

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

COUNCIL AGENDA



TUESDAY, FEBRUARY 9, 2021 @ 7:00 P.M.

ZOOM: <https://us02web.zoom.us/j/3950649180>

DIAL: 1 647 558 0588 MEETING ID: 395 064 9180

1. **Call To Order**
2. **Welcoming Comments by the Chair**
3. **Declaration of Pecuniary Interest**
4. **Confirmation of Minutes**

- 4.1. Council Meeting dated January 26, 2021
[Regular Council Meeting - Jan 26, 2021 - Minutes](#)

RECOMMENDATION

THAT the Minutes of the Township of Mapleton Council Meeting held on January 26, 2021 be confirmed as circulated in the agenda package.

5. **Matters arising from Minutes**
6. **Matters under The Planning Act and Matters Arising**

- 6.1. ZBA2020-16 Notice of Public Meeting, Part Lot 4, Concession 2 W,
8590 Concession 3, Parke W&M
[ZBA2020-16 Public Meeting Package](#)

RECOMMENDATION

THAT Zoning application ZBA2020-16 located at Part Lot 4, Concession 2 W, 8590 Concession 3, William & Michelle Parke be received;
AND FURTHER THAT the draft amending by-law as circulated in the agenda be presented to Council for first, second, and third reading.

- 6.2. ZBA2021-01 Notice of Public Meeting, Part Lot 16 S, Concession 13 E, 7370 Wellington Road 7, Wiersma T&A
[ZBA 2021-01 Public Meeting Package](#)

RECOMMENDATION

THAT Zoning application ZBA2021-01 located at Part Lot 16 S, Concession 13 E, 7370 Wellington Road 7, Wiersma T&A be received for information.

- 6.3. Application to extend Part Lot Control Exemption, PLC2021-01, Part of Block 51, Plan 61M-74, Parts 13-26 RP 61R-10895 in the Mapleton Ridge subdivision on Faith Drive, Drayton for a further 3 year time period.
[County Planning Report PLC2021-01](#)

RECOMMENDATION

THAT Planning Report dated January 18, 2021 regarding the extension of Part Lot Control Exemption PLC2021-01 for a further 3 year time period be received;
AND FURTHER THAT the corresponding draft by-law be approved, and staff directed to forward a true copy of the original by-law document to the County of Wellington, Planning & Development Department.

- 6.4. Consent Application Summary, Land Division File No. B1-21, Part Lot 18, Concession 11 (Drayton) Harry & Pamela Donkersgoed

[B1-21 Donkersgoed Council Package](#)

RECOMMENDATION

THAT Township of Mapleton Council support Consent Application B1-21 as presented for lands described as Part Lot 18, Concession 11 (Drayton) with the following conditions:

- *THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes,*
- *THAT Payment be made of the fee of \$266 for a Letter of Clearance,*
- *THAT a Parkland Dedication fee be paid of \$1,400*
- *THAT driveway access can be provided to the severed lands to the satisfaction of the Township of Mapleton,*
- *THAT servicing can be accommodated on the severed and retained lands to the satisfaction of the Township of Mapleton,*
- *THAT the applicant provides a Municipal Drain reapportionment or mutual agreement as determined by the Drainage Superintendent, as per the applicable Township's Fees & Charges By-law,*
- *THAT a copy of the deposited Reference Plan be submitted to the Township (hard copy and digital file),*

AND FURTHER THAT Council authorizes the Municipal Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

7. Delegations and Matters Arising from Delegations

8. Minutes from Committees

9. Reports and Updates from Staff

9.1. Building Department

- 9.1.1. Report for January Month End and Year to Date (YTD)
[BD2021-02 January & YTD](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Building Department Report BD2021-02 dated February 9, 2021 regarding January Month End and Year to Date (YTD).

- 9.1.2. Clean and Clear By-law
[BD2021-03 Clean and Clear Report](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Building Department Report BD2021-03 regarding the Clean and Clear By-law; and

1. That Council approve Clean and Clear By-law 2021-DRAFT.

- 9.2. Finance Department

- 9.2.1. Wellington County Planning Fee Increase
[FIN2021-04 County Planning Fees](#)

RECOMMENDATION

THAT Finance Report FIN2021-04 dated February 9, 2021 reporting on our County Planning Fee Increase be received for information;

AND FURTHER THAT the Finance Recommendation of changes to fees and charges, contained within this report, be incorporated into the Fees and Charges By-law effective March 1, 2021.

- 9.2.2. RLB LLP's Audit Engagement Letter
[FIN2021-05 Auditor Engagement](#)

RECOMMENDATION

THAT Township of Mapleton Council receive Finance Report FIN2021-05 dated January 22, 2021 regarding RLB LLP Chartered Accountants' Audit Engagement Letter, as information.

10. Approval of By-Laws

- 10.1. By-law 2021-011 Zoning Amendment ZBA2020-16 Parke W&M, Surplus Farm Dwelling
[By-law 2021-011 ZBA2020-16 Parke](#)
- 10.2. By-law 2021-012 Extend Part Lot Control Exemption, Faith Drive, Mapleton Ridge PLC2021-01
[By-law 2021-012 Faith Drive, Mapleton Ridge PLC2021-01](#)
- 10.3. By-law 2021-013 The Clean and Clear By-law
[By-law 2021-013 Clean and Clear](#)
- 10.4. By-law 2021-014 Surplus Road, Elgin Street, Rothsay
[By-law 2021-014 Surplus Road Elgin St Rothsay](#)

RECOMMENDATION

THAT By-laws numbered:

- 2021-011 Being a by-law to amend Zoning By-law Number 2010-080 for the Township of Mapleton, Part Lot 4, Concession 2 W (Maryborough) ZBA2020-16.
- 2021-012 Being a by-law to extend for an additional three year time period the Part Lot Control Exemption from Part of Block 51, Plan 61M-74, pursuant to *Section 50 (7.1) of the Planning Act, R.S.O. 1990, as amended.*
- 2021-013 Being a by-law to regulate and maintain land in a clean and clear manner.
- 2021-014 Being a by-law to authorize the closure and conveyance of an unopened road allowance known as Elgin Street, lying between James Street N and Catherine Street, Rothsay, Township of Mapleton, County of Wellington.

Be hereby read a first, second and third time, signed by the Mayor and the Clerk and sealed with the Corporate Seal.

11. Correspondence for Council's Direction

12. Correspondence for Council's Information

- 12.1. GRCA - Cover letter and budget package dated January 22, 2021
Re: 2021 draft budget outlining programs, services, and funding
[12.1 a GRCA Cover Letter](#)
[12.1 b GRCA Budget Report GM-01-21-05 - Budget 2021 Draft 2](#)
[12.1 c GRCA Budget 2021 Draft 2 Package](#)
[12.1 d Summary of Municipal Levy](#)

- 12.2. MVCA - Cover Letter and budget package dated January 28, 2021
Re: 2020 review, 2021 priorities, draft budget, and levy
[12.2 MVCA 2021 Draft Budget](#)
- 12.3. Wellington Source Water Protection (Kyle Davis, Risk Management Official) - email dated January 27, 2021
Re: Webinars concerning proposed water quantity & quality updates
[12.3 WSWP email](#)
- 12.4. Wellington County - Letter dated February 2, plus Committee Report
Re: County Official Plan Review - Progress Report #3
[12.4 Official Plan Review - Progress Report #3](#)
- 12.5. Wellington County - Notice of Commencement
Re: Developing a Road Master Action Plan
[12.5 Wellington Road Master Action Plan](#)
- 12.6. Wellington County - Notice of Study Commencement
Re: Municipal Class Environmental Assessment (Bosworth Bridge WR7)
[12.6 Wellington County EA - Bosworth Bridge](#)
- 12.7. Randy Pettapiece, MPP - News Release dated January 26, 2021
Re: Perth - Wellington OCIF funding
[12.7 OCIF funding - Perth Wellington](#)
- 12.8. Ministry of Municipal Affairs & Housing (Steve Clark, Minister) - Letter dated January 26
Re: Municipal Modernization Program - second intake
[12.8 Municipal Modernization - 2nd Intake](#)
- 12.9. Ministry of Energy, Northern Development and Mines (Greg Rickford, Minister) letter dated January 28
Re: Feedback on Ontario's long-term energy planning framework
[12.9 Long-term energy planning](#)
- 12.10. Town of Augusta - Resolution #4 dated January 25, 2021
Re: Requesting Province reverse decision to close Ontario Fire College
[12.10 Resolution - Fire College closing](#)

- 12.11. Ontario Public Service Employees Union (Chris McConnell, President Local 317) email dated February 1
Re: Province closing Gravenhurst campus of the Ontario Fire College
[12.11 OPSEU - Fire College closure](#)

- 12.12. Township of Centre Wellington - Resolution passed January 18
Re: Councillor donating a portion of 2021 wages to local charities
[12.12 CW Councillor donating wages](#)

13. Notices of Motion

14. Notice Provision

15. Other Business

16. Closed Session

- 16.1. Rise and Report on Closed Session convened January 26, 2021

Mayor Davidson to report the following was discussed in Closed Session:

1. Review and adoption of the Closed Session Minutes dated December 8, 2020.
2. Litigation or potential litigation, affecting the Municipality - including a report prepared by Ilott Group.
3. Labour relations or employee negotiations - verbal update by CAO Manny Baron

17. Confirmatory By-Law

- 17.1. [By-law 2021-015 Confirmatory](#)

RECOMMENDATION

THAT By-law Number 2021-015 being a By-law to confirm all actions and proceedings of the Council of the Corporation of The Township of Mapleton be hereby read a first, second and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

18. Adjournment

PLEASE NOTE: Alternate Formats and Communication Support

The Township is committed to providing residents with communication support and alternate format of documents upon request. For more information or to make a request, please call the Township of Mapleton office at 519-638-3313.

The Corporation of the Township of Mapleton



Council Minutes

Tuesday, January 26, 2021 @ 1:00 P.M.

Meeting conveyed via Zoom platform

Present: Gregg Davidson
Marlene Ottens
Dennis Craven
Paul Douglas
Regrets: Michael Martin
Staff Present: Manny Baron
Larry Wheeler
Sam Mattina
John Morrison
Patty Wright
Rick Richardson
Aly Cripps

1. Call to Order
2. Welcoming Comments by the Chair
3. Declaration of Pecuniary Interest
4. Confirmation of Minutes

4.1. Council Meeting dated January 12, 2021

RESOLUTION 2021-03-01

Moved: Marlene Ottens

Seconded: Paul Douglas

THAT the Minutes of the Township of Mapleton Council Meeting held on January 12, 2021 be confirmed as circulated in the agenda package.

CARRIED

5. Matters Arising from Minutes
6. Matters Under The Planning Act and Matters Arising
7. Delegations and Matters Arising from Delegations

7.1. County of Wellington - Climate Change Mitigation Plan

Karen Chisholme: Climate Change Coordinator

RESOLUTION 2021-03-02

Moved: Dennis Craven

Seconded: Marlene Ottens

That the Delegation of County of Wellington Climate Change Coordinator (Karen Chisholme) be received for information.

CARRIED

8. Minutes from Committees
9. Reports and Updates from Staff
 1. Economic Development

1.1. Economic Development Department Update

RESOLUTION 2021-03-03

Moved: Marlene Ottens

Seconded: Paul Douglas

THAT Township of Mapleton Council receive Economic Development Report ED2021-02 dated January 26, 2021 regarding Economic Development Department Update.

CARRIED

1.2. Social Media Strategy

RESOLUTION 2021-03-04

Moved: Dennis Craven

Seconded: Paul Douglas

THAT Township of Mapleton Council receive Economic Development Report ED2021-03 dated January 26, 2021 regarding Social Media Strategy;

AND FURTHER THAT Council approve and adopt updated Policy 6.7 Social Media Policy and Strategy into the Policy Manual.

CARRIED

2. Finance Department

2.1. 2020 Property Tax Write-Offs

RESOLUTION 2021-03-05

Moved: Paul Douglas

Seconded: Dennis Craven

THAT the Township of Mapleton Council receives Finance Report FIN2021-01 regarding property tax write-offs in 2020 as information.

CARRIED

2.2. 2021 Interim Property Tax Levy

RESOLUTION 2021-03-06

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT Township of Mapleton Council receive Finance Report FIN2021-02, dated January 26th, 2021, regarding the 2021 Interim Property Tax Levy;

AND FURTHER THAT Council approve By-Law 2021-DRAFT being an Interim Tax By-Law.

CARRIED

2.3. Cemetery Service Fee Adjustments

RESOLUTION 2021-03-07

Moved: Paul Douglas

Seconded: Dennis Craven

THAT Township of Mapleton Council receive Finance Report FIN2021-03 regarding Cemetery Service Fee Adjustments; and

1. That Council approve the proposed changes to the Fee & Charges By-law Schedule "C" Cemeteries attached as an appendix to this report, with an effective date of March 1, 2021.

CARRIED

3. Wellington Source Water Protection

3.1. Updates to Ontario's Water Quantity Management Framework

RESOLUTION 2021-03-08

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT the Council of the Township of Mapleton receive as information Report No. SWP2021-01 dated January 26, 2021 regarding Environmental Registry Number 019-2017 - Proposed Implementation of Updates to Ontario's Water Quantity Management Framework.

CARRIED

10. Approval of By-Laws

10.1. By-law 2021-008 2021 Interim Tax By-law

10.2. By-law 2021-009 Site Plan Agreement - Gingrich 7468 Sixth Line

RESOLUTION 2021-03-09

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT By-laws Numbered:

- 2021-008 Being a by-law to provide for an Interim Tax Levy on all assessment and to specify installment due dates, and stipulate penalty and interest rates for taxes in default.
- 2021-009 Being a by-law to authorize the Mayor and Clerk to execute a Site Plan Agreement between James Gingrich and Marlene Gingrich and The Corporation of the Township of Mapleton.

Be hereby read a first, second and third time, signed by the Mayor and the Clerk and sealed with the Corporate Seal.

CARRIED

11. Correspondence for Council's Direction

12. Correspondence for Council's Information - was circulated within the agenda package

13. Notices of Motion

14. Notice Provision

14.1. Notice of Surplus Lands - 14 Ball Ave. (Moorefield Optimist Club)

15. Other Business

16. Confirmatory By-Law

RESOLUTION 2021-03-10

Moved: Paul Douglas

Seconded: Marlene Ottens

THAT By-law Number 2020-010 being a By-law to confirm all actions and proceedings of the Council of the Corporation of The Township of Mapleton be hereby read a first, second and third time, signed by the Mayor and Clerk and sealed with the Corporate Seal.

CARRIED

17. Closed Session

17.1. Closed Session - by separate Zoom invitation

RESOLUTION 2021-03-11

Moved: Dennis Craven

Seconded: Paul Douglas

THAT Township of Mapleton Council move into Closed Session for the following reasons:

1. Review of Closed Session Minutes: December 8, 2020
2. Litigation or potential litigation, affecting the municipality
3. Labour relations or employee negotiations

CARRIED

18. Adjournment

18.1. There being no further business, the meeting adjourned at 2:10 p.m.

Mayor Gregg Davidson

Clerk Larry Wheeler

PLEASE NOTE: Alternate Formats and Communication Support
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NOTICE OF A PUBLIC MEETING FOR AN AMENDMENT TO THE MAPLETON ZONING BY-LAW AND NOTICE OF COMPLETE APPLICATION ZBA 2020-16

TAKE NOTICE that the Council of the Corporation of the Township of Mapleton has received a complete application to consider a proposed amendment to the Comprehensive Zoning By-law 2010-80, pursuant to Section 34 of the *Planning Act, R.S.O. 1990*, as amended.

PUBLIC MEETING

Mapleton Council will consider this application at their meeting scheduled for:

**Tuesday, February 9, 2021 @ 7:00 p.m.
Via Zoom Video Conferencing**

The public is invited to watch & participate in the virtual meeting:

HOW TO JOIN

Please click this URL to join. <https://us02web.zoom.us/j/3950649180>

Description: **Mapleton Council Meeting**

Or join by phone:

Dial: 1 647 558 0588 Webinar ID: 395 064 9180

Location of the Subject Land

The property subject to the proposed amendment is legally described as Part Lot 4, Concession 2 W, with a civic address of 8590 Concession 3. The property is approximately 40.94 ha (101.2 ac) in size and the location is shown on the map below.

The Purpose and Effect of the Application

The purpose and effect of the proposed amendment is to rezone the subject lands from Agricultural (A) zone to Site Specific Agricultural (A-xx) zone. This application is seeking to rezone the retained agricultural portion of the property to prohibit any future residential development. This rezoning is a condition of severance application B64/20, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.89 ha (2.2 ac) parcel with an existing dwelling. A vacant 40.9 ha (101.1 ac) agricultural parcel would be retained. Additional relief may be considered at this meeting.

Oral or Written Submissions

Any person or public body is entitled to attend the public meeting and make written or oral submissions in support of or in opposition to the proposed zoning by-law amendment. Written comments should be submitted to the Township Clerk at the address or email address shown below.

Please note the meeting is video and audio recorded, which will be uploaded to the Township's YouTube page. By requesting to participate in the Zoom meeting you are consenting to have your likeness and comments recorded and posted on YouTube.

Power of the Tribunal to Dismiss Appeals

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Township of Mapleton to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Mapleton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Mapleton before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Request for Notice of Decision

If you wish to be notified of the decision in respect of the proposed Township of Mapleton Zoning By-law Amendment, you must make a written request to the Clerk.

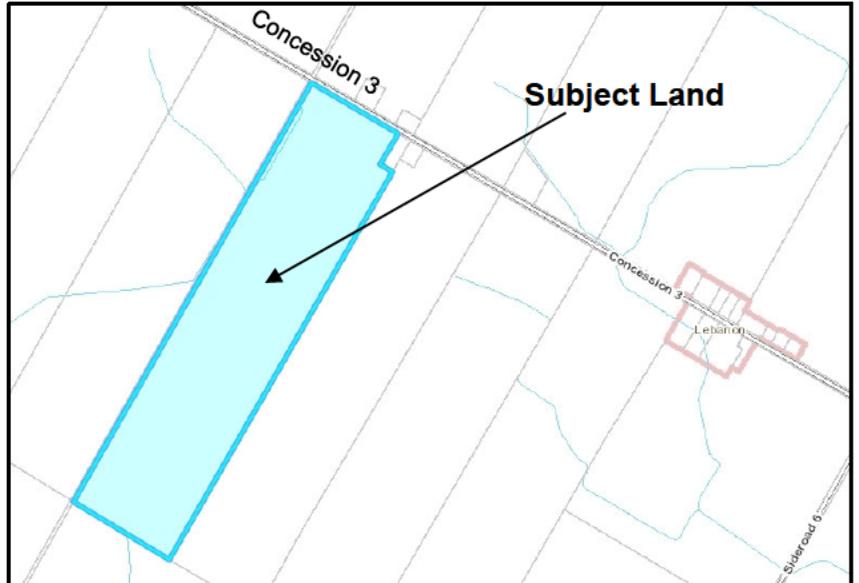
Additional Information

For more information regarding this application, including information about appeal rights, please contact the Clerk at the address or email provided below. O. Reg. 470/09, s. 2: 179/16, s. 2

Dated at the Township of Mapleton
This 20th day of January 2021.

Larry Wheeler, Clerk
Township of Mapleton
7275 Sideroad 16
Box 160
Drayton, ON. N0G 1P0
Phone: 519 638 3313 Ext.045
Fax: 519 638 5113

lwheeler@mapleton.ca





TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, ON. N0G 1P0
 Phone: 519.638.3313, Fax: 519.638.5113, TF: 1.800.385.7248

www.mapleton.ca

Staff Commenting Form

ZBA2020-16	<p>OWNER: Bill & Michelle Parke 8590 Concession 3 Listowel ON NOB 2S0</p> <p>APPLICANT: Bill & Michelle Parke 8590 Concession 3 Listowel ON NOB 2S0</p>	<p>SUBJECT LAND: Part Lot 4, Concession 2 W Township of Mapleton (Maryborough)</p> <p>CIVIC ADDRESS: 8590 Concession 3 Listowel ON</p>
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Staff confirmed the following:

- Property owners and agencies were provided with the required Notice by prepaid first-class mail or by email on January 20, 2021.
- Proper postings were completed on January 20, 2021.
- Planning Report dated January 28, 2021 prepared by Planner Michelle Innocente, and Junior Planner Asavari Jadhav was received, and included in the agenda package.
- Fire Chief Rick Richardson comments dated January 20, 2021 indicating no concerns.
- GRCA comments dated January 22, 2021 state “no objection.”.
- CBO Patty Wright comments dated January 29, 2021 indicating no concerns.
- Wellington Source Water Protection – Risk Management Inspector Emily Vandermeulen comments dated February 1, 2021 states “the application can be screened out and it does not require a Section 59 notice under the *Clean Water Act*.”.
- Ratepayer: No concerns or letters of objection were received.

Prepared on February 2, 2021 by:

Michelle Brown, Clerk’s Assistant



PLANNING REPORT for the TOWNSHIP OF MAPLETON

Prepared by the County of Wellington Planning and Development
Department

DATE: January 28, 2021
TO: Manny Barron, C.A.O.
Township of Mapleton
FROM: Asavari Jadhav, Junior Planner
Michelle Innocente, Senior Planner
County of Wellington
SUBJECT: **Bill and Michelle Parke**
Part Lot 4, Concession 2 (Maryborough)
8590 Concession 3
Zoning By-law Amendment

Planning Opinion

The purpose of this zoning amendment is to prohibit future residential development on the retained agricultural portion of the subject lands. This rezoning is a condition of severance application B64-20, that was granted provisional consent by the Wellington County Land Division Committee. The consent will sever a 0.89ha (2.2 ac) parcel with an existing dwelling from the retained 40.9 ha (101.1 ac) vacant agricultural parcel.

We have no objections to the zoning amendment. Both the PPS and County Official Plan provide for surplus farm dwelling severances, provided the agricultural lands are rezoned to prohibit future development dwellings. This rezoning would satisfy a condition for consent application B64-20.

INTRODUCTION

The property subject to the proposed amendment is described as Part Lot 4, Concession 2, (Maryborough), with a civic address of 8590 Concession 3. The proposal is a condition of a recent severance application on the property, B64-20. The proposed severed parcel is 0.89 ha (2.2 ac) and the retained parcel is 40.9 ha (101.1 ac) in size. The location of the property is shown on Figure 1.



Figure 1: Air Photo of Subject Property

PROPOSAL

The purpose of the application is to rezone the subject lands to restrict future residential development on the retained agricultural lot. This rezoning is a condition of severance application B64-20, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever the existing dwelling from the vacant agricultural parcel under the surplus farm dwelling policies.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is considered to be within a PRIME AGRICULTURAL area. Section 2.3.4.1(c) of the PPS provides consideration for the severance of a surplus residence, provided that new residential dwellings are prohibited on the remnant parcel of farmland.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURE and GREENLANDS. This application is required as a result of a severance application B64-20. Section 10.3.4 of the Official Plan implements the PPS and requires that the remnant parcel be rezoned to prohibit dwellings. The intention of this policy is to allow farmers to reduce their costs of acquiring additional farm parcels where the impact on existing and future farm operations can be kept to a minimum.

MAPLETON ZONING BY-LAW

The subject lands are zoned Agricultural (A). Permitted uses in the Agricultural zone include agricultural uses, single detached dwellings and accessory uses, buildings and structures. This zoning amendment will restrict any future residential development on the retained vacant agricultural parcel.

Draft Zoning By-law Amendment

A draft zoning by-law amendment has been prepared and attached to this report for Council’s consideration.

Respectfully submitted

County of Wellington Planning and Development Department



Asavari Jadhav, Junior Planner



Michelle Innocente, Senior Planner

**THE CORPORATION OF THE TOWNSHIP OF MAPLETON
BY-LAW NUMBER _____.**

**BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 2010-080
BEING THE ZONING BY-LAW FOR THE TOWNSHIP OF MAPLETON**

WHEREAS, the Council of the Corporation of the Township of Mapleton deems it necessary to amend By-law Number 2010-080; as amended pursuant to Section 34 of The Planning Act, R.S.O. 1990, as amended

NOW THEREFORE the Council of the Corporation of the Township of Mapleton enacts as follows:

1. THAT Schedule 'A' Map 1 to By-law 2010-080 is amended by changing the zoning on lands described as Part Lot 4, Concession 1 W (Maryborough) with a civic address of 8590 Concession 3, as shown on Schedule "A" attached to and forming part of this By-law from **Agricultural (A) to Agricultural Exception (A-31.7)**
2. THAT except as amended by this By-law, the land as shown on the attached Schedule 'A' shall be subject to all applicable regulations of Zoning By-law 2010-080, as amended.
3. THAT this By-law shall come into effect on the final passing thereof by the Council of Corporation of the Township of Mapleton, subject to compliance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

READ A FIRST AND SECOND TIME THIS _____ DAY OF _____, 2021

READ A THIRD TIME AND PASSED THIS _____ DAY OF _____, 2021

_____.

_____.

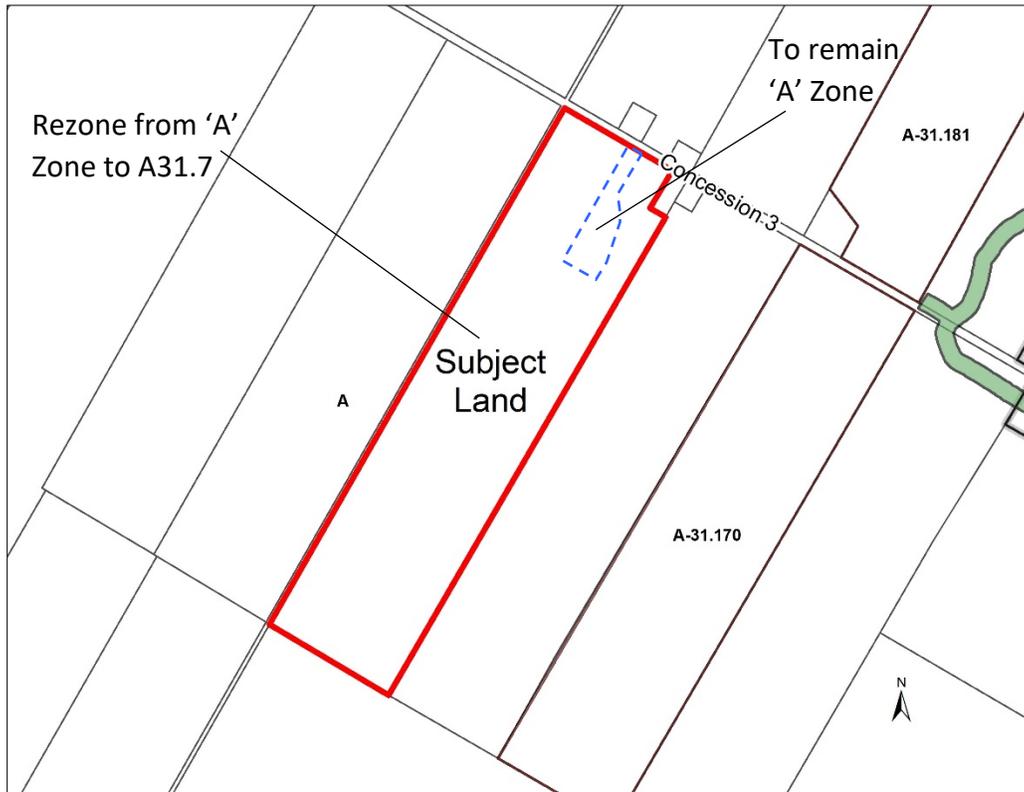
MAYOR

CLERK

THE TOWNSHIP OF MAPLETON

BY-LAW NO. _____.

Schedule "A"



Agricultural (A) to Agricultural Exception (A-31.7)

This is Schedule "A" to By-law _____.

Passed this ___ day of _____ 2021

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER _____.

THE LOCATION OF THE SUBJECT LANDS

The subject property is legally described as Part Lot 4, Concession 2 (Marybrough) with a civic address of 8590 Concession 3. The lands subject to the amendment are 40.9 ha (101.1 ac) in size and are currently zoned Agriculture (A).

THE PURPOSE AND EFFECT of the amendment is to rezone the subject lands to restrict future residential development on the retained agricultural parcel. This rezoning is a condition of severance application B64-20, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.89 ha (2.2 ac) parcel with an existing dwelling from the retained 40.9 ha (101.1ac) vacant agricultural parcel under the surplus farm dwelling policies.

Target - ~~Jan~~ Feb 9/2020

TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, Ontario N0G 1P0
Phone (519) 638-3313 / Fax (519) 638-5113

FOR OFFICE USE ONLY
DATE RECEIVED: Dec 21/2020
FILE NO. ZBA-2020-16

APPLICATION for ZONING BY-LAW AMENDMENT

1. Name of Owner(s) William + Michelle Parke

Address 8590 Concession 3 Listowel, ONT
Telephone Number _____ Fax Number 0
Email address _____

2. Applicant / Agent - If same as above, check here:
Name of Applicant: _____
Address _____
Telephone Number _____ Fax Number _____
Email address _____

Please check to whom all communications should be sent: Owner Applicant/Agent Both

3. Name of any mortgagees, charges or other encumbrances in respect of the subject land.

Addr _____

4. Description of the lands subject to this application:
Legal Description (lot and concession / Registered Plan and Lot Number):
part lot 4 / Con 2.
Further Legal Description (if applicable i.e. Reference Plan and Part Numbers):

Municipal Address (street or fire number): 8590 Concession 3

Please circle the appropriate measurement:
Frontage: 726.8 ft + or - feet / metres *drawing to from
Depth: 4400 ft + or - feet / metres Don McMillan *
Area: 100 + or - acres / hectares

5. Detail the rezoning of the subject lands that is being requested by this application:

100 acres of prime agricultural farmland.
Shares road allowance with lots 3 + 4 con-2.

6. Explain why the rezoning is being requested:

Severance has been approved to sever 100 acres
and residence and 2 acres.
The 100 acres is going to be sold to a bonafide
farmer.

7. If this application for rezoning is located in the rural area of the municipality please detail the Minimum Distance Separation requirements below and attach the completed calculation form to this application.

Proposed Structure: NA.
(i.e. new/addition to livestock facility, manure storage area, new/addition to dwelling)

Required Distance	Actual Distance
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

8. How is access provided to the subject lands:

- Provincial Highway
- Municipal Road (yearly maintenance)
- Right-of-way
- Other _____
- County Road
- Municipal Road (seasonal maintenance)
- Water (see next question)

If access to the land is by water only, detail the parking and docking facilities used and the approximate distance of these facilities from the subject land to the nearest public road.

NA.

9. Water is supplied to the subject property by the following:

- Publicly owned and operated piped water system
- Private well
- Communal well
- Lake or other water body
- Other no well

10. Sewage disposal is provided to the subject property by the following:

- Publicly owned and operated sewage disposal system
- Private septic system
- Communal septic system
- Privy
- Other none

11. Storm drainage is provided to the subject property by the following:

- Sewers
- Ditches
- Swales
- Other _____

12. Detail the existing use of the subject lands:

farming land.

13. How long has the above use continued on the subject lands? 30+ years

14. Detail all buildings or structures that are currently located on the subject lands (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

Type (building or structure)	<u>temporary hoop structure - *to be removed</u>
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	<u>NOV 2015 (permits obtained from Mapleton)</u>

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

If you require additional space for buildings, please detail the information on a separate sheet.

15. Detail the proposed use of the subject lands:

Farming

16. Are any buildings or structures proposed to be built on the subject lands? Please check one.

Yes No.

17. If Yes, please detail all proposed structures below (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

NA

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	

Dimensions or Floor Area	
--------------------------	--

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

18. What date did you acquire the subject lands? Dec 2008.

19. Current designation of the subject land in the County of Wellington Official Plan is:

Agricultural

20. How does the proposed zoning amendment application conform with the Official Plan?

It will continue as prime agricultural farmland.

21. How is the proposed zoning amendment application consistent with policy statements issued under subsection 3 (1) of the Planning Act?

It meets the conditions.

22. Is the subject land within an area of land designated under any provincial plans? (i.e Growth Plan, Greenbelt Plan, etc.)

Yes No.

If YES, how does the application conform or does not conflict with the provincial plans?

NA.

23. The current zoning of the subject land is:

agricultural.

24. Have the subject lands ever been subject to any of the following applications?

	YES	NO
Official Plan Amendment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Zoning By-law Amendment	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Minor Variance	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Severance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Plan of Subdivision	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Site Plan Control	<input type="checkbox"/>	<input checked="" type="checkbox"/>

If yes to any of the above, please provide the file number and status:

App# B64-20.

AUTHORIZATION OF AGENT (COMPLETE ONLY IF THE OWNER IS NOT THE APPLICANT)

I, ^{MP} William Parke hereby authorize _____

To act on my behalf in regard to the above application for Zoning By-law amendment.

Dated at the Township of Woolwich this 21st day of December, 2020.

Witness's Signature

Signature of Owner(s)

Witness's Signature

Signature of Owner(s)

AFFIDAVIT (To be completed by the Owner or agent if appointed above)

I, William Parke of the Listowel, ONT (Mapleton)
(Township / City)
In the County of Wellington do
(County/Region)

Solemnly declare that all statements contained in this application are true, and I, (we) make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act..

DECLARED before me at the Township of Woolwich in the Region
(Township/City) (County/Region)

of Waterloo, this 21st day of December, 2020

[Signature]

Signature of Applicant(s)
(Owner or Authorized Agent)

[Signature]

Signature of Applicant (s)
(Owner or Authorized Agent)

[Signature]

A Commissioner, etc

RE: Zoning Amendment application for comment regarding: Severance B64/20 Parke

Rick Richardson <RRichardson@mapleton.ca>

Wed 1/20/2021 10:12 AM

To: Michelle Brown <MBrown@Mapleton.ca>

Michelle,

The Fire Department have no issues with this application.



Rick Richardson

Fire Chief

Township of Mapleton
7275 Sideroad 16, Drayton, ON
519.638.3313 x 020

www.mapleton.ca



Zoning Amendment application ZBA2020-16 GRCA

Fred Natolochny <fnatolochny@grandriver.ca>

Fri 1/22/2021 9:11 AM

To: Michelle Brown <MBrown@Mapleton.ca>

The GRCA has no objection to the proposed Zoning Amendment.

ZBA2020-16 - Parke

Patty Wright <PWright@mapleton.ca>

Fri 1/29/2021 2:11 PM

To: Michelle Brown <MBrown@Mapleton.ca>; Larry Wheeler <LWheeler@mapleton.ca>

Good afternoon

The building department has no concerns in regard to the above noted application.

Patty

RE: Public Meeting Notice for Mapleton Zoning Application ZBA2020-16

Source Water <sourcewater@centrewellington.ca>

Mon 2/1/2021 3:38 PM

To: Michelle Brown <MBrown@Mapleton.ca>

Cc: Source Water <sourcewater@centrewellington.ca>

 1 attachments (620 KB)

WHPA_Map_Concession3_8590.pdf;

Hi Michelle,

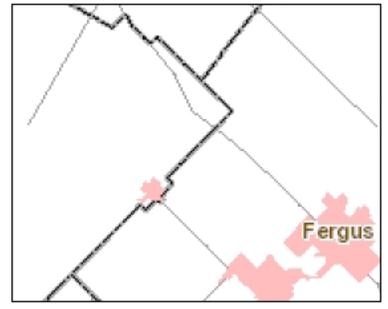
Thank you for providing the above referenced application for review. Since this property is **not** located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), the application can be screened out and it does not require a Section 59 notice under the *Clean Water Act*.

I have attached a map showing the property and Wellhead Protection Areas for your reference.

If you have any further questions regarding this application, or in the event of any technical problem with the email or attachments, please contact me.

Emily Vandermeulen | Risk Management Inspector / Source Protection Coordinator

Wellington Source Water Protection | 7444 Wellington Road 21, Elora, ON, N0B 1S0
519.846.9691 x365 | evandermeulen@centrewellington.ca | www.wellingtonwater.ca
Toll free: 1.844.383.9800



Legend

- Roads - Small Scale
 - Local Road
 - County Road
 - Highway
- Waterbodies
- Watercourses
- Urban Centres and Hamlets
- Municipalities
- Ontario - Urban Centres
- Ontario - Roads
 - Ontario Highway
 - Major Road
 - Local Road
- Ontario - Waterbodies
- Ontario - Municipalities
- Well Locations
- Wellhead Protection Area Boundary
 - A
 - B
 - C
 - D
- Vulnerability Score
 - 10
 - 8
 - 2, 4, 6 (A, B or C)
 - 2, 4, 6 (D)

1: 125,000



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.
 Produced using information under License with the Grand River Conservation Authority. Copyright © Grand River Conservation Authority, 2016.

Notes



NOTICE OF A PUBLIC MEETING FOR AN AMENDMENT TO THE MAPLETON ZONING BY-LAW AND NOTICE OF COMPLETE APPLICATION ZBA 2021-01

TAKE NOTICE that the Council of the Corporation of the Township of Mapleton has received a complete application to consider a proposed amendment to the Comprehensive Zoning By-law 2010-80, pursuant to Section 34 of the *Planning Act, R.S.O. 1990*, as amended.

PUBLIC MEETING

Mapleton Council will consider this application at their meeting scheduled for:

Tuesday, February 9, 2021 @ 7:00 p.m.
Via Zoom Video Conferencing

The public is invited to watch & participate in the virtual meeting:

HOW TO JOIN

Please click this URL to join. <https://us02web.zoom.us/j/3950649180>

Description: Mapleton Council Meeting

Or join by phone:

Dial: 1 647 558 0588 Webinar ID: 395 064 9180

Location of the Subject Land

The property subject to the proposed amendment is legally described as Part Lot 16 S, Concession 13 E, with a civic address of 7370 Wellington Rd 7. The property subject to the proposed amendment is approximately 1.36 ha (3.36 ac) in size and the location is shown on the map below.

The Purpose and Effect of the Application

The purpose and effect of the proposed amendment is to rezone the subject lands to prohibit a residential dwelling on the retained agricultural portion of the property, increase the total maximum floor area of all existing accessory buildings on the severed lands to 721 m² (7760.8 ft²) and to permit a home industry (storage of vehicles, RVs & trailers) in an existing barn. This rezoning is a condition of severance application B36/20, that was granted provisional approval by the Wellington County Land Division Committee. The consent will sever an approximate 1.36 ha (3.36 ac) rural residential parcel from the retained 19 ha (46.9 ac) agricultural parcel. Additional relief may be considered at this meeting.

Oral or Written Submissions

Any person or public body is entitled to attend the public meeting and make written or oral submissions in support of or in opposition to the proposed zoning by-law amendment. Written comments should be submitted to the Township Clerk at the address or email address shown below.

Please note the meeting is video and audio recorded, which will be uploaded to the Township's YouTube page. By requesting to participate in the Zoom meeting you are consenting to have your likeness and comments recorded and posted on YouTube.

Power of the Tribunal to Dismiss Appeals

If a person or public body would otherwise have an ability to appeal the decision of the Council of the Township of Mapleton to the Local Planning Appeal Tribunal but the person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Mapleton before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Township of Mapleton before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Local Planning Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Request for Notice of Decision

If you wish to be notified of the decision in respect of the proposed Township of Mapleton Zoning By-law Amendment, you must make a written request to the Clerk.

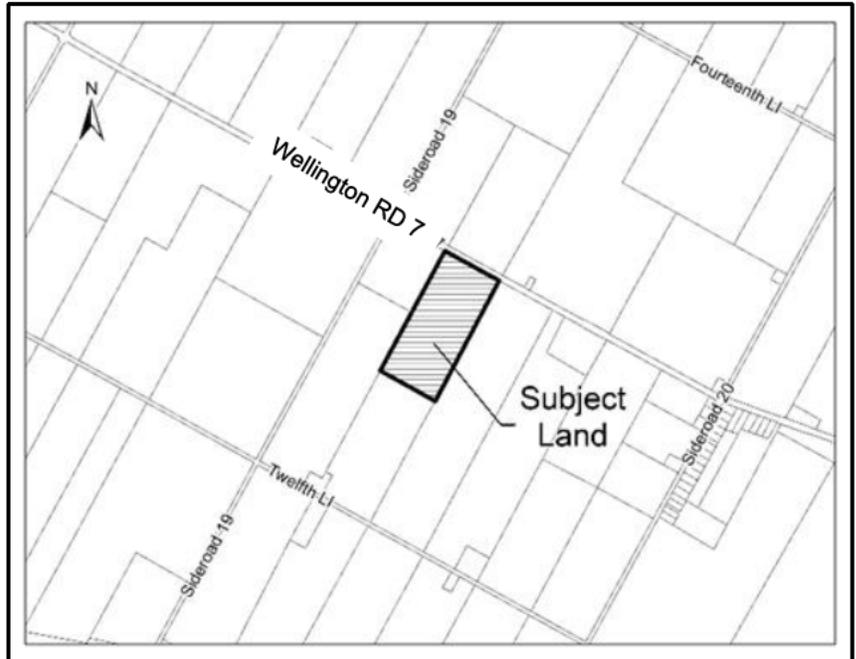
Additional Information

For more information regarding this application, including information about appeal rights, please contact the Clerk at the address or email provided below. O. Reg. 470/09, s. 2: 179/16, s. 2

Dated at the Township of Mapleton
This 20th day of January 2021.

Larry Wheeler, Clerk
Township of Mapleton
7275 Sideroad 16
Box 160
Drayton, ON. N0G 1P0
Phone: 519 638 3313 Ext.045
Fax: 519 638 5113

lwheeler@mapleton.ca





TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, ON. N0G 1P0
 Phone: 519.638.3313, Fax: 519.638.5113, TF: 1.800.385.7248

www.mapleton.ca

Staff Commenting Form

ZBA2021-01	<p>OWNER: Aileen & Teade Wiersma 7370 Wellington Rd 7 RR# 1 Alma ON N0B 1A0</p> <p>APPLICANT: Van Harten Surveying Inc. 423 Woolwich Guelph ON N1H 3X3</p>	<p>SUBJECT LAND: Part Lot 16 S, Concession 13 E (Peel)</p> <p>CIVIC ADDRESS: 7370 Wellington Rd 7 RR# 1 Alma ON N0B 1A0</p>
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Staff confirmed the following:

- Property owners and agencies were provided with the required Notice by prepaid first-class mail or by email on January 20, 2021.
- Proper postings were completed on January 20, 2021.
- Planning Report dated February 2, 2021 prepared by Planner Matthieu Daoust, received, and included in the agenda package.
- Fire Chief Rick Richardson comments dated January 20, 2021 indicating no concerns.
- GRCA comments dated January 22, 2021 state “no objection.”.
- CBO Patty Wright comments dated January 29, 2021 indicating no concerns.
- Wellington Source Water Protection – Risk Management Inspector Emily Vandermeulen comments dated February 1, 2021 states “the application can be screened out and it does not require a Section 59 notice under the *Clean Water Act*.”.
- Ratepayer: No concerns or letters of objection were received.

Prepared on February 2, 2021 by:

Michelle Brown, Clerk’s Assistant



**PLANNING REPORT
for the TOWNSHIP OF MAPLETON**

Prepared by the County of Wellington Planning and Development Department

DATE: February 2, 2021
TO: Manny Baron, C.A.O
Township of Mapleton
FROM: Matthieu Daoust, Planner
County of Wellington
SUBJECT: **Aileen & Teade Wiersma**
7370 Wellington Rd 7
Zoning By-law Amendment (ZBA 2021-01)

Planning Opinion

The proposal is to rezone a portion of the property to prohibit future residential development, recognize existing oversized accessory structures on the residential lot and to permit an offsite storage facility (storage of vehicles, RVs & trailers) as a new business. This rezoning is to satisfy conditions of consent application B36/20, which has been granted provisional consent by the Wellington County Land Division Committee for a surplus farm dwelling severance. The consent will sever a 1.36 ha (3.36 ac) rural residential parcel from the retained 19 ha (46.9 ac) agricultural parcel.

Under the PPS, the Official Plan and the Zoning By-law, on-farm diversified uses in a prime agricultural areas may be permitted provided that they are located on a farm and are subordinate to the principle use. This application would create a rural residential lot as a result of the proposed surplus farm dwelling severance and therefore an RV and classic car storage business located within the barn does not meet provincial and County policies.

Staff have no concerns with the zone amendment to prohibit the residential use and to permit the retention of some of the accessory structures on the residential lot. However the offsite storage business does not meet the policies of the Provincial Policy Statement (PPS) or the County Official Plan for permitted uses in the Prime Agricultural area.

INTRODUCTION

The property subject to the proposed amendment is described as Part Lot 16 S, Concession 13 E, with a civic address of 7370 Wellington Rd 7. The proposal is a condition of a recent consent application to sever a surplus farm dwelling (B36/20). The proposed severed parcel is 1.36 ha (3.36 ac) and the agricultural parcel is 19 ha (46.9 ac) in size. The location of the property is shown on Figure 1.

PROPOSAL

The purpose of this zoning amendment is to rezone the farm parcel (46.9 ac) to prohibit future residential development. This rezoning is

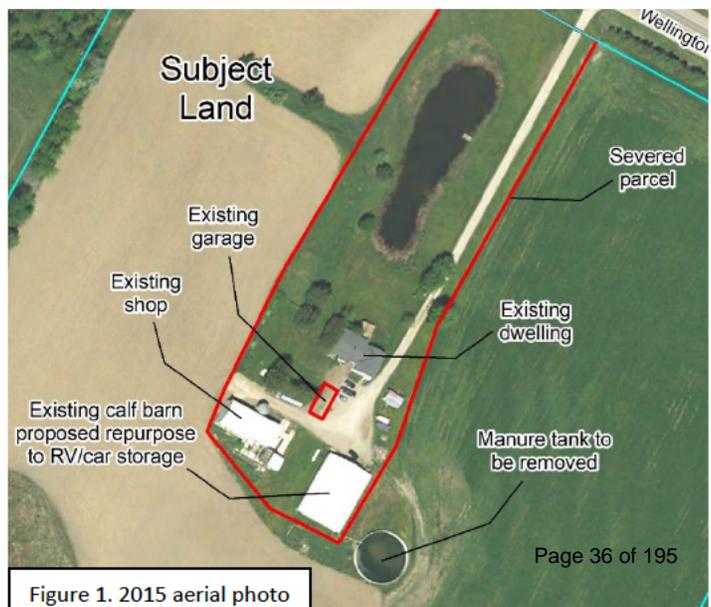


Figure 1. 2015 aerial photo

to satisfy conditions of consent application B36/20, which has been granted provisional consent by the Wellington County Land Division Committee. Additionally, the applicants are seeking to rezone the residential parcel (3.36 ac) to permit the total maximum floor area of all existing accessory structures to 721 m² (7,760.8 ft²) and to permit a new business; an offsite storage facility (storage of vehicles, RVs & trailers). The existing barn is proposed to be converted to accommodate the proposed off site storage business. The consent will sever a 1.36 ha (3.36 ac) rural residential parcel from the retained 19 ha (46.9 ac) agricultural parcel.

PROVINCIAL POLICY STATEMENT (PPS)

Rezoning is subject to the Provincial Policy Statement and decisions of a Council are required to be “consistent” with it (Section 4.2).

The subject property is located to be within a PRIME AGRICULTURAL area. Section 2.3.3.1 states that in Prime Agricultural areas, permitted uses and activities are: agricultural uses, agricultural related uses and on farm-diversified uses.

An on-farm diversified use is defined as follows: “means uses that are **secondary to the principal agricultural use of the property**, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products”.

The criteria further stipulates that on-farm diversified uses must be located on a farm property that is actively in agricultural use (under cultivation). The on-farm diversified use provisions in the PPS do not apply to small residential lots in the prime agricultural area. In this instance the off site storage business is proposed to be located on the residential parcel.

An agriculture-related uses is defined as follows: “means those **farm-related commercial** and farm-related industrial uses that are **directly related to farm operations in the area**, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity”. It should also be noted that the PPS specifically lists off season/site storage facilities as uses that would not be considered as agriculturally related uses by example.

The proposed vehicle storage business does not meet either criteria permitted within the prime agricultural areas as it is not located on a farm nor is it agricultural related for the purposes of the PPS.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURE and CORE GREENLANDS. Identified environmental features include a GRCA regulated wetland.

Under section 6.4.3 of the Plan, secondary uses including home businesses and farm businesses are permitted. Section 6.4.4 further outlines that home and farm businesses are secondary to the principal use of the property and are allowed as a means of supplementing farm incomes and providing services in the agricultural areas. The intent is that these businesses are located on a farm.

Taking into account also the Agriculture First policy of Section 6.4.2 which states that “As a general rule, land use activities that support agriculture will be encouraged and land use activities that do not support agriculture will be discouraged”, planning staff believe that the proposal for the storage business is not in keeping with the Official Plan .

ZONING BY-LAW

The subject lands are zoned Agricultural (A) and Natural Environment (NE).

The applicant is seeking relief for the maximum ground floor area of all accessory buildings on the severed parcel to be 721 m² (7,760.8 ft²) whereas Section 6.1.4b of the By-law permits a maximum ground floor area of 269.4 m² (2,900 ft²). The applicant has indicated the accessory structure which was previously used as a calf barn will cease operation. The stalls and farming infrastructure will be removed and the building is proposed to be used for the purpose of storing vehicles, RVs and trailers.

Lastly, the applicants are seeking relief from Section 6.14a of the Zoning By-law which permits home industries provided they are secondary to the main use on the lot and cannot be located on a lot of less than 10.1 ha (25 ac). Further, relief is sought for Section 6.14d which states that the maximum square footage of any or all buildings or structures used for a home industry shall not exceed 232.25 m² (2,500 ft²) of floor area.

The proposed amendment has three separate requests:

1. Restrict residential development on the farm parcel (46.9 ac). The aforementioned is a standard condition of any surplus farm dwelling severance application.
2. Relief to the maximum floor area for the following accessory structures.
 - a. Shop - 193 m² (2,077 ft²)
 - b. Garage – 107 m² (1,152 ft²)
 - c. Existing calf barn/proposed vehicle storage structure – 427 m² (4,596 ft²)
3. To permit a vehicle/trailer storage business on the residential parcel (3.36 ac).

A draft by-law will be provided following the public meeting and based on Council direction.

PLANNING DISCUSSION

Planning staff have no concerns with the request to rezone the farm lands to restrict residential and the retention of the existing shop and garage on the residential property, however we are not in a position to support the off site storage business or the retention of the barn on the subject property.

Home Industry

The PPS outlines an overarching list of permitted uses on Prime Agricultural land which includes agricultural uses, agricultural related uses and on farm diversified uses, none of which align with the applicant's proposal. The PPS specifically states that on-farm diversified uses provisions do not apply to small residential lots in the prime agricultural area. In this instance the off site storage business is proposed to be located on the residential parcel.

With respect to the application of the home industry provisions within the zoning by-law, the proposed business is not secondary to a farm, does not fall under the home industry permitted uses and does not meet the minimum lot requirements of 25 acres. Further, the proposed accessory structure floor area is almost three times the permitted 2,900 ft² size that would be permitted on a 3.36 ac lot.

Accessory Structures

Staff would recommend the retention of the garage and shop with a combined floor area of 300 m² (3229 ft²). The retention of the barn is not supported.

Accessory uses and associated buildings should be limited and controlled on small agricultural parcels or rural residential parcels. The Township by-law refers to rural residential lots as reduced agricultural lots and zones them agricultural. Given the agricultural nature of this community it is important to ensure that

farmland and farmers would be protected from potential land use conflicts with the introduction of new non farm uses.

The intent of the By-law is that the main use of these lots is residential with limited accessory uses. If the barn is retained on the non farm parcel there is potential for an intensive agricultural use. This is a sizeable farm building without the land base to support it. Staff do not consider the existing barn with an area of – 427 m² (4,596 ft²) to be accessory to a residential use.

Respectfully submitted

County of Wellington Planning and Development Department



Matthieu Daoust, MCIP RPP
Planner



Linda Redmond
Manager of Planning & Environment



LAND SURVEYORS and ENGINEERS

December 24, 2020

28160-20

Jeff.Buisman@vanharten.com

Township of Mapleton
7275 Sideroad 16
PO Box 160
Drayton, ON
N0G 1P0

Attention: Larry Wheeler, Municipal Clerk

Dear Mr. Wheeler,



**Re: Zoning By-Law Amendment & Sketch for Severance Application B36-20
7370 Wellington Road No. 7
Part of Lot 16, Concession 13
PIN 71444-0037
Geographic Township of Peel
Township of Mapleton**

Please find enclosed an application for a Zoning By-law Amendment on the above-mentioned property. Included with this submission are copies of the sketch, completed application form, the required deed and PIN Report and Map and a cheque of \$9,150.00 to the Township of Mapleton for the application fee.

Proposal

This Zoning By-law Amendment application is being made to meet the requirements of Severance Application B36-20 which was approved July 2020 subject to conditions. The application severed the surplus farm dwelling and accessory buildings from the large, agricultural farm parcel.

The severed parcel has an area of 1.36ha and contains an existing dwelling, garage, shop and calf barn and was configured around the buildings, driveway, hydro line, septic and natural features including a pond. The retained parcel has an area of 19ha and will remain vacant for continued agricultural use by the intended purchaser – Brian Martin.

The following zone change requests are being made to satisfy Conditions 6 & 7 of the approved severance application B36-20:

- A) To rezone the Retained Parcel from Agricultural to Site Specific Agricultural to prohibit a residential dwelling.**
- B) To rezone the Severed Parcel from Agricultural to Site Specific Agricultural:**
 - i) To permit the total maximum floor area of all existing accessory buildings to be 721m² instead of 269.4m² as required in Section 6.1.4.b) of the Zoning By-law.**

572 Weber Street North, Unit 7
Waterloo ON N2L 5C6
519-742-8371

Elmira, ON:
519-669-5070

423 Woolwich Street
Guelph, ON N1H 3X3
519-821-2763

660 Riddell Road, Unit 1
Orangeville, ON L9W 5G5
519-940-4110

Collingwood, ON:
249-499-8358

www.vanharten.com

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ii) To permit the storage of vehicles and RV's/ trailers in the "barn" as a Home Industry on a 1.3ha parcel versus a minimum 10.1 ha parcel.

The first request is for the retained parcel to prohibit a residential dwelling as this parcel is strictly for agricultural uses. This request is straightforward and a standard requirement of a surplus farm residence severance according to Section 10.3.4.f) of the County Official Plan. The zoning requirements are met for this parcel. The retained parcel is approximately 19ha which is under the 35ha area minimum; however, 19ha is permitted as outlined in Section 8.2.1.b) of the Zoning By-law which states that a new lot created by consent and which the parcel lacks area, the area shall be deemed to comply with the lot area regulations.

The second zoning request for the Accessory Buildings on the Severed Parcel requires more consideration and includes two components: the first being the combined area of the accessory buildings and the second to allow the storage of RV's, trailers and vintage cars in the calf barn. Both are discussed below in further detail.

Area of Accessory Buildings:

The severed parcel has an area of 1.36ha and includes a dwelling, garage, shop, calf barn and an old garage (which is to be removed). The area of the garage is 107m², the shop is 193m² and the barn is 421m², with a combined total ground floor area of 721m² and a total lot coverage of accessory buildings at 5.3%. The maximum area for accessory buildings, as presented in Section 6.1.4.b) of the Zoning By-law, is to be 269.4m². The lot coverage of accessory buildings shall not exceed 10% of the lot area. Therefore, the maximum building size for accessory buildings is not met, but the lot coverage requirement is met.

The garage was recently constructed, and the shop was renovated within the last 10 years. The combined area of these two buildings is 300m² which is slightly over the maximum of 269.4m². The property owners, Ted and Aileen Wiersma, would like to retain them with the severed parcel as they are in excellent condition and essential to the severed parcel. Allowing these two buildings to remain with the severed parcel is very reasonable. Considering the lot size of 1.36ha, the two buildings only account for 2.2% lot coverage which is quite small.

The calf barn has an area of 427m² and has existed for around 20 years. The barn is currently being used as a calf operation, but this will cease shortly as part of this Surplus Farm Residence Severance. The stalls, fans and infrastructure for calf operations will be removed which leaves a very solid and valuable building for an alternative use. The Wiersma's would hate to remove a very practical building and they also see an opportunity for the storage of Storage of RV's, Trailers and Vehicles. Keeping the barn will increase the total area of accessory buildings to 721m² instead of 269.4m². Notwithstanding the difference, it is appropriate to consider this building's potential to meet a demand for storage that is suited to agricultural parcels.

The Wiersma's completed some preliminary market research via Facebook for storage of this nature and found that there was significant demand for this use. The storage of RV's and trailers is commonly done in more rural environments where land is relatively less expensive than urban areas. Rural properties have the space to accommodate larger vehicles and therefore can charge lower rates than in urban areas. The public often sees RV storage around the buildings of a rural parcel.

Some might consider the outdoor storage of RV vehicles an eye sore or not appropriate in rural areas. Therefore, in this case, the request is to allow only indoor storage and no outside storage of RV vehicles. The Wiersma's estimate that the calf barn can store up to 15 RV trailers or 30 classic cars.

The subject property is located along Wellington Road 7 and with Sideroad 19 nearby and agricultural properties abutting the parcel. This is a rural setting on a relatively major road. The traffic impact of the proposed storage business will be negligible as potential customers will visit the property twice a year – once to drop off and months later to pick up their trailer/vehicle. There will be no negative impact to the agricultural parcels abutting or in this area.

We feel that this small business activity provides a good opportunity to cater to the ongoing demand of storing trailers and vehicles. The proposal makes use of an existing building that is relatively new (20± years) and in great condition.

Zoning, Official Plan and Provincial Policy Statement:

The severed parcel was created in accordance with the County of Wellington Official Plan and Provincial Policy Statement (PPS) for a *residence surplus to a farming operation as the result of farm consolidation*. The severed parcel was configured around the existing buildings, driveway, hydro line, septic, well and natural features including a pond. The severed parcel is asymmetrical as the intention is to follow the driveway, buildings and natural features and keep the severance as small as possible. A small portion of field is included on the north-western boundary so that the necessary zoning and OBC side yard requirements for the building and septic can be met. The manure storage on the retained parcel will be removed and this area will be converted back to farm field. The retained parcel is 19ha and will be used as part of the large-scale farming operation by the intended purchaser – Brian Martin.

We reviewed and evaluated the Township Zoning By-law, County of Wellington Official Plan and the Provincial Policy Statement (PPS) and it is difficult to find appropriate references to the business of RV and vehicle storage in rural areas. A primary theme of the policies is "Agricultural First" and that any other permitted use should not have a negative impact on agriculture. This is one of the reasons that severances for new rural residential parcels are not permitted in Primary Agricultural Areas such as this one.

Provincial Policy Statement:

During our evaluation we reviewed Section 1.1.4 of the Provincial Policy Statement which focuses on Rural Areas and the importance of the economic success of these areas including prime agricultural areas which is what the subject property is designated. Section 1.1.4.1 lists what healthy and integrated rural areas should be supported by and we feel the following three criteria relate to the subject property and proposed use:

Healthy, integrated and viable rural areas should be supported by:

- a) *Building upon rural character, and leveraging rural amenities and assets;*
- f) *Promoting diversification of the economic base and employment opportunities through goods and services, including value-added products and sustainable management or use of resources; and*
- i) *Providing opportunities for economic activities in prime agricultural areas, in accordance with policy 2.3.*

Section 2.3.6.1 of the PPS looks at Non-Agricultural Uses in Prime Agricultural Areas and it states that Planning may only permit non-agricultural uses in prime agricultural areas for:

- a) *Limited non-residential uses, provided that all of the following are demonstrated:*
 - 1. *the land does not compromise a specialty crop area; **the farm is not considered a specialty crop area. In addition, the farmland was excluded from the surplus farm residence.***
 - 2. *the proposed use complies with the minimum distance separation formulae; **the pens and stalls are to be removed from the existing barn and the manure tank on the retained parcel is to be removed. No barn is planned or expected on the retained lands and other barns in the area are too far away. MDS is not a concern.***
 - 3. *there is an identified need within the planning horizon provided for in policy 1.1.2 for additional land to accommodate the proposed use; **the proposed use provides an alternative land use within the prime agricultural designation which adheres to policy 1.1.2 of the PPS.***
 - 4. *alternative locations have been evaluated, and*
 - i. ***there are no reasonable alternative locations which avoid prime agricultural areas; and***
 - ii. ***there are no reasonable alternative locations in prime agricultural areas with lower priority agricultural lands.***

After reviewing the list above, it is our understanding that the proposed RV and Trailer Storage in the barn adheres to the above noted criteria for non-residential uses in prime agricultural areas. In regard to item 4) *alternative locations* – we feel as though there are no reasonable alternative locations as the barn currently exists and relocation of the existing building is not possible, therefore an alternative location is not feasible.

Official Plan:

After reviewing the County of Wellington Official Plan, we feel that this proposal for the storage of RV's, Trailers and Cars is supported as a Home Business. Section 4.2.6 of the Official Plan outlines Home Businesses and it states that the County supports the trends towards more home-based businesses and will facilitate new home businesses. Home Businesses in the Urban System are to be small in size and normally restricted to the occupants of the property and oriented towards providing services rather than retail. In the Rural System, it states that home businesses similar to those allowed in the Urban System are encouraged and the following may be considered:

- *home industries which are small in scale with limited employees, and minimal off-site impact.*

This proposal meets the requirements for both Urban System home businesses and Rural System home businesses. The proposal is for a small-scale business activity which will be restricted to the owners of the property, no additional “employees” are required, the business will be limited to inside the barn and there will be little to no impacts on the adjacent properties / traffic concerns. The customers would only need to visit the property approximately two times per year to drop-off and pick-up their RV or car.

Section 6.4.4 of the Official Plan discusses Home Business and Farm Businesses in detail. It states that “home businesses are home occupations and home industries that are secondary to the principal use” and that home industries are small in scale, have limited employees and have minimal off-site impacts. Although “RV, Trailers and Car Storage” is not listed as an example of a home industry, we feel as through the proposed use adheres to the outlined policies and provides a great opportunity to utilize the existing building while providing a small-scale activity where no employees are required, and the off-site impacts are low.

Zoning By-law:

The list of permitted uses in Agricultural areas in the Township of Mapleton Zoning By-law are presented in Section 8.1 and include those listed below. None of them clearly identify outdoor storage of RV vehicles, but further review of Home Industry in Section 6.14 is a possibility.

8.1 PERMITTED USES

- a. *Agricultural uses, buildings and structures*
- b. *A Single detached residential dwelling accessory to a farm*
- c. *Conversion of a single detached residential dwelling for one additional residential dwelling unit in accordance with Section 6.29*
- d. *Bed and Breakfast Establishment (Class 2) in accordance with Section 6.2*
- e. *Group Home in accordance with Section 6.13*
- f. *Home Occupation in accordance with Section 6.15*
- g. *Home Industry in accordance with Section 6.14*
- h. *Wayside Pits*
- i. *Wayside Quarries*
- j. *Temporary Portable Asphalt Plant*
- k. *Legally established existing uses, buildings and structures*
- l. *Recreational Trails operated by a Public Agency*
- m. *Accessory uses, buildings and structures to the above permitted uses*
- n. *Second Residential Dwelling in accordance with Section 8.4*

Section 6.14 allows for a Home Industry on parcels larger than 10.1ha as long as it is secondary to the primary use of agriculture. The list of uses expected for a Home Industry include more of small repair or manufacturing business such as a carpentry or welding shop. The building size is limited to 232m² and outdoor storage is permitted in accordance with Section 6.26. This does not seem to include the activity of storing RVs or historic cars but there could be an interpretation that a Home Industry does permit RV storage. RV Storage is much more of an ancillary use compared to a full-time business of carpentry shop or welding shop.

The provision of a Home Industry Use on agricultural parcels provides the opportunity for farmers to have a business while allowing them to continue to be farmers when the agricultural income is not quite enough or to have a business in the seasons when agricultural activity is low. The building size restriction seems to imply that the Township does not want these businesses to become large enterprises. The larger businesses should be directed to the more industrial areas of the Township. The Home Industry is intended to be secondary to agriculture.

We suggest that indoor RV Storage should be considered differently than a typical Home Industry on a farm. The RV storage business is not a large revenue generator and does not have full time activity such as a carpentry shop. We suggest that allowing indoor RV and vehicle storage in this "surplus" building is a practical and reasonable use that is complimentary to the surrounding agricultural area and the rural residential parcel being created. There is no negative impact on agriculture activity, and it allows for an opportunity to meet local demand for such storage.

This zone change is asking for this relatively small Home Industry to operate on this 1.3 ha parcel versus a minimum 10.1 ha parcel.

Summary:

In summary, this zone change application is asking for two straightforward requests of:

- Retained lands to be zoned to not allow a residence.
- The garage and shop to stay with an area of 300m² instead of 269.4m².

The third request is to allow the "calf barn" to stay and be used for the in-door storage of RV's, trailers, and classic cars as a Home Industry on a smaller rural parcel. This request is merited on being practical, not in conflict with agricultural activity in the area, and providing an opportunity to meet an ongoing demand for this type of storage in Mapleton.

Please call me if you or the Planning Staff have any questions.

Very truly yours,
Van Harten Surveying Inc.



Jeffrey E. Buisman B.E.S, B.Sc.
Ontario Land Surveyor

cc Aileen & Ted Wiersma

TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, Ontario N0G 1P0
Phone (519) 638-3313 / Fax (519) 638-5113

FOR OFFICE USE ONLY

DATE RECEIVED: _____

FILE NO. _____

APPLICATION for ZONING BY-LAW AMENDMENT

1. Name of Owner(s) Aileen Shirley Anne WIERSMA & Teade WIERSMA

Address 7370 Wellington Road No 7, RR#1, Alma, ON, N0B 1A0

Telephone Number _____ Fax Number _____

Email address _____

2. Applicant / Agent - If same as above, check here:

Name of Applicant: Jeff Buisman of Van Harten Surveying Inc.

Address 423 Woolwich Street, Guelph, ON, N1H 3X3

Telephone Number 519-821-2763 ext. 225 Fax Number 519-821-2770

Email address jeff.buisman@vanharten.com

Please check to whom all communications should be sent: Owner Applicant/Agent Both

3. Name of any mortgagees, charges or other encumbrances in respect of the subject land.

Address: _____

4. Description of the lands subject to this application:

Legal Description (lot and concession / Registered Plan and Lot Number):

Part of Lot 16, Concession 13 as in INST No. RON61905

Further Legal Description (if applicable i.e. Reference Plan and Part Numbers):

Municipal Address (street or fire number): 7370 Wellington Road 7, Alma

Please circle the appropriate measurement:

Severed Parcel:

Frontage: 56±m feet / metres

Depth: 223±m feet / metres

Area: 1.36±ha acres / hectares

Retained Parcel:

Frontage: 255±m

Depth: 660±m

Area: 19.0±ha

10. Sewage disposal is provided to the subject property by the following:

- Publicly owned and operated sewage disposal system
- Private septic system
- Communal septic system
- Privy
- Other _____

11. Storm drainage is provided to the subject property by the following:

- Sewers
- Ditches
- Swales
- Other _____

12. Detail the existing use of the subject lands:

Agricultural

13. How long has the above use continued on the subject lands? Many Years

14. Detail all buildings or structures that are currently located on the subject lands (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

See sketch for more details

Type (building or structure)	Shop
Setback from Front Lot Line	5±m
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	193m²
Date Constructed	Recently renovated

Type (building or structure)	Calf Barn - to be converted to Storage Barn
Setback from Front Lot Line	
Setback from Rear Lot Line	5±m
Setback from Side Lot Lines	5±m
Height of Building	
Dimensions or Floor Area	427m²
Date Constructed	2003±

Type (building or structure)	Garage
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	107m²
Date Constructed	2019

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type (building or structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

If you require additional space for buildings, please detail the information on a separate sheet.

15. Detail the proposed use of the subject lands:

Proposed Use of Severed Parcel: Rural Residential

Proposed Use of Retained Parcel: Agricultural

16. Are any buildings or structures proposed to be built on the subject lands? Please check one.

Yes

No.

Accessory buildings currently exist and no new buildings are proposed.

17. If Yes, please detail all proposed structures below (this information may be supplied on a site plan drawn to scale of the property locating all existing and proposed structures). Please advise whether measurements are imperial or metric.

Type (proposed structure)	N/A
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	

Dimensions or Floor Area	
--------------------------	--

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

Type (proposed structure)	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	

18. What date did you acquire the subject lands? July 2003

19. Current designation of the subject land in the County of Wellington Official Plan is:
Prime Agricultural and Core Greenlands

20. How does the proposed zoning amendment application conform with the Official Plan?

The subject property is designated as Prime Agricultural and Core Greenlands in the Official Plan and the severance followed the guidelines set out in Section 10.3.4 for surplus farm residence severances and the zone change is listed as a requirement of the severance.

21. How is the proposed zoning amendment application consistent with policy statements issued under subsection 3 (1) of the Planning Act?

The application is consistent with Section 2.3.4.2 (c) of the PPS as the surplus residence severance is permitted as a result of farm consolidation. A zone change is required to prohibit a residence on the retained farm parcel with special provisions.

22. Is the subject land within an area of land designated under any provincial plans? (i.e Growth Plan, Greenbelt Plan, etc.)

Yes No.

If YES, how does the application conform or does not conflict with the provincial plans?

The Natural Heritage System mapping indicates that there is a wetland area on the retained (farm) parcel, however the severance is far removed from that area and no development is proposed.

23. The current zoning of the subject land is:

Agricultural and Natural Environment

24. Have the subject lands ever been subject to any of the following applications?

	YES	NO
Official Plan Amendment	<input type="checkbox"/>	<input type="checkbox"/>
Zoning By-law Amendment	<input type="checkbox"/>	<input type="checkbox"/>
Minor Variance	<input type="checkbox"/>	<input type="checkbox"/>
Severance	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan Control	<input type="checkbox"/>	<input type="checkbox"/>

If yes to any of the above, please provide the file number and status:

Severance Application B36-20 has been approved by the County of

Wellington Land Division Committee subject to conditions

AUTHORIZATION OF AGENT (COMPLETE ONLY IF THE OWNER IS NOT THE APPLICANT)

I, Aileen Shirley Anne WIERSMA & Teade WIERSMA hereby authorize Jeff Buisman of Van Harten Surveying Inc.

To act on my behalf in regard to the above application for Zoning By-law amendment.

Dated at the Township of Mapleton this 19 day of August, 2020.

Witness's Signature

[Signature]

Signature of Owner(s)

Witness's Signature

Aileen Wiersma

Signature of Owner(s)

AFFIDAVIT (To be completed by the Owner or agent if appointed above)

I, Jeff Buisman of Van Harten Surveying Inc. of the City of Guelph
(Township / City)

In the County of Wellington do
(County/Region)

Solemnly declare that all statements contained in this application are true, and I, (we) make this solemn declaration conscientiously believing it to be true, and knowing that it is of the same force and effect as if made under oath and by virtue of the Canada Evidence Act..

DECLARED before me at the City of Guelph in the County
(Township/City) (County/Region)

of Wellington, this 24 day of December, 2020.

[Signature]

Signature of Applicant(s)
(Owner or Authorized Agent)

Signature of Applicant (s)
(Owner or Authorized Agent)

[Signature]

A Commissioner, etc

Jamer [Signature] [Signature],
a Commissioner,
Province of Ontario,
for Van Harten Surveying Inc.
Expires May 11, 2021.

RE: Zoning Amendment ZBA 2021-01 Application for Comment re: Severance Application B63/20

Rick Richardson <RRichardson@mapleton.ca>

Wed 1/20/2021 10:13 AM

To: Michelle Brown <MBrown@Mapleton.ca>

Michelle,

The Fire department have no issues with this application.



Rick Richardson
Fire Chief

Township of Mapleton
7275 Sideroad 16, Drayton, ON
519.638.3313 x 020

www.mapleton.ca   

Zoning Amendment ZBA 2021-01 GRCA

Fred Natolochny <fnatolochny@grandriver.ca>

Fri 1/22/2021 9:16 AM

To: Michelle Brown <MBrown@Mapleton.ca>

The GRCA has no objection to the proposed Zoning Amendment.

ZBA 2021-01 - Wiersma

Patty Wright <PWright@mapleton.ca>

Fri 1/29/2021 2:11 PM

To: Michelle Brown <MBrown@Mapleton.ca>; Larry Wheeler <LWheeler@mapleton.ca>

Good afternoon

The building department has no concerns in regard to the above noted application.

Patty

RE: Public Meeting Notice for Mapleton Zoning Application ZBA2021-01

Source Water <sourcewater@centrewellington.ca>

Mon 2/1/2021 3:37 PM

To: Michelle Brown <MBrown@Mapleton.ca>

Cc: Source Water <sourcewater@centrewellington.ca>

 1 attachments (635 KB)

WHPA_Map_Wellington7_7370.pdf;

Hi Michelle,

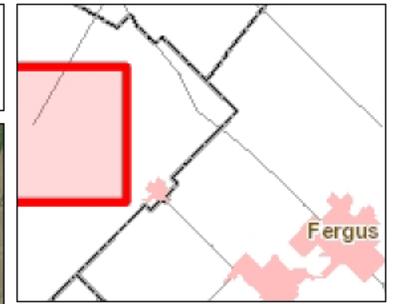
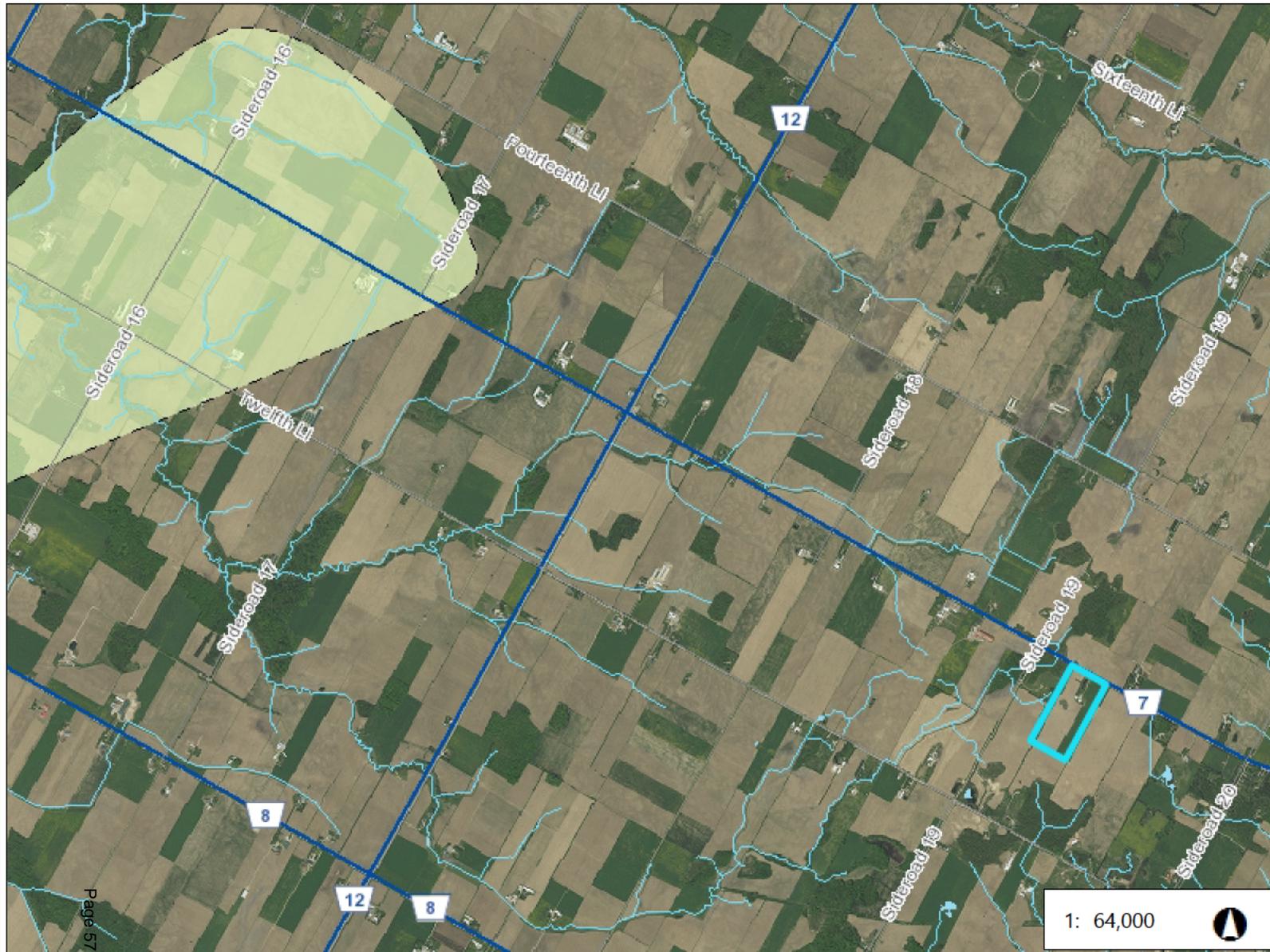
Thank you for providing the above referenced application for review. Since this property is **not** located in a vulnerable area (wellhead protection area, issues contributing area, intake protection zone etc.), the application can be screened out and it does not require a Section 59 notice under the *Clean Water Act*.

I have attached a map showing the property and Wellhead Protection Areas for your reference.

If you have any further questions regarding this application, or in the event of any technical problem with the email or attachments, please contact me.

Emily Vandermeulen | Risk Management Inspector / Source Protection Coordinator

Wellington Source Water Protection | 7444 Wellington Road 21, Elora, ON, N0B 1S0
519.846.9691 x365 | evandermeulen@centrewellington.ca | www.wellingtonwater.ca
Toll free: 1.844.383.9800



Legend

- Roads - Small Scale
 - Local Road
 - County Road
 - Highway
- Waterbodies
 - Watercourses
 - Ontario - Waterbodies
- Ontario - Municipalities
- Well Locations
- Wellhead Protection Area Bou
 - A
 - B
 - C
 - D
- Vulnerability Score
 - 10
 - 8
 - 2, 4, 6 (A, B or C)
 - 2, 4, 6 (D)
- RoadsLookup

1: 64,000



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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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Notes



PLANNING REPORT for the TOWNSHIP OF MAPLETON

Prepared by the County of Wellington Planning and Development Department

DATE: January 18, 2021
TO: Manny Baron, C.A.O.
Township of Mapleton
FROM: Linda Redmond, Manager of Planning & Environment
County of Wellington
SUBJECT: **Wellingdale Construction Ltd.**
Faith Drive, Drayton
Part of Block 51, Plan 61M-74
Parts 13-26 RP 61R-10895
Part Lot Control Exemption

In September 2017, a By-law was enacted by the Township to remove part lot control on the above noted Block. The purpose of this proposed Part Lot Control exemption was to permit the division of part of Block 51 in the Mapleton Ridge subdivision (61M-74) on Faith Drive in Drayton, into 14 single detached residential lots. Pursuant to the Planning Act the by-law is going to expire later in 2021 and the owner would like to extend it. At this point the application is to extend the part lot control exemption for an additional 3 year time period.



Figure 1. Location map showing proposed lots

The subject lands are designated Residential in the Official Plan and are zoned Residential R1C. The resultant lots also have sufficient lot area and frontage to meet the requirements of the zoning by-law. Under the Residential (R1C) Zone, the minimum lot area requirement is 465 m² (5005.4 ft²), and the minimum lot frontage is 15.0 m (49.2 ft.). Dwelling types are limited to single detached units.

The proposed division of land is consistent with Provincial Policy and would conform to the applicable policies of the County Official Plan.

The full description of the parcels and corresponding by-law is attached for Councils consideration.

Attached is an overview of Part Lot Control Exemption for Councils information

Respectfully submitted
County of Wellington Planning and Development Department



Linda Redmond
Manager of Planning & Environment

What is Part Lot Control

Once a plan of subdivision has been approved under the Planning Act and registered, landowner may sell any complete lot or block on that registered plan. However, the landowner may not sell a part or piece of the lot or block without further consent under the Planning Act. This is referred to as part lot control and has the effect of preventing any division of land in a registered plan without further approvals.

What are the Effects of Removing Part Lot Control

The Planning Act permits a municipality to pass a by-law to remove part lot control from all or part of a registered plan of subdivision. Such a by-law would have the effect of allowing the conveyance of a portion of a lot without requiring the approval of the Land Division Committee. In other words, by lifting part lot control, certain desirable transactions or changes to a plan of subdivision can be allowed to occur expeditiously. Part lot control can be removed only from plans of subdivision which are registered plans within the meaning of the Planning Act.

A property owner may sell a whole lot or block within a registered plan of subdivision, even though the landowner may own abutting lots. Section 50(28) of the Planning Act, R.S.O. 1990, c.P13, requires that part of a lot on a registered plan of subdivision cannot be transferred without the approval of the municipality. Part-lot control has the effect of preventing the division of land in a registered plan, other than that allowed for in the approved plan of subdivision, without further approvals.

When is exempting land from part-lot control appropriate

1. Exemption from part-lot control is appropriate when a number of land transactions are involved, but the resulting changes will not affect the nature or character of the subdivision. For example, exemption from part-lot control is commonly used to facilitate the development of industrial subdivisions, where large blocks are further subdivided to accommodate the needs of purchasers. Often in such plans, large blocks of land are registered before any industries have bought land in the subdivision. Since industries have different land use requirements, it is common to find that the proposed lotting does not meet their specific requirements. Approval of some lot changes may be obtained through the Consent (Land Division Committee), however, it may be more appropriate for the municipality to remove part lot control from all or part of the industrial subdivision.
2. Exemption from part-lot control is also used for semi-detached and townhouse developments since individual semi-detached or townhouse lots are not normally indicated on a registered plan of subdivision. This approach is used because of the difficulty the builder would have in ensuring that the common centre wall between two dwelling units was constructed exactly on the property line. Once the foundation is constructed the precise dividing line for the lots can be determined. Reference plans can then be prepared by an Ontario Land Surveyor to describe the property belonging to each unit.

By removing part lot control, the municipality would allow the sale of the individual semi-detached or townhouse lots without consent even though such lots would constitute only parts of lots or blocks on the registered plan. The reference plan description of the relevant part of the lot would be included in the deed which would be registered when the land was sold as part of the legal land transaction. When all properties had been sold and the deeds registered, the part lot control by-law could then be repealed or in this case the by-law will automatically expire. The new part lots could subsequently be resold provided that they were in separate ownership.



TOWNSHIP OF MAPLETON

7275 Sideroad 16, P.O. Box 160, Drayton, ON N0G 1P0
Phone: 519.638.3313, Fax: 519.638.5113, TF: 1.800.385.7248
www.mapleton.ca

CONSENT APPLICATION SUMMARY LAND DIVISION FILE NO. B1-21 PREPARED ON FEBRUARY 3, 2021

APPLICANT

Harry & Pamela Donkersgoed
48 Main St. W
PO Box 197
Drayton ON N0G 1 PO

LOCATION OF SUBJECT LANDS

Township of Mapleton (Drayton)
Part Lot 18
Concession 11

RECOMMENDATION:

THAT Township of Mapleton support Consent Application B1-21 as presented for lands described as Part Lot 18, Concession 11, (Drayton) with the following conditions:

- THAT the Owner satisfy all the requirements of the local municipality, financial and otherwise for the proper and orderly development of the subject lands, including but not limited to outstanding taxes;
 - THAT Payment be made of the fee of \$266 (or whatever fee is applicable at the time of clearance under the Fees and Charges By-law) for a letter of clearance;
 - THAT a Parkland dedication fee be paid (\$1,400 in 2021);
 - THAT driveway access can be provided to the satisfaction of the Township of Mapleton;
 - THAT servicing can be accommodated on the severed and retained lands to the satisfaction of the Township of Mapleton;
 - THAT the applicant provides a Municipal Drain reapportionment or mutual agreement as determined by the Drainage Superintendent, as per the applicable the Township's fees and charges by-law;
 - THAT a copy of the deposited Reference Plan be submitted to the Township (hard copy and digital file);
- AND FURTHER THAT Council authorizes the Municipal Clerk to file with the Secretary-Treasurer of the Planning and Land Division Committee at the County of Wellington, a letter of clearance of these conditions on completion of same.

BACKGROUND:

The Township received from the Secretary-Treasurer of the County of Wellington Planning and Land Division Committee a Notice of An Application for Consent dated January 05, 2021 for the above noted file.

Clerk's Department Staff confirmed the following:

- Staff (including, CBO, Director of Finance, Director of Public Works, and Fire Chief) were provided with the required notice by hand delivered hard copy or by emailed PDF on January 22, 2021

The following staff comments were received:

- CBO, Patty Wright, Township of Mapleton, comments received January 25, 2021 stating:
 - The zoning of the subject lands is appropriate for the proposed use.
 - The servicing has been addressed A2020-007.
 - The project is site plan control applicable. zoning relief will be required.
- Director of Public Works, Sam Mattina, comments received February 2, 2021 stated no issues.

Additional comments were received from:

- County of Wellington Planning and Development Department - Planner Mattieu Daoust, planning report dated February 1, 2021

Prepared by
Larry Wheeler
Municipal Clerk

Reviewed by
Manny Baron
C.A.O.

Attach A – Planner comments dated February 1, 2021

Attach B – Application B1-21

Attach C – Building Department comments dated January 25, 2021

Attach D – Public Works Department comments dated February 2, 2021



Application	B1/21
Location	Part Lot 18, Concession 11 TOWNSHIP OF MAPLETON
Applicant/Owner	Harry & Pamela Donkersgoed

PRELIMINARY PLANNING OPINION: This application would sever a 17.12 ha (42 ac) vacant lot within the urban area of Drayton. A 3.48 ha (8.6 ac) residential and commercial lot would be retained with the intent of developing both uses in the future.

Through discussions, staff have confirmed the applicants will be purchasing the parcel municipally known as 51 Drayton Industrial Dr from the Township to achieve frontage and road access.

This application is consistent with Provincial Policy and would generally conform to the Official Plan. We have no concerns provided the following matters are addressed as conditions of approval:

- a) That driveway access can be provided to the severed lands to the satisfaction of the appropriate road authority;
- b) That servicing can be accommodated on the severed and retained lands to the satisfaction of the local municipality;

A PLACE TO GROW: Section 2.2.2.1 i) and 2.2.6 of the Growth Plan also identify the need for “providing opportunities for a diversified economic base” and “a range and choice of suitable sites for employment uses...”.

PROVINCIAL POLICY STATEMENT (PPS): Under section 1.3.1 “Planning authorities shall promote economic development and competitiveness by: a) providing for an appropriate mix and range of employment and institutional uses to meet long term needs; b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses...”

WELLINGTON COUNTY OFFICIAL PLAN: The subject property is designated INDUSTRIAL and located within the Drayton Urban Centre. The site is also subject to a special policy area Cherry/Donkersgoed Industrial Area (PA4-3). The special policy area outlines that said lands will have a Holding Symbol until such time that adequate road access and sewer capacity is available.

The matters under Section 10.1.3 were also considered, including “a) that any new lots will be consistent with official plan policies and zoning regulations.”, b) “that all lots can be adequately serviced with water, sewage disposal...”; and p) “that provincial legislation and policies are met...”.

WELL HEAD PROTECTION AREA: The subject property is not located within Well Head Protection Area.

LOCAL ZONING BY-LAW: The proposed severed lands are zoned GENERAL INDUSTRIAL (M-2(H)). The retained lands appear to meet the lot frontage and setback requirements in the By-law. The severed parcel does not meet the minimum lot frontage requirements.

SITE VISIT INFORMATION: The subject property was visited and photographed on January 29, 2021. Notice Cards were posted, and the survey sketch appears to meet the application requirements.

Matthieu Daoust MCIP RPP
 Planner
 February 1, 2021

NOTICE OF AN APPLICATION FOR CONSENT

Ontario Planning Act, Section 53(4)

The County of Wellington Planning and Land Division Committee requests your written comments on this application for consent.

APPLICATION SUBMITTED ON: January 05, 2021

FILE NO. B1-21

APPLICANT

Harry & Pamela Donkersgoed
48 Main St. W
PO Box 197
Drayton ON N0G 1P0

LOCATION OF SUBJECT LANDS

Township of Mapleton (Drayton)
Part Lot 18
Concession 11

Proposed severance is 17.124 hectares with no frontage, existing vacant land for proposed manufacturing facility.

Retained parcel is 3.48 hectares with 23.92m frontage, existing and proposed residential & commercial use with existing dwelling and commercial buildings.

**IF YOU WISH TO SUBMIT COMMENTS ON THIS APPLICATION,
WE MUST HAVE YOUR WRITTEN COMMENTS BEFORE**

February 17, 2021

Comments can be provided by mail at address above or by email janap@wellington.ca

Please note that if the Comments are not received by the requested date, the Planning and Land Division Committee may proceed to consider the application, and may assume that you have no objection to this Application for Consent.

Please also be advised that if a person or public body that files an appeal of a decision of the County of Wellington Planning and Land Division Committee in respect of the proposed consent has not made written submission to the County of Wellington Planning and Land Division Committee before it gives or refuses to give a provisional consent, then the Local Planning Appeal Tribunal may dismiss the appeal.

If you wish to be **NOTIFIED OF THE DATE AND TIME OF THE CONSIDERATION** of this application - **please make your request in writing and provide email address** to the Planning and Land Division Committee before the "Comments Return Date" noted above.

If you wish to be **NOTIFIED OF THE DECISION** of the County of Wellington Planning and Land Division Committee in respect of this proposed consent, **you must make a request in writing** to the County of Wellington Planning and Land Division Committee. This will also entitle you to be advised of a possible Local Planning Appeal Tribunal. Even if you are the successful party, you should request a copy of the decision since the County of Wellington Planning and Land Division Committee's decision may be appealed to the Local Planning Appeal Tribunal by the applicant or another member of the Public.

INFORMATION REGARDING THE APPLICATION is available to the public during regular business hours, Monday to Friday at the County of Wellington Planning and Land Division Office- 74 Woolwich St. Guelph, ON N1H 3T9.
Phone: (519) 837-2600 x2170 Fax: (519) 837-3875

MAILED TO:

Local Municipality – Mapleton County Planning Conservation Authority - GRCA

County Engineering

Bell Canada (email) County Clerk Roads/Solid Waste Civic Addressing

Neighbour - as per list verified by local municipality and filed by applicant with this application

APPLICATION FOR CONSENT

Ontario Planning Act

1. Approval Authority:

County of Wellington Planning and Land Division Committee
County of Wellington Administration Centre
74 Woolwich Street, GUELPH, Ontario N1H 3T9

Phone: 519-837-2600, ext. 2170 or 2160 Fax: 519-837-3875

Required Fee: \$ 4630
Fee Received: Jan 5/21

File No. B1-21
Accepted as Complete on: Jan 11/21

A COPY OF YOUR CURRENT DEED MUST BE SUBMITTED WITH THIS APPLICATION

2. (a) Name of Registered Owner(s) Harry Donkersgoed & Pamela Donkersgoed
Address 48 Main St West, Drayton, ON
Phone No. _____ Email: _____

(b) Name and Address of Applicant (as authorized by Owner) Stubbe's Property Developments
44 Muir Line, Harley ON
Phone No. _____ Email: mikeg@stubbes.org

(c) Name and Address of Owner's Authorized Agent: _____
Phone No. _____ Email: _____

(d) All Communication to be directed to:
REGISTERED OWNER [X] APPLICANT [X] AGENT []

(e) Notice Cards Posted by:
REGISTERED OWNER [] APPLICANT [X] AGENT []

3. Type and Purpose of Proposed Transaction: (Check off appropriate box & provide short explanation)
RURAL RESIDENTIAL[] AGRICULTURAL[] URBAN RESIDENTIAL[] COMMERCIAL/INDUSTRIAL[X]
To start a Precast Manufacturing Facility
OR
EASEMENT [] RIGHT OF WAY [] CORRECTION OF TITLE [] LEASE []

(a) If known, the name of person to whom the land or an interest in the land is to be transferred, charged or leased.

4. (a) Location of Land in the County of Wellington:

Local Municipality: Township of Mapleton
Concession 11 Lot No. 18
Registered Plan No. _____ Lot No. _____
Reference Plan No. _____ Part No. _____
Civic Address 48 Main St West, Drayton, ON

(b) When was property acquired: _____ Registered Instrument No. _____

5. Description of Land intended to be **SEVERED**:

Frontage/Width 39.6 AREA 171,242 m² Metric [X] Imperial []
Depth Irregular Existing Use(s) Vacant Land
Existing Buildings or structures: None
Proposed Uses (s): Precast Manufacturing Facility

Type of access (Check appropriate space)

Existing []

Proposed [X]

- Provincial Highway
- County Road
- Municipal road, maintained year round
- Municipal road, seasonally maintained
- Easement
- Right-of-way
- Private road
- Crown access road
- Water access
- Other

Type of water supply - Existing [] Proposed [X] (check appropriate space)

- Municipally owned and operated piped water system
- Well individual communal
- Lake
- Other _____

Type of sewage disposal - Existing [] Proposed [X] (check appropriate space)

- Municipally owned and operated sanitary sewers
- Septic Tank (specify whether individual or communal): Individual
- Pit Privy
- Other (Specify): _____

6. Description of Land intended to be **RETAINED**: Metric [X] Imperial []

Frontage/Width 23.92 AREA 34,796 m²

Depth 128.72 Existing Use(s) Residential & commercial

Existing Buildings or structures: Residential House & Commercial Buildings

Proposed Uses (s): No change to existing uses

Type of access (Check appropriate space)	Existing [X]	Proposed []
<input type="checkbox"/> Provincial Highway	<input type="checkbox"/> Right-of-way	
<input checked="" type="checkbox"/> County Road	<input type="checkbox"/> Private road	
<input type="checkbox"/> Municipal road, maintained year round	<input type="checkbox"/> Crown access road	
<input type="checkbox"/> Municipal road, seasonally maintained	<input type="checkbox"/> Water access	
<input type="checkbox"/> Easement	<input type="checkbox"/> Other	

Type of water supply - Existing [X] Proposed [] (check appropriate space)

Municipally owned and operated piped water system
 Well individual communal
 Lake
 Other _____

Type of sewage disposal - Existing [X] Proposed [] (check appropriate space)

Municipally owned and operated sanitary sewers
 Septic Tank (specify whether individual or communal): Individual
 Pit Privy
 Other (Specify): _____

7. Is there an agricultural operation, (either a barn, manure storage, abattoir, livestock area or stockyard) within 500 metres of the Subject lands (severed and retained parcels)? YES [] NO [X]
 *If yes, see sketch requirements and the application must be accompanied by a MINIMUM DISTANCE SEPARATION FORM.
8. Is there a landfill within 500 metres [1640 feet]? YES [] NO [X]
9. a) Is there a sewage treatment plant or waste stabilization plant within 500 metres [1640']? YES [] NO [X]
10. Is there a Provincially Significant Wetland (e.g. swamp, bog) located on the lands to be retained or to be severed or within 120 metres [394 feet]? YES [] NO [X]
11. Is there any portion of the land to be severed or to be retained located within a floodplain? YES [] NO [X]
12. Is there a provincial park or are there Crown Lands within 500 metres [1640']? YES [] NO [X]
13. Is any portion of the land to be severed or retained within a rehabilitated mine/pit site? YES [] NO [X]
14. Is there an active or abandoned mine, quarry or gravel pit within 500 metres [1640']? YES [] NO [X]
15. Is there a noxious industrial use within 500 meters [1640']? YES [] NO [X]
16. Is there an active or abandoned principal or secondary railway within 500 metres [1640']? YES [X] NO []

Name of Rail Line Company: WG&BR

17. Is there an airport or aircraft landing strip nearby? YES [] NO [X]

18. Is there a propane retail outlet, propane filling tank, cardlock/keylock or private propane outlet/container refill centre within 750 metres of the proposed subject lands? YES [] NO [X]

19. PREVIOUS USE INFORMATION:

a) Has there been an industrial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of industrial use(s)?

b) Has there been a commercial use(s) on the site? YES [] NO [X] UNKNOWN []

If YES, what was the nature and type of the commercial use(s)

c) Has fill been brought to and used on the site (other than fill to accommodate septic systems or residential landscaping?) YES [] NO [] UNKNOWN [X]

d) Has there been commercial petroleum or other fuel storage on the site, underground fuel storage, or has the site been used for a gas station at any time, or railway siding? YES [] NO [] UNKNOWN [X]

If YES, specify the use and type of fuel(s) _____

20. Is this a **resubmission** of a previous application? YES [] NO [X]

If YES, is it identical [] or changed [] Provide previous File Number _____

21. a) Has any severance activity occurred on the land from the holding which existed as of March 1, 2005 and as registered in the Land Registry/Land Titles Office? YES [] NO [X]

b) If the answer in (a) is YES, please indicate the previous severance(s) on the required sketch and provide: **Transferee's Name, Date of the Transfer and Use of Parcel Transferred.**

22. Has the parcel intended to be severed ever been, or is it now, the subject of an application for a plan of subdivision or other Consent or approval under the Planning Act or its predecessors?

YES [] NO [] UNKNOWN [X]

23. Under a separate application, is the Owner, applicant, or agent applying for additional consents on this holding simultaneously with this application? YES [] NO [X]

24. Provide explanation of how the application is consistent with the Provincial Policy Statement.

Application will provide opportunity for a diversified economic base and range of employment opportunities

25. In addition to Places to Grow (Provincial Growth Plan), is the subject land within an area of land designated under the Greenbelt Plan? Provide explanation of how the application conforms or does not conflict with the Provincial plan or plans.

Located within the Growth Plan, Consistent with the policies

26. a) Indicate the existing **County Official Plan** designation(s) of the subject land, and provide explanation of how the application conforms with the Official Plan (severed and retained).

Industrial and Special Policy Area PA4-3

b) Indicate the existing **Local Official Plan** (if any) designation(s) of the subject land, and provide explanation of how the application conforms with the Official Plan (severed and retained).

Mapleton Township does not have a local official plan

c) If this consent relates directly to an Official Plan Amendment(s) currently under review by an approval authority, please indicate the Amendment Number and the applicable file number(s).

Amendment Number(s): _____ File Number(s): _____

27. Is the subject land a proposed surplus farm dwelling? YES [] NO [X]
 *If yes, an application to sever a surplus farm dwelling must be accompanied by a FARM INFORMATION FORM.

28. What is the zoning of the subject lands? Industrial

29. Does the proposal for the subject lands conform to the existing zoning? YES [X] NO []

If NO, a) has an application been made for re-zoning?
 YES [] NO [] File Number _____

b) has an application been made for a minor variance?
 YES [X] NO [] File Number A2020-07

30. Are the lands subject to any mortgages, ~~encumbrances~~ easements, right-of-ways or other charges? YES [X] NO []

If the answer is YES, please provide a copy of the relevant instrument. Easement is Part 2 on legal survey
 For mortgages just provide complete name and address of Mortgagee.

Questions 31 – 34 must be answered for Applications for severance in the Rural/Agricultural Area -- Otherwise, if this is not applicable to your application, please state "not Applicable"

31. **Type of Farm Operation** conducted on these subject lands:

Type: Dairy [] Beef Cattle [] Swine [] Poultry [] Other []

32. **Dimensions of Barn(s)/Outbuildings/Sheds (that are to remain) Severed & Retained Lands**

Severed Width _____ Length _____ Area _____ Use _____

Width _____ Length _____ Area _____ Use _____

Retained Width _____ Length _____ Area _____ Use _____

Width _____ Length _____ Area _____ Use _____

33. **Manure Storage Facilities** on these lands:

DRY		SEMI-SOLID		LIQUID	
Open Pile []		Open Pile []		Covered Tank []	
Covered Pile []		Storage with Buck Walls []		Aboveground Uncovered Tank []	
				Belowground Uncovered Tank []	
				Open Earth-sided Pit []	

34. Are there any drainage systems on the retained and severed lands?

YES [] NO []

Type	Drain Name & Area	Outlet Location
Municipal Drain []		Owner's Lands []
Field Drain []		Neighbours Lands []
		River/Stream []

35. Source Water Protection Plan

Is the subject land within a Wellhead Protection Area, Issue Contributing Area, or Intake Protection Zone of a Source Protection Plan in effect? (www.wellingtonwater.ca)

YES [] NO []

If YES, please complete the Source Water Protection Form and submit with your application.

36. Have you had a pre-consultation meeting with County Planning Staff before filling out this application form?

YES [X] NO []

If yes, please indicate the person you have met/spoken to: Michelle Innocente

37. If you wish to provide some further information that may assist the Planning and Land Division Committee in evaluating your application, please provide by a letter and attach it to this application.

NOTES:

1. **One original completed application and two original sketches must be filed with the County of Wellington Planning and Land Division office.** If original sketch is larger than 11" x 17", 8 additional copies are required plus one sketch reduced to a size of 11" x 17" (or smaller) for office photocopying and circulation to neighbours. Facsimile documents are not acceptable for reasons of the necessity of good photocopying.
2. The location of the lands (severed & retained) which are the subject of the application must also be shown on the Surveyor's sketch or on an attached "Key Map" and included with the application.
3. Since the filing fee for applications for consent change from time to time, please contact the Planning and Land Division office for current fee information. This fee may be paid in cash or by cheque payable to the County of Wellington.
4. Additional information about the process, about any particular application or obtaining application forms may be obtained by attending at the County of Wellington Administration Centre, 74 Woolwich Street, Guelph Ontario N1H 3T9, by telephone at 519-837-2600, ext. 2160 or 2170; or by facsimile (fax) at 519-837-3875.
5. Generally, regular severance application forms are also available at the local municipal office.
6. Some municipalities also require the applicant to attend at a Planning Advisory Committee or Council meeting to discuss the application prior to the Municipality's submitting comments to the County of Wellington Planning and Land Division Committee. Please check with your local municipality.
7. If the applicant is a Corporation, then the applicant's Declaration or if applicable, the Owner's authorization too, must be signed by an officer of the corporation who has authority to bind the corporation; or the corporation's seal must be affixed.

OWNER'S AUTHORIZATION:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

If the Owner is a corporation, the authorization must be by an officer of the corporation who has authority to bind the corporation.

I, (we), Harry Donkersgoed, Pamela Donkersgoed the Registered Owners of
48 Main St West, Drayton, ON Of the Township of Mapleton in the
County/Region of Wellington severally and jointly, solemnly declare that
Stubbe's Property Development

Is authorized to submit an application for consent on my (our) behalf.

[Signature] Pamela Donkersgoed
Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

I, (we) _____ of the
_____ In the County/Region of
_____ Solemnly declare that all
the statements contained in this application for consent for (property description) _____

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

City Of
Georgetown In the
County/Region of Wellington

This 5 day of January, 2021

[Signature]

(Owner or Applicant)

(Owner or Applicant)

[Signature]
DEPUTY CLERK
COUNTY OF WELLINGTON
A COMMISSIONER OF OATHS
IN THE PROVINCE OF ONTARIO
Commissioner of Oaths

[Signature]
Printed Commissioner's, etc. Name

OWNER'S AUTHORIZATION:

The Owner must complete the following to authorize applicant, agent or solicitor to act on their behalf.

NOTE: If more than one owner is listed in item #2 of this application, then all owners must sign this authorization section of the application form or by a letter of authorization duly signed.

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48 Main St West, Drayton, ON Of the Township of Mapleton in the
County/Region of Wellington severally and jointly, solemnly declare that
Stubbe's Property Development

Is authorized to submit an application for consent on my (our) behalf.


Signature(s) of Registered Owner(s) or Corporation's Officer

APPLICANT'S DECLARATION

This must be completed by the Applicant for the proposed consent

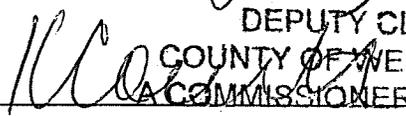
I, (we) _____ of the
_____ In the County/Region of
_____ Solemnly declare that all
the statements contained in this application for consent for (property description) _____

And all the supporting documents are true, and I, (we), make this solemn declaration conscientiously believing it to be true and complete, and knowing that it is of the same force and effect as if made under oath, and virtue of the CANADA EVIDENCE ACT.

DECLARED before me at the

City Of
Orleans In the
County/Region of Wellington

This 5 day of January 21


KIM COURTS
DEPUTY CLERK
COUNTY OF WELLINGTON
A COMMISSIONER OF OATHS
IN THE PROVINCE OF ONTARIO
Commissioner of Oaths



(Owner or Applicant)

(Owner or Applicant)


Printed Commissioner's, etc. Name

APPLICANT'S CONSENT (FREEDOM OF INFORMATION):

In accordance with the provisions of the Planning Act, it is the policy of the County Planning and Development Department to provide public access to all development applications and supporting documentation. In submitting this development application and supporting documentation, I, Mike Geer, the applicant, hereby acknowledge the above-noted and provide my consent in accordance with the provisions of the Municipal Freedom of Information and Protection of Privacy Act that the information on this application and any supporting documentation provided by myself, my agents, solicitors, and consultants will be part of the public record and will also be available to the general public.



Signature of Owner/Applicant/Agent(s)

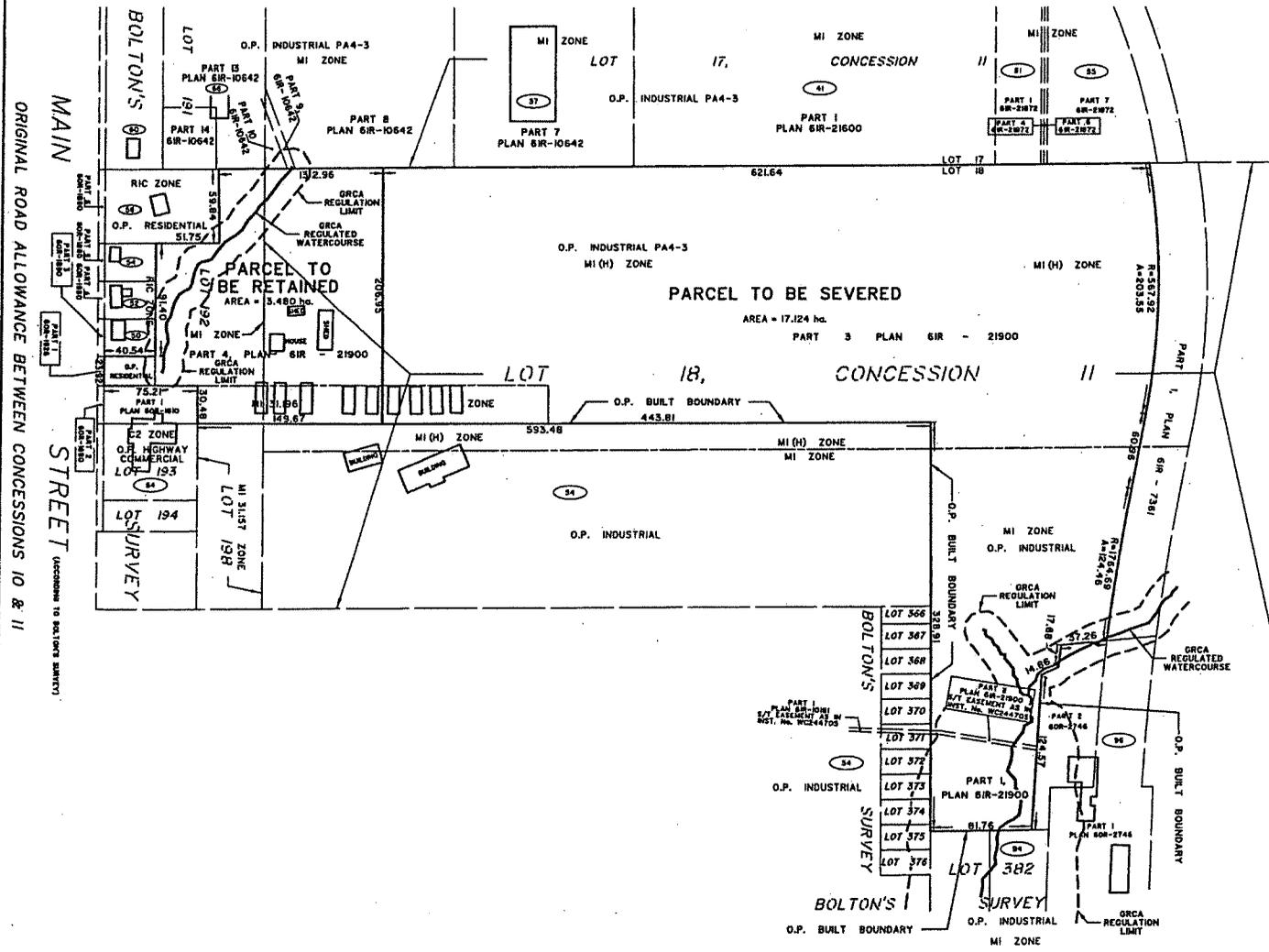
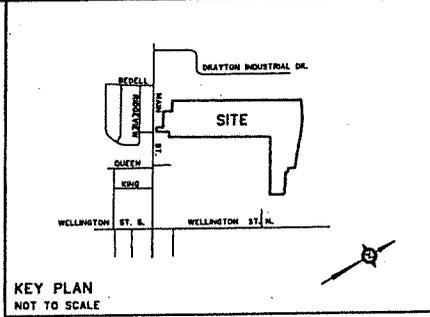
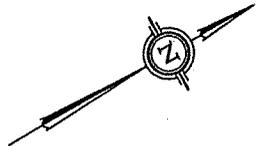
Jan 5 / 2021

Date

THIS APPLICATION PACKAGE IS TO BE SUBMITTED TO:

Secretary-Treasurer
Planning and Development Department
County of Wellington
74 Woolwich Street
Guelph, Ontario
N1H 3T9

Phone (519) 837-2600 Ext. 2160



PLAN
PREPARED FOR CONSENT APPLICATION
TOWNSHIP OF MAPLETON
(GEOGRAPHIC TOWNSHIP OF MARYBOROUGH)
COUNTY OF WELLINGTON

SCALE 1:2500

METRIC: DISTANCES SHOWN ON THIS PLAN ARE IN METRES AND CAN BE CONVERTED TO FEET BY DIVIDING BY 0.3048

CAUTION: THIS IS NOT A PLAN OF SURVEY AND SHALL NOT BE USED EXCEPT FOR THE PURPOSE INDICATED IN THE TITLE BLOCK.

NOTES:
1. BOUNDARY INFORMATION AND AREAS SHOWN ON THIS PLAN HAVE BEEN COMPILED FROM A COMBINATION OF REGISTRY OFFICE RECORDS AND OLD SURVEYS AND IS SUBJECT TO VERIFICATION BY A COMPLETE UP-TO-DATE FIELD SURVEY.

WELLINGTON COUNTY OFFICIAL PLAN DESIGNATION:
RETAINED PARCEL: RESIDENTIAL AND INDUSTRIAL PA4-3
SEVERED PARCEL: INDUSTRIAL PA4-3 AND INDUSTRIAL
THIS PROPERTY IS NOT SITUATED WITHIN A WELLHEAD PROTECTION AREA
THIS PROPERTY IS SITUATED WITHIN THE GRAND RIVER SOURCE PROTECTION AREA

TOWNSHIP ZONING DESIGNATION:
RETAINED PARCEL: MI, MI (H) & MI 31.96 ZONES
SEVERED PARCEL: MI, MI (H) & MI 31.96 ZONES

LEGEND:
 DENOTES MUNICIPAL ADDRESS
 DENOTES GRCA REGULATED WATERCOURSE

THIS PLAN WAS PREPARED FOR STUBBE'S PRECAST AND THE UNDERSIGNED ACCEPTS NO RESPONSIBILITY FOR USE BY OTHER PARTIES.

LEO LIU
ONTARIO LAND SURVEYOR

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BSR&D ONTARIO LAND SURVEYORS
URBAN & RURAL PLANNERS
A wholly owned subsidiary of J.D. Barnes Ltd.
257 WOODLAWN ROAD WEST #101, GUELPH, ON N1H 6J1
T: (519) 822-4031 F: (519) 822-1220 www.jobarnes.com

DRAWN BY: KS	CHECKED BY: LL	REFERENCE NO.: 20-14-253-00-B
FILE: G:\20-14-253\000\Drawing\201425300B.dwg	DATE: DECEMBER 23, 2020	

B1-21 Donkersgoed

Patty Wright <PWright@mapleton.ca>

Mon 1/25/2021 10:13 AM

To: Michelle Brown <MBrown@Mapleton.ca>

Hi Michelle

Building department comments for the above noted application.

The zoning of the subject lands is appropriate for the proposed use. The servicing has been addressed A2020-007. The project is site plan control applicable.

Patty Wright

CBO

RE: Comments Required RE; Severance Application B1-21 Donkersgoed (Stubbe's)

Sam Mattina <SMattina@mapleton.ca>

Tue 2/2/2021 5:17 PM

To: Michelle Brown <MBrown@Mapleton.ca>; Patty Wright <PWright@mapleton.ca>; Rick Richardson <RRichardson@mapleton.ca>

Hi Michelle

No issues.



Sam Mattina C.E.T., CMM III
Director of Public Works

Township of Mapleton
7275 Sideroad 16, Drayton, ON
519.638.3313 x 041

www.mapleton.ca





DEPARTMENTAL REPORT

Building Department BD 2021-02

To: Mayor Davidson and Council
Subject: Report for January Month End and Year to Date (YTD)
Meeting: Regular Council Meeting - 09 Feb 2021
Department: Building Department
Staff Contact: Patty Wright, Chief Building Official (CBO)

RECOMMENDATION:

THAT Township of Mapleton Council receive Building Department Report BD2021-02 dated February 9, 2021 regarding January Month End and Year to Date (YTD).

BACKGROUND INFORMATION:

Attached you will find a report showing the following:

- Permits issued in January 2021
- Permits issued YTD in 2021
- Total value for permits issued for January 2021
- Total value for permits issued YTD 2021
- Fees collected in January 2021
- Fees collected in YTD 2021
- Comparable totals from previous years

PREVIOUS PERTINENT REPORTS:

None

DISCUSSION:

The 3-year average of fees collected by the Building Department for the month of January is \$20,882.89 therefore the current month is below the 3-year average. Year to date numbers range from \$10,450.60 to \$28,573.93 over the past 3 years and the average of fees collected to date from 2018-2020 is \$20,882.89. The current year to date is below the 3-year range and below the 3-year average.

CONSULTATION:

None

FINANCIAL IMPACT:

As this report is primarily for permit activity, financial implications are not addressed at this time.

SUMMARY:

The building department has no concerns at this time.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: Building activity is indicative of demand for services within the town limits.
The Local Economy: Provides an indicator of the current building climate and what areas of the economy are growing.

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: The building department strives to support building in the Township while remaining a net zero cost to the tax base.

ATTACHMENTS:

[Attachment A](#)

TOWNSHIP OF MAPLETON

January 2021

Description	Permits	YTD	Value	Value YTD	Fees	Fees YTD
Single Family Dwelling	1	1	\$ 710,000.00	\$ 710,000.00	\$ 3,147.35	\$ 3,147.35
SFD Additions/Renovations	3	3	\$ 147,000.00	\$ 147,000.00	\$ 2,594.35	\$ 2,594.35
SFD Accessories	2	2	\$ 240,000.00	\$ 240,000.00	\$ 1,790.00	\$ 1,790.00
Decks	1	1	\$ 2,300.00	\$ 2,300.00	\$ 152.90	\$ 152.90
Agricultural	3	3	\$ 510,000.00	\$ 510,000.00	\$ 925.00	\$ 925.00
Agricultural Commercial		0		\$ -		\$ -
Agricultural Industrial		0		\$ -		\$ -
Septic Systems	1	1	\$ 6,500.00	\$ 6,500.00	\$ 500.00	\$ 500.00
Industrial		0		\$ -		\$ -
Institutional		0		\$ -		\$ -
Commercial		0		\$ -		\$ -
Cottages - New/Additions/Renovations	1	1	\$ 65,000.00	\$ 65,000.00	\$ 573.00	\$ 573.00
Designated Structures		0		\$ -		\$ -
Assembly Building		0		\$ -		\$ -
Demolition		0		\$ -		\$ -
Multi Units		0		\$ -		\$ -
TOTAL JANUARY 2021	12		\$ 1,680,800.00		\$ 9,682.60	
TOTALS YEAR TO DATE 2021	12		\$ 1,680,800.00		\$ 9,682.60	
TOTAL JANUARY 2020	11		\$ 2,261,000.00		\$ 28,573.93	
TOTALS YEAR TO DATE 2020	11		\$ 2,261,000.00		\$ 28,573.93	
TOTAL JANUARY 2019	22		\$ 3,250,600.00		\$ 23,624.15	
TOTALS YEAR TO DATE 2019	22		\$ 3,250,600.00		\$ 23,624.15	



DEPARTMENTAL REPORT

Building Department BD 2021-03 Clean and Clear Report

To: Mayor Davidson and Council
Subject: Clean and Clear By-law
Meeting: Regular Council Meeting - 09 Feb 2021
Department: Building Department
Staff Contact: Patty Wright, Chief Building Official (CBO)

RECOMMENDATION:

THAT Township of Mapleton Council receive Building Department Report BD2021-03 regarding the Clean and Clear By-law; and

1. That Council approve Clean and Clear By-law 2021-xx.

BACKGROUND INFORMATION:

It is a routine practice to examine our current by-laws from time to time and update them to meet the current needs of the municipality.

PREVIOUS PERTINENT REPORTS:

None

DISCUSSION:

The primary focus of the update was done in consultation with public works to enhance the ability to enforce sump pump discharge rules. Sump pump discharge onto roads and sidewalks create difficulties for winter maintenance and are a risk to public safety.

FINANCIAL IMPACT:

None

SUMMARY:

These are the changes staff recommend to better serve the community.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a

ATTACHMENTS:

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW 2021-XX

Being a by-law to regulate and maintain land in a clean and clear manner

WHEREAS Section 127 of the Municipal Act, 2001 S.O. 2001, c.25 as amended authorizes Municipalities to pass by-laws for requiring the owner or occupant of land to clean and clear the land, not including buildings, or to clear refuse and debris from the land, not including buildings and to regulate when and how such matters shall be done to prohibit the depositing of refuse or debris on land without the consent of the owner or occupant of the land and to define “refuse” for the purpose of the by-law;

AND WHEREAS Section 446 of the Municipal Act, 2001 S.O. 2001, c.25 as amended authorizes municipalities to direct that where an owner has defaulted, the municipality may have the default remedied at the owner’s expense and add the cost to the tax roll;

AND WHEREAS it is deemed desirable to enact this by-law to extend the useful life of individual properties to enhance the quality of communities and neighbourhoods, to protect the safety, health and well-being of the public and to ensure the continued enjoyment of property for residents and property owners in the Township of Mapleton.

NOW THEREFORE the Council of the Corporation of The Township of Mapleton enacts as follows:

PART 1 DEFINITIONS

In this By-law:

1. “Adjacent Boulevard” means the boulevard immediately adjacent to the front, side, rear or exterior side of a property.
2. “Boulevard” means that portion of every road allowance within the limits of the Township which is not used as a sidewalk, driveway access, traveled roadway or shoulder.
3. “Derelict” shall mean any vehicle, machinery, trailer, boat or vessel;
 - a) which has broken or missing parts of such sufficiency so as to render it incapable of being licensed to operate (where such licensing is necessary) in its current condition but shall not include a motor vehicle actively being repaired or restored by the owner, or;
 - b) which is in a wrecked, dismantled, discarded, inoperative or abandoned condition.
4. “Derelict Motor Vehicle” means a motor vehicle as defined in the *Highway Traffic Act* that is;
 - a) inoperative by reason of removed wheels, battery, motor, transmission or other parts or equipment necessary for its operation,
 - b) not in roadworthy condition,
 - c) in a state of disrepair or unsightly by reason of missing doors, glass or body parts, or;
 - d) inoperable and appears incapable of use as a means of lawful transportation or has an industry standard book value as a means of transportation that is less than the cost of repairs required to put it into a lawful operable condition unless otherwise demonstrated by an authorized licensed mechanic; but does not include an antique or historic motor vehicle which is actively being restored as a collectors or historic vehicle.
5. “Long grass” means grass which has an average height of 30.5cm (12 inches) or more.

6. "Occupant" means any person or persons over the age of eighteen (18) years in possession of the property.
7. "Officer" means a Municipal Law Enforcement Officer appointed by by-law and assigned the responsibility for enforcing and administering this by-law.
8. "Person" means an individual, firm, corporation, association or partnership.
9. "Refuse" includes, but is not limited to, debris, rubbish, junk, litter, paper, paper products, disused materials, salvage, appliances, devices, apparatus, machinery, disused furniture, old clothing, old or decayed lumber, construction or demolition debris, tires and wrecked, dismantled, inoperative, unplated or unused vehicles, trailers or boats.
10. "Repair" means the provision of such facilities and the making of additions or alterations or the taking of such action as in restoring, renovating or mending as may be required so that the property shall conform to the standards as established in this by-law.
11. "Vehicle" includes a motor vehicle, trailer, traction engine, farm tractor, road building machine, bicycle, boat, motorized snow vehicle, and any vehicle drawn, propelled, or driven by any kind of power including muscular power.
12. "Yard" means the land other than publicly owned land around or appurtenant to the whole or any part of a residential or non-residential property and used or capable of being used in connection with the property.

PART 2 SCOPE

1. Where a provision of this by-law conflicts with a provision of another by-law in force in the Township of Mapleton, the provision that establishes the higher standard shall prevail in order to protect the health, safety and welfare of the general public.

PART 3 LOT MAINTENANCE

1. Every owner, lessee or occupant of land shall maintain said land clean and free from refuse, including but not limited to:
 - a) rubbish, junk, debris, derelict vehicles and objects or conditions that may create a health, fire or accident hazard;
 - b) wrecked, dismantled, discarded, unplated, or abandoned vehicles, boats machinery or trailers unless it is necessary for the operation of a business lawfully situated on the property;
 - c) grass or weeds over 30.5 cm (12 inches) in height, brush and undergrowth and noxious weeds as defined by the *Weed Control Act*;
 - d) dilapidated, collapsed or partially constructed structures which are not currently under construction;
 - e) injurious insects, termites, rodents, vermin or other pests;
 - f) dead, diseased, decayed or damaged trees or other natural growth;
 - g) any unsightly condition out of character with the surrounding environment.
2. Surface conditions of yards shall be maintained so as to:
 - a) prevent ponding of storm water;
 - b) prevent instability or erosion of soil;
 - c) not exhibit an unsightly appearance;
 - d) be kept free of garbage and refuse;
 - e) be kept free of deep ruts and holes;
 - f) provide for safe passage under normal use and weather conditions, day or night.

Part 3 Section 1 (2)(d) shall not apply to garbage placed out for collection in accordance with County of Wellington Recycling and Waste collection By-law.

3. Vacant land shall be graded, filled or otherwise drained so as to prevent recurrent ponding.
4. No person shall throw, place or deposit any refuse as herein defined on any property including Municipal or any private property within the Township of Mapleton, without the written consent of the property owner.
5. Every owner of a property within the Urban System, as defined by the Wellington Official Plan, shall maintain the adjacent boulevard free of long grass, and/or weeds.

PART 4 GRADING AND DRAINAGE

1. No roof, sump pump, swimming pool, driveways or other surface drainage shall be discharged on an entranceway, walkway, sidewalk, stair, steps, adjacent property or onto any highway or public roadway, in such a manner that it will cause an unsafe condition or penetrate or damage a building, structure or property.
2. Every roof drainage system shall be discharged onto the ground at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.
3. Ever sump pump, swimming pool or drainage hose shall be discharged into the rear yard at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.
4. Where a sump pump, drainage of water from swimming pools, or drainage hose is unable to drain into a rear yard, they shall be directed to the side yard. at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.
5. Discharge and drainage shall be contained within the limits of the property from which it originated until absorbed by the soils or drainage to an approved swale or drainage ditch.

PART 5 NOTICE OF NON COMPLIANCE

1. When any land is not maintained to the requirements of this by-law, the Officer may notify the owner, occupant or other person responsible for the maintenance of the property, in writing through a notice of non-compliance, directing that the land be made to comply with the provisions of the by-law within a defined period of time, but not less than seventy two (72) hours. Said notice shall be posted on the property where the offence occurs and may be sent to the last known address as shown on the last revised assessment roll of the municipality or delivered personally to the owner, occupant or person responsible for the property.
2. Where a notice of non-compliance has been sent pursuant to Part 5 (1) and the requirements of the notice have not been complied with, the Corporation of the Township of Mapleton may direct that the work be done at the expense of the owner or occupant. The expense incurred may be recovered by action or by adding the costs to the tax roll and collecting them in the same manner as taxes.

PART 6 DAMAGES AND COMPENSATION

1. The Township and its agents shall not be liable for the damages or compensation for any work done under the provisions of this by-law, or for exercising its powers of enforcement or inspection herein, and no such damages or compensation shall be paid to any person.

PART 7 INSPECTION

1. An Officer appointed by this by-law, may enter on to lands at any reasonable time for the purpose of carrying out an inspection to determine whether the following are being complied with:
 - a) this by-law; or
 - b) a direction or notice of the Township made under this by-law

PART 8 ENFORCEMENT AND ADMINISTRATION

1. This by-law may be enforced by a Municipal Law Enforcement Officer as appointed by Council for that purpose.
2. Any person failing to comply with a notice of non-compliance sent pursuant to Section 1.03 (8) is guilty of an offence.
3. A person who hinders or obstructs, or attempts to hinder or obstruct, any person who is exercising a power of performing a duty under this Act or under a by-law passed under this Act is guilty of an offence.

PART 9 PENALTY AND OFFENCE PROVISIONS

1. Any person who contravenes any of the provisions of this by-law or who fails to comply with the written notice of contravention of an Officer is guilty of an offence and on conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c.P.33.
2. A director or officer of a corporation who knowingly concurs in the contravention of this by-law by the corporation is guilty of an offence.
3. All contraventions of this by-law shall be designated as a continuing offence.
4. If an article of this by-law is for any reason held to be invalid, the remaining articles shall remain in effect until repealed.

PART 10 SEVERABILITY

1. Each and every one of the foregoing provisions of the by-law is severable and if any provisions of the by-law should, for any reason, be declared invalid by any court, it is the intention and desire of this Council that each and every one of the then remaining provisions shall remain in full force and effect.

PART 11 TITLE

1. NOW THEREFORE the Council of the Township of Mapleton enacts as follows;
 - a) This By-Law may be referred to as “The Clean and Clear By-Law”;

PART 12 EFFECTIVE DATE OF THIS BY-LAW

1. That this by-law shall come into force and takes effect on the date of final passing.

PART 13 REPEAL OF OLD BY-LAW

1. That By-law Number 2012-049 and By-law Number 2007-003 are hereby repealed

READ a first, second and third time and passed this XXth day of XX, 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

DRAFT



DEPARTMENTAL REPORT

Finance Department 04

To: Mayor Davidson and Council
Subject: Wellington County Planning Fee Increase
Meeting: Regular Council Meeting - 09 Feb 2021
Department: Finance Department
Staff Contact: Heather Trottier, Financial Analyst

RECOMMENDATION:

THAT Finance Report FIN2021-04 dated February 9, 2021 reporting on our County Planning Fee Increase be received for information.

AND FURTHER that the Finance Recommendation of changes to fees and charges, contained within this report, be incorporated into the Fees and Charges By-law effective March 1st, 2021.

BACKGROUND INFORMATION:

Late last year the County of Wellington passed By-law 5687-20 increasing their Planning User Fees and charges.

This report discusses and recommends the changes in our Planning Fees so that we recover these additional expenses.

PREVIOUS PERTINENT REPORTS:

Fees and Charges Planning Department

Our fee structure is based on a combination of our costs for administration as well as the County of Wellington's fee and other third-party expenses we incur. We became aware in December 2020, that Wellington County is increasing their fees for zoning and site plan applications. Zoning applications include all fees and there is a one-time fee to cover our administration costs the county fee and advertising expenses we incur. Site plan control applications costs are less predictable, so we retain a deposit of which we refund the balance once all costs have been determined.

In addition the county is increasing the planning hourly rate from \$150 to \$155 per hour, which represents a 3.3% increase. Minor variances are billed on a per hour basis and again we use an all-inclusive fee structure. Last year the average county fee for processing a minor variance application at Mapleton was \$783, an increase of 3.3% would be \$809. We can therefore expect an average increase cost of \$26 for processing Minor Variance applications. Factoring the county fee increases into our fees structure will address this shortfall.

Wellington County Fee

Description	2020 Fee	2021 Fee	Difference
Zoning Amendment	\$6,580	\$6,710	\$130
Site plan Control approval	\$2,280	\$2,330	\$50
Averaged Minor Variance	\$783	\$809	\$26

Please find the attached copy of Schedule “F” incorporating these increases into our fees for year 2021 and 2022.

FINANCIAL IMPACT:

If these changes are implemented we will recover our added costs for Wellington County planning charges.

SUMMARY:

Finance recommends this change be implemented in Mapleton’s 2021 fees and charges. Once council approval is received, we will integrate changes into the Fees and Charges By-law.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: n/a

ATTACHMENTS:

[Schedule F Fees and Charges](#)

**SCHEDULE "F"
PLANNING**

DESCRIPTION	DEPOSIT TO COVER RELATED EXPENSES	2021 FEE	2022 FEE
Committee of Adjustment – Minor Variance Commercial/Industrial		\$3,085.00	\$3,845.00
Committee of Adjustment -Minor Variance Other Applications		\$2,485.00	\$3,100.00
Zoning Amendment (County Fee \$6710)		\$10,200.00	\$11,120.00
Temporary Use – Renewal only Plus County Fee – flat or hourly	Plus disbursements	\$500.00	\$600.00
Plan of Subdivision – New or Amendment, including conditions of approvals to both Mapleton and County of Wellington.	\$8,000.00	\$9,310.00	\$11,620.00
Plan of Subdivision account top up for plans that exceed the \$8,000.00 deposit for related expenses	\$6,000.00	\$5,320.00	\$6,640.00
Site Plan Control Approval New	\$4,330.00	\$3,325.00	\$4,150.00
Site Plan Control Amendments (Major)	\$3,530.00	\$2,925.00	\$3,652.00
Site Plan Control Amendments (Minor)		\$1,330.00 flat fee	\$1,660.00 flat fee
Site Plan Control Inspections		\$200.00	\$200.00
Any other applications pursuant to the provisions of the Planning Act including appeals to the Ontario Municipal Board, etc.	\$3,500.00	\$3,325.00	\$4,150.00
Certificate of Compliance - Zoning By-law		\$133.00	\$166.00
Certificate of Compliance or Status – Plan of Subdivision, Site Plan Agreements		\$292.60	\$365.20
Part Lot Control Exemption	Plus disbursements	\$1,995.00	\$2,490.00
Deeming By-law		\$1,330.00	\$1,660.00
Severances			
Notice Verification for Severance Applications		\$199.50	\$249.00
Clearances for Severance Conditions		\$266.00	\$332.00
Cash in Lieu of Parkland (Lots on Plan of Subdivision & lots created by Consent)		\$1,400.00 per lot	\$1,400.00 per lot
Fee for services provided by Municipal employees per/hr per/employee (Clerk, Treasurer, etc.)		\$75.00	\$75.00
Copy of Zoning By-law		\$50.00	\$50.00
Letter of Interest from resident to Clerk to purchase unopened road allowance		\$665.00	\$830.00
Disposal of Surplus Lands (including roads)	\$4,500.00	\$665.00	\$830.00
Encroachment Agreements	\$1,400.00	\$800.00	\$1,000.00

NOTE: The fees and charges on Schedule "F" are **HST Exempt**.



DEPARTMENTAL REPORT

Finance Department 05

To: Mayor Davidson and Council
Subject: RLB LLP's Audit Engagement Letter
Meeting: Regular Council Meeting - 09 Feb 2021
Department: Finance Department
Staff Contact: John Morrison, Director of Finance

RECOMMENDATION:

THAT Township of Mapleton Council receive Finance Report FIN2021-05 dated January 22nd, 2021 regarding RLB LLP Chartered Accountants' Audit Engagement Letter, as information.

BACKGROUND INFORMATION:

The engagement letter is to document and confirm RLB LLP's acceptance of the appointment, outline the objective and scope of the audit, and more clearly define the extent of the respective roles and deliverables for Council, Management and RLB LLP.

The 2021 Audit Plan areas of emphasis include

1. Taxation revenue and receivables - collectability
2. Taxation revenue and receivables - collectability
3. Grant revenue and receivables - completeness and existence
4. Operating expenses - completeness and existence
5. Tangible capital assets - completeness, existence and valuation
6. Reserve, reserve funds and amounts set aside by Council - completeness and existence

Materiality is set at \$450,000. RLB LLP will review all errors more than 2% of materiality.

The audit field work will commence the week of April 5th -9th, 2021

PREVIOUS PERTINENT REPORTS:

N/A

DISCUSSION:

N/A

CONSULTATION:

N/A

FINANCIAL IMPACT:

N/A

SUMMARY:

The purpose of the audit engagement letter is to communicate the auditor's 2021 audit plan for the Corporation of the Township of Mapleton. Define the roles and deliverables for Council, Management and RLB LLP. Establish the dollar threshold for the risks of material misstatement that determines the nature, timing and extent for further audit procedures. This report is for Council information.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility:

To obtain reasonable assurance that the financial statements are free of material misstatement.

ATTACHMENTS:

[Mapleton Pre-Communication to Council](#)

January 22, 2021

The Corporation of the Township of Mapleton
7275 Sideroad 16, P.O. Box 160
Drayton, ON
N0G 1P0

Dear Members of Council:

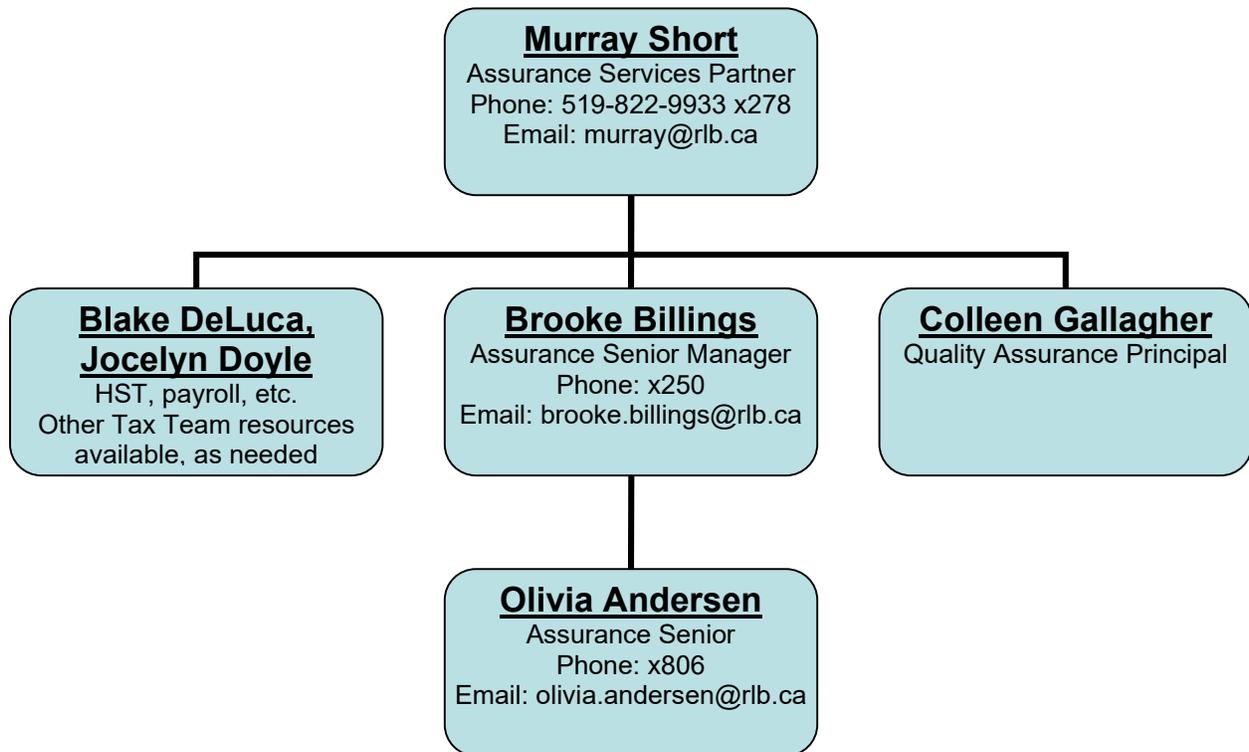
Thank you for re-appointing RLB LLP as auditors of The Corporation of the Township of Mapleton for the year ended December 31, 2020. The purpose of this letter is to communicate our 2020 audit plan for The Corporation of the Township of Mapleton and to ensure that management and Council are aware of the following:

- Objectives and scope of our audit
- Planned approach for the 2020 financial statement audit
- Update on issues that may impact the audit in current and future years
- Areas of emphasis

RLB LLP's Objectives and Scope of our audit

- Obtain reasonable assurance that the financial statements are free of material misstatement
- Evaluate the fairness of presentation of the financial statements in conformity with accounting standards established by the Chartered Professional Accountants of Canada
- Report to management and Council:
 - Significant internal control weaknesses
 - Matters required under Canadian Auditing Standards
 - Matters we believe should be brought to your attention

RLB LLP's Assurance Service Team



Financial Reporting Responsibilities

Council

- Provide, as a part of financial process, effective corporate governance
- Regular oversight and review of financial information and management financial process
- Ensure accurate financial reporting and sound internal controls
- Review performance measures
- Approve the Audited Financial Statements

Management

- Maintain cost-effective internal control environment
- Provide timely and accurate disclosure of financial results
- Report results on a fair and consistent basis
- Exercise care in establishing accounting estimates
- Apply appropriate accounting principles
- Establish internal controls over fraud and error

RLB LLP

- Perform cost-effective risk-based audits tailored for your organization's specific risks
- Review the effectiveness and reliability of key internal controls
- Assess accounting principles, estimates and financial disclosures in accordance with accounting standards
- Provide year end reporting to Council
- Provide our opinion in the audit report which we attach to management financial statements

Management Deliverables

- Prepare required information as agreed with RLB LLP to be able to perform the audit
- Provide documentation and support for accounting used by management for all significant or unusual transactions and estimates
- Identify related parties, if applicable
- Provide written representations

RLB LLP Deliverables

- Communicate with management and Council to review audit plan
- Review financial statements and management letter findings with management and Council
- Provide audit opinion on financial statements
- Prepare and file Financial Information Return
- Report to Council as required under Canadian Generally Accepted Auditing Standards (CAS 260, 265 and 580)
- Seek pre-approval from management or Council for all additional services
- Communicate control deficiencies

Audit Approach

- Examine accounting systems and controls for all significant transaction cycles
- Adopt a control reliance strategy where appropriate to increase audit efficiency:
 - Taxation revenue, cash receipts, taxes receivable
 - Purchases, disbursements, payables
 - Payroll
 - General computer controls
- Substantive testing of year end balances including grant revenue and receivables
- Search for unrecorded liabilities
- Independence reporting

Audit Timeline

Interim Audit Testing	December 2, 2020
Communication of Audit Plan to Management/Council	January 22, 2021
Year-end Testing	April 5-9, 2021
Reporting to Council	TBD
Issuance of Audit Report and Financial Statements	To follow

Annual Inquiry Related to the Risk of Fraud

Please consider the following questions to help determine the specific risks of fraud and error with the municipality. We will provide the annual representation letter for signature by a member of each Council and management with the audited Financial Statements, where representation will be made regarding the assessment of fraud at the municipality.

- Are you aware of any instances of fraud perpetrated against the municipality by any of its employees, management, or Council?
- Are you aware of any instances of fraud perpetrated by the municipality against creditors, suppliers, lenders, investors, funders, government agencies, or any other business associates?
- Do you believe there is a high level of risk of fraud being perpetrated against or by the municipality – specifically, which risks are classified as the highest risk, and what specifically is management or those charged with governance doing to mitigate these risks?
- Has Council made an assessment of the entity's susceptibility to fraud?
- Does management have a process for identifying and responding to fraud risk factors?

If you have any information to report to us on the above, please contact Murray Short or Brooke Billings at 519-822-9933.

New Public Sector Accounting Standards

There are no significant impacts anticipated from new standards on the financial reporting of your municipality for 2020.

These are effective for fiscal years beginning on or after April 1, 2022:

- PS1201: Financial Statement Presentation – expands the requirements for financial statement presentation and disclosure for various categories: financial assets, non-financial assets, revenues, expenses, and losses arising from asset impairment and changes in valuation allowances
- PS2601: Foreign Currency Translation – describes accounting treatment for foreign currency transactions, and how they should be presented and disclosed
- PS3041: Portfolio Investments – defines portfolio investments, and describes accounting treatment and disclosure requirements
- PS3450: Financial Instruments – requires additional disclosure in the notes to the Financial Statements to include the various risk components of financial instruments: credit risk, currency risk, interest rate risk, liquidity and market risk
- PS3280: Asset Retirement Obligations – describes criteria if there is a legal obligation to remove the tangible capital asset and if the entity controls the tangible capital asset to be retired

These are effective for fiscal years beginning on or after April 1, 2023:

- PS3400: Revenue – describes how to account for and report on revenue and specifically differentiates between revenue arising from transactions including and excluding performance obligations

2020 Audit Plan: Materiality

When establishing the overall audit strategy, materiality is determined for assessing the risks of material misstatement and determining the nature, timing and extent of further audit procedures.

- Planning Materiality - \$450,000
- Materiality
 - Professional judgment that is made in the context of our knowledge, assessment of risk and reporting requirements
 - Very significant in determining the scope of our work
 - We will review all errors in excess of 2% of materiality

Areas of Emphasis

- Taxation revenue and receivables - collectability
- Grant revenue and receivables - completeness and existence
- Operating expenses - completeness and existence
- Tangible capital assets - completeness, existence and valuation
- Reserve, reserve funds and amounts set aside by Council - completeness and existence

If you have any questions about these or other matters relating to any of our professional services, we would be pleased to discuss them further with you.

Yours truly,

RLB LLP

Per:

A handwritten signature in black ink, appearing to read "Murray Short". The signature is written in a cursive, flowing style.

Murray Short, MBA, CPA, CA C. Dir.
Engagement Partner

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-011

BEING A BY-LAW TO AMEND ZONING BY-LAW NUMBER 2010-080
FOR THE TOWNSHIP OF MAPLETON

Part Lot 4, Concession 2 W (Maryborough)
ZBA2020-16

WHEREAS the Council of the Corporation of the Township of Mapleton deems it desirable to amend By-law Number 2010-080; as amended pursuant to Section 34 of The Planning Act, R.S.O. 1990, as amended:

NOW THEREFORE the Council of the Corporation of the Township of Mapleton enacts as follows:

1. THAT Schedule 'A' Map 1 to By-law 2010-080 is amended by changing the zoning on lands described as Part Lot 4, Concession 2 W (Maryborough) with a civic address of 8590 Concession 3, as shown on Schedule "A" attached to and forming part of this By-law from **Agricultural (A)** to **Agricultural Exception (A-31.7)**
2. THAT except as amended by this By-law, the land as shown on the attached Schedule "A" shall be subject to all applicable regulations of Zoning By-law 2010-080, as amended.
3. THAT this By-law shall come into effect upon the final passing thereof by the Council of the Corporation of the Township of Mapleton, subject to compliance with the provisions of the Planning Act, R.S.O. 1990, c. P.13, as amended.

READ a first, second and third time and passed this 9th day of February 2021.

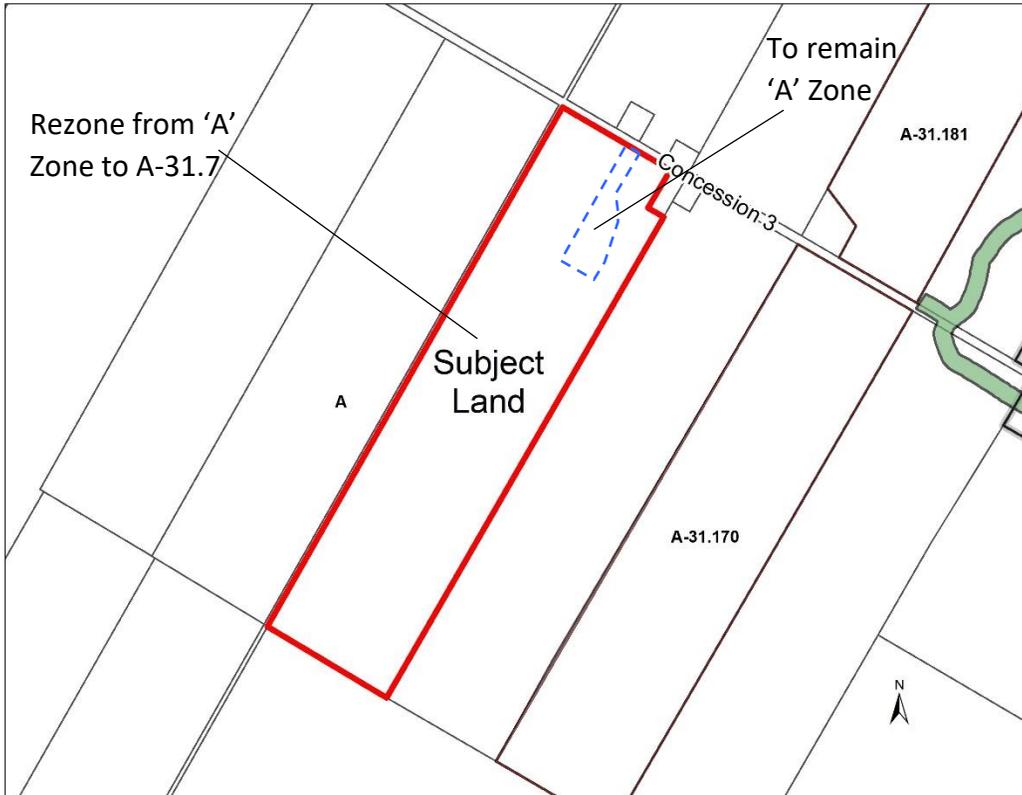
Mayor Gregg Davidson

Clerk Larry Wheeler

TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-011

Schedule "A"



Rezone from Agricultural (A) to Agricultural Exception (A-31.7)

EXPLANATORY NOTE

BY-LAW NUMBER 2021-011

THE LOCATION OF THE SUBJECT LANDS

The subject property is legally described as Part Lot 4, Concession 2 W (Maryborough) with a civic address of 8590 Concession 3. The lands subject to the amendment are 40.9 ha (101.1 ac) in size and are currently zoned Agriculture (A).

THE PURPOSE AND EFFECT of this amendment is to rezone the subject lands to restrict future residential development on the retained agricultural parcel. This rezoning is a condition of severance application B64-20, which was granted provisional approval by the Wellington County Land Division Committee. The consent will sever a 0.89 ha (2.2 ac) parcel with an existing dwelling from the retained 40.01 ha (98.9ac) vacant agricultural parcel under the surplus farm dwelling policies.

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-012

Being a by-law to extend for an additional three year time period the Part Lot Control Exemption from Part of Block 51, Plan 61M-74, pursuant to *Section 50 (7.1) of the Planning Act, R.S.O. 1990, as amended.*

WHEREAS The Corporation of the Township of Mapleton has received a request from the owner of land, described as Part of Block 51 of Plan 61M-74, in the former village of Drayton now in the Township of Mapleton, to extend for an additional three year time period, the removal of part lot control restrictions pursuant to *Section 50, Subsection 7, of the Planning Act, R.S.O. 1990, as amended:*

NOW THEREFORE the Council of the Corporation of The Township of Mapleton enacts as follows:

1. The lands being as described as:

- Part of Block 51, Plan 61M-74, in the former Village of Drayton, now in the Township of Mapleton, being more particularly described as Part 13 through to Part 26 on Reference Plan 61R-10895 more fully described in Schedule 'A' attached hereto and forming part of this by-law

are designated as being exempt from Part Lot Control and *Section 50, Subsection 5 of the Planning Act, R.S.O. 1990, as amended,* shall not apply to such lands during the effective period of this by-law.

2. The Clerk is hereby authorized to and directed to make application to the County of Wellington for approval of this By-law.

3. This by-law shall come into force and effect:

- a) upon written approval from the County of Wellington pursuant to *Section 50(7.1) of the Planning Act.*
- b) upon registration of the by-law at the Land Registry Office for the County of Wellington.

4. This by-law shall expire three years after receiving final approval by the County of Wellington, as provided for in *Section 50, Subsection 7.1 of the Planning Act, R.S.O. 1990, as amended.*

READ a first, second and third time this 9th day of February 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-012

SCHEDULE 'A'

Part of Block 51, Registered Plan 61M-74, being more particularly described as Part 13 through to Part 26 on Reference Plan 61R-10895 in the Township of Mapleton, in the County of Wellington and Province of Ontario

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW 2021-013

**Being a by-law to regulate and maintain land
in a clean and clear manner.**

WHEREAS Section 127 of the Municipal Act, 2001 S.O. 2001, c.25 as amended authorizes Municipalities to pass by-laws for requiring the owner or occupant of land to clean and clear the land, not including buildings, or to clear refuse and debris from the land, not including buildings and to regulate when and how such matters shall be done to prohibit the depositing of refuse or debris on land without the consent of the owner or occupant of the land and to define "refuse" for the purpose of the by-law:

AND WHEREAS Section 446 of the Municipal Act, 2001 S.O. 2001, c.25 as amended authorizes municipalities to direct that where an owner has defaulted, the municipality may have the default remedied at the owner's expense and add the cost to the tax roll:

AND WHEREAS it is deemed desirable to enact this by-law to extend the useful life of individual properties to enhance the quality of communities and neighbourhoods, to protect the safety, health, and well-being of the public and to ensure the continued enjoyment of property for residents and property owners in the Township of Mapleton:

NOW THEREFORE the Council of the Corporation of The Township of Mapleton enacts as follows:

PART 1 DEFINITIONS

In this By-law:

1. "Adjacent Boulevard" means the boulevard immediately adjacent to the front, side, rear or exterior side of a property.
2. "Boulevard" means that portion of every road allowance within the limits of the Township which is not used as a sidewalk, driveway access, traveled roadway or shoulder.
3. "Derelict" shall mean any vehicle, machinery, trailer, boat, or vessel:
 - a) which has broken or missing parts of such sufficiency so as to render it incapable of being licensed to operate (where such licensing is necessary) in its current condition but shall not include a motor vehicle actively being repaired or restored by the owner, or:
 - b) which is in a wrecked, dismantled, discarded, inoperative or abandoned condition.
4. "Derelict Motor Vehicle" means a motor vehicle as defined in the *Highway Traffic Act* that is:
 - a) inoperative by reason of removed wheels, battery, motor, transmission or other parts or equipment necessary for its operation,
 - b) not in roadworthy condition,
 - c) in a state of disrepair or unsightly by reason of missing doors, glass, or body parts, or:
 - d) inoperable and appears incapable of use as a means of lawful transportation or has an industry standard book value as a

means of transportation that is less than the cost of repairs required to put it into a lawful operable condition unless otherwise demonstrated by an authorized licensed mechanic; but does not include an antique or historic motor vehicle which is actively being restored as a collectors or historic vehicle.

5. "Long grass" means grass which has an average height of 30.5cm (12 inches) or more.
6. "Occupant" means any person or persons over the age of eighteen (18) years in possession of the property.
7. "Officer" means a Municipal Law Enforcement Officer appointed by by-law and assigned the responsibility for enforcing and administering this by-law.
8. "Person" means an individual, firm, corporation, association, or partnership.
9. "Refuse" includes, but is not limited to, debris, rubbish, junk, litter, paper, paper products, disused materials, salvage, appliances, devices, apparatus, machinery, disused furniture, old clothing, old or decayed lumber, construction or demolition debris, tires and wrecked, dismantled, inoperative, unplatd or unused vehicles, trailers, or boats.
10. "Repair" means the provision of such facilities and the making of additions or alterations or the taking of such action as in restoring, renovating, or mending as may be required so that the property shall conform to the standards as established in this by-law.
11. "Vehicle" includes a motor vehicle, trailer, traction engine, farm tractor, road building machine, bicycle, boat, motorized snow vehicle, and any vehicle drawn, propelled, or driven by any kind of power including muscular power.
12. "Yard" means the land other than publicly owned land around or appurtenant to the whole or any part of a residential or non-residential property and used or capable of being used in connection with the property.

PART 2 SCOPE

1. Where a provision of this by-law conflicts with a provision of another by-law in force in the Township of Mapleton, the provision that establishes the higher standard shall prevail in order to protect the health, safety, and welfare of the general public.

PART 3 LOT MAINTENANCE

1. Every owner, lessee or occupant of land shall maintain said land clean and free from refuse, including but not limited to:
 - a) rubbish, junk, debris, derelict vehicles and objects or conditions that may create a health, fire, or accident hazard,
 - b) wrecked, dismantled, discarded, unplatd, or abandoned vehicles, boats machinery or trailers unless it is necessary for the operation of a business lawfully situated on the property,

- c) grass or weeds over 30.5 cm (12 inches) in height, brush and undergrowth and noxious weeds as defined by the *Weed Control Act*,
- d) dilapidated, collapsed, or partially constructed structures which are not currently under construction,
- e) injurious insects, termites, rodents, vermin, or other pests
- f) dead, diseased, decayed, or damaged trees or other natural growth,
- g) any unsightly condition out of character with the surrounding environment.

2. Surface conditions of yards shall be maintained so as to:
- a) prevent ponding of storm water
 - b) prevent instability or erosion of soil
 - c) not exhibit an unsightly appearance
 - d) be kept free of garbage and refuse
 - e) be kept free of deep ruts and holes
 - f) provide for safe passage under normal use and weather conditions, day or night.

Part 3 Section 1 (2) (d) shall not apply to garbage placed out for collection in accordance with County of Wellington Recycling and Waste collection By-law.

3. Vacant land shall be graded, filled, or otherwise drained so as to prevent recurrent ponding.
4. No person shall throw, place, or deposit any refuse as herein defined on any property including Municipal or any private property within the Township of Mapleton, without the written consent of the property owner.
5. Every owner of a property within the Urban System, as defined by the Wellington Official Plan, shall maintain the adjacent boulevard free of long grass, and/or weeds.

PART 4 GRADING AND DRAINAGE

1. No roof, sump pump, swimming pool, driveways or other surface drainage shall be discharged on an entranceway, walkway, sidewalk, stair, steps, adjacent property or onto any highway or public roadway, in such a manner that it will cause an unsafe condition or penetrate or damage a building, structure or property.
2. Every roof drainage system shall be discharged onto the ground at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.
3. Ever sump pump, swimming pool or drainage hose shall be discharged into the rear yard at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.
4. Where a sump pump, drainage of water from swimming pools, or drainage hose is unable to drain into a rear yard, they shall be directed to the side yard. at least 1 metre (3.94 inches) from the building or structure, providing it does not adversely affect adjacent property or cause erosion.

5. Discharge and drainage shall be contained within the limits of the property from which it originated until absorbed by the soils or drainage to an approved swale or drainage ditch.

PART 5 NOTICE OF NON-COMPLIANCE

1. When any land is not maintained to the requirements of this by-law, the Officer may notify the owner, occupant, or other person responsible for the maintenance of the property, in writing through a notice of non-compliance, directing that the land be made to comply with the provisions of the by-law within a defined period of time, but not less than seventy-two (72) hours. Said notice shall be posted on the property where the offence occurs and may be sent to the last known address as shown on the last revised assessment roll of the municipality or delivered personally to the owner, occupant, or person responsible for the property.
2. Where a notice of non-compliance has been sent pursuant to Part 5 (1) and the requirements of the notice have not been complied with, the Corporation of the Township of Mapleton may direct that the work be done at the expense of the owner or occupant. The expense incurred may be recovered by action or by adding the costs to the tax roll and collecting them in the same manner as taxes.

PART 6 DAMAGES AND COMPENSATION

1. The Township and its agents shall not be liable for the damages or compensation for any work done under the provisions of this by-law, or for exercising its powers of enforcement or inspection herein, and no such damages or compensation shall be paid to any person.

PART 7 INSPECTION

1. An Officer appointed by this by-law, may enter on to lands at any reasonable time for the purpose of carrying out an inspection to determine whether the following are being complied with:
 - a) this by-law; or
 - b) a direction or notice of the Township made under this by-law

PART 8 ENFORCEMENT AND ADMINISTRATION

1. This by-law may be enforced by a Municipal Law Enforcement Officer as appointed by Council for that purpose.
2. Any person failing to comply with a notice of non-compliance sent pursuant to Section 1.03 (8) is guilty of an offence.
3. A person who hinders or obstructs, or attempts to hinder or obstruct, any person who is exercising a power of performing a duty under this Act or under a by-law passed under this Act is guilty of an offence.

PART 9 PENALTY AND OFFENCE PROVISIONS

1. Any person who contravenes any of the provisions of this by-law or who fails to comply with the written notice of contravention of an Officer is guilty of an offence and on conviction is liable to a fine as provided for in the *Provincial Offences Act*, R.S.O. 1990, c.P.33.
2. A director or officer of a corporation who knowingly concurs in the contravention of this by-law by the corporation is guilty of an offence.
3. All contraventions of this by-law shall be designated as a continuing offence.
4. If an article of this by-law is for any reason held to be invalid, the remaining articles shall remain in effect until repealed.

PART 10 SEVERABILITY

1. Each and every one of the foregoing provisions of the by-law is severable and if any provisions of the by-law should, for any reason, be declared invalid by any court, it is the intention and desire of this Council that each and every one of the then remaining provisions shall remain in full force and effect.

PART 11 TITLE

1. NOW THEREFORE the Council of the Township of Mapleton enacts as follows:
 - a) This By-Law may be referred to as "The Clean and Clear By-Law".

PART 12 EFFECTIVE DATE OF THIS BY-LAW

1. That this by-law shall come into force and takes effect on the date of final passing.

PART 13 REPEAL OF OLD BY-LAW

1. That By-law Number 2012-049 is hereby repealed.

READ a first, second and third time and passed this 9th day of February 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-014

Being A By-law to authorize the closure and conveyance of an unopened road allowance known as Elgin Street, lying between James Street N and Catherine Street, Rothsay, Township of Mapleton, County of Wellington.

WHEREAS the Corporation of the Township of Mapleton considers it advisable to permanently stop up and close the unopened road allowance known as Elgin Street, lying between James Street N and Catherine Street, Rothsay, Township of Mapleton, County of Wellington (as shown on Schedule "A" attached to and forming part of this by-law) and convey the soil and freehold to two abutting landowners:

AND WHEREAS the policies governing the sale of municipal land have been complied with:

AND WHEREAS public notice of this By-law was given by means of Notice in the *North Wellington Community News* on December 17, 2020 and in the Public Notice section of the Township's website:

AND WHEREAS the Council for the Corporation of the Township of Mapleton has heard any persons who applied to be heard regarding this By-law:

AND WHEREAS Section 34 of the *Municipal Act 2001, S.O. 2001, c. 25*, requires that a By-law permanently closing a highway does not take effect until a certified copy of the By-law is registered in the proper Land Registry Office:

NOW THEREFORE, the Council of The Corporation of the Township of Mapleton enacts as follows:

1. THAT the Road is declared surplus to the Township's present and future needs and that the Road is to be permanently closed; and
2. THAT the soil and freehold of the Road be conveyed to the respective abutting two landowners (the "Purchasers") on a cost recovery basis, subject to the Purchasers entering into a satisfactory agreement of purchase and sale and subject to any necessary easements or other legal requirements being satisfied, as determined by the Township's Solicitor; and
3. THAT the Township's Solicitor take all necessary steps to complete the conveyance of the Road to the Purchasers and that the Mayor and Clerk are authorized to execute any documents in connection therewith; and
4. THAT this By-law shall take effect on the date of its registration in the Land Registry Office, in accordance with Section 34 of the *Municipal Act 2001, S.O. 2001, c. 25*.

READ three times and finally passed this 9th day of February 2021.

Gregg Davidson, Mayor

Larry Wheeler, Clerk



January 22, 2021

By Email: mbaron@mapleton.ca

Manny Baron, CAO
Township of Mapleton
7275 Sideroad 16, Box 160
Drayton, ON N0G 1P0

Dear Mr. Baron

Re: 2021 Grand River Conservation Authority Budget and Levy Meeting

Please be advised that the Annual General Meeting of the Grand River Conservation Authority will be held virtually on Friday, February 26, 2021, at 9:30 a.m., to consider the 2021 Budget and General Municipal Levy.

The attached report, which includes the most recent draft of the 2021 Budget, was presented to the General Membership on January 22, 2021. Based on previous board direction to staff, this draft budget includes a General Levy of \$12,225,000 which represents a 2.5% increase over 2020. The General Levy, if approved at the Annual General Meeting, will be apportioned to watershed municipalities on the basis of "Modified Current Value Assessment" as defined in Ontario Regulation 670/00.

The attached draft 2021 Budget outlines the programs and services of the Grand River Conservation Authority and how those programs are expected to be funded in 2021. Also attached is a calculation of the apportionment of the 2021 General Levy to participating municipalities. Should you have any questions concerning the draft Budget or the levy apportionment, please contact the undersigned.

Yours truly,

A handwritten signature in black ink that reads "Karen Armstrong".

Karen Armstrong,
Deputy CAO and Secretary-Treasurer
Grand River Conservation Authority

Grand River Conservation Authority

Report number: GM-01-21-05
Date: January 22, 2021
To: Members of the Grand River Conservation Authority
Subject: Budget 2021 – Draft #2

Recommendation:

THAT member municipalities be forwarded a letter advising them of the General Membership meeting to be held February 26, 2021 to approve the 2021 Budget and the general municipal levy and that the most recent budget draft be forwarded with this letter;

AND THAT proceeds estimated to be received as a result of claims under the Canada Emergency Wage Subsidy (CEWS) program be placed into the personnel reserve;

AND THAT a Transition reserve be created at an amount equal to any undesignated surplus realized from the 2020 year-end operating results, plus any 2021 budgeted compensation cost savings.

Summary:

This draft continues to present a balanced budget position for 2021.

This draft of the budget includes the following significant changes since the September 25, 2020 draft #1 budget report:

- \$1,008,000 Special Projects spending/funding increased

This draft introduces the establishment of a transition reserve created from 2020 operating surplus and 2021 staff vacancy cost savings.

It is also recommended that 2020 CEWS funding be placed into the personnel reserve.

The Final Budget will include adjustments to the Outdoor Education program, Conservation Area program, Forestry (Tree Planting) program, special projects, expenses carried forward from 2020, staffing costs, and the 2020 surplus carry forward (based on audited 2020 results). These adjustments are not anticipated to impact the 2021 budgeted general levy increase of 2.5%.

This draft includes the following amounts:

- Expenditures \$31,579,188
- General Municipal Levy \$12,225,000 (2.5% increase over prior year)
- Provincial Water and Erosion Control Infrastructure (WECl) Grant \$700,000
- Provincial Source Protection Program Grant \$640,000
- Reserves to decrease by approximately \$2,000,000 in 2021

Report:

The final 2021 budget will be presented for approval at the February 26, 2021 General Membership Meeting.

Transition Reserve – Create New Reserve

Staff recommend establishing a transition reserve. In accordance with the GRCA Reserve Policy (see attached), this reserve would be considered a discretionary reserve under the grouping of miscellaneous operating reserve. Furthermore, the GRCA Reserve Policy (page 4 of 7 attached policy) states that a new reserve be approved by the board and that in creating a new reserve staff will outline:

- Rationale for reserve
- Funding source(s)
- Target balance for reserve (if applicable)
- Amount and timing of projected disbursement (if known)

The rationale (purpose) for the reserve would be to fund expenditures related to the transitioning of GRCA to new provincial regulations requirements and/or fund costs related to managing expenses impacted by COVID-19 or revenue losses due to COVID-19. The uncertainty created by COVID-19 and the pending provincial regulations hamper the ability to identify and quantify expenses and revenue impacts which in turn make budgeting challenging. By establishing this reserve, as events unfold, appropriate forecast adjustments can be introduced and the reserve accessed as necessary.

The funding sources would be:

- 1) Any 2020 year-end operating surplus that has not been designated to be incorporated into the 2021 budget (estimate \$300,000 to \$600,000)
- 2) Any 2021 compensation savings due to positions being kept vacant pending a staffing plan that incorporates the impact of the new regulations (estimate \$250,000 to \$350,000). Further details provided below.

A target balance is considered not applicable at this time.

Projected disbursements are difficult to quantify given that the new regulations have yet to be released and future COVID-19 events are unknown.

The amount to be transferred into this reserve will be outlined in the 2021 final budget report at the February 26, 2021 General Meeting. By February, the year-end audit will have been completed, the year-end 2020 operating surplus will be finalized and the board will approve the budget which will identify the amount of compensation savings to be transferred to this new transition reserve. This strategy would allow the 2021 proposed general municipal levy increase to be kept at 2.5%.

Stabilization Reserve

The board requested clarification regarding establishing a stabilization reserve. The GRCA reserve policy (page 3 of 7) states that within the grouping of discretionary reserves that a stabilization reserve is defined as follows:

- The board may support setting aside surpluses generated by a non-levy-funded business unit to offset operating deficits in other years. GRCA has used this strategy for Conservation Areas, where revenues can fluctuate substantially due to uncontrollable factors such as weather, water quality, currency and other economic changes.

Of note, in this policy statement is that only “non-levy funded business unit” surplus is being considered. The GRCA currently has a Conservation Area Stabilization reserve.

There appears to be no specific wording outlined in the Conservation Authority Act that prevents establishing this type of reserve nor are there any articles in GRCA’s bylaws that speaks to stabilization reserves.

Stabilization reserves in general can be described as reserves used to fund uncontrollable and unexpected expense or revenue fluctuations and funded by surpluses and/or budgeted amounts.

The GRCA has in place capital reserves to address unexpected expenses.

The GRCA has in place the following miscellaneous operating reserves to address fluctuations in established program activities impacting costs/revenue:

- Cottage Lot Reserve
- Forestry Reserve
- Planning Enforcement Reserve
- Property Rental Reserve
- Personnel Reserve

Given the recommendation to create a transition reserve and the existence of other established miscellaneous operating reserves and capital reserves the need for a stabilization reserve at this time is not being recommended by staff.

Personnel Reserve – CEWS Funding

Staff recommend that proceeds estimated to be received as a result of claims under the Canada Emergency Wage Subsidy (CEWS) program be placed into the personnel reserve. The GRCA is in the process of applying for CEWS funding. At the time of this report, claims for periods 2-4 (April to June) totalling \$1.25 million have been completed. KPMG has been engaged to calculate the claims. It is anticipated that claims for period 5-7 will be made. Updates on claim amounts will be provided at the January General Meeting. KPMG was also engaged to address the criteria that stated a ‘public institution’ would be disqualified from applying for CEWS funding. KPMG has provided a case to the Canada Revenue Agency (CRA) to not have GRCA considered a ‘public institution’ thereby allowing GRCA to apply for funding. There is uncertainty as to the approval of this claim and the potential for the CRA to subsequently audit the claim; the CRA could potentially deny all or part of each period claim based on not meeting the eligibility requirements and/or adjust claim calculations. Once the CEWS claim is considered finalized (i.e. once funds are received and the risk of a negative CRA audit low), the reallocation of this funding to other established reserves, including the possible creation of a stabilization reserve can be revisited.

Operating Budget 2021 - Transfer to Transition Reserve – Compensation Savings

The 2021 budget draft #1 included a few staff positions that are currently vacant. These vacancies are a result of staff departures and vacancies due to positions that were eliminated during 2020. Restructuring will be undertaken and is somewhat contingent on uncertain events driven by the status of COVID-19 and the transition to the new regulations. Staff recommend that cost savings anticipated due to net staff vacancies be allocated to the transition reserve. The cost savings for 2021 will be incorporated into the final draft of the 2021 budget. At present,

it is estimated that the amount that will be budgeted to be transferred to the transition reserve is in the range of \$250,000 and \$350,000.

This draft of the 2021 Budget includes the following changes made since the September 25th, 2020 General Membership Meeting:

Special Projects Budget 2021 (net increase \$1,008,000):

\$ 140,000	Waste Water Optimization Project expenses increased
\$ 140,000	Provincial funding increased
(\$ 80,000)	Source Protection Program expenses decreased
\$ 80,000	Provincial funding decreased
\$ 400,000	Emerald Ash Borer expenses increased
\$ 400,000	Funding from Land Sale Proceeds reserve increased
\$ 100,000	Ecological Restoration Project expenses increased
\$ 100,000	Other Donations funding increased
\$ 100,000	Great Lakes Protection Initiative Project expenses increased
\$ 100,000	Federal Government funding increased
\$ 90,000	Precision Agriculture-OMFRA Project expenses increased
\$ 90,000	Provincial funding increased
\$ 258,000	Trail Maintenance Project expenses increased
\$ 258,000	Foundation funding increased

Significant Outstanding Budget Items

Draft #2 operating budget continues to assume status quo operations.

After actual 2020 figures are finalized, the final budget will be prepared and the outstanding matters listed below will be addressed.

(a) Programs where COVID-19 is having a significant impact

The program areas where revenue and expenses were significantly impacted in 2020 by COVID-19 were Forestry (Tree Planting), Outdoor Education and Conservation Areas. Budget 2021 draft #1 assumed operations will return to 2019 levels. Adjustments to these programs will be reflected in the final budget. These adjustments will not impact the levy increase.

(b) Year 2020 Carry forward Adjustments

2020 Surplus carry forward

This draft of the 2021 Budget assumes a NIL surplus carry over from year 2020. The December 2020 Financial Summary for year-end 2020 forecasts a \$796,000 surplus. Some surplus will be carried over to 2021 to cover additional costs added to the 2021 budget. Staff recommend that any 2020 surplus that is not required to ensure a breakeven 2021 budget (i.e. municipal levy increase kept to 2.5%) be transferred into a transition reserve as described above. The amount of surplus to be transferred to the

transition reserve is estimated to be between \$300,000 to \$600,000. The 2020 carry forward surplus will be updated based on the actual yearend results.

2021 Special Projects carry forward

Any projects commenced in year 2020 or earlier and not completed by December 31, 2020 will be carried forward and added to Budget 2021 (i.e. both the funding and the expense will be added to Budget 2021 and therefore these adjustments will have no impact on the breakeven net result). Projects for 2021 are being carefully considered in light of COVID-19 restrictions and pending government regulatory changes.

Major Water Control Structures Capital Maintenance Expenditures

A final determination of the amount of spending to be added to the Budget 2021 will be impacted by unspent amounts from 2020 that will be carried forward to 2021, including use of the reserve for 2021 projects.

(c) Conservation Area Revenue and Expenses

Final revenue, operating and capital expense budget figures to be determined following year-end actuals review. To the extent that costs are budgeted to be in excess of budgeted revenue, the conservation area reserve will be used to make up the difference.

(d) Source Protection Program

The current budget draft includes \$640,000 in spending. The final version of the GRCA 2021 Budget may be adjusted to reflect any funding approvals. Expenses for this program are funded 100% by a provincial grant.

Attached are the following:

GRCA Reserve Policy
Budget 2021 Timetable
Summary Reserve Report – Budget 2021
Preliminary Budget 2021 Package to Municipalities

Notice to Municipalities:

Ontario Regulation 139/96, made under the Conservation Authorities Act, requires that Conservation Authorities provide 30 days' notice to participating municipalities of the meeting at which the Budget and Levy will be voted upon. The notice must include the amount of each municipality's levy and the financial information relied on in support of that levy. Budget draft #2 will be sent via email to municipalities on January 25, 2021 in order to adhere to the notice timeline.

Financial implications:

In this draft, the GRCA is proposing a \$31,579,188 budget.

With respect to reserves this budget version outlines a net decrease to reserves of approximately \$2.0 million.

Prepared by:

Sonja Radoja
Manager, Corporate Services

Approved by:

Karen Armstrong
Assistant CAO/Secretary-Treasurer



2021 BUDGET

(Draft to January 22, 2021 General Board Meeting)

Grand River Conservation Authority

2021 Budget

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GRCA 2021 Budget Highlights

The Grand River Conservation Authority is a successful partnership of municipalities, working together to promote and undertake wise management of the water and natural resources of the Grand River watershed.

The Grand River stretches 300 kilometres from Dundalk in Dufferin County to Port Maitland on Lake Erie. It takes in one of the fastest growing regions in the province, with a population of approximately 1,000,000. The Grand River watershed is also home to some of the most intensively farmed land in the nation.

The prospect of high growth and the impact on water and natural resources and the quality of life present an enormous challenge to the GRCA, municipalities and all watershed residents. It creates an urgent need to work co-operatively to care wisely for the Grand River and its resources.

The work of the GRCA is divided into seven business areas:

- Reducing flood damages
- Improving water quality
- Maintaining reliable water supply
- Protecting natural areas and biodiversity
- Watershed planning
- Environmental education
- Outdoor recreation

In order to carry out these functions, the GRCA draws revenues from a variety of sources:

- User fees, such as park admissions, nature centre programs, planning fees and others which are set to offset most, if not all, the cost of these services
- Revenues from property rentals and hydro generation at our dams
- Municipal levies, which are applied primarily to watershed management programs
- Municipal grants dedicated to specific programs, such as the Rural Water Quality Program and Water Quality Monitoring
- Provincial transfer payments for water management operating expenses
- Provincial grants for specific purposes, such as the provincial Source Protection Program and Capital Projects related to water management
- Donations from the Grand River Conservation Foundation for programs such as outdoor education, tree nursery operations and various special projects
- Federal grants and other miscellaneous sources of revenue

The GRCA continues to work on the updates and implementation of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region, including the Grand River watershed, as part of the provincial Source Protection Program under the *Clean Water Act, 2006*. Besides supporting municipalities and other agencies in implementing the plans, the focus in 2021 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

In April 2018 the GRCA received approval from the Ministry of Natural Resources and Forestry to use up to \$1.8 million from the Land Sale Reserve for hazard tree management over a three year period. This funding has allowed the GRCA to accelerate its program of tree risk management to ensure the health and safety of the public using GRCA lands. This program will continue until March 31, 2021.

1. Watershed Management and Monitoring

Watershed management and monitoring programs protect watershed residents from flooding and provide the information required to develop appropriate resource management strategies and to identify priority actions to maintain a healthy watershed. Activities include operation of flood and erosion control structures such as dikes and dams; flood forecasting and warning; water quality monitoring; natural heritage restoration and rehabilitation projects; water quantity assessment; watershed and subwatershed studies.

Operating Expenditures:

Water Resources Planning and Environment	\$2,275,700	(Table 1)
Flood Forecasting and Warning	\$ 828,800	(Table 2)
Water Control Structures	\$1,785,700	(Table 3)

Capital Expenditures: **\$1,800,000** (Section B)

Total Expenditures: **\$6,690,200**

Revenue sources: Municipal levies, provincial grants and reserves

2. Planning

Program areas:

- a) Natural Hazard Regulations
The administration of conservation authority regulations related to development in the floodplain, and other natural hazards e.g. wetlands, slopes, shorelines and watercourses.
- b) Plan Input and Review
Planning and technical review of municipal planning documents and recommending environmental policies for floodplains, wetlands and other environmentally significant areas; providing advice and information to municipal councils on development proposals and severances; review of environmental assessments; and providing outside consulting services on a fee-for-service basis to other conservation authorities and agencies.

Operating Expenditures: **\$2,117,200** (Table 4)

Capital Expenditures: **NIL**

Revenue sources: Permit fees, enquiry fees, plan review fees, and municipal levy

3. Watershed stewardship

The watershed stewardship program provides information and/or assistance to private and public landowners and community groups on sound water and environmental practices that will enhance, restore or protect their properties. Some activities are reforestation/tree planting through the Burford Tree Nursery, the Rural Water Quality Program, restoration and rehabilitation projects. The program also, provides conservation information through workshops, publications, the web site and media contacts.

Operating Expenditures:

Forestry & Conservation Land Taxes	\$ 1,465,000 (Table 5)
Conservation Services	\$ 849,200 (Table 6)
Communications and Foundation	\$ 579,500 (Table 7)

Capital Expenditures: NIL

Total Expenditures: \$ 2,893,700

Revenue sources:

Municipal levies and grants, provincial grants, tree sales, landowner contributions, donations from the Grand River Conservation Foundation and other donations.

4. Conservation Land Management

This includes expenses and revenues associated with the acquisition and management of land owned or managed by the GRCA including woodlots, provincially significant wetlands (e.g. Luther Marsh, Dunnville Marsh), passive conservation areas, rail-trails and a number of rental properties. Activities include forest management, woodlot thinning, and hydro production at our dams.

Operating Expenditures:

Conservation Lands, Rentals, Misc	\$3,504,100 (Table 10-Conservation Lands)
Hydro Production	\$ 197,000 (Table 10-Hydro Production)

Capital Expenditures: NIL

Total Expenditures: \$3,701,100

Revenue sources:

Property rentals, hydro production, timber sales, conservation land income, donations from the Grand River Conservation Foundation

5. Education

The GRCA operates six nature centres, which provide curriculum-based programs to about 50,000 students from six school boards and independent schools throughout the watershed. In addition, about 16,000 members of the public attend day camps and weekend family and community events.

Operating Expenditures: **\$1,408,600** (Table 8)

Capital Expenditures: **NIL**

Revenue sources: School boards, nature centre user fees, community event fees, donations from the Grand River Conservation Foundation and municipal general levy.

6. Recreation

This includes the costs and revenues associated with operating the GRCA's 11 active conservation areas. The GRCA offers camping, hiking, fishing, swimming, skiing and other activities at its parks. It provides 2,200 campsites, making it the second-largest provider of camping accommodation in Ontario. About 1.7 million people visit GRCA parks each year.

Operating Expenditures: **\$ 7,000,000** (Table 10)

Capital Expenditures: **\$ 1,500,000** (Section B)

Total Expenditures: **\$10,435,000**

Revenue sources:

Conservation Area user fees, government grants, reserves and donations.

7. Corporate services

This includes the cost of head office functions such as accounting and human resources, as well as the cost of facilities, insurance, consulting and legal fees and expenses relating to the General Membership.

Operating Expenditures: **\$3,241,388** (Table 9)

Capital Expenditures: **\$ 394,000** (Section B)

Total Expenditures: **\$3,635,388**

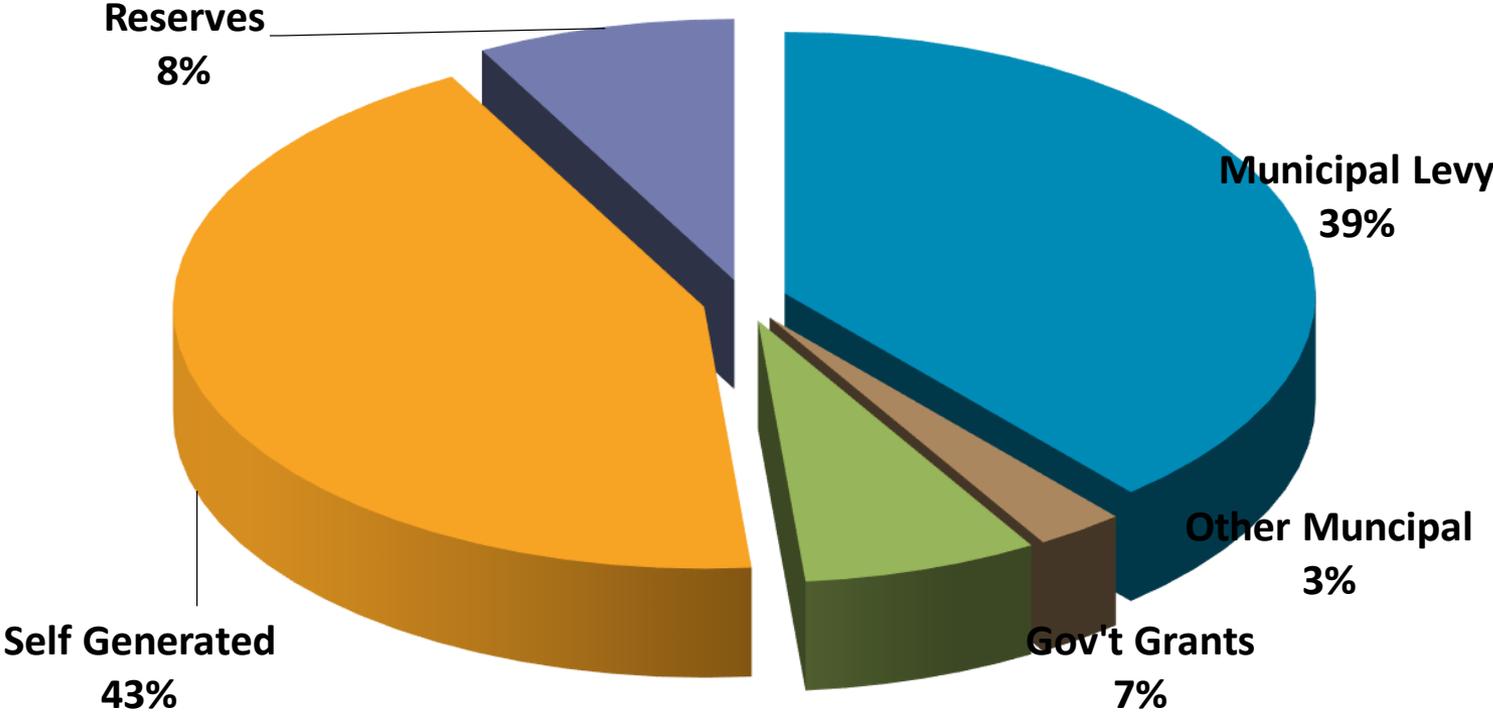
Revenue sources: Municipal levies and reserves.

BUDGET 2021 - Summary of Revenue and Expenditures

FUNDING		Actual 2019	Budget 2020	Budget 2021	Budget Incr/(decr)
Municipal General Levy Funding		11,636,000	11,927,000	12,225,000	298,000 2.50%
Other Government Grants		4,126,018	4,032,188	3,114,188	(918,000) -22.8%
Self-Generated Revenue		17,056,720	16,279,287	13,749,000	(2,530,287) -15.5%
Funding from Reserves		5,326,245	3,740,000	2,491,000	(1,249,000) -33.4%
TOTAL FUNDING		38,144,983	35,978,475	31,579,188	(4,399,287) -12.2%
EXPENDITURES		Actual 2019	Budget 2020	Budget 2021	Budget Incr/(decr)
Base Programs - Operating includes funding to reserves	SECTION A	27,637,633	26,996,475	25,252,188	(1,744,287) -6.46%
Base Programs - Capital	SECTION B	5,873,437	5,655,000	3,694,000	(1,961,000) -34.68%
Special Projects	SECTION C	4,256,626	3,327,000	2,633,000	(694,000) -20.9%
TOTAL EXPENDITURES		37,767,696	35,978,475	31,579,188	(4,399,287) -12.2%
NET RESULT		377,287	-	-	

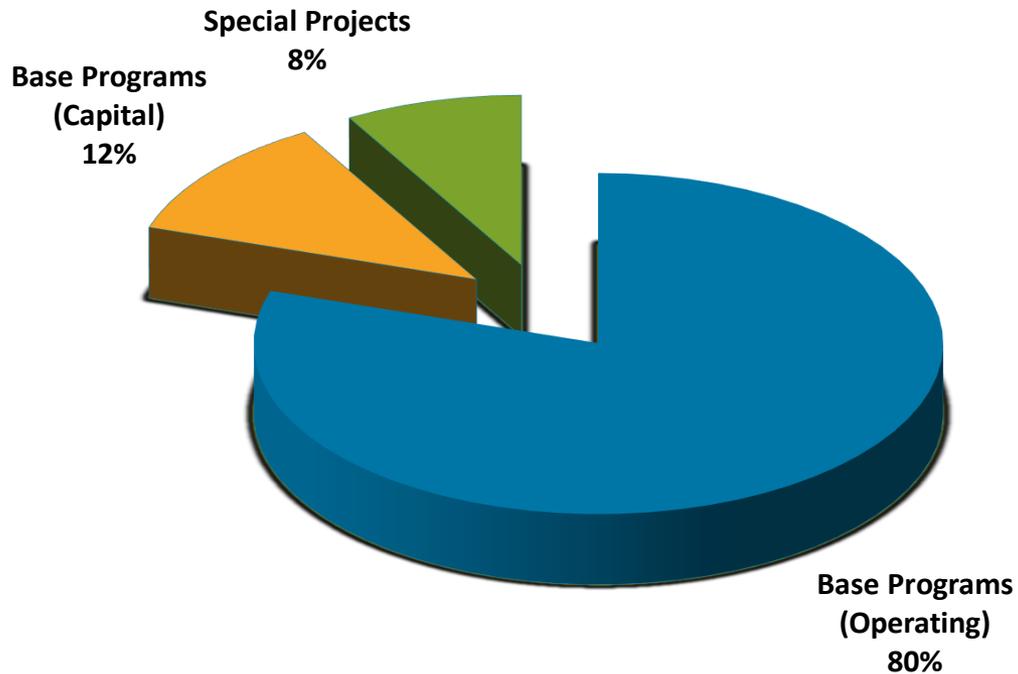
2021 Budget – Revenue by Source

Total 2021 Budget Revenue = \$31.6 Million (\$ 36.0 Million in 2020)

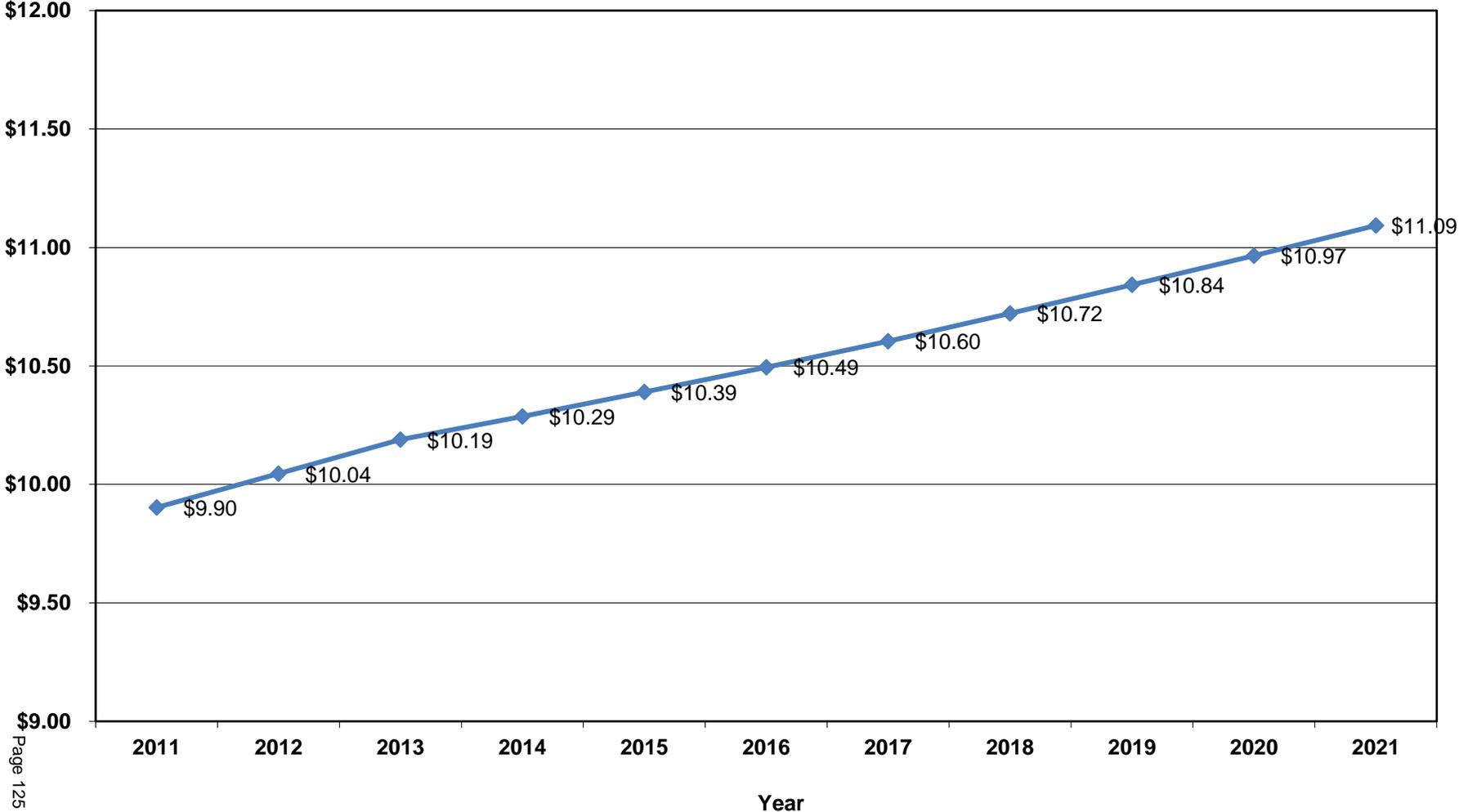


2021 Budget – Expenditures by Category

2021 Budget Expenditures = \$31.6 Million (\$ 36.0 Million in 2020)



Grand River Conservation Authority Per Capita General Levy (2011 to 2021)



Budget 2021 - Summary of Expenditures, Funding and Change in Municipal Levy

		TABLE 1	TABLE 2	TABLE 3	TABLE 4	TABLE 5	TABLE 6	TABLE 7	TABLE 8	TABLE 9	TABLE 9	TABLE 10	TABLE 10	TABLE 10	TOTAL		
		Water Resources Planning & Environment	Flood Forecasting & Warning	Water Control Structures	Resource Planning	Forestry & Conservation Land Taxes	Conservation Services	Communications & Foundation	Environmental Education	Corporate Services	Loss/(Surplus) impact on Municipal Levy Increase	Conservation Land and Rental Management and Misc	Hydro Production	Conservation Areas			
2021 OPERATING																	
TOTAL EXPENSES	A	2,275,700	828,800	1,785,700	2,117,200	1,465,000	849,200	579,500	1,408,600	3,241,388		3,504,100	197,000	7,000,000	25,252,188	A	
TOTAL OTHER FUNDING	B	87,500	164,338	285,350	894,000	677,000	68,000	0	1,068,000	85,000		3,133,000	515,000	7,000,000	13,977,188	B	
"Other Programs" Surplus/(Loss)	B less A															(53,100)	
Loss to be offset with Surplus	C															(53,100)	
Surplus 2020 carried forward to 2021																-	
2021 Levy	A less B less C	2,188,200	664,462	1,500,350	1,223,200	788,000	781,200	579,500	340,600	3,156,388	53,100	0	0	0	11,275,000	C	
																0	NET RESULT
Levy Increase:																	
2021 Levy		2,188,200	664,462	1,500,350	1,223,200	788,000	781,200	579,500	340,600	3,156,388	53,100				11,275,000		
2020 Levy		2,138,200	600,362	1,464,350	1,169,800	739,500	759,200	701,500	308,600	3,455,675	(360,187)				10,977,000		
Levy Increase over prior year		50,000	64,100	36,000	53,400	48,500	22,000	(122,000)	32,000	(299,287)	413,287	n/a	n/a	n/a	298,000		
2021 CAPITAL																	
TOTAL EXPENSES	A	110,000	190,000	1,500,000					394,000					1,500,000	3,694,000		
TOTAL OTHER FUNDING	B	75,000	25,000	750,000					394,000					1,500,000	2,744,000		
2021 Levy	A less B	35,000	165,000	750,000					-					-	950,000		
Levy Increase:																	
2021 Levy		35,000	165,000	750,000					-					-	950,000		
2020 Levy		35,000	165,000	750,000					-					-	950,000		
Levy Increase(decrease) over prior year		-	-	-					-					-	-		
2021 SPECIAL																	
TOTAL EXPENSES	A	140,000	640,000						1,060,000			793,000			2,633,000		
TOTAL OTHER FUNDING	B	140,000	640,000						1,060,000			793,000			2,633,000		
2021 Levy	A less B	-	-						-			-			-		
														TOTAL EXPENSES	31,579,188		
														TOTAL FUNDING	31,579,188		
														NET RESULT	-		

Grand River Conservation Authority Summary of Municipal Levy - 2021 Budget

DRAFT - January 22, 2021

	% CVA in Watershed	2020 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	CVA-Based Matching & Maintenance Levy	CVA-Based Admin & Maintenance Levy	CVA-Based Non Matching Admin & Maintenance Levy	CVA-Based Capital Maintenance*	2021 Budget Total Levy	Actual 2020 Levy	% Change
Brant County	82.9%	6,936,721,473	5,750,542,101	2.84%	12,763	307,240	26,963	346,966	333,521	4.0%	
Brantford C	100.0%	14,928,515,157	14,928,515,157	7.37%	33,133	797,600	69,995	900,728	879,747	2.4%	
Amaranth Twp	82.0%	795,979,920	652,703,535	0.32%	1,449	34,873	3,060	39,382	37,935	3.8%	
East Garafraxa Twp	80.0%	626,126,773	500,901,419	0.25%	1,112	26,762	2,349	30,223	28,338	6.7%	
Town of Grand Valley	100.0%	553,512,121	553,512,121	0.27%	1,228	29,573	2,595	33,396	31,711	5.3%	
Melancthon Twp	56.0%	586,577,630	328,483,473	0.16%	729	17,550	1,540	19,819	19,173	3.4%	
Southgate Twp	6.0%	1,033,512,023	62,010,721	0.03%	138	3,313	291	3,742	3,523	6.2%	
Haldimand County	41.0%	7,079,860,556	2,902,742,828	1.43%	6,442	155,088	13,610	175,140	170,458	2.7%	
Norfolk County	5.0%	9,584,167,114	479,208,356	0.24%	1,064	25,603	2,247	28,914	28,513	1.4%	
Halton Region	10.4%	46,451,977,776	4,837,575,302	2.39%	10,737	258,462	22,682	291,881	280,040	4.2%	
Hamilton City	26.8%	94,145,899,309	25,184,028,065	12.43%	55,894	1,345,531	118,080	1,519,505	1,471,642	3.3%	
Oxford County	36.7%	4,427,004,857	1,622,932,789	0.80%	3,602	86,710	7,609	97,921	95,948	2.1%	
North Perth T	2.0%	2,225,735,943	44,514,719	0.02%	99	2,378	209	2,686	2,561	4.9%	
Perth East Twp	40.0%	2,040,630,574	816,252,229	0.40%	1,812	43,611	3,827	49,250	47,534	3.6%	
Waterloo Region	100.0%	102,472,672,048	102,472,672,048	50.58%	227,428	5,474,902	480,462	6,182,792	6,064,723	1.9%	
Centre Wellington Twp	100.0%	5,114,418,180	5,114,418,180	2.52%	11,351	273,253	23,980	308,584	301,160	2.5%	
Erin T	49.0%	2,555,239,625	1,252,067,416	0.62%	2,779	66,895	5,871	75,545	74,455	1.5%	
Guelph C	100.0%	27,653,093,969	27,653,093,969	13.65%	61,374	1,477,448	129,657	1,668,479	1,622,233	2.9%	
Guelph Eramosa Twp	100.0%	2,845,103,563	2,845,103,563	1.40%	6,314	152,008	13,340	171,662	167,139	2.7%	
Mapleton Twp	95.0%	1,799,102,595	1,709,147,466	0.84%	3,793	91,316	8,014	103,123	97,762	5.5%	
Wellington North Twp	51.0%	1,746,561,794	890,746,515	0.44%	1,977	47,591	4,176	53,744	51,442	4.5%	
Puslinch Twp	75.0%	2,685,361,769	2,014,021,326	0.99%	4,470	107,605	9,443	121,518	117,442	3.5%	
Total		338,287,774,768	202,615,193,299	100.00%	449,688	10,825,312	950,000	12,225,000	11,927,000	2.5%	

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.

SECTION A

BASE PROGRAMS – OPERATING

SECTION A - Operating Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2021 vs Budget 2020

	Actual 2019	Budget 2020	Budget 2021	Incr/(Decr)	%age change
EXPENDITURES					
OPERATING EXPENSES	27,637,633	26,996,475	25,252,188	(1,744,287)	-6.78%
Total Expenses	27,637,633	26,996,475	25,252,188	(1,744,287)	-6.78%
SOURCES OF FUNDING					
MUNICIPAL GENERAL LEVY (NOTE)	10,174,542	10,977,000	11,275,000	298,000	2.89%
MUNICIPAL SPECIAL LEVY	46,372	50,000	50,000	-	0.00%
OTHER GOVT FUNDING	528,169	517,188	517,188	-	0.00%
SELF-GENERATED	15,406,254	14,743,000	13,363,000	(1,380,000)	-9.97%
RESERVES	1,012,601	332,000	47,000	(285,000)	-163.79%
SURPLUS CARRYFORWARD	469,695	377,287	-	(377,287)	-91.50%
Total BASE Funding	27,637,633	26,996,475	25,252,188	(1,744,287)	-6.78%

NOTE: See "Summary of Revenue, Expenditures and Changes in Municipal Levy" for details of \$391,000 levy increase.

TABLE 1

(a) Watershed Studies

This category includes watershed and subwatershed studies. These studies provide the strategic framework for understanding water resources and ecosystem form, functions and linkages. These allow for assessment of the impacts of changes in watershed resources and land use. Watershed studies also identify activities and actions that are needed to minimize the adverse impacts of change. This program supports other plans and programs that promote healthy watersheds.

Specific Activities:

- Carry out or partner with municipalities and other stakeholders on integrated subwatershed plans for streams and tributaries. Subwatershed Plans are technical reports which provide comprehensive background on how surface water, groundwater, terrestrial and aquatic ecosystems function in a subwatershed. The plans recommend how planned changes such as urbanization can take place in a sustainable manner.

(b) Water Resources Planning and Environment and Support

This category includes the collection and analysis of environmental data and the development of management plans for protection and management of water resources and natural heritage systems. These programs assist with implementation of monitoring water and natural resources and assessment of changes in watershed health and priority management areas.

Specific Activities:

- operate 8 continuous river water quality monitoring stations, 73 stream flow monitoring stations, 27 groundwater monitoring stations, and 37 water quality monitoring stations in conjunction with MOE, apply state-of-the-art water quality assimilation model to determine optimum sewage treatment options in the central Grand, and provide technical input to municipal water quality issues
- analyze and report on water quality conditions in the Grand River watershed
- maintain a water budget to support sustainable water use in the watershed, and maintain a drought response program
- analyze water use data for the watershed and provide recommendations for water conservation approaches
- provide advice to Provincial Ministries regarding water use permits to ensure that significant environmental concerns are identified so that potential impacts can be addressed.

(c) Resource Management Division Support

Provides support services to the Engineering and Resource Management Divisions including support for Flood Forecasting and Warning and Water Control Structures.

Specific Spending:

- administrative services
- travel, communication, staff development and computer
- insurance

(d) Natural Heritage Management

The natural heritage management program includes those activities associated with providing service and/or assistance to municipalities, private and public landowners and community groups on sound environmental practices that will enhance, restore or protect the aquatic and terrestrial ecosystems. The program includes watershed scale natural heritage assessments and implements restoration activities on GRCA land..

Specific Activities:

- maintain and promote the ‘Grand River Fisheries Management Plan’.
- implement “best bets” for protection and enhancement of fisheries, work with outside agencies, non-government organizations and the public to improve fish habitat through stream rehabilitation projects including the implementation of the recommendations of the watershed studies.
- maintain and implement the Forest Management Plan for the Grand River watershed and develop and implement components of the watershed Emerald Ash Borer strategy
- carry out restoration and rehabilitation projects for aquatic and terrestrial ecosystems e.g. species at risk and ecological monitoring on GRCA lands, and prescribed burn activities and community events such as tree planting and stream restoration
- provide technical input and review services for applications that may affect the watershed ecosystems.

TABLE 1
 GRAND RIVER CONSERVATION AUTHORITY
Water Resources Planning & Environment

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget Change
Expenses:				incr/(decr)
Salary and Benefits	1,604,949	1,664,000	1,714,000	50,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	274,940	289,300	289,300	0
Insurance	96,848	107,300	107,300	0
Other Operating Expenses	125,923	175,100	165,100	(10,000)
Amount set aside to Reserves				
TOTAL EXPENSE	2,102,660	2,235,700	2,275,700	40,000
Funding				(incr)/decr
Municipal Special/Other	40,204	50,000	50,000	0
MNR Grant	4,200	-	-	0
Prov & Federal Govt	6,505	37,500	37,500	0
Miscellaneous	2,500	-	-	
Funds taken from Reserves	-	10,000	-	10,000
TOTAL FUNDING	53,409	97,500	87,500	10,000
Net Funded by General Municipal Levy	2,049,251	2,138,200	2,188,200	
Net incr/(decr) to Municipal Levy				50,000

TABLE 2

Flood Forecasting and Warning

The flood warning system includes the direct costs associated with monitoring the streams, and rivers in order to effectively provide warnings and guidance to municipalities and watershed residents during flood emergencies.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- maintain a ‘state of the art’ computerized flood forecasting and warning system.
- operate a 24 hour, year-round, on-call duty officer system to respond to flooding matters.
- collect and manage data on rainfall, water quantity, reservoir conditions, water levels from 56 stream flow gauges, 24 rainfall gauges, and 12 snow courses.
- use data radio and Voice Alert system to continuously, monitor river conditions and detect warning levels, assist municipalities with emergency planning, and respond to thousands of inquiries each year.
- Assist municipalities with municipal emergency planning and participate in municipal emergency planning exercises when requested.

TABLE 2
GRAND RIVER CONSERVATION AUTHORITY
Flood Forecasting & Warning

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	407,090	470,700	484,800	14,100
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	251,806	236,000	236,000	-
Other Operating Expenses	48,681	58,000	108,000	50,000
Amount set aside to Reserves	93,000			
TOTAL EXPENSE	800,577	764,700	828,800	64,100
Funding				(incr)/decr
MNR Grant	143,000	164,338	164,338	-
TOTAL FUNDING	143,000	164,338	164,338	-
Net Funded by General Municipal Levy	657,577	600,362	664,462	
Net incr/(decr) to Municipal Levy				64,100

TABLE 3

Water Control Structures

This category includes costs associated with the capital and maintenance of structures, the primary purpose of which is to provide protection to life and property. These structures include dams, dykes, berms and channels etc. Also included in this category are non-flood control dams and weirs, which maintain upstream water levels.

Overall, flood protection services provide watershed residents with an effective and efficient system that will reduce their exposure to the threat of flood damage and loss of life. It is estimated that the existing flood protection in the Grand River watershed saves an average of over \$5.0 million annually in property damage.

Specific Activities:

- operate and maintain 7 major multi-purpose reservoirs, which provide flood protection and flow augmentation, and 25 kilometres of dykes in 5 major dyke systems (Kitchener-Bridgeport, Cambridge-Galt, Brantford, Drayton and New Hamburg)
- ensure structural integrity of flood protection infrastructure through dam safety reviews, inspections and monitoring, reconstruction of deteriorating sections of floodwalls and refurbishing of major components of dams
- carry out capital upgrades to the flood control structures in order to meet Provincial standards
- operate and maintain 22 non-flood control dams, which are primarily for aesthetic, recreational, or municipal water supply intake purposes
- develop and implement plans to decommission failing or obsolete dams
- ice management activities to prevent or respond to flooding resulting from ice jams
- develop and implement public safety plans for structures

TABLE 3
GRAND RIVER CONSERVATION AUTHORITY
Water Control Structures

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,168,065	1,205,000	1,241,000	36,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	16,910	29,200	29,200	-
Property Taxes	161,219	170,700	170,700	-
Other Operating Expenses	335,942	344,800	344,800	-
Amount set aside to Reserves	41,000	-	-	-
TOTAL EXPENSE	1,723,136	1,749,700	1,785,700	36,000
Funding				(incr)/decr
MNR Grant	207,000	285,350	285,350	-
TOTAL FUNDING	207,000	285,350	285,350	-
Net Funded by General Municipal Levy	1,516,136	1,464,350	1,500,350	
Net incr/(decr) to Municipal Levy				36,000

TABLE 4

(a) PLANNING - Regulations

This category includes costs and revenues associated with administering the *Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation* made under the *Conservation Authorities Act*. This includes permit review, inspections, permit issuance, enforcement and follow-up, which may include defending appeals.

Specific Activities:

- Process over 800 permits each year related to development, alteration or activities that may interfere with the following types of lands:
 - ravines, valleys, steep slopes
 - wetlands including swamps, marshes, bogs, and fens
 - any watercourse, river, creek, floodplain or valley land
 - the Lake Erie shoreline
- The regulation applies to the development activities listed below in the areas listed above:
 - the construction, reconstruction, erection or placing of a building or structure of any kind,
 - any change to a building or structure that would have the effect of altering the use or potential use of the building or structure, increasing the size of the building or structure or increasing the number of dwelling units in the building or structure
 - site grading
 - the temporary or permanent placing, dumping or removal of any material originating on the site or elsewhere.
- maintain policies and guidelines to assist in the protection of sensitive environmental lands (i.e. Policies for the Administration of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation)
- enforcement of the Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation and maintain compliance policies and procedures
- update and maintain flood line mapping; develop natural hazards mapping in digital format to be integrated into municipal planning documents and Geographic Information Systems

(b) PLANNING - Municipal Plan Input and Review

This program includes costs and revenues associated with reviewing Official Plans, Secondary and Community Plans, Zoning Bylaws, Environmental Assessments, development applications and other proposals, in accordance with Conservation Authority and provincial or municipal agreements. It also includes watershed management consulting outside of the Grand River watershed, which is done from time-to-time on a fee-for-service basis.

Specific Activities:

- review municipal planning and master plan documents and recommend environmental policies and designations for floodplains, wetlands, natural heritage areas, fisheries habitat, hazard lands and shorelines, which support GRCA regulations and complement provincial polices and federal regulations
- provide advice to municipalities regarding environmental assessments, and other proposals such as aggregate and municipal drain applications to ensure that all environmental concerns are adequately identified and that any adverse impacts are minimized or mitigated
- provide information and technical advice to Municipal Councils and Committees and Land Division Committees regarding development applications to assist in making wise land use decisions regarding protection of people and property from natural hazard areas such as flood plains and erosion areas and protection and enhancement of wetlands, fish and wildlife habitat and natural heritage systems

TABLE 4
GRAND RIVER CONSERVATION AUTHORITY
Resource Planning

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	1,543,228	1,786,600	1,840,000	53,400
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	198,359	222,500	222,500	-
Other Operating Expenses	89,535	54,700	54,700	-
TOTAL EXPENSE	1,831,122	2,063,800	2,117,200	53,400
Funding				(incr)/decr
Provincial	-	-	-	-
MNR Grant	58,988	-	-	-
Self Generated	892,200	894,000	894,000	-
TOTAL FUNDING	951,188	894,000	894,000	-
Net Funded by General Municipal Levy	879,934	1,169,800	1,223,200	
Net incr/(decr) to Municipal Levy				53,400

TABLE 5

Forestry & Property Taxes

The forestry program includes those activities associated with providing service and/or assistance to private and public landowners and community groups on sound environmental practices that will enhance, restore or protect their properties.

This category includes direct delivery of remediation programs including tree planting/reforestation.

General Municipal Levy funds the property tax for GRCA owned natural areas/passive lands.

Specific Activities:

- plant trees on private lands (cost recovery from landowner)
- operate Burford Tree Nursery to grow and supply native and threatened species
- carry out tree planting and other forest management programs on over 7,000 hectares of managed forests on GRCA owned lands
- manage Emerald Ash Borer infestation

TABLE 5
GRAND RIVER CONSERVATION AUTHORITY
Forestry & Conservation Land Taxes

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	573,407	619,000	637,500	18,500
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	47,793	54,300	54,300	0
Property Taxes	161,047	183,200	183,200	0
Other Operating Expenses	567,415	590,000	590,000	0
Amount set aside to Reserves				0
TOTAL EXPENSE	1,349,662	1,446,500	1,465,000	18,500
Funding				(incr)/decr
Provincial	7,324			
Donations	46,568	57,000	27,000	30,000
Self Generated	646,075	650,000	650,000	-
TOTAL FUNDING	699,967	707,000	677,000	30,000
Net Funded by General Municipal Levy	649,695	739,500	788,000	
Net incr/(decr) to Municipal Levy				48,500

TABLE 6

Conservation Services

The Conservation Services program includes those activities associated with providing service and/or assistance to private and public landowners and community groups implementing projects to conserve and enhance natural resources on their properties.

This category includes the Rural Water Quality program and Forestry extension services.

Specific Activities:

- Co-ordinate the Rural Water Quality Program. This involves landowner contact, community outreach and delivery of a grant program to encourage adoption of agricultural management practices and projects to improve and protect water quality. Funding for this important initiative comes from watershed municipalities and other government grants.
- Carry out tree planting, and naturalization projects with private landowners
- Co-ordinate community events e.g. children's water festivals and agricultural and rural landowner workshops to promote landowner environmental stewardship action
- Co-ordinate GRCA Volunteer Program to enable public participation in GRCA environmental activities

TABLE 6
GRAND RIVER CONSERVATION AUTHORITY
Conservation Services

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	719,469	715,000	697,000	(18,000)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	91,263	100,200	100,200	-
Other Operating Expenses	12,322	52,000	52,000	-
Amount set aside to Reserves				
TOTAL EXPENSE	823,054	867,200	849,200	(18,000)
Funding				(incr)/decr
Prov & Federal Govt	6,168	30,000	30,000	-
Donations/Other	79,632	47,000	7,000	40,000
Funds taken from Reserves	687	31,000	31,000	-
TOTAL FUNDING	86,487	108,000	68,000	40,000
Net Funded by General Municipal Levy	736,567	759,200	781,200	
Net incr/(decr) to Municipal Levy				22,000

TABLE 7

Communications & Foundation

The Communications department provides a wide range of services and support for the GRCA, the Grand River Conservation Foundation, as well as Lake Erie Region Source Protection Program. This category includes watershed-wide communication and promotion of conservation issues to watershed residents, municipalities and other agencies.

The Grand River Conservation Foundation provides private sector funding for GRCA projects with limited or no other sources of revenue. This category includes operational costs related to fundraising.

Communications - Specific Activities:

- Media relations
- Public relations and awareness building
- Online communications
- Issues management and crisis communications
- Community engagement and public consultation
- Corporate brand management

Foundation - Specific Activities:

- Solicit donors for financial support
- Orient and train volunteers to assist with fundraising
- Provide site tours and other events to stakeholders

TABLE 7
GRAND RIVER CONSERVATION AUTHORITY
Communications & Foundation

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	485,367	601,000	479,000	(122,000)
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	69,781	77,000	77,000	-
Other Operating Expenses	56	23,500	23,500	-
Amount set aside to Reserves	50,000	-	-	-
TOTAL EXPENSE	605,204	701,500	579,500	(122,000)
Funding				
Net Funded by General Municipal Levy	605,204	701,500	579,500	
Net incr/(decr) to Municipal Levy				(122,000)

TABLE 8

Environmental Education

This category includes costs and revenues associated with outdoor education facilities, which provide education and information about conservation, the environment and the Conservation Authority's programs to 50,000 students in 6 school boards and 16,000 members of the general public annually. The majority of funding for this program comes from school boards, the Grand River Conservation Foundation and public program fees.

Specific Activities:

- operate 6 outdoor education centres under contract with watershed school boards, providing hands-on, curriculum-based, outdoor education (App's Mills near Brantford, Taquanyah near Cayuga, Guelph Lake, Laurel Creek in Waterloo, Shade's Mills in Cambridge and Rockwood)
- offer curriculum support materials and workshops to watershed school boards
- offer conservation day camps to watershed children and interpretive community programs to the public (user fees apply)

TABLE 8
GRAND RIVER CONSERVATION AUTHORITY
Environmental Education

OPERATING	Actual 2019	Budget 2020	Budget 2021	Budget change
Expenses:				incr/(decr)
Salary and Benefits	972,399	980,000	1,009,000	29,000
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	88,021	85,800	85,800	0
Insurance	11,114	12,800	15,800	3,000
Property Taxes	12,002	14,000	14,000	0
Other Operating Expenses	264,726	284,000	284,000	0
Amount set aside to Reserves	111,000			0
TOTAL EXPENSE	1,459,262	1,376,600	1,408,600	32,000
Funding				(incr)/decr
Provincial & Federal Grants	64,652	-	-	-
Donations	46,130	50,000	50,000	-
Self Generated	1,017,236	1,018,000	1,018,000	0
TOTAL FUNDING	1,128,018	1,068,000	1,068,000	0
Net Funded by General Municipal Levy	331,244	308,600	340,600	
Net incr/(decr) to Municipal Levy				32,000

TABLE 9

CORPORATE SERVICES

This category includes the costs for goods and services, as listed below, that are provided corporately. A small portion of these costs is recovered from provincial grants, namely from source protection program funding and from the MNR operating grant.

Specific Activities:

This category includes the following departments:

- Office of the Chief Administrative Officer and the Assistant Chief Administrative Officer/Secretary-Treasurer
- Finance
- Human Resources
- Payroll
- Health & Safety
- Office Services

In addition, this category includes expenses relating to:

- The General Membership
- Head Office Building
- Office Supplies, Postage, Bank fees
- Head Office Communication systems
- Insurance
- Audit fees
- Consulting, Legal, Labour Relations fees
- Health and Safety Equipment, Inspections, Training
- Conservation Ontario fees
- Corporate Professional Development
- General expenses

TABLE 9
GRAND RIVER CONSERVATION AUTHORITY
Corporate Services

Budget 2021		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,871,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	359,000	
Insurance	70,000	
Other Operating Expenses	941,388	
Amount set aside to Reserves		
TOTAL EXPENSE	3,241,388	
Funding		
MNR Grant	-	
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	15,000	
TOTAL FUNDING	85,000	
Net Result before surplus adjustments	3,156,388	
Deficit from Other Programs offset by 2020 Surplus Carryforward		(53,100)
2020 Surplus Carried Forward to 2021 used to reduce Levy		-
Net Funded by General Municipal Levy	3,156,388	(53,100)

Budget 2020		Surplus available to offset Municipal Levy Increase
Expenses:		
Salary and Benefits	1,904,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	359,000	
Insurance	59,000	
Property Taxes	-	
Other Operating Expenses	1,343,675	
Amount set aside to Reserves		
TOTAL EXPENSE	3,665,675	
Funding		
Recoverable Corporate Services Expenses	70,000	
Funds taken from Reserves	140,000	
TOTAL FUNDING	210,000	
Net Result before surplus adjustments	3,455,675	
Deficit from Other Programs offset by 2019 Surplus Carryforward		(17,100)
2019 Surplus Carried Forward to 2020 used to reduce Levy		377,287
Net Funded by General Municipal Levy	3,455,675	360,187

ACTUAL 2019		Surplus available to offset Municipal Levy
Expenses:		
Salary and Benefits	1,833,313	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	290,695	
Insurance	53,968	
Other Operating Expenses	1,762,628	
Amount set aside to Reserves	135,000	
TOTAL EXPENSE	4,075,604	
Funding		
MNR Grant	36,500	
Donations/Other	108	
Recoverable Corporate Services Expenses	67,728	
Funds taken from Reserves	730,000	
TOTAL FUNDING	834,336	
Net Result before surplus/(deficit) adjustments	3,241,268	
2019 Surplus from Other Programs used to reduce Levy		22,639
2018 Surplus Carried Forward to 2019 used to reduce Levy		469,695
Net Funded by General Municipal Levy	3,241,268	492,334

TABLE 10 (a)

Conservation Lands, Rental Properties, Forestry & Misc

The Conservation Land Management Program includes all expenses and revenues associated with acquisition and management of land owned/managed by the Authority. This includes protection of provincially significant conservation lands, woodlot management, rental/lease agreements and other revenues generated from managing lands and facilities. These expenses do not include those associated with the “active” Conservation Areas and education programs on GRCA lands and outdoor education programs on GRCA lands.

Specific Activities:

- acquire and manage significant wetlands and floodplain lands, e.g. the Luther Marsh Wildlife Management Area, the Keldon Source Area, the Bannister-Wrigley Complex, and the Dunnville Marsh
- operate “passive” conservation areas in order to conserve forests and wildlife habitat (Puslinch Tract in Puslinch, Snyder’s Flats in Bloomingdale, etc.). Some are managed by municipalities or private organizations (Chicopee Ski Club in Kitchener, Scott Park in New Hamburg, etc.)
- develop and maintain extensive trail network on former rail lines owned by GRCA and municipalities (much of this is part of the Trans-Canada Trail network). The Grand River Conservation Foundation is one source of funding for the trails.
- rent 733 cottage lots at Belwood Lake and Conestogo Lake; hold leases on over 1200 hectares of agricultural land and 11 residential units, and over 50 other agreements for use of GRCA lands. Income from these rentals aids in the financing of other GRCA programs
- host controlled hunts at various locations including Luther Marsh Wildlife Management Area and Conestogo Lake
- carry out forestry disease control, woodlot thinning and selective harvesting on GRCA lands in accordance with the Forest Management Plan while generating income from sale of timber. Income generated helps pay for future forest management activities
- where appropriate, dispose of lands that have been declared surplus and continue to identify and plan for disposition of other surplus lands. Proceeds from future dispositions will be used for acquisition of “Environmentally Significant Conservation Lands” and for other core programs
- payment of non-insured losses and deductibles for vandalism, loss or theft; miscellaneous amounts recovered from insurance settlements

- investment income arising from reserves and funds received in advance of program expenses

TABLE 10 (b)

HYDRO PRODUCTION

This program generates revenue from ‘hydro production’.

Specific Activities:

- generate hydro from turbines in 4 dams, Shand, Conestogo, Guelph and Drimmie; the income is used to fund GRCA programs and repay reserves accordingly for the cost of building/repairing turbines.

TABLE 10 (c)

CONSERVATION AREAS

These programs include costs and revenues associated with delivering recreational programs on GRCA lands and include the costs and revenues associated with day-use, camping, concessions and other activities at GRCA active Conservation Areas.

Specific Activities:

- operate 11 “active” Conservation Areas (8 camping and 3 exclusively day-use) that are enjoyed by over 1.7 million visitors annually. These visitors also help generate significant spin-off revenues for the local economies
- offer camping, hiking, fishing, swimming, boating, picnicking, skiing and related facilities
- provide 2,200 campsites – second only to the provincial park system as a provider of camping accommodation in Ontario

TABLE 10
 GRAND RIVER CONSERVATION AUTHORITY
OTHER PROGRAMS - OPERATING - SUMMARY of Results

	Conservation Lands	Property Rentals	MISC	(d) Cons Lands, Rental, Misc	(b) Hydro Production	(c) Conservation Areas	TOTAL Other Programs
Budget 2021 - OPERATING							
Expenses:							
Salary and Benefits	1,163,000	590,000	-	1,753,000	66,500	3,995,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	159,600	74,500	-	234,100	-	216,000	
Insurance	157,300	24,000	-	181,300	-	-	
Property Taxes	-	88,000	-	88,000	-	68,000	
Other Operating Expenses (consulting etc)	576,000	601,700	70,000	1,247,700	25,500	2,721,000	
Amount set aside to Reserves	-	-	-	-	105,000	-	
TOTAL EXPENSE	2,055,900	1,378,200	70,000	3,504,100	197,000	7,000,000	10,701,100
Funding							
Donations	-	-	-	-	-	-	
Self Generated	86,000	2,898,000	148,000	3,132,000	515,000	7,000,000	
Funds taken from Reserves	1,000	-	-	1,000	-	-	
TOTAL FUNDING	87,000	2,898,000	148,000	3,133,000	515,000	7,000,000	10,648,000
NET Surplus/(Deficit) for programs not funded by general levy	(1,968,900)	1,519,800	78,000	(371,100)	318,000	-	(53,100)
Budget 2020 - OPERATING							
Expenses:							
Salary and Benefits	1,129,000	573,000	-	1,702,000	64,500	4,480,000	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	159,600	74,500	-	234,100	-	216,000	
Insurance	147,300	18,000	-	165,300	-	-	
Property Taxes	-	88,000	-	88,000	-	68,000	
Other Operating Expenses (consulting etc)	576,000	809,700	70,000	1,455,700	25,500	3,221,000	
Amount set aside to Reserves	-	-	-	-	105,000	300,000	
TOTAL EXPENSE	2,011,900	1,563,200	70,000	3,645,100	195,000	8,285,000	12,125,100
Funding							
Provincial Funding	-	-	-	-	-	-	
Donations	50,000	-	-	50,000	-	-	
Self Generated	86,000	2,873,000	148,000	3,107,000	515,000	8,285,000	
Funds taken from Reserves	1,000	150,000	-	151,000	-	-	
Municipal General Levy Funding	-	-	-	-	-	-	
TOTAL FUNDING	137,000	3,023,000	148,000	3,308,000	515,000	8,285,000	12,108,000
NET Surplus/(Deficit) for programs not funded by general levy	(1,874,900)	1,459,800	78,000	(337,100)	320,000	-	(17,100)
Actual 2019 - OPERATING							
Expenses:							
Salary and Benefits	1,156,641	536,530	-	1,693,171	50,363	4,337,734	
Travel, Motor Pool, Expenses, Telephone, Training and Development, IT	110,343	72,337	-	182,680	-	231,797	
Insurance	131,963	16,796	-	148,759	-	-	
Property Taxes	-	89,535	-	89,535	-	54,307	
Other Expenses	413,177	876,336	68,658	1,358,171	110,716	3,072,795	
Amount set aside to Reserves	232,324	193,000	-	425,324	135,000	977,000	
TOTAL EXPENSE	2,044,448	1,784,534	68,658	3,897,640	296,079	8,673,633	12,867,352
Funding							
Donations	90,463	-	500	90,963	-	6,413	
Self Generated	176,633	2,898,664	200,717	3,276,014	566,791	8,667,896	
Funds taken from Reserves	-	281,914	-	281,914	-	-	
TOTAL FUNDING	267,096	3,180,578	201,217	3,648,891	566,791	8,674,309	12,889,991
NET Surplus/(Deficit) for programs not funded by general levy	(1,777,352)	1,396,044	132,559	(248,749)	270,712	676	22,639

OTHER INFORMATION

1. INFORMATION SYSTEMS & TECHNOLOGY - COMPUTER CHARGES

The work of the IS&T Group including wages, capital purchases and ongoing maintenance and operations is funded through the Information Systems and Technology Reserve. The IS&T Reserve is sustained through a charge back framework. A “Computer Charge” is allocated to the individual programs based on the number of users and the nature of system usage or degree of reliance on IS&T activities and services.

The *Information Systems and Technology* (IS&T) group leads GRCA’s information management activities; develops and acquires business solutions; and oversees investment in information and communications technology as detailed below:

Specific Activities:

- Develop and implement GRCA's long-term information management, information technology and communications plans.
- Assess business needs and develop tools to address requirements, constraints and opportunities. Acquire and implement business and scientific applications for use at GRCA. Manage information technology and business solutions implementation projects on behalf of GRCA, GRCF and the Lake Erie Source Protection Region.
- Develop, and implement GRCA’s Geographic Information Systems (GIS) technology and spatial data infrastructure. Manage GRCA’s water-related data. Create and maintain standards for the development, use and sharing of corporate data. Develop policies and implement tools to secure GRCA’s data and IT and communications infrastructure.
- Acquire, manage and support GRCA’s server, storage, network and personal computer infrastructure to support geographic information systems (GIS); flood forecasting and warning, including real-time data collection; database and applications development; website hosting; electronic mail; internet access; personal computing applications; and administration systems, including finance, property and human resources.
- Develop and operate a wide area network connecting 14 sites and campus style wireless point-to-multipoint networks at Head Office, Conservation Areas, Nature Centres and Flood Control Structures. Develop and operate an integrated Voice over IP Telephone network covering nine sites and 220 handsets. Support and manage mobile phones, smart phones and pagers. Develop, implement and maintain GRCA’s IS&T disaster recovery plan.
- Operate on-line campsite reservation and day-use systems with computers in 10 Conservation Areas. Provide computers and phone systems for use at outdoor education centres.
- Build and maintain working relationships with all other departments within GRCA. Develop and maintain partnerships and business relationships with all levels of government, Conservation Ontario, private industry and watershed communities with respect to information technology, information management, business solutions and data sharing.

2. VEHICLE, EQUIPMENT – MOTOR POOL CHARGES

Motor Pool charges are allocated to the individual sections based on usage of motor pool equipment. Effectively, motor pool charges are included with administrative costs or other operating expenses, as applicable, on Tables 1 to 10.

Specific Activities:

- Maintain a fleet of vehicles and equipment to support all GRCA programs.
- Purchases of new vehicles and/or equipment.
- Disposal of used equipment.
- Lease certain equipment.

SECTION B

BASE PROGRAMS – CAPITAL

SECTION B – CAPITAL BUDGET

Capital maintenance spending in 2020 includes spending in the following program areas:

- Water Resources Planning
- Flood Forecasting and Warning
- Water Control Structures
- Conservation Areas
- Corporate Services

Water Resources Planning expenditures will be for water quality monitoring equipment.

Flood forecasting and warning expenditures will be for software systems and gauge equipment.

Water Control Structures major maintenance expenditures on dams and dikes.

Conservation Area capital spending includes expenditures as part of the regular maintenance program as well as spending on major repairs and new construction. In 2021, major capital projects within the Conservation Areas will include:

- Expansion of the north side gate house at the Elora Gorge CA
- New fencing at the Elora Gorge CA
- New workshop at the Brant CA
- Water service upgrades at Shade's Mill CA
- Bridge replacement and Harris Mill masonry repairs a Rockwood CA

Corporate Services capital spending represents the portion of overall Information Services and Motor Pool expenses that are funded by the Information Technology (IT) and Motor Pool (MP) reserve. See "Other Information" above for spending descriptions for IT and MP.

SECTION B - Capital Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2021

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			1,500,000				1,500,000
Conservation Areas Capital Projects					1,500,000		1,500,000
Net IT/MP Capital Spending not allocated to Departments						394,000	394,000
TOTAL EXPENSE	110,000	190,000	1,500,000	-	1,500,000	394,000	3,694,000
Funding							
Prov & Federal Govt			700,000				700,000
Self Generated							-
Funding from Reserves	75,000	25,000	50,000		1,500,000	394,000	2,044,000
TOTAL FUNDING	75,000	25,000	750,000	-	1,500,000	394,000	2,744,000
Net Funded by General CAPITAL Levy	35,000	165,000	750,000	-	-	-	950,000

Budget 2020

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	BUDGET TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	110,000						110,000
Flood Forecasting Warning Hardware and Gauges		190,000					190,000
Flood Control Structures-Major Maintenance			2,700,000				2,700,000
Conservation Areas Capital Projects					2,150,000		2,150,000
PSAB Project							-
Building Major Maintenance							-
Net IT/MP Capital Spending not allocated to Departments						505,000	505,000
TOTAL EXPENSE	110,000	190,000	2,700,000	-	2,150,000	505,000	5,655,000
Funding							
Municipal Special Levy							-
Prov & Federal Govt			1,180,000				1,180,000
Self Generated					825,000		825,000
Funding from Reserves	75,000	25,000	770,000		1,325,000	505,000	2,700,000
TOTAL FUNDING	75,000	25,000	1,950,000	-	2,150,000	505,000	4,705,000
Net Funded by General CAPITAL Levy	35,000	165,000	750,000	-	-	-	950,000

ACTUAL 2019 - CAPITAL

	Water Resources Planning & Environment	FFW	Flood Control Expenses	Conservation Land Management (Sch 4)	Conservation Areas	Corporate Services	ACTUAL TOTAL
Expenses:							
WQ Monitoring Equipment & Instruments	91,334						91,334
Flood Forecasting Warning Hardware and Gauges		132,046					132,046
Flood Control Structures-Major Maintenance			2,468,201				2,468,201
Conservation Areas Capital Projects					3,095,027		3,095,027
Funding to Reserves		112,000					112,000
Net IT/MP Expenses in excess of chargebacks						(25,171)	(25,171)
TOTAL EXPENSE	91,334	244,046	2,468,201	-	3,095,027	(25,171)	5,873,437
Funding							
Prov & Federal Govt			1,028,240			4,090	1,032,330
Self Generated		54,170			895,027		949,197
Funding from Reserves			637,000		2,200,000	(29,261)	2,807,739
TOTAL FUNDING	-	54,170	1,665,240	-	3,095,027	(25,171)	4,789,266
Net Funded by General CAPITAL Levy	91,334	189,876	802,961	-	-	-	1,084,171

SECTION C

SPECIAL PROJECTS

SECTION C – SPECIAL PROJECTS

This category of activity represents projects that the GRCA undertakes where special one time and/or multi-year funding is applicable. The duration of these projects is typically one year although in some instances projects may extend over a number years, such as Source Protection Planning. External funding is received to undertake these projects.

The main project in this category is the provincial Source Protection Planning program under the *Clean Water Act, 2006*. Plan development work commenced in 2004, with plan implementation starting in 2015. Work includes research and studies related to the development and updates of a Drinking Water Source Protection Plan for each of the four watersheds in the Lake Erie Source Protection Region. The focus in 2021 continues on completing updates to the Grand River Source Protection Plan, including development of water quantity policies, updating water quality vulnerability assessments, and the development of the annual progress report for the Grand River Source Protection Plan.

Other special projects in the area of watershed stewardship include the “Rural Water Quality Program” grants, Emerald Ash borer infestation management, floodplain mapping projects, Upper Blair subwatershed study, waste water optimization project, trail development, the Mill Creek Ranger stream restoration project and numerous ecological restoration projects on both GRCA lands and private lands in the watershed.

SECTION C - Special Projects Budget

GRAND RIVER CONSERVATION AUTHORITY

Budget 2021

EXPENDITURES	ACTUAL 2019	BUDGET 2020	BUDGET 2021
Grand River Management Plan	21,986	-	-
Subwatershed Plans - City of Kitchener	80,097	100,000	-
Dunnville Fishway Study	18,632	-	-
Waste Water Optimization Program	106,192	140,000	140,000
Floodplain Mapping	486,193	516,000	-
RWQP - Capital Grants	853,294	800,000	800,000
Brant/Brantford Children's Water Festival	31,117	26,000	0
Haldimand Children's Water Festival	15,721	20,000	-
Species at Risk	72,688	40,000	40,000
Ecological Restoration	149,638	100,000	100,000
AGGP-UofG Research Buffers	24,908	30,000	30,000
Great Lakes Agricultural Stewardship Initiative	3,077	-	-
Precision Agriculture-OMFRA	-	-	90,000
Great Lakes Protection Initiative	-	-	100,000
Trails Capital Maintenance	20,725	150,000	258,000
Emerald Ash Borer	398,748	600,000	400,000
Lands Mgmt - Land Purchases/Land Sale Expenses	858,302	-	-
Lands Mgmt - Development Costs	-	-	-
Guelph Lake Nature Centre	-	50,000	-
Mill Creek Rangers	32,213	35,000	35,000
Total SPECIAL Projects 'Other'	3,173,531	2,607,000	1,993,000
Source Protection Program	1,083,095	720,000	640,000
Total SPECIAL Projects Expenditures	4,256,626	3,327,000	2,633,000
SOURCES OF FUNDING			
Provincial Grants for Source Protection Program	1,083,095	720,000	640,000
OTHER GOVT FUNDING	1,440,094	1,518,000	1,200,000
SELF-GENERATED	227,532	381,000	393,000
FUNDING FROM/(TO) RESERVES	1,505,905	708,000	400,000
Total SPECIAL Funding	4,256,626	3,327,000	2,633,000

Grand River Conservation Authority Summary of Municipal Levy - 2021 Budget

DRAFT - January 22, 2021

	% CVA in Watershed	2020 CVA (Modified)	CVA in Watershed	CVA-Based Apportionment	CVA-Based Matching & Maintenance Levy	CVA-Based Admin & Maintenance Levy	CVA-Based Non Matching Admin & Maintenance Levy	CVA-Based Capital Maintenance*	2021 Budget Total Levy	Actual 2020 Levy	% Change
Brant County	82.9%	6,936,721,473	5,750,542,101	2.84%	12,763	307,240	26,963	346,966	333,521	4.0%	
Brantford C	100.0%	14,928,515,157	14,928,515,157	7.37%	33,133	797,600	69,995	900,728	879,747	2.4%	
Amaranth Twp	82.0%	795,979,920	652,703,535	0.32%	1,449	34,873	3,060	39,382	37,935	3.8%	
East Garafraxa Twp	80.0%	626,126,773	500,901,419	0.25%	1,112	26,762	2,349	30,223	28,338	6.7%	
Town of Grand Valley	100.0%	553,512,121	553,512,121	0.27%	1,228	29,573	2,595	33,396	31,711	5.3%	
Melancthon Twp	56.0%	586,577,630	328,483,473	0.16%	729	17,550	1,540	19,819	19,173	3.4%	
Southgate Twp	6.0%	1,033,512,023	62,010,721	0.03%	138	3,313	291	3,742	3,523	6.2%	
Haldimand County	41.0%	7,079,860,556	2,902,742,828	1.43%	6,442	155,088	13,610	175,140	170,458	2.7%	
Norfolk County	5.0%	9,584,167,114	479,208,356	0.24%	1,064	25,603	2,247	28,914	28,513	1.4%	
Halton Region	10.4%	46,451,977,776	4,837,575,302	2.39%	10,737	258,462	22,682	291,881	280,040	4.2%	
Hamilton City	26.8%	94,145,899,309	25,184,028,065	12.43%	55,894	1,345,531	118,080	1,519,505	1,471,642	3.3%	
Oxford County	36.7%	4,427,004,857	1,622,932,789	0.80%	3,602	86,710	7,609	97,921	95,948	2.1%	
North Perth T	2.0%	2,225,735,943	44,514,719	0.02%	99	2,378	209	2,686	2,561	4.9%	
Perth East Twp	40.0%	2,040,630,574	816,252,229	0.40%	1,812	43,611	3,827	49,250	47,534	3.6%	
Waterloo Region	100.0%	102,472,672,048	102,472,672,048	50.58%	227,428	5,474,902	480,462	6,182,792	6,064,723	1.9%	
Centre Wellington Twp	100.0%	5,114,418,180	5,114,418,180	2.52%	11,351	273,253	23,980	308,584	301,160	2.5%	
Erin T	49.0%	2,555,239,625	1,252,067,416	0.62%	2,779	66,895	5,871	75,545	74,455	1.5%	
Guelph C	100.0%	27,653,093,969	27,653,093,969	13.65%	61,374	1,477,448	129,657	1,668,479	1,622,233	2.9%	
Guelph Eramosa Twp	100.0%	2,845,103,563	2,845,103,563	1.40%	6,314	152,008	13,340	171,662	167,139	2.7%	
Mapleton Twp	95.0%	1,799,102,595	1,709,147,466	0.84%	3,793	91,316	8,014	103,123	97,762	5.5%	
Wellington North Twp	51.0%	1,746,561,794	890,746,515	0.44%	1,977	47,591	4,176	53,744	51,442	4.5%	
Puslinch Twp	75.0%	2,685,361,769	2,014,021,326	0.99%	4,470	107,605	9,443	121,518	117,442	3.5%	
Total		338,287,774,768	202,615,193,299	100.00%	449,688	10,825,312	950,000	12,225,000	11,927,000	2.5%	

*Capital Maintenance Levy represents levy allocated to maintenance of capital infrastructure, studies, and/or equipment.



January 28, 2021

Township of Mapleton
7275 Side Road 16
Drayton, Ontario
N0G 1P0

Dear Mayor Davidson and Council:

Re: 2021 Priorities and Draft Budget

I am writing to you at this time to outline the Maitland Valley Conservation Authority's (MVCA) priorities for 2021 along with our draft budget and levy.

MVCA has been focussed on identifying efficiencies and eliminating non-core services since 2014. We have identified the following to be our core services:

1. **Flood and Erosion Safety:** Helping our member municipalities to reduce the potential for loss of life, property damage and social disruption in flood and erosion prone areas of the watershed.
2. **Watershed Stewardship:** Helping our member municipalities and landowners to develop soil and water conservation systems to keep soil and nutrients on the land and out of watercourses and Lake Huron
3. **Conservation Areas:** Ensuring that our conservation areas set a high standard for conservation practices and are safe for the public to use.

We have made these changes in order to stabilize our operating and capital budgets. The Members want to ensure that MVCA has a stable financial base to fund its core services and essential infrastructure and equipment.

However it will take several years and a lot of funding to decommission and remove all of the infrastructure that we have identified as surplus to our core services as well as to upgrade our essential infrastructure.

One of the major projects that we will be moving ahead with this year is the decommissioning of the Gorrie Dam and the restoration of the conservation area for public use again.

In order to balance the 2021 budget, MVCA has eliminated any salary increases for staff except for a cost of living increase. This is the third year in a row that MVCA has eliminated any grid movement for staff. In order to balance the budget we have had to shift some staffing costs over to project funding in order to balance the 2021 budget. This approach is not sustainable in the long run, as project funding varies from year to year.

The 2021 budget includes a proposed levy increase of \$58,000. This increase is less than needed to cover increased costs for authority infrastructure projects and support for operating. MVCA will be utilizing a substantial amount from working capital accumulated surplus to undertake projects in 2021 as we have very limited access to Provincial or Federal Infrastructure funding. Conservation authorities were not allocated any funding for infrastructure improvements as part of the Federal Provincial Resiliency Stream that was announced in November 2020.

The apportionment of the 2021 levy is based upon each municipality's assessment in the watershed. The assessment schedule is developed by the Ministry of Environment, Conservation and Parks.

We have included a summary of the work that MVCA accomplished in 2020 along with an outline of our priorities for 2021.

Despite the restrictions that were in place for most of last year, we were able to accomplish a lot. Our conservation areas were used by unprecedented numbers of people in 2020. We anticipate that this use will continue in 2021.

We recognize that our member municipalities also have fiscal challenges however we ask that you consider the circumstances that we face and take into account the changes that we have made to focus our work and budget on our core services and infrastructure.

MVCA's Members plan to vote on the 2021 work plan, budget and levy on Wednesday March 17, 2021. If your municipality has any comments regarding the draft priorities, work plan or budget, please forward your comments to the Chair and your Member by March 9, 2021.

We look forward to working with you in 2021.

Yours sincerely;

A handwritten signature in black ink, appearing to read "David Turton". The signature is fluid and cursive, with a long, sweeping underline that extends to the left.

David Turton
Chair
Maitland Valley Conservation Authority

Manny Baron, CAO

REVIEW of 2020

A snapshot of what we accomplished in a challenging year.



Maitland
CONSERVATION

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“We are focussing our services on mitigating the impacts of a rapidly changing climate.”

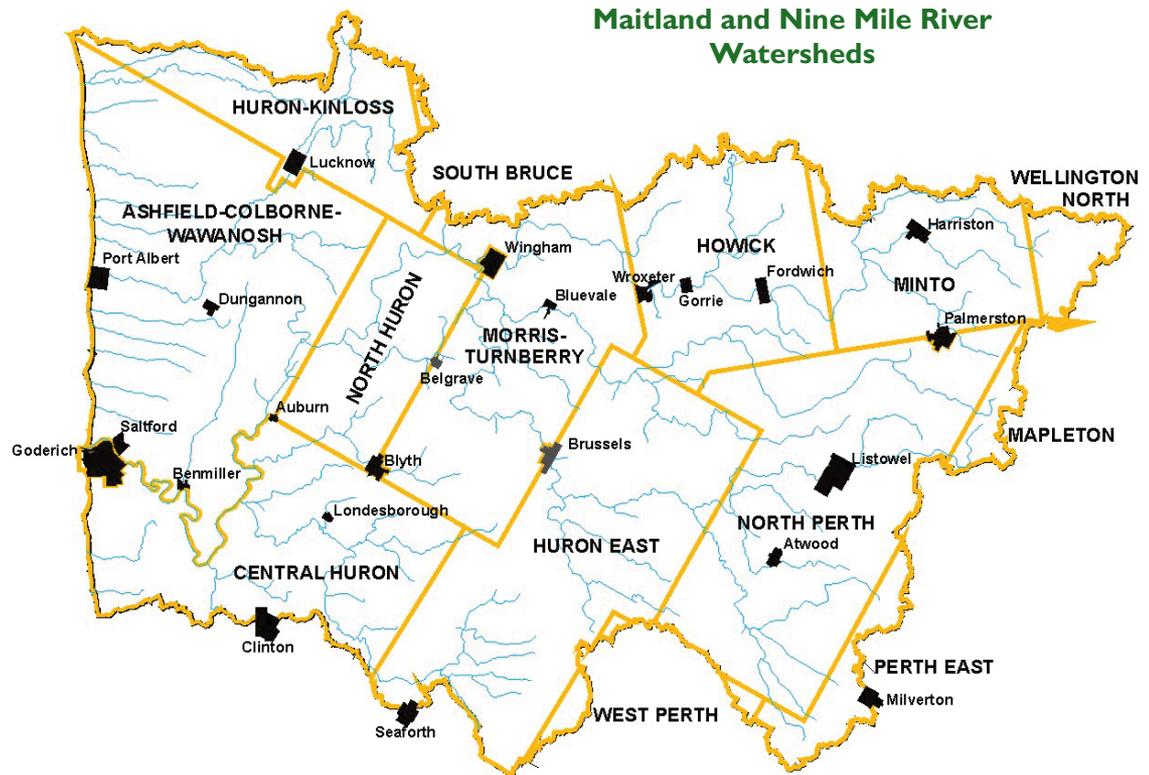
BACKGROUND

Maitland Conservation is jointly governed by its member municipalities.

Conservation Authorities are established by the provincial government at the request of municipalities. The activities of Maitland Conservation are driven by municipalities, landowners and community partners.

We are committed to providing effective community-based conservation services in a cost efficient manner.

Maitland Conservation is working to protect and enhance water, forests and soils in the Maitland and Nine Mile River watersheds.



FLOOD & EROSION SAFETY SERVICES 2020

- **Wingham Flood Mapping Update for the Township of North Huron and the Municipality of Morris-Turnberry** - Updated floodplain mapping completed and reviewed by municipalities, Maitland Conservation Members and public.
- **Harriston Flood Damage Reduction Support** - Provided assistance to the Town of Minto in selecting appropriate options for reducing the potential for flood damages in the community. Detailed modelling completed for downstream and by-pass options. Supported the technical report writing team.
- **Flood Forecasting System** - On-going maintenance of rain gauges and stream gauging stations. Monitoring of weather and gauge data 24 hours a day / 7 days a week. Messages issued for 16 events in 2020.
- **Land Use Planning Support & Drainage Act Support** - Staff responded to almost 1,000 inquiries. This is more than twice the annual average.



Lake Huron Water Level and Erosion Risk Support

The water level of Lake Huron continued to be well above average throughout 2020. Staff responded to a record number of inquiries from shoreline landowners. Information on coastal processes and erosion risks was provided to landowners in a variety of formats including:

- Video conferencing
- Presentations posted on website
- Mailing of newsletters and photos to shoreline landowners
- Lake level projection and shore protection
- factsheets posted on website and social media
- Two videos on shore processes created
- Check out this information at:
<http://www.mvca.on.ca/lake-huron-shoreline/>

“Our stewardship efforts are focussed on keeping sediment and nutrients on the land and out of waterways.”

WATERSHED STEWARDSHIP SERVICES 2020

- **Wellington Rural Water Quality Program and Huron Clean Water Project** - 157 new projects approved and 177 projects completed. Grants totalling \$174,804 allocated with total project costs of \$705,064. Top projects in 2020:
 - Forestry Management Plans
 - Erosion Control
 - Tree Planting & Cover Crops
- **Forestry Program** - 63 spring orders totalling 4,836 trees. 41 planting projects completed totalling 20,993 trees and shrubs. 9 km of stream buffering completed.
- **Identification of Areas Needing Stewardship Work** (cover crops, rural stormwater management, buffer strips, floodplain and river valley restoration) - draft mapping completed and shared with Healthy Lake Huron project partners.
- **Garvey-Glenn Watershed Restoration Project** - 500 metres of new stream buffer planted and previous plantings restocked. 11 landowners participated in a the cover crop incentive program involving 950 acres.
- **Healthy Lake Huron Outreach Evaluation** - Review of outreach strategies and testing of new outreach approaches. Interviews were conducted with local Certified Crop Advisors and equipment dealers. Social media campaign implemented to highlight best management practices (check out #pieceofthepuzzle). This work was done in partnership with neighbouring Conservation Authorities and OMAFRA.



- **Middle Maitland Headwaters Restoration Project** - 2.7 km of new stream buffer planted and previous plantings restocked.
- **On-Farm Applied Research and Monitoring (ONFARM)** - Focussed on monitoring soil health and water quality within the Garvey-Glenn watershed, this initiative is part of a larger provincial soil health monitoring effort. Water sampling of 18 storm/snow melt events was conducted and an additional 10 events were sampled at the edge-of-field monitoring station. Data was incorporated into a water information systems database.

- **Monitoring and Reporting** - Due to COVID-19 water sampling was on hiatus from mid-March until early October. Despite this:
 - 7 sampling runs of the Provincial Water Quality Monitoring Network were completed and 44 samples submitted for analysis from 12 sites.
 - Samples were collected from 8 wells through the Provincial Groundwater Monitoring Network
 - 6 pesticide samples were collected from 1 site





Gorrie Dam and Conservation Area

Work continued throughout the year to address the impact of the June 2017 flood at Gorrie Conservation Area.

- GSS Engineering Consultants completed dam decommissioning and remediation plans.
- The proposed plans were presented to Maitland Conservation Members and Township of Howick Council.
- Scoping meetings held with the Ministry of Natural Resources and Forestry and the Department of Fisheries and Oceans.
- Newsletters distributed to community residents and design plans posted on website.

CONSERVATION AREAS 2020

Best Management Practices on Conservation Lands

- Removal of Buckthorn from meadow areas at Wawanosh Valley; phragmites control work completed at Naftel's and Gorrie.
- Naturalization of grounds at office
- Tree harvesting completed at Galbraith. Tree marking completed in Wawanosh Valley plantations and hardwood areas.

Maintain Conservation Areas for Safe Public Use

There was a significant increase in public use of properties in 2020. Inspections undertaken, maintenance completed and additional signage installed to support COVID-19 protocols. In addition:

- Trail repairs undertaken at Naftel's Creek
- New privy installed at Lake Wawanosh
- Hazardous trees removed at Naftel's Creek and Wawanosh Valley

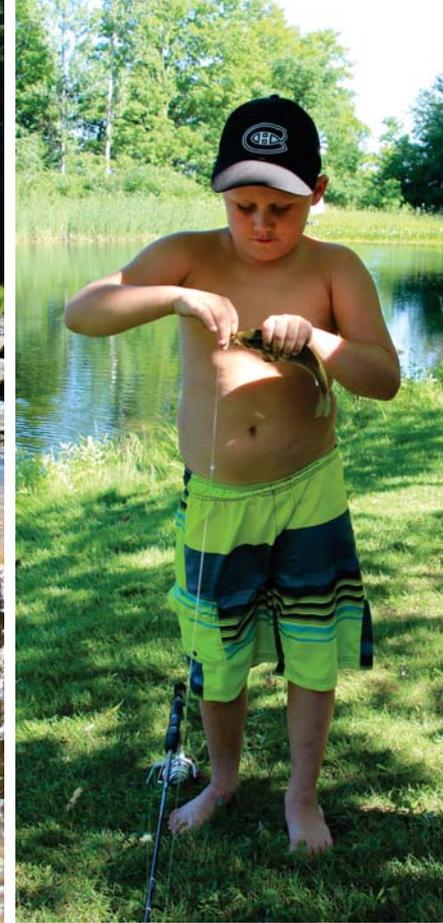
Carbon Footprint Reduction Strategy

- 410 trees and 270 shrubs planted
- Carbon use monitored for all Maitland Conservation operations

Falls Reserve Conservation

Despite a late start to the camping season due to COVID-19, visitation at the park was up significantly in 2020. This increase included both camping and day-use visitors.

- Operational procedures were developed, and adjusted as required, to follow COVID-19 guidelines. Facilities and signage were modified based on local public health and provincial directives.
- Hydro upgrades were completed in the Maple campground.
- The application for a septic system replacement was submitted to the Ministry of Environment, Conservation and Park. Staff are waiting for approval from the MECP to move ahead with the project.





Tree and shrub planting at the Administration Centre, October 2020



Members Alvin Macellan (Municipality of Huron East) and Ed McGugan (Township of Huron-Kinloss and Municipality of South Bruce) at the Annual Meeting, Feb. 2020

CORPORATE SERVICES

Advocacy Efforts With MPs and MPPs

- Along with representatives from the Ausable Bayfield and Saugeen Valley Conservation Authorities, the MVCA met with MPP Lisa Thompson to discuss:
 - Healthy Lake Huron initiative
 - need for a Federal-Provincial Flood and Erosion Damage Reduction Program
 - proposed changes to the Conservation Authorities Act.
- Contacted local MPs and MPPs requesting support for allocating funds from the Federal Provincial Resilience Funding to Conservation Authorities

Changes to the Conservation Authorities Act

- Provided information on concerns about Schedule 6 in Bill 229 to member municipalities. Letters also sent to the Premier and relevant

Ministers. Information about Schedule 6 provided to local media and posted on website and social media.

Members' Governance Review

- Governance practices reviewed by members. Administrative bylaw updated to allow for electronic meetings.

Three-Year Budget for 2021-2023

- Draft three-year budget and work plan developed and reviewed by Members in October.

Capital Infrastructure Plan

- Inventory of infrastructure completed and Members provided direction on current surplus infrastructure. Long range infrastructure plan currently being developed.

Questions?

Contact your Maitland Conservation Member. Contact information is posted at mvca.on.ca or email maitland@mvca.on.ca.

KEY PRIORITIES for 2021

1. Reduce the risk of loss of life and community damage from flooding and erosion.

2. Keep soil and nutrients on the land and out of watercourses.

3. Ensure Conservation Areas are safe for visitors and showcase best management practices.

4. Work towards stabilizing our operating budget.



Maitland Conservation 2021 Work Plan Priorities



WATERSHED STEWARDSHIP SERVICES

- Tree Planting - promotion of large stock and seedling program. Develop a new tree planting service to be offered in partnership with neighbouring Conservation Authorities.
- Incorporate climate science into restoration and rural stormwater management initiatives.
- Delivery of Wellington and Huron Clean Water Projects - assist landowners to access funding to undertake stewardship projects.
- Continue water sampling to determine trends in water quality.
- Healthy Lake Huron - map priority areas for restoration work. Test approaches for delivering stewardship initiatives basin-wide using landowner interviews and surveys. Preliminary stewardship plan for the Eighteen Mile River watershed.



- Garvey-Glenn Watershed Restoration Project - continue to work with landowners on cover crop and ecosystem restoration projects. Water quality and soil health monitoring and modelling through the On-Farm Applied Research and Monitoring (ONFARM) project.
- Middle Maitland Headwaters Restoration Project - restore floodplain and river valley lands and buffer watercourses in partnership with landowners. Target areas based on priority mapping.
- Scott Municipal Drain Project - additional stream restoration work. Incorporate existing conservation measures into municipal drainage report to ensure they will be maintained over the long term.
- Update Forest Health Assessment - begin work to improve indicators of watershed health.





Goderich, November 2020



FLOOD and EROSION SAFETY Services

- Continue to ensure our flood forecasting and warning system is maintained and monitored throughout the year.
- Develop flood progression mapping for the Township of North Huron and the Municipality of Morris-Turnberry.
- Monitor bluff and gully collapse and erosion of the bottom of the bluffs along the Lake Huron shoreline.
- Update data on the value of properties at risk from flooding and erosion.
- Provide technical support on flood damage remediation strategies to the Town of Minto.
- Listowel & Lucknow Hydrology Projects - collect flow data to calibrate future flood forecast models.
- Shoreline Hazard Mapping Project - develop the terms of reference for project with support from coastal experts.



CORPORATE Services

- Develop an infrastructure and equipment strategy for the organization.
- Ensure member municipalities and target audiences are aware of and supportive of our priorities and work plan.
- Undertake a dialogue with our municipalities about changes to the Conservation Authorities Act including:
 - mandatory services set by the province
 - adjustments required to be in compliance with new regulatory requirements.
- Develop a 3-year budget (2022-2024) for operating and capital.
- Develop an education and training plan for Members.



Sensor upgrade to monitor evapotranspiration



CONSERVATION AREAS Services

- Gorrie Conservation Area - Public Information Centre outlining plans for decommissioning of the dam and site remediation.
- Naftel's Creek Conservation Area - installation of benches along trails.
- Gorrie & Brussels Mills - finalize disposition of mills previously identified as surplus to Authority's needs.
- Galbraith Conservation Area - discussions with the Town of North Perth regarding leasing of property or continue with disposition.
- Develop funding agreements for maintenance and repairs of dams - Municipality of Huron East (Brussels), Municipality of Morris-Turnberry (Bluevale)
- Continued removal of invasive species and hazard trees at Conservation Areas.
- Replacement of septic system at Falls Reserve Conservation Area.



Falls Reserve Conservation Area



ITEM	Revenue	Levy Funds	Deferred Revenue	Reserve Funds	Expense	NET Surplus/ Deficit
Corporate Services						
Administration	30,003	264,127		8,079	302,209	
Financial Management		90,300			90,300	
Governance		20,640			20,640	
Services Areas Support		58,615			58,615	
Communications, IT, GIS	3,000	202,664			205,664	
Total	33,003	636,346		8,079	677,428	
Flood Safety Services						
Flood Control Structures		6,991			6,991	
Erosion Control Structures		2,780			2,780	
Flood Forecasting and Warning		214,434			214,434	
Ice Management		822			822	
Hazard Prevention		20,953			20,953	
Natural Hazard Information		92,500			92,500	
Regulations	88,000	138,971			226,971	
Total	88,000	477,451			565,451	
Watershed Stewardship Services						
Watershed Monitoring and Reporting	4,500	77,247			81,747	
Extension Services		150,331			150,331	
Forestry Services	59,454				58,520	934
Total	63,954	227,578			290,598	934
Conservation Areas Management Services						
Falls Reserve Conservation Area	617,600			175,432	793,032	
Wawanosh Park Conservation Area	14,000				13,289	711
Management/Development/Operations	4,800	182,807			187,607	
Motor Pool	55,985				24,015	31,970
Total	692,385	182,807		175,432	1,017,943	32,681
Net Operating Budgets	877,342	1,524,182		183,511	2,551,420	33,615

Dec 9/20	Project Budget Summary - Maitland Valley Conservation Authority								
ITEM	Revenue	Levy Funds	Special Levy Funds	Deferred Revenue	Working Capital Reserves	Forest Management Reserves	Motor Pool Reserves	Expense	Net Surplus / Deficit
Corporate Services Projects									
Administration		50,000						50,000	
GIS/IT Management/Communications		50,000			1,600			51,600	
Total		100,000			1,600			101,600	
Flood and Erosion Safety Services Projects									
Flood Control - Preventative Maintenance					16,000			16,000	
Shoreline High Water Level			25,000		5,000			30,000	
Total			25,000		21,000			46,000	
Watershed Stewardship Services Projects									
Garvey Glenn Coordination	60,000			64,892				67,769	57,123
Garvey Glenn Demos	35,000			10,000				35,000	10,000
Middle Maitland Headwaters Restoration	22,014			136,825				158,839	
Huron Clean Water	508,000							508,000	
CFI				3,749				3,749	
Watershed Health Project					95,947			95,947	
Watershed Stewardship Short-Term Projects				67,599				67,599	
Healthy Lake Huron Outreach Evaluation Project	10,469			19,591				29,808	252
Applied Research and Monitoring Project	74,120							73,156	964
Healthy Lake Huron Mapping Project	78,750							73,391	5,359
Total	788,353			302,656	95,947			1,113,258	73,698
Conservation Area Projects									
Forestry Management						3,000		3,000	
Vehicles/Equipment Replacement							39,600	39,600	
MVCA Carbon Offset							500	500	
Footprints to Forests Carbon Offsetting					500			500	
Gorrie Conservation Area					350,000			350,000	
Naftel's Creek Project					1,500			1,500	
Brussels Mill Project					17,500			17,500	
Total					369,500	3,000	40,100	412,600	
Special Projects									
Drinking Water Source Protection									
Total									
Net Project Budgets	788,353	100,000	25,000	302,656	488,047	3,000	40,100	1,673,458	73,698

DRAFT Schedule of General Levies for 2021

October 13, 2020

Municipality	% of Municipality In Watershed	2020 CVA (modified) in Watershed \$	CVA Based Apportionment Percentage	2020 Approved General Levy	2021 Draft General Levy	Increase from prior \$
Ashfield-Colborne-Wawanosh Twp.	100	\$ 1,253,148,265	12.45	\$ 195,715	\$ 202,215	\$ 6,500
Central Huron Municipality	76	\$ 982,042,170	9.76	\$ 154,996	\$ 158,468	\$ 3,472
Goderich Town	100	\$ 1,082,268,839	10.75	\$ 175,199	\$ 174,641	-\$ 558
Howick Twp.	92	\$ 460,815,063	4.58	\$ 68,929	\$ 74,360	\$ 5,431
Huron East Municipality	72	\$ 1,087,723,372	10.81	\$ 166,828	\$ 175,521	\$ 8,693
Huron-Kinloss Twp.	43	\$ 620,276,208	6.16	\$ 98,212	\$ 100,092	\$ 1,880
Mapleton Twp.	5	\$ 89,955,130	0.89	\$ 13,696	\$ 14,515	\$ 819
Minto Town	64	\$ 688,403,214	6.84	\$ 107,058	\$ 111,084	\$ 4,026
Morris/Turnberry Municipality	95	\$ 531,494,942	5.28	\$ 80,118	\$ 85,765	\$ 5,647
North Huron Twp.	100	\$ 569,746,659	5.66	\$ 91,586	\$ 91,938	\$ 352
North Perth Municipality	98	\$ 2,181,221,224	21.67	\$ 333,911	\$ 351,974	\$ 18,063
Perth East Twp.	9	\$ 183,656,752	1.82	\$ 28,468	\$ 29,636	\$ 1,168
South Bruce Municipality	1	\$ 7,094,818	0.07	\$ 1,122	\$ 1,147	\$ 25
Wellington North	16	\$ 279,449,887	2.78	\$ 42,959	\$ 45,094	\$ 2,135
West Perth Municipality	3	\$ 47,915,023	0.48	\$ 7,385	\$ 7,731	\$ 346
		\$ 10,065,211,566	100.00	\$ 1,566,182	\$ 1,624,182	\$ 58,000

From: Kyle Davis <KDavis@centrewellington.ca>

Sent: Wednesday, January 27, 2021 9:49 AM

To: Kerri O'Kane <KOKane@centrewellington.ca>; Lisa Campion <Lisa.Campion@erin.ca>; Donna Bryce <donnab@wellington.ca>; Larry Wheeler <LWheeler@mapleton.ca>; 'Courtenay Hoytfox' <choytfox@puslinch.ca>

Subject: FW: Grand River SPP Update: Public Consultation Web Page Now Live

Hello all,

For distribution to Councils if you wish. This is a follow-up from the Council resolutions provided in the fall regarding the Wellington – Waterloo Chapter update for the Grand River Source Protection Plan. More information is below in the email or through the web links but the registration information for the webinars is copied below.

[Open house: Wellington County municipalities](#)

Wellington Source Water Protection and Lake Erie Source Protection Region staff are hosting two online webinars about proposed water quantity and water quality updates to the assessment report and source protection plan. Webinars will include opportunities for the public to ask questions. Webinars will be video recorded and posted here.

- Water quality webinar - Wednesday, February 17, 2021, 7pm
- Water quantity webinar - Thursday, February 18, 2021, 7pm

Want to participate in a webinar? Email ifeldmann@grandriver.ca to register

If anyone has a question or wishes more information, please feel free to contact me.

Regards,

Kyle

Kyle Davis | Risk Management Official

Wellington Source Water Protection | 7444 Wellington Road 21, Elora, ON, N0B 1S0

519.846.9691 x362 | kdavis@centrewellington.ca | www.wellingtonwater.ca

Toll free: 1-844-383-9800

Wellington Source Water Protection is a municipal partnership between the Townships of Centre Wellington, Guelph / Eramosa, Mapleton, Puslinch, Wellington North, the Towns of Erin and Minto and the County of Wellington created to protect existing and future sources of drinking water.



KIM COURTS
DEPUTY CLERK
T 519.837.2600 x 2930
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E kimc@wellington.ca

74 WOOLWICH STREET
GUELPH, ONTARIO
N1H 3T9

February 2, 2021

Sent via email: aknight@get.on.ca
Lisa.campion@erin.ca
kokane@centrewellington.ca
LWheeler@mapleton.ca
annilene@town.minto.on.ca
kwallace@wellington-north.com
gschwendinger@puslinch.ca

Wellington County
Member Municipality Clerks
Amanda Knight, Township of Guelph/Eramosa
Lisa Campion, Town of Erin
Kerri O’Kane, Township of Centre Wellington
Larry Wheeler, Township of Mapleton
Annilene McRobb, Town of Minto
Karren Wallace, Township of Wellington North
Glenn Schwendinger, Township of Puslinch

Good morning,

At its meeting held on January 28, 2021 Wellington County Council approved the following recommendation from the Planning Committee:

That the County Official Plan Review – Progress Report #3 be received for information and forwarded to Member Municipalities.

Please find enclosed the County Official Plan Review - Progress Report #3.

Should you have any questions, please contact Sarah Wilhelm, Manager of Policy Planning, at sarahw@wellington.ca.

Respectfully,

A handwritten signature in cursive script that reads "Kim Courts".

Kim Courts
Deputy Clerk



COUNTY OF WELLINGTON

COMMITTEE REPORT

To: Chair and Members of the Planning Committee
From: Sarah Wilhelm, Manager of Policy Planning
Date: Thursday, January 14, 2021
Subject: County Official Plan Review – Progress Report #3



PLANWELL

1.0 Purpose

This is our third progress report for the County Official Plan Review covering the period from June to December of 2020.

2.0 Progress to Date

We have made progress in the following areas of the municipal comprehensive review (MCR) component of the project:

New Provincial Growth Forecasts

- Watson & Associates reviewed and analyzed August 28, 2020 approved Amendment 1 to A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2019 (“Growth Plan”), the new land needs assessment methodology and technical documents for Wellington County

Growth Management

- hosted October 30, 2020 Technical Resource Team (TRT) meeting comprised of CAOs (or designates) from each Member Municipality, County Planning Director and Planning Managers, and Watson & Associates
- consultants presented first draft of population, housing and employment growth forecast allocations by Member Municipality to the TRT
- requested municipal staff comments on draft allocations by November 20, 2020 and conducted follow up municipal conference calls, as needed

Municipal Water and Wastewater Servicing

- hired WSP consultants to assist us with a County-wide Municipal water and wastewater servicing review
- hosted December 15, 2020 project kick-off meeting with Municipal public works and infrastructure staff and WSP
- requested Municipal and County data and information to be provided by January 15, 2021

3.0 Work Plan

Planning staff will prepare an adjusted work plan early in 2021. The Provincial Government’s release of amendments to the Growth Plan, Provincial Policy Statement and land needs assessment methodology have caused project delays. Our priority for the Official Plan Review continues to be the municipal comprehensive review component, which will now need to be phased.

Recommendation

That the report “County Official Plan Review – Progress Report #3” be received for information and forwarded to Member Municipalities.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Sarah Wilhelm', with a long horizontal flourish extending to the right.

Sarah Wilhelm, MCIP, RPP
Manager of Policy Planning



COUNTY ROADS

Connecting Communities

Wellington County is developing a **Road Master Action Plan (RMAP)** that will identify short- and long-term improvements to County Roads as we continue to grow, and will shape the way we move around the County in years to come. The **RMAP** is guided by the following key objectives:

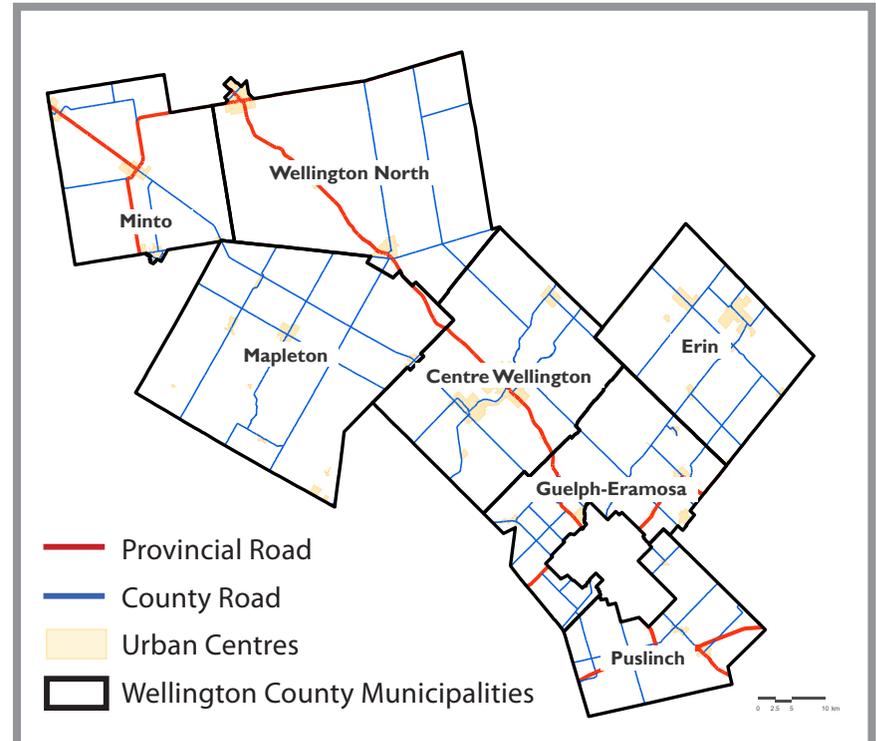
1. Identify long-term County road network needs to support area growth
2. Provide input into other County plans and studies that will help make decisions on how to pay for improvements to the County road network
3. Identify and address concerns with the County roads through rural and urban areas, including safety and speed
4. Identify opportunities to better connect the County to neighbouring municipalities and the broader region through an integrated transportation planning approach.

The study area includes all County Roads within Wellington County, connecting the municipalities of Minto, Wellington North, Mapleton, Centre-Wellington, Erin, Guelph-Eramosa, and Puslinch. Provincial roads and local roads which provide connections within these municipalities are not included as part of this study.

This study is being conducted in accordance with the requirements of the Municipal Class Environmental Assessment process. As part of these requirements, the County will be engaging with the public who will have a chance to comment and review study materials and plans. Throughout the study, information and upcoming opportunities for public input will be available at the Project Website, as shown below:

Visit our website at: www.wellington.ca/RMAP

Notice of Commencement Wellington County Road Master Action Plan



This document is available in larger font on the County website www.wellington.ca/RMAP/

**For further information or if you
have any questions, please contact:**

Don Kudo, P. Eng., County Engineer
County of Wellington • 519.837.2601 x2280 • rmap@wellington.ca

Alternate formats available upon request
Official Mark of The Corporation of the County of Wellington



NOTICE OF STUDY COMMENCEMENT

County of Wellington

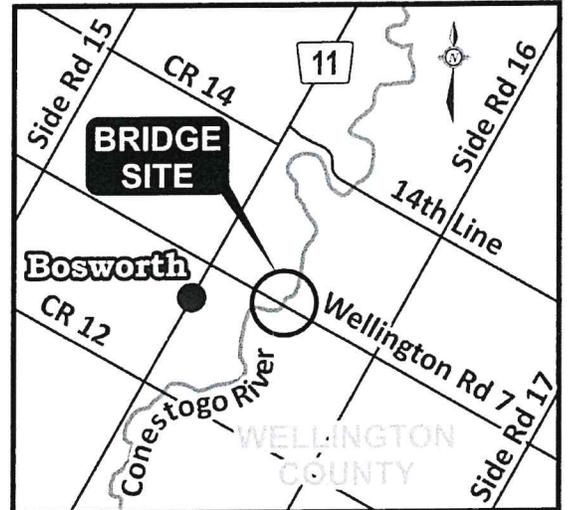
Wellington Road 7, Bosworth Bridge No. B007028

Township of Mapleton

Schedule B Municipal Class Environmental Assessment

The Study

The Bosworth Bridge (No. B007028) consists of a single span steel truss structure with a concrete deck over the Conestogo River. The bridge has a span and deck width of 40.1 m and 8.4 m respectively and was constructed circa 1949. The bridge is located on Wellington Road 7 in the Township of Mapleton, 0.8 km east of Wellington Road 11. The study area extends approximately 1 km on either side of the bridge. As part of a bridge inspection conducted in 2019, the Bosworth Bridge, No. B007028 was found to be in poor condition with major elements showing signs of significant deterioration. WSP has been retained by the County of Wellington to complete a Municipal Class EA Study to address these items.



The Process

The study is being conducted in accordance with Schedule B of the Municipal Class Environmental Assessment process (2000, as amended in 2015). The study will confirm and document the existing structural deficiencies and identify alternative solutions, including rehabilitation or replacement of the bridge, and evaluate associated environmental impacts.

Comment Invited

A key component of the study will be consultation with interested stakeholders including public, agencies and Indigenous communities. We want to ensure that anyone with an interest in this study has the opportunity to provide input and feedback. Project updates will be posted on the Wellington County website www.wellington.ca and you are invited to provide input to the Project Team. Upon completion of the study, the planning process and recommendations will be documented in a Project File and made available for public review.

If you have any questions or concerns at any time during the study, or wish to be placed on the study mailing list to receive study notices directly, please contact either of the project team members below:

Joe de Koning, P.Eng.
Construction Manager
County of Wellington
74 Woolwich Street
Guelph ON N1H 3T9
519.837.2601 x 2270
joedk@wellington.ca

William Van Ruyven, P.Eng.
Consultant Project Engineer
WSP Canada Inc.
610 Chartwell Road, Suite 300
Oakville ON L6J 4A5
905.823.8500
william.vanruyven@wsp.com

Covid-19

The County is keeping the community safe by complying with provincial guidelines, supporting physical distancing, and postponing in-person public meetings. Consultation and opportunities for public input will focus on web-based information packages with accommodations for alternative formats, as requested.

Information will be collected in accordance with the Freedom of Information and Protection of Privacy Act and will become part of the public record.



Alternate Formats Available Upon Request



FOR IMMEDIATE RELEASE
January 26, 2021

New infrastructure funding coming to Perth-Wellington

(Perth-Wellington) – The Ontario government is making another investment in local infrastructure. Through the Ontario Community Infrastructure Fund (OCIF), Perth-Wellington will receive more than \$6.9 million across 11 municipalities to address local infrastructure needs.

“Local municipalities have a partner in the province,” said Perth-Wellington MPP Randy Pettapiece. “These funds will be critical for building and repairing roads, bridges, water and wastewater infrastructure.”

Total investment in municipalities across Perth-Wellington are as follows:

Municipality	2021 OCIF Allocation
Township of Perth South	\$146,262.00
Town of St. Marys	\$279,338.00
Township of Mapleton	\$399,840.00
Town of North Perth	\$410,334.00
County of Perth	\$495,565.00
Town of Minto	\$506,543.00
Municipality of West Perth	\$564,484.00
Township of Wellington North	\$1,030,120.00
City of Stratford	\$1,090,577.00
County of Wellington	\$1,863,466.00
Total for riding:	\$6,987,601.00

“By investing in infrastructure projects across the province, we are strengthening and building communities,” said Laurie Scott, Minister of Infrastructure. “This is part of our ongoing commitment to

support small, rural and northern municipalities across Ontario, providing stable funding needed to build long-term economic resilience.”

The Ontario government is committing approximately \$200 million to small, rural and northern communities. The funds are intended to help them address core infrastructure projects and asset management planning needs in 2021.

For more information regarding Ontario’s support for municipal infrastructure:
<https://www.ontario.ca/page/municipal-infrastructure-support-for-communities>

-30-

Randy Pettapiece, MPP | 519-272-0660 | www.pettapiece.ca

**Ministry of
Municipal Affairs
and Housing**

Office of the Minister
777 Bay Street, 17th Floor
Toronto ON M7A 2J3
Tel.: 416 585-7000

**Ministère des
Affaires municipales
et du Logement**

Bureau du ministre
777, rue Bay, 17^e étage
Toronto ON M7A 2J3
Tél. : 416 585-7000



234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,



Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

**Ministry of Energy,
Northern Development
and Mines**

**Ministère de l'Énergie,
du Développement du Nord
et des Mines**



Office of the Minister

Bureau du ministre

Office of the Associate Minister
of Energy

Bureau du ministre associé
de l'Énergie

77 Grenville Street, 10th Floor
Toronto ON M7A 2C1
Tel.: 416-327-6758

77, rue Grenville, 10^e étage
Toronto ON M7A 2C1
Tél. : 416 327-6758

January 28, 2021

Dear Stakeholder:

We are writing today to inform you that our government is now soliciting feedback on Ontario's long-term energy planning framework through the Environmental Registry of Ontario (ERO). This posting will be open to comments for a period of 90 days, closing on April 27, and can be found at <https://ero.ontario.ca/notice/019-3007>.

Last year, we took the first step forward in our plan to reform Ontario's long-term energy planning process by revoking O. Reg. 311/17, the regulation that outlined timing requirements for publishing Long-Term Energy Plans. Now we are building on our commitment to promote transparency, accountability and effectiveness of energy planning and decision-making in order to increase investment certainty and to ensure the interests of ratepayers are protected.

A desired outcome of the new planning framework would be to empower expert technical planners, such as the Independent Electricity System Operator (IESO), to plan the most reliable and cost-effective system. To achieve this objective, the Ministry of Energy, Northern Development and Mines (ENDM) is considering revoking the provisions of the *Electricity Act, 1998* related to Long-Term Energy Plans, implementation directives and implementation plans.

ENDM is also considering whether the IESO and the Ontario Energy Board (OEB) have the appropriate mandates and authorities to undertake an expanded planning and resource acquisition role. This could include the development of a new approval process for certain types of policy-driven decisions.

As part of the ERO posting, and listed below, you will find an inexhaustive set of questions intended to help guide your feedback:

- How can we promote transparency, accountability and effectiveness of energy planning and decision-making under a new planning framework?
- What overarching goals and objectives should be recognized in a renewed planning framework?
- What respective roles should each of the government, IESO, and OEB hold in energy decision-making and long-term planning?

- What kinds of decisions should be made by technical planners at the IESO and the OEB as regulators?
- What types of decisions should require government direction or approval?
- Are there gaps in the IESO and OEB's mandates and objectives that limit their ability to effectively lead long-term planning?
- Should certain planning processes or decisions by the IESO, OEB, or the government receive additional scrutiny, for example through legislative oversight or review by an expert committee?
- How often and in what form should government provide policy guidance and direction to facilitate effective long-term energy planning?
- How do we ensure effective and meaningful Indigenous participation in energy sector decision-making?

As we develop this new framework, we invite you and fellow energy sector participants, experts, Indigenous communities, and Ontario businesses and residents, to share your expertise, experience and ideas about how we can maximize transparency and accountability in our energy planning process.

This new framework, with your support, will ensure that future decisions are made with an eye to cost, and in the best interest of Ontario's electricity customers.

Our government, through ENDM, is committed to building a transparent long-term energy planning framework that is free from future political interference and prioritizes Ontario's energy consumers. With your support, we are confident we will achieve this.

Sincerely,



The Honourable Greg Rickford
Minister of Energy, Northern
Development and Mines



The Honourable Bill Walker
Associate Minister of Energy

TOWNSHIP OF AUGUSTA

Moved By: TANYA HEURCY

Date: January 25, 2021

Seconded By: JEFF SHAWEN

Resolution No: 4

WHEREAS the Ontario Fire College has been in existence since 1949; and

WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Ontario Fire College gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College is the most cost-effective method to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the Township of Augusta requests that the Province of Ontario reverse their decision to close the Ontario Fire College as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	_____	_____
Councillor Henry	_____	_____
Mayor Malanka	_____	_____
Councillor Schapelhouman	_____	_____
Deputy Mayor Shaver	_____	_____

CARRIED: Donald
MAYOR

DEFEATED: _____
MAYOR

Declaration of pecuniary interest by: _____

Nature of interest: _____

- Disclosed His/Her/Their Interest
- Vacated His/Her/Their Seat
- Abstained from discussion and did not vote on the question

From: Save OFC <savetheofc@gmail.com>
Sent: February 1, 2021 2:03 PM
Subject: Closure of the Ontario Fire College

Dear Municipal Leaders:

We are writing to you regarding the province's announcement on January 13, 2021, of the impending closure of the Gravenhurst campus of the Ontario Fire College on March 31, 2021.

We know that at least two of the three associations quoted in the Ontario Government's press release were not informed that the government would close the Ontario Fire College in Gravenhurst!

The Ontario Government says its plan to modernize and regionalize fire service training will be more cost-effective and accessible to municipalities. Yet, the government has not shared a plan showing how these changes will provide training of equal value in a more cost-effective and accessible manner for municipalities across Ontario.

The province's regionalization model currently has Memorandums of Understanding (MOUs) with a mixed bag of 20 "Regional Training Centres" (RTCs) located in various parts of Ontario. The municipalities' cost to send one firefighter to an RTC range between \$300 and \$1,200 for the course alone. This cost does not include accommodations or meals.

The Gravenhurst campus of the Ontario Fire College has modern facilities and equipment where subject matter experts provide training in all fire service disciplines. The cost is \$65 for a municipality to send one firefighter to the college. That cost includes onsite accommodations and three meals a day. In shifting firefighter training to RTCs, the price for training our firefighters will shift to your municipality's taxpayers. If the government revives [O. Reg 379/18](#) (firefighter certification) while shuttering the college, the growth in training demand and cost will be significant.

The Fire Protection and Prevention Act, 1997, as amended, requires the fire marshal to "develop training programs and evaluation systems for persons involved in the provision of fire protection services." It also stipulates the fire marshal must "provide programs to improve practices relating to fire protection services" and "maintain and operate a central fire college."

As municipal leaders, would you prefer an affordable, cost-effective training model that keeps students in one location with up-to-date, technically accurate training facilities led by subject matter experts? Or a more expensive training model in multiple facilities that cannot match what the Ontario Fire College provides?

Please stand with us against this ill-conceived closure of the Ontario Fire College and the government's undefined plan. Let's keep your firefighters and community safe by keeping the ONLY provincial fire training facility in Ontario open. As municipal councils, we ask that you send a strong letter of rejection of this plan to your local Member of Provincial Parliament and lobby the Doug Ford government to reverse its decision.

Thank you for your consideration. If you have any questions or a need for further information please let us know.

Regards,
Chris McConnell
President, OPSEU Local 317 (Representing the workers of the Ontario Fire College)
705-801-5774
savetheofc@gmail.com



Centre Wellington



Reply to: Lisa Miller
519-846-9691 x 242
lmiller@centrewellington.ca

January 21, 2021

Larry Wheeler
Municipal Clerk
Township of Mapleton
7275 Sideroad 16
Drayton ON N0G 1P0

Dear Mr. Wheeler:

The Council of the Township of Centre Wellington at their meeting held January 18, 2021 passed the following resolution:

WHEREAS the Covid-19 pandemic restrictions continue to effect Canadian residents;

AND WHEREAS we acknowledge the financial, emotional, spiritual and mental effect of public health restrictions on Centre Wellington residents;

AND WHEREAS the draft Centre Wellington Township budget for 2021 is currently under review for final approval in January 2021;

AND WHEREAS we the members of Council understand the hardships that the residents of Centre Wellington are going through and are willing to lead by example;

AND WHEREAS we acknowledge the writings on the Peace Tower of the Canadian Parliament building from Proverbs 29:18 "Where there is no vision, the people perish";

AND WHEREAS the Township's Strategic Plan seeks to promote "Active and Caring Community" particularly in regard to "supporting the caring organizations within the community";

AND WHEREAS the Township's Strategic Plan seeks to promote "Good Financial Management" in the face of increased demand for Township community grants to charities and non-profits without increasing the tax burden of residents;

THEREFORE, as a Municipal Councillor I will be donating a portion of my 2021 Publicly Funded Council wages to local charities and non-profit organizations to offset the increased demand for assistance within our community;

AND FURTHER encourage the Mayor, Councillors and Public Sector Employees to donate a portion of their municipal salary or time to a local charity and non-profit of their choice;

AND FURTHER that this motion be forwarded to the Province of Ontario, area Counties and Municipalities as a further encouragement in joining this leadership effort to invest in their communities due to the effects of Covid-19 and its restrictive effects on their residents.

Should you have any questions or require anything further, please do not hesitate to contact me.

Sincerely,



Lisa Miller
Supervisor of Customer Service & Deputy Clerk

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-015

Being a by-law to confirm all actions and proceedings of the Council of the Corporation of the Township of Mapleton.

WHEREAS Section 5 of the Municipal Act, S.O. 2001 c. 25 (hereinafter called "the Act") provides that the powers of a Municipal Corporation shall be exercised by its Council:

AND WHEREAS Section 5(3) of the Act states, a municipal power, including a municipality's capacity, rights, powers, and privileges under section 9, shall be exercised by by-law, unless the municipality is specifically authorized to do otherwise:

NOW THEREFORE the Council of the Corporation of the Township of Mapleton enacts as follows:

1. All actions and proceedings of the Council of the Corporation of the Township of Mapleton taken at its Meeting convened on Tuesday, February 9, 2021, except those taken specifically by By-law and those required by law to be done by Resolution only are hereby sanctioned, confirmed and adopted as though they were set out herein.
2. The Mayor, or in his absence the Presiding Officer, and the Clerk, or in his absence the Deputy Clerk, are hereby authorized and directed to do all things necessary to give effect to the foregoing.
3. The Mayor, or in his absence the Presiding Officer, and the Clerk, or in his absence the Deputy Clerk, are hereby authorized and directed to execute all documents required by law to be executed by them as may be necessary in order to implement the foregoing and the Clerk, or in his absence the Deputy Clerk, is hereby authorized and directed to affix the seal of the Corporation to any such documents.

READ a first, second and third time on Tuesday, February 9, 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler