land for rural employment growth in Puslinch. The Study was needed to address policies of the Growth Plan for the Greater Golden Horseshoe (2019) and determine the best location for new rural employment area lands. County consultants (Watson and Associates) had previously calculated a need for a minimum of 30 ha of additional rural employment area land in Puslinch as part of the County’s Municipal Comprehensive Review. This need was based on a planning horizon of 2051.

After the study commenced, the Province made significant changes to the Provincial policy framework by introducing a new Provincial Planning Statement in 2024 and revoking the Growth Plan outside of the Greenbelt. One key difference in the 2024 PPS is that planning for employment areas may extend beyond the 2051 time horizon. This change provides more flexibility for municipalities in the amount of employment land which can be designated.

5.3.2 Study Results

Later named, “Puslinch by Design: Employment Land Study”, the County of Wellington and Township of Puslinch retained NPG Planning Consultants to complete the Study. Puslinch by Design is based on the following documents:

Phase 2 Background Report including the following Background Papers:

- Employment Land Market Study
- Transportation
- Municipal and Private Servicing
- Land Use Planning and Land Use Compatibility
- Aggregates
- Agriculture
- Natural Heritage
- Design
- Cultural Heritage Resources

Phase 3 Detailed Planning Study

Phase 4 Land Options Report

Phase 5 Recommended Land Option and Land Use Report

Phase 5 Addendum Report

These documents are available at the following link: [Puslinch by Design-Employment Land Study](#).

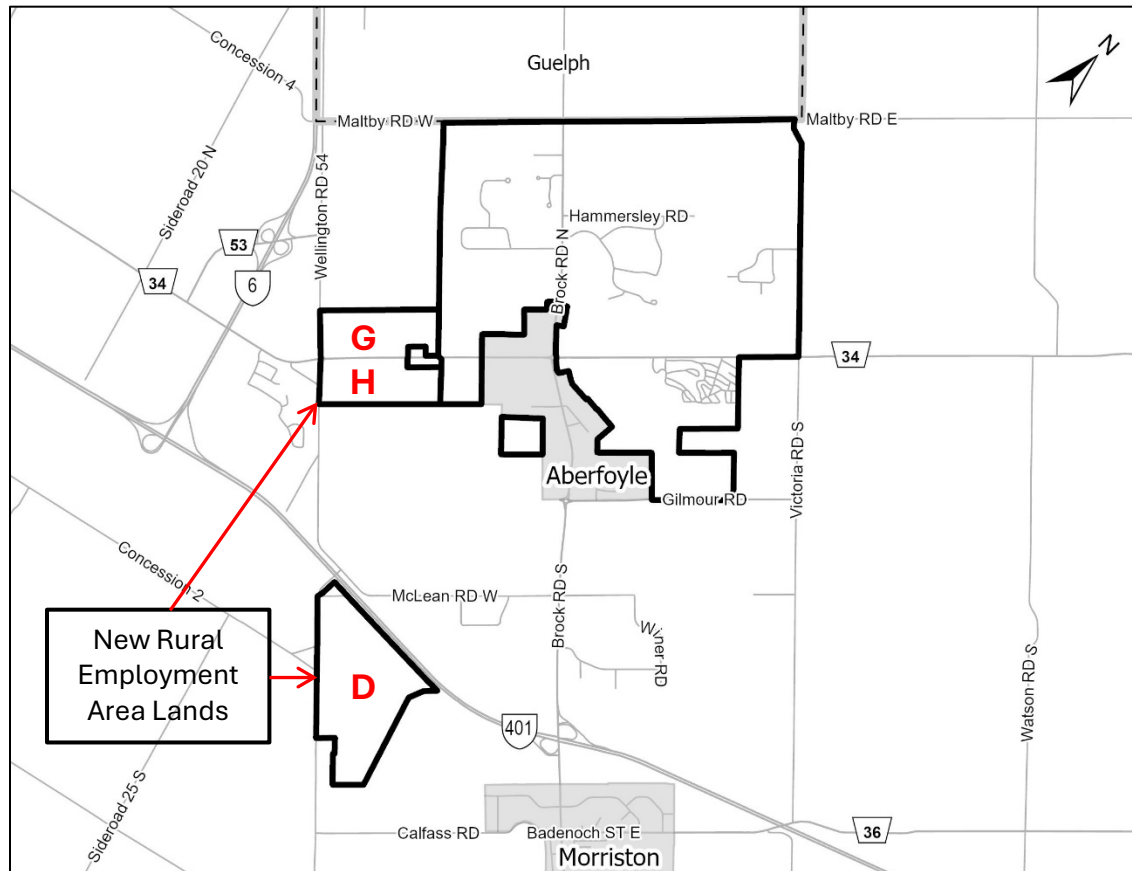
5.3.3 Lands Selected for Rural Employment Area Growth

At a meeting of July 23, 2025 Puslinch Council supported Area D (86 ha), G (23.30 ha) and H (30.1 ha) as locations for future rural employment area growth within the Study Area (Figure 4). This accounts for a total net area of 139.4 ha (345 ac) of Secondary Agricultural Area land to be redesignated Rural Employment Area. As there are mineral aggregate area resources within Area D which may be extracted in the future, identification of Area G and H will provide additional development options.

More detailed mapping excerpts of OPA 131 in Appendix A show the location of:

- New Rural Employment Areas;
- Site-specific policy area (PA7-10) for newly identified prestige rural employment areas (Part of Area D along Highway 401 and all of Area G and H); and
- Site-specific policy area (PA7-11) for a newly identified rural employment area (Part of Area D).

Figure 4 Location of New Rural Employment Area Lands



5.3.4 Changes to Puslinch Industrial Policy (Section 9.8.3)

OPA 131 also includes changes to an existing policy in the Official Plan: 9.8.3 Puslinch Industrial Policy. New policies have added a requirement for a Transportation Plan and a Concept Plan for designated lands west of the Hanlon Expressway. The Transportation Plan is to establish an internal road network and prohibit employment generated traffic from using Sideroad 20 N. Driveway access to Sideroad 20 N is also prohibited for employment uses. Other policies are added to address Design Guidelines, road infrastructure, communal wells, and land use compatibility.

Policies are also removed which allow for additional uses which do not comply with the new Provincial definition of employment area.

5.3.5 Minimum Distance Separation

Minimum Distance Separation I (MDS I) calculations were completed as part of the Agriculture Background Paper of the Study. A worst case scenario Type B land use was applied (which doubles the separation distance compared to a Type A land use). As the proposed new rural employment areas are

limited to industrial uses outside a settlement area, a Type A land use would apply per MDS guideline #33. Planning staff confirmed this interpretation with the Ministry of Agriculture, Food and Agribusiness (OMAFRA).

As a result, Area G and H no longer have MDS encroachments and encroachments in the southern portion of Area D are significantly reduced. To ensure that the Rural Employment Area designation will not hinder potential expansion of livestock operations near Area D, policies have been added to the site-specific policy area PA7-11 in OPA 131 to support zoning relief for MDS II setbacks.

6.0 Pre-Consultation Process

County staff attended Puslinch Council on June 18, 2025 and July 23, 2025 to finalize the limit of the primary study area for expansion of Aberfoyle.

County staff also had preliminary discussions with Harden Environmental Services Ltd. and the Wellington Source Water Protection Risk Management Official regarding Puslinch-focused changes in OPA 131. Proposed water quantity policies extending into Puslinch will be released this fall for public engagement. Staff will continue to review ground water policies as they may relate to OPA 131.

In July 2025 County staff consulted with the following Provincial ministries regarding Rural Phase 3B and Phase 4 of our work programme:

- Ontario Ministry of Agriculture, Food and Agribusiness (OMAFRA)
- Ministry of Energy and Mines (Mines)
- Ministry of Municipal Affairs and Housing (MMAH)
- Ministry of Natural Resources (MNR)
- Ministry of Environment, Conservation and Parks (MECP)
- Ministry of Citizenship and Multiculturalism (MCM)

As the associated official plan amendment will be processed under Section 26 of the Planning Act, it will be circulated to the Province as part of the land use planning approvals process for review and approval.

7.0 Conclusion

Planning staff are satisfied that the proposed amendment should be circulated to County departments, local municipalities, Indigenous communities, commenting agencies, and individuals or organizations on the mailing list, and should be made available to the public for comment and discussion at public meetings to be scheduled in the future.

The full draft OPA and other relevant material is posted online at: www.wellington.ca/planwell.

Strategic Action Plan:

This report relates to the following objectives and priorities in the County's Strategic Action Plan:

Making the best decisions for the betterment of the Community

Recommendations:

That the County Official Plan Review – OPA 131 Rural Area Policies and Growth report be received for information.

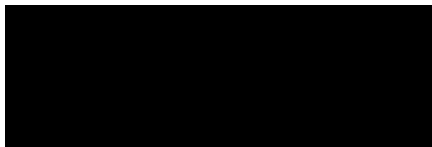
That the County Clerk circulate this report to Member Municipalities for information.

That draft OPA 131 Rural Area Policies and Growth be circulated for comments.

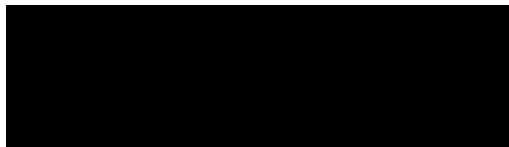
That staff be directed to schedule and hold an open house(s) under the Planning Act to provide the public with opportunities to review and comment on the amendment.

That the Planning Committee be authorized to hold a public meeting under the Planning Act at the appropriate time.

Respectfully submitted,



Sarah Wilhelm, RPP, MCIP
Manager of Policy Planning



Jameson Pickard, RPP, MCIP
Senior Policy Planner

In consultation with/approved by:

Aldo Salis, Director, Planning and Development
Scott Wilson, Chief Administrative Officer

Appendix A Key Details of the Amendment

Appendix A

Key Details of the Amendment

1. County-wide PPS Rural Area Policy Consistency

Aligns the rural area policies with the 2024 Provincial Planning Statement by:

- Updating permitted use policies in the prime agricultural area.
- Implementing an agricultural system approach to enhance protection of agricultural land base in the County and support the viability of agri-food network.
- Requiring new non-agricultural uses in the prime agricultural area to avoid or minimize impacts on the agricultural system as demonstrated through an agricultural impact assessments or equivalent analysis.
- Permitting lot creation in the prime agricultural area for infrastructure where the use or facility cannot be accommodated through an easement or existing right-of-way.
- Revising residence surplus to a farming operation severance policies to strengthen lot size requirements.
- Aligning the County Official Plan with the Rural Area concept of the PPS.
- Revising existing and adding new definitions in accordance with the PPS related to agriculture.
- Other changes to clarify and support the implementation of the rural area policy framework in the County.
- Removal of policy 6.8.4 which places restrictions on the type of employment areas uses outside of settlement areas as it is based on a Growth Plan policy which no longer applies.

2. Re-allocation of Erin Rural Residential Growth to Puslinch

Makes changes to re-allocate a portion of the Town of Erin's projected rural growth to 2051 (120 households and a population of 300) to the Township of Puslinch.

3. Puslinch Rural Residential Growth

Makes sufficient rural residential land available in Puslinch over the long-term by changing the severance cut-off date in Puslinch and expanding Aberfoyle:

- Change the rural residential severance date to May 1, 2025 as it applies to the Secondary Agricultural Areas of Puslinch.
- Expand the Secondary Urban Centre boundary of Aberfoyle.
- Change land use designations within the expanded Aberfoyle boundary:
 - From Secondary Agricultural and Country Residential to Residential, Highway Commercial, Industrial, Residential Transition Area, Core Greenlands and Greenlands.
- Add a new policy area (PA7-9) Aberfoyle Garage to County lands within the current and expanded Aberfoyle boundary to provide flexibility for future needs.

- Make housekeeping changes to:
 - Align the mapped boundary of existing policy area PA7-2 (Mill Creek Residential Area) and PA7-6 (Mini Lakes) with property boundaries.
 - Change land use designation from Industrial to Residential for a residential property at 7388 Wellington Road 34.

4. Puslinch Rural Employment Growth

To make sufficient rural employment land available in Puslinch over the long-term.

- Change land use designation from Secondary Agricultural to Rural Employment Area.
- Add new policy area (PA7-10) to establish site-specific policies for newly identified prestige rural employment areas.
- Add new policy area (PA7-11) to establish additional site-specific policies for newly identified rural employment areas.
- Make changes to section 9.8.3 Puslinch Industrial Policy by adding policies to implement Puslinch by Design: Employment Land Study to address road infrastructure, transportation, concept plan, communal wells and land use compatibility and deleting subsection (a).

5. Other Changes

Other changes include:

- Updates to clarify: (1) when amendments to County Growth Structure (Schedule A) mapping is required; and (2) when amendments are not required for employment conversions where a local Official Plan Amendment has been approved for such a conversion to take place.
- Removal of rural cluster policy 6.5.4 applicable to Secondary Agricultural Areas as the necessary assessment has been completed.
- Clarify that the rural residential severance date of March 1, 2005 continues to apply to the Secondary Agricultural Areas of Erin and Minto.

Figure A1 Location of Proposed Aberfoyle Expansion

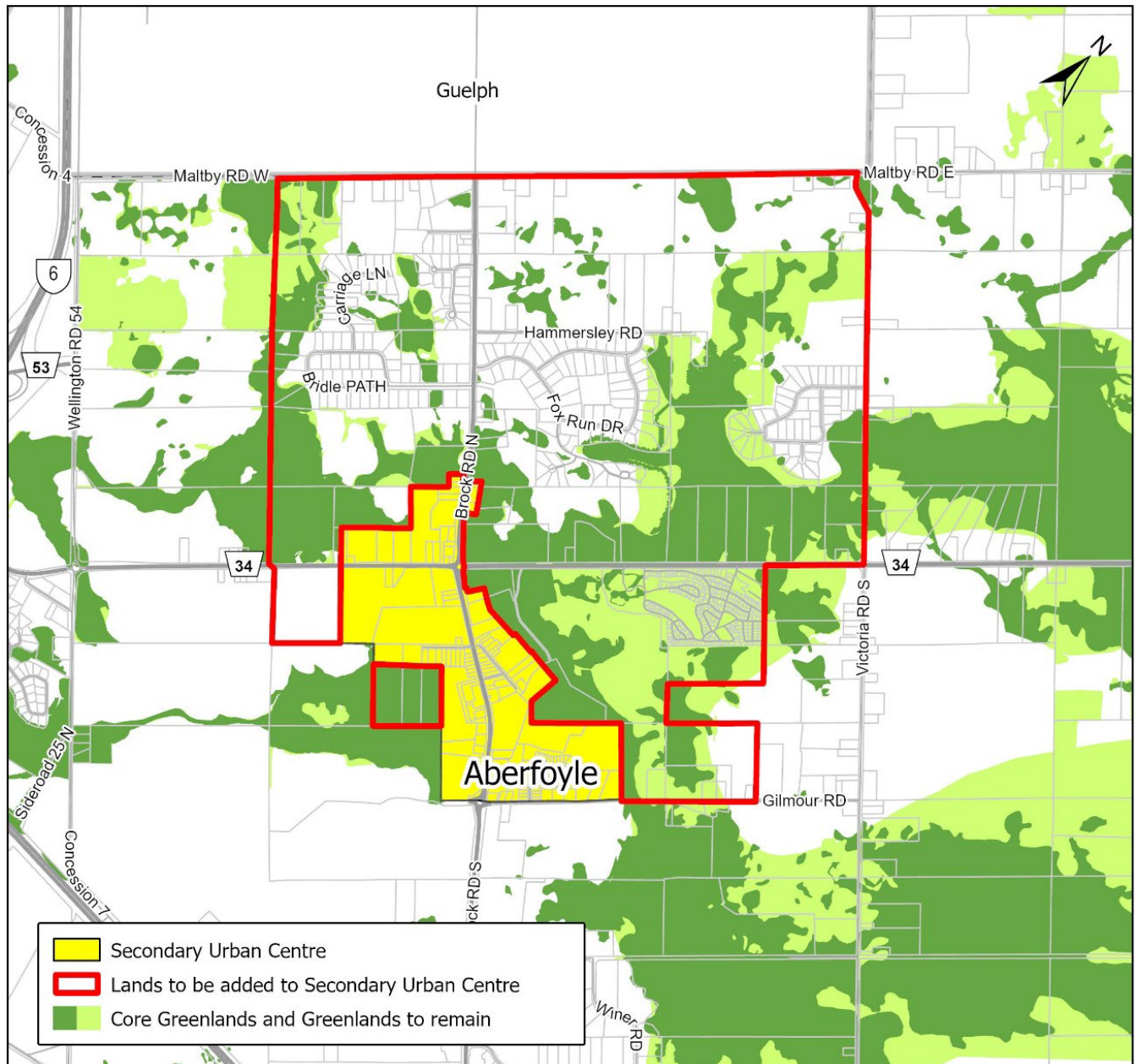


Figure A2 Proposed Land Use Designations within Proposed Aberfoyle Expansion

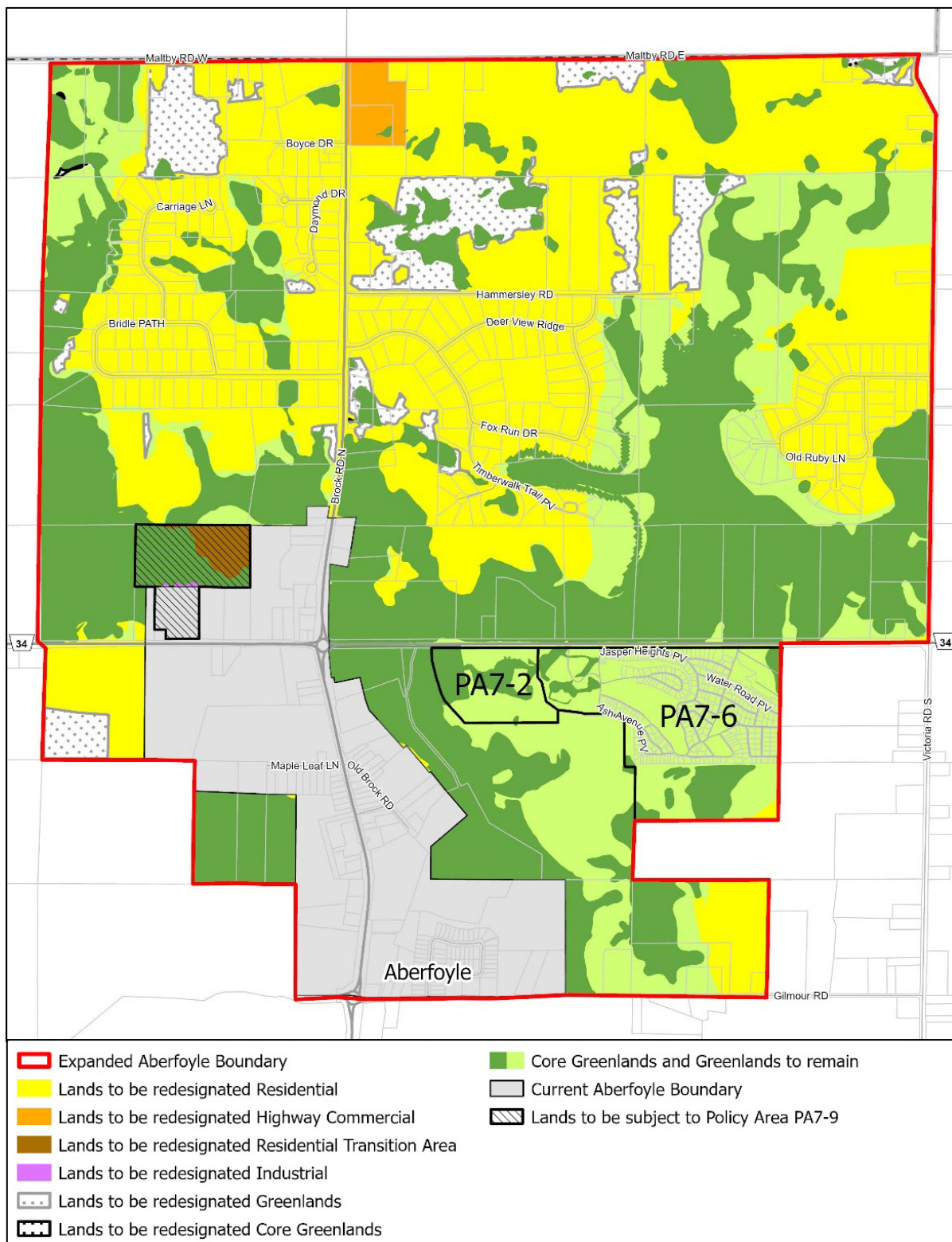


Figure A3 County Aberfoyle Garage Lands and Housekeeping Amendment

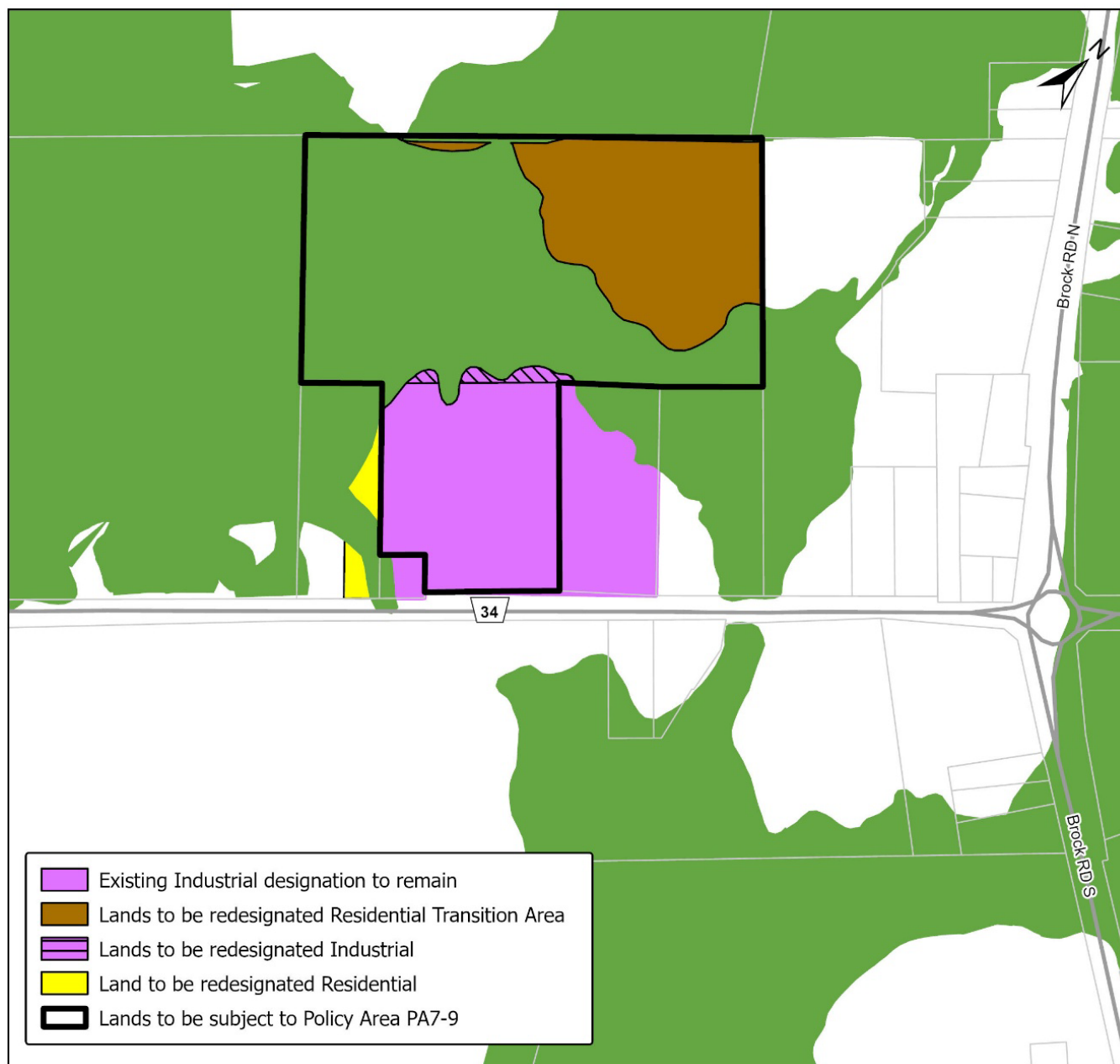
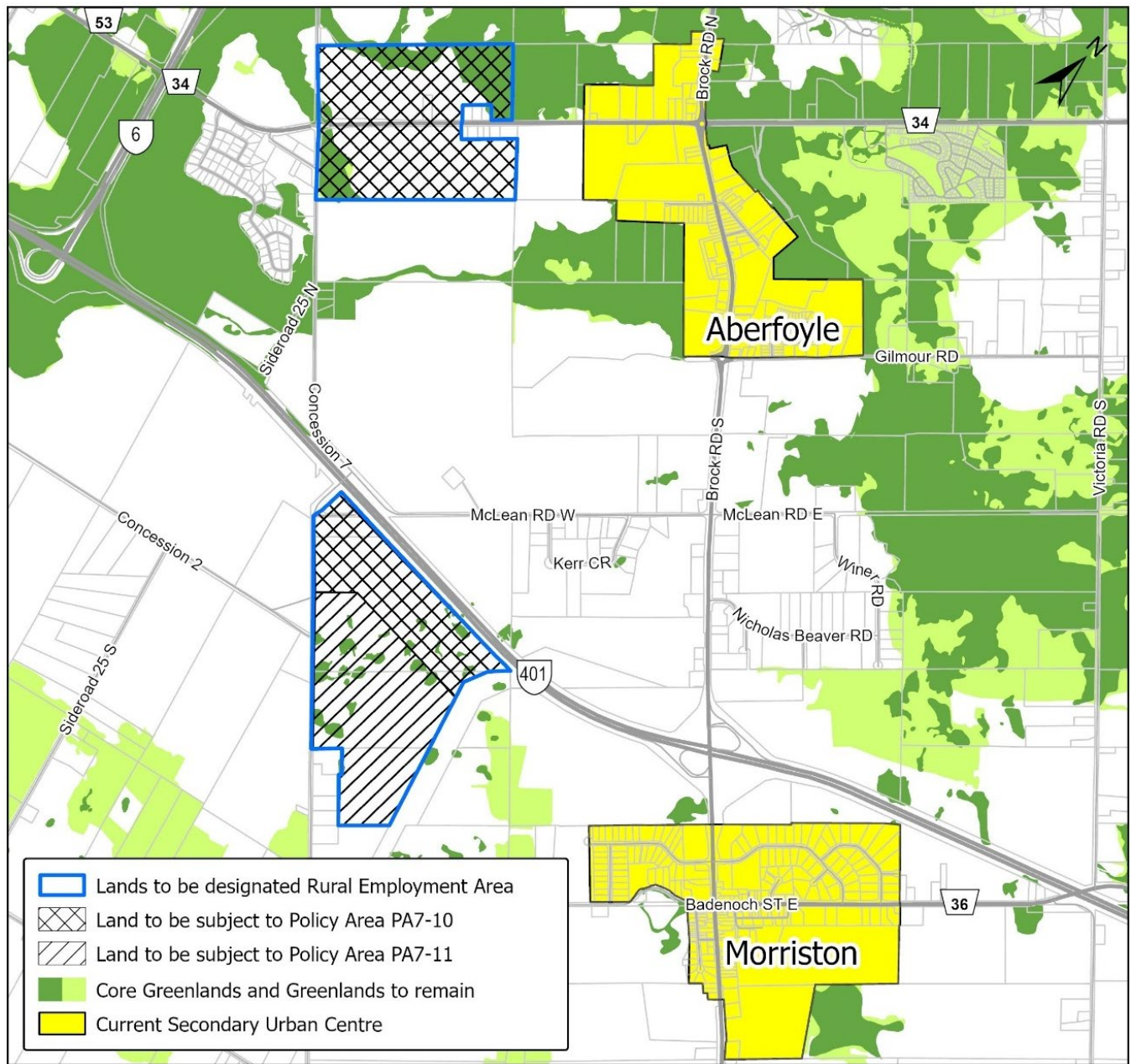


Figure A4 Location of Proposed Rural Employment Area Lands and Site-Specific Policy Areas



2795848 Ontario Inc.

Instrument type: Environmental Compliance Approval (sewage)
(/taxonomy/term/375)

ERO (Environmental Registry of Ontario) number	025-0990
Ministry reference number	2426-DJ8KG2
Notice type	Instrument
Act	Environmental Protection Act, R.S.O. 1990
Posted by	Ministry of the Environment, Conservation and Parks
Notice stage	Proposal
Proposal posted	September 12, 2025
Comment period	September 12, 2025 - October 27, 2025 (45 days) Open
Last updated	September 12, 2025

This consultation closes at 11:59 p.m.
on:
October 27, 2025

Proposal summary

This proposal is for a new Environmental Compliance Approval for new Class 4 onsite domestic sewage disposal works, with a daily maximum flow of 16,500 litres per day, to service 2795848 Ontario Inc. (Incorporated)'s proposed warehousing development at 128 Brock Road South in the Township of Puslinch.

Location details	Site address
	128 Brock Road South Township of Puslinch, ON Canada

Site location map

The location pin reflects the approximate area where environmental activity is taking place.

[View this location on a map](https://maps.google.com/?q=43.465678,-80.13888) [\(https://maps.google.com/?q=43.465678,-80.13888\)](https://maps.google.com/?q=43.465678,-80.13888)

Proponent(s)

2795848 Ontario Inc.
61 Beacon Hill Drive
Brampton, ON
L6X 1H7
Canada

Proposal details

This proposal is for a new Environmental Compliance Approval for new Class 4 onsite domestic sewage disposal works, with a daily maximum flow of 16,500 litres per day, to service 2795848 Ontario Inc. (Incorporated)'s proposed warehousing development at 128 Brock Road South in the Township of Puslinch.

The works are to include flow equalization, proposed moving bed biofilm reactor treatment and pumping of effluent to a Type A bed for subsurface discharge.

Supporting materials


View materials in person

Some supporting materials may not be available online. If this is the case, you can request to view the materials in person.

Get in touch with the office listed below to find out if materials are available.

Client Services and Permissions Branch

135 St Clair Ave West
1st Floor
Toronto, ON
M4V 1P5
Canada

 416-314-8001 or 1-800-461-6290

Comment

Let us know what you think of our proposal.

Have questions? Get in touch with the contact person below. Please include the ERO (Environmental Registry of Ontario) number for this notice in your email or letter to the contact.

[Read our commenting and privacy policies. \(/page/commenting-privacy\)](#)

Submit by mail

Client Services and
Permissions Branch
Client Services and Permissions
Branch
135 St Clair Ave West
1st Floor
Toronto, ON
M4V 1P5
Canada

Connect with us

Contact

Client Services and
Permissions Branch

 416-314-8001 or 1-800-461-6290

 enviroperrmissions@ontario.ca

Justine Brotherston

To: Reed, Andrea; Lad, Parth; Source Water; Andrew Hartholt
Subject: RE: ERO Posting 025-0990

From: Reed, Andrea <AReed@geiconsultants.com>
Sent: Thursday, September 25, 2025 2:56 PM
To: Justine Brotherston <jbrotherston@puslinch.ca>; Lad, Parth <PLad@geiconsultants.com>; Source Water <sourcewater@centrewellington.ca>; Andrew Hartholt <ahartholt@puslinch.ca>
Subject: RE: ERO Posting 025-0990

Caution! This message was sent from outside your organization.

[Allow sender](#) | [Block sender](#) | [Report](#)

Hi Justine,

Parth has reviewed the Design Brief submitted as part of the ECA application and found it to be in accordance with the design submitted as part of the site plan application. Therefore, we have no comments or concerns with the ECA application for the wastewater system.

Please let us know if you need anything else from us.

Thanks,

GEI

Canada

ANDREA REED, P.Eng.

Project Engineer

cell: 519.716.9716

650 Woodlawn Road West Block C | Unit 2 | Guelph, Ontario N1K

1B8 | Canada





09/25/2025

Memorandum

To: Justine Brotherston, Director of Corporate Services / Municipal Clerk, Township of Puslinch

From: Keira Martinson, Source Protection Coordinator, Wellington Source Water Protection

Reviewed by: Kyle Davis, Risk Management Official, Township of Puslinch

RE: **Ministry Reference Number 2426-DJ8KG2, Environmental Compliance Approval (Sewage), ERO #025-0990 - 2795848 Ontario Inc., 128 Brock Road South, Puslinch**

General

1. The following comments are related to the above referenced Environmental Compliance Approval (ECA) application (Ministry reference number 2426-DJ8KG2). This is an application for a new ECA for a new Class 4 onsite domestic sewage disposal works. This sewage disposal works has a daily maximum flow of 16,500 litres per day, and will service 2795848 Ontario Inc.'s proposed warehouse development at 128 Brock Road South. The proposal includes flow equalization, moving bed biofilm reactor treatment, and pumping of effluent to a Type A bed for subsurface discharge.
2. These comments are provided in regards to the *Clean Water Act*, Grand River Source Protection Plan and source water protection implementation by Wellington Source Water Protection, a partnership of the Wellington County municipalities. These comments should not be construed as a hydrogeological, engineering, ecological or technical review of the application. These comments are strictly provided in regards to our municipality's role in implementing the *Clean Water Act* and municipal source water protection.

Summary of Source Protection Vulnerable Areas and Drinking Water Threats

The subject property is located in:

- a) a Significant Groundwater Recharge Area (SGRA); and
- b) a draft Wellhead Protection Area Q for Quantity (WHPA-Q) with a significant risk level.



Attachments show the relevant mapping. Please note the subject property is not located in an Issue Contributing Area (ICA), a Highly Vulnerable Aquifer (HVA), or a Wellhead Protection Area for Quality.

1. Due to the site's location outside any water quality WHPA or ICA, and because the draft WHPA-Q is not yet in legal effect, there are no Significant Drinking Water Threat policies that currently apply. The draft WHPA-Q is part of a pre-consultation process that is ongoing in Fall 2025 and includes commenting opportunities for municipalities and Provincial Ministries.
2. Noted in the application and Design Brief submitted by FlowSpec, there are proposed designs for Stormwater Management, however this ERO posting is only scoped for onsite domestic sewage disposal works. Due to recent legislation changes, it is unclear whether a Stormwater ECA or Stormwater Environmental Activity and Sector Registry will be applicable to this site. Once the draft WHPA-Q is in legal effect, the recharge reducing activities will be a significant drinking water threat as a recharge reducing activity. WSWP recommends the applicants be made aware of the draft WHPA-Q and it is recommended that they reflect this in future submissions and reporting.

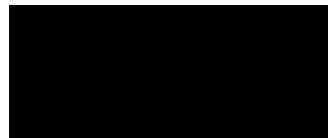
It is requested that the Ministry consider the above recommendations while reviewing this ECA application and add terms and conditions, as appropriate.

Sincerely,



Sept 25, 2025

Keira Martinson
Source Protection Coordinator
519-846-9691 ext 283
kmartinson@centrewellington.ca



Sep 25, 2025

Kyle Davis
Risk Management Official
519-846-9691 ext 362
kdavis@centrewellington.ca

Attachments – WHPA Maps



Explore
Wellington

128 Brock Rd South, Puslinch



Legend

- Parcels
- Roads
 - Local Road
 - County Road
 - Highway
- Urban Centres and Hamlets
- Well Locations
 - Existing
 - Proposed
- Issue Contributing Area
 - Chloride
 - Nitrate
 - Sodium
 - TCE
- Wellhead Protection Area
 - A
 - B
 - C
 - D
- Vulnerability Score
 - 10
 - 8, D; 8; 8, C
 - 2, 4, 6 (A, B or C); 2, B
 - 2, 4, 6, D; 2, 4, D; 2, 4, 6 (D); 4, D; 6,
- HVA
- Roads

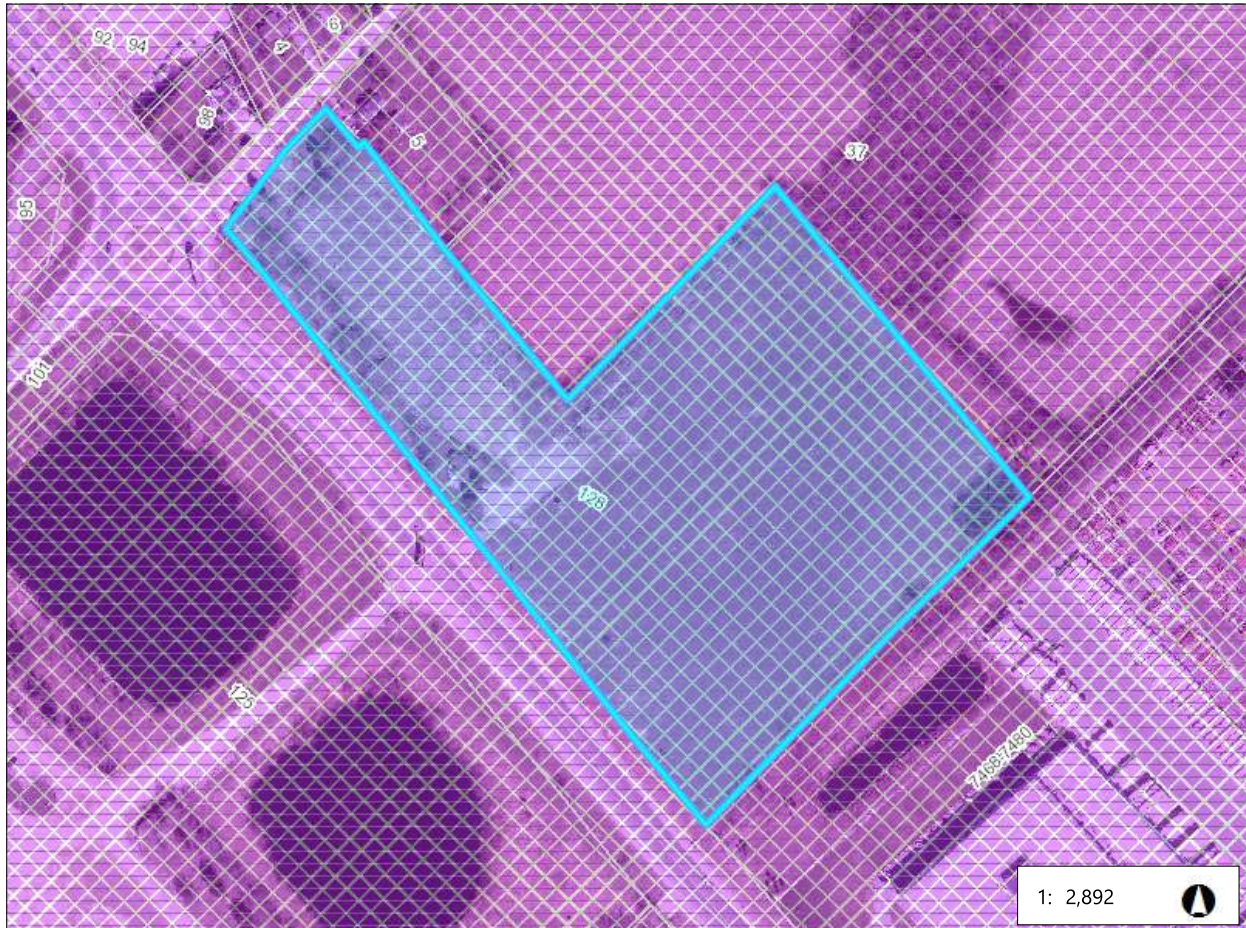
0.3 0 0.15 0.3 Kilometers


WGS_1984_Web_Mercator_Auxiliary_Sphere
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THIS IS NOT SURVEY DATA. Parcels - Teranet 2002, Wellington County 2025


Notes





 Parcels


Well Locations


 Existing


 Proposed

 WHPA Q1_Q2_Boundary

 WHPA Q1_Q2

 Draft

 SGRA

 RoadsLookup

This map is a user generated static output from an Internet mapping site and is for reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable.
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THIS IS NOT SURVEY DATA. Parcels - Teranet 2002, Wellington County 2022

Notes






SWP_Comments_128_BrockS_SewageECA

Final Audit Report

2025-09-25

Created:	2025-09-25
By:	Keira Martinson (kmartinson@centrewellington.ca)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0oQq1tqJSu2exWjRJRiToMKvFZHHWSv7

"SWP_Comments_128_BrockS_SewageECA" History

-  Document created by Keira Martinson (kmartinson@centrewellington.ca)
2025-09-25 - 8:11:42 PM GMT
-  Document emailed to Kyle Davis (kdavis@centrewellington.ca) for signature
2025-09-25 - 8:12:19 PM GMT
-  Email viewed by Kyle Davis (kdavis@centrewellington.ca)
2025-09-25 - 8:16:22 PM GMT
-  Document e-signed by Kyle Davis (kdavis@centrewellington.ca)
Signature Date: 2025-09-25 - 8:17:14 PM GMT - Time Source: server
-  Agreement completed.
2025-09-25 - 8:17:14 PM GMT

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-076

Being a By-law to amend the Township's Property Standards By-law 2020-010

WHEREAS Section 15.1(3) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended, authorizes the council of a municipality to pass a bylaw prescribing standards for the maintenance and occupancy of property within the municipality and for prohibiting the occupancy or use of such property that does not conform to the standards; and for requiring property that does not conform with the standards to be repaired and maintained to conform with the standards or requiring the property to be cleared of all buildings, structures, debris or refuse and left in a graded and levelled condition;

AND WHEREAS the County of Wellington Official Plan for the Township of Puslinch includes provisions relating to property conditions;

AND WHEREAS Section 15.6(1) of the Building Code Act, 1992, S.O. 1992, c. 23, as amended requires that a By-law passed under Section 15.1(3) of the Building Code Act, 1992, S.O. 1992, c. 23 shall provide for the establishment of a Property Standards Committee;

Whereas the Council of The Corporation of the Township of Puslinch enacted By-law Number 2025-043 on April 16, 2025, being the Administrative Monetary Penalty System By-law within the Township;

And Whereas the Council of The Corporation of the Township of Puslinch considers it desirable and necessary to amend the Township's by-laws to designate such by-laws to which the Administrative Monetary Penalty System By-law applies to allow for Administrative Penalties and Administrative Fees for the designated Township by-laws set out herein;

And Whereas Council passed Property Standards By-law 2020-010 on August 12th, 2020;

And Whereas it is deemed expedient to amend the Township's Property Standards By-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

1. By-law 2020-010 is hereby amended by adding the following Definitions to Section 3.0 Definitions:

“Administrative Monetary Penalty System By-law” means the Administrative Monetary Penalty System By-law of the Township, as amended from time to time, or any successor thereof;

“Shipping Container” means a pre-fabricated, rigid structure designed for the transportation of goods, which is typically made of metal, and includes but is not limited to sea containers, cargo containers, or storage containers.

“Transport Truck Trailer” means a vehicle that is designed to be drawn by a transport truck or tractor unit and that is used for the carriage of goods, materials, or equipment, and includes but is not limited to flatbed trailers, enclosed trailers, refrigerated trailers, and similar large commercial trailers, whether or not the trailer is attached to a motor vehicle or is capable of being operated on a highway under its own power.”

2. By-law 2020-010 is hereby amended by adding the following to Section 4.1 Exterior Property Areas shall be free from:

(k) Shipping containers, where not permitted by the Township's Zoning By-law

(l) Transport truck trailers, where not permitted by the Township's Zoning By-law

3. By-law 2020-010 is hereby amended by adding the following to Section 25 ORDERS AND COMPLIANCE:

25.6 No Person shall fail to comply with an Order issued under this By-law.

25.7 No Person shall fail to comply with a Directive issued under this By-law/

25.8 No Person shall hinder or obstruct, or attempt to hinder or obstruct, any officer or employee, agent, or contractor retained by the Township in the exercise of a power or the performance of a duty under this By-law

4. By-law 2020-010 is hereby amended by adding the following to Section 30.0 PENALTY:

30.2 Section 25, inclusive of all subsections thereunder, of this By-law are hereby designated as parts of this By-law to which the Administrative Monetary Penalty System By-law applies.

30.3 Any person shall, upon issuance of a penalty notice for a contravention of this By-law, in accordance with the Administrative Monetary Penalty System By-law, be liable to pay an administrative penalty and any administrative fees, in accordance with the Administrative Monetary Penalty System By-law.

30.4 All the provisions of this by-law continue to apply in the Provincial Offences Act in addition to the Designated Provisions of this by-law.

30.5 Where a person has not paid the administrative penalty within 30 days in accordance with the Administrative Monetary Penalty System By-law, the Township may add the administrative penalty to the tax roll for any property for which the owner or owners are responsible for paying the administrative penalty under Section 434.2.

5. This by-law shall come into effect on the date of passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF OCTOBER, 2025.

James Seeley, Mayor

Justine Brotherston, Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-077

Being a By-law to amend By-law 2025-043 being a by-law to establish an administrative monetary penalty system within the Township of Puslinch

Whereas sections 102.1 and 434.1 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended (the “Municipal Act, 2001”) and O. Reg. 333/07, as amended, authorize municipalities to establish an administrative monetary penalty system requiring a person to pay an administrative penalty for a contravention of any designated by-law;

And Whereas section 15.4.1 of the Building Code Act, 1992, S.O. 1992, c. 23 (the “Building Code Act, 1992”) authorizes municipalities to require a person, subject to such conditions as a municipality considers appropriate, to pay an administrative penalty if the municipality is satisfied that the person has failed to comply with the municipal property standards by-law, or an order pursuant to such by-law;

And Whereas the purpose of the system of administrative penalties established by the municipality shall be to assist the municipality in promoting compliance with its designated by-laws;

And Whereas the Council of The Corporation of the Township of Puslinch considers it desirable to provide for a system of administrative penalties and administrative fees for the designated Township by-laws, or portions of the designated Township by-laws set out herein;

And Whereas the Council of The Corporation of the Township of Puslinch enacted By-law Number 2025-043 on April 16, 2025, being the Administrative Monetary Penalty System By-law within the Township; and

And Whereas it is deemed expedient to amend the Township’s Administrative Monetary Penalty System By-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF PUSLINCH HEREBY ENACTS AS FOLLOWS:

- 1. Section 9 Schedule B of 2025-043, by adding the following Administrative Penalties:

Property Standards By-law 2020-010				
COLUMN 1 ITEM	COLUMN 2 DESIGNATED PROVISION	COLUMN 3 SHORT FORM WORDING	COLUMN 4 SET PENALTY AMOUNT	COLUMN 5 PENALTY AMOUNT FOR SECOND AND SUBSEQUENT CONTRAVENTIONS
1	Section 1.3	Occupy a property with an unsafe condition	\$500.00	\$1000.00
2	Section 25.6	Fail to comply with an Order	\$500.00	\$1000.00
3	Section 25.7	Fail to comply with a Directive	\$500.00	\$1000.00
4	Section 25.8	Hinder or obstruct any person exercising power under the by-law	\$900.00	\$900.00
5	Section 25.8	Attempt to hinder or obstruct any person exercising power under the by-law	\$900.00	\$900.00

2. This by-law shall come into effect on the date of its passing.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8th DAY OF OCTOBER, 2025.

James Seeley, Mayor

Justine Brotherston, Interim Municipal Clerk

THE CORPORATION OF THE TOWNSHIP OF PUSLINCH

BY-LAW NUMBER 2025-078

Being a by-law to confirm the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on October 8, 2025.

WHEREAS by Section 5 of the *Municipal Act, 2001, S.O. 2001, c.25* the powers of a municipal corporation are to be exercised by its Council;

AND WHEREAS by Section 5, Subsection (3) of the *Municipal Act*, a municipal power including a municipality's capacity, rights, powers and privileges under section 8, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Township of Puslinch at its Council meeting held on October 8, 2025, be confirmed and adopted by By-law;

NOW THEREFORE the Council of the Corporation of the Township of Puslinch hereby enacts as follows:

- 1) The action of the Council of the Corporation of the Township of Puslinch, in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council at said meeting are hereby adopted and confirmed.
- 2) The Head of Council and proper official of the Corporation are hereby authorized and directed to do all things necessary to give effect to the said action of the Council.
- 3) The Head of Council and the Clerk are hereby authorized and directed to execute all documents required by statute to be executed by them, as may be necessary in that behalf and the Clerk authorized and directed to affix the seal of the said Corporation to all such documents.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED THIS 8 DAY OF OCTOBER 2025.

James Seeley, Mayor

Justine Brotherston, Municipal Clerk