



THE CORPORATION OF THE TOWNSHIP OF MAPLETON

COUNCIL MINUTES

TUESDAY, JUNE 16, 2020 @ 7:00 p.m.

MAPLETON TOWNSHIP OFFICES

**COUNCIL MET USING VIRTUAL TECHNOLOGY**

**1. Call to Order**

Mayor Davidson welcomed attendees and called the meeting to order at 7:00 p.m.

In response to COVID-19 and recommendations by World Health Organization and the Guelph-Dufferin-Wellington Health Unit to exercise social distancing, Township of Mapleton facilities, including the Township Office are currently closed. Members of the public were invited to observe this open meeting electronically by accessing the meeting live-streaming video.

**2. Roll Call was taken by the Clerk**

PRESENT: IN COUNCIL ADMIN OFFICE  
Gregg Davidson, Mayor

VIDEOCONFERENCE CALL  
Dennis Craven, Councillor  
Paul Douglas, Councillor  
Michael Martin, Councillor  
Marlene Ottens, Councillor

Clerk Barb Schellenberger stated that quorum had been met.

STAFF PRESENT: IN COUNCIL ADMIN OFFICE  
Manny Baron, Chief Administrative Officer  
Barb Schellenberger, Municipal Clerk

VIDEOCONFERENCE CALL  
Sam Mattina, Director of Public Works  
John Morrison, Director of Finance  
Larry Wheeler, Deputy Clerk  
Rick Richardson, Fire Chief  
Patty Wright  
Helen Edwards

**3. Declaration of Pecuniary Interest**

Councillor Ottens declared a potential pecuniary interest on Item 10.2 for the following reason: The item is approval of work on the Rody Municipal Drain and my family farm, Snetto Farms Ltd, is one of the landowners assessed for cost sharing of the project.

**4. Confirmation of Minutes**

4.1 Council Meeting dated May 26, 2020

**RESOLUTION 2020-12-01**

Moved: Councillor Martin

Seconded: Councillor Craven

THAT the minutes of the Township of Mapleton Council Meeting held on May 26, 2020 be confirmed as circulated in the agenda package.

**CARRIED**

5. **Matters arising from Minutes – none**
6. **Matters under The Planning Act and Matters Arising – none**
7. **Delegations and Matters Arising from Delegations**

- 7.1 a) RLB Chartered Professional Accountants, Murray Short & Brooke  
Billing, Re: Five Year Summary of Key Operations
- b) Matters Arising

**RESOLUTION 2020-12-02**

Moved: Councillor Martin

Seconded: Councillor Craven

THAT the RLB Chartered Professional Accountants presentation be received for information.

**CARRIED**

8. **Minutes from Committees – none**
9. **Reports and Updates from Staff**

9.1 Building Department

- i) Building Report BD2020-07  
Re: May Month End and YTD

**RESOLUTION 2020-12-03**

Moved: Councillor Martin

Seconded: Councillor Craven

THAT Township of Mapleton Council receive Building Department Report BD2020-07 dated June 9, 2020 regarding May Month End and Year to Date (YTD).

**CARRIED**

9.2 CAO and Clerk's Department

- i) CAO Clerk's Report CL2020-07  
Re: Integrated Youth Services Network

**RESOLUTION 2020-12-04**

Moved: Councillor Craven

Seconded: Councillor Ottens

THAT CAO's Report CL2020-07, dated June 16th, 2020 with regards to the Integrated Youth Services Network be received;

AND THAT Council set aside a maximum of \$20,000 towards this important initiative;

AND THAT Council direct staff to partner with Minto to create a safe space for our youth to attend and received a wide range of services which will help them the support they need.

**CARRIED**

9.3 Close To Home (Seniors' Centre for Excellence)

- i) Close To Home Report CTH2020-02  
Re: Annual Reconciliation Report

**RESOLUTION 2020-12-05**

Moved: Councillor Craven

Seconded: Councillor Ottens

THAT Township of Mapleton Council receive Close to Home Report CTH2020-02 dated June 16th, 2020 regarding the Annual Reconciliation Report;  
AND FURTHER THAT Council authorize the Mayor and Clerk to execute the Certification Document pertaining to the Annual Reconciliation Report and any or all ancillary documents.

**CARRIED**

- ii) Close To Home Report CTH2020-03  
Re: Declaration of Compliance

**VERBAL RESOLUTION**

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT the Township of Mapleton Council receive the Close to Home Department Report CTH2020-03 dated June 16th, 2020 regarding Compliance Declaration - Waterloo Wellington Local Health Integration and the Township of Mapleton.  
AND FURTHER THAT Council authorize the Mayor and CAO or Director of Finance execute the Declaration of Compliance and any or all ancillary documents.

**CARRIED**

9.4 Finance Department

- i) Finance Report FIN2020-13  
Re: 2019 Year-end operating variances & surplus

**RESOLUTION 2020-12-06**

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Finance Report FIN2020-13 regarding the 2019 year-end operating variances and surplus as information; and That Council approve the allocation \$17,000 into the Winter Control Reserve, and That Council approve the allocation of \$48,995 into the Environmental Reserve Fund; and

That Council approve the allocation of \$433,581 into the Tax Rate Stabilization Reserve and direct staff to use these funds to amend the three-year Operating Budget in order to offset the proposed budgeted levy increase of \$231,539 in 2021 and the proposed budget levy increase of \$202,042 in 2022; and

That Council approve that the balance of the surplus be allocated into the Capital Reserve and that it directs staff to amend the 2020-2029 Capital Budget by moving forward shovel ready projects.

AND FURTHER THAT Council approve the 2019 Audited Financial Statements.

**CARRIED**

9.5 Fire Department

- i) Fire Report 2020-04  
Re: Fire Department Physical Training Resumes

**RESOLUTION 2020-12-07**

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Fire Report FR2020-04 dated June 16, 2020 regarding Resuming physical training at fire department stations.

AND FURTHER THAT Township of Mapleton supports the resumption of training within the fire department.

**CARRIED**

## 9.6 Public Works Department

- i) Public Works Report PW2020-13  
Re: Federation of Canadian Municipalities – Municipal Asset Management Program – Funding Application (FCM MAMP)

### **RESOLUTION 2020-12-08**

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Public Works Report PW2020-13 dated June 16, 2020 regarding the Federation of Canadian Municipalities Municipal Asset Management Program (FCM MAMP) Funding.

AND THAT Council directs staff to apply for a grant opportunity from the Federation of Canadian Municipalities' Municipal Asset Management Program to advance our roads asset management program:

AND THAT The Township of Mapleton commits up to \$15,000 from its 2020 approved Capital budget toward the costs of this initiative.

AND FURTHER THAT the Mayor and Clerk be delegated the authority to execute the FCM Funding Agreement as it pertains to the MAMP Funding Application.

**CARRIED**

## 10. Approval of By-Laws

### **RESOLUTION 2020-12-09**

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT By-laws Numbered 2020-038 being a by-law to levy the cost of work undertaken on the Rody Municipal Drain, in the Township of Mapleton in 2019 be hereby read a first, second and third time, signed by the Mayor and the Clerk and sealed with the Corporate Seal

**CARRIED**

### **RESOLUTION 2020-12-10**

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT By-laws Numbered:

- 2020-037 being a rating by-law imposing special annual drainage rates upon land in respect of which money is borrowed under the Tile Drainage Act. (Driscoll, West Part Lot 13, Concession 10, Maryborough) and to repeal By-law Number 2020-030
- 2020-039 being a by-law to levy the cost of work undertaken on the Rumph Drain, Branch A, in the Township of Mapleton in 2019
- 2020-040 being a by-law to levy the cost of work undertaken on the Van Soest Drainage Works, in the Township of Mapleton in 2019
- 2020-041 being a by-law to levy the cost of work undertaken on the Wayne Cole Drain, Branch A, in the Township of Mapleton in 2019
- 2020-042 being a by-law to provide for Rules and Regulations for Care and Control of Cemeteries owned by the Township of Mapleton and repeal By-law Number 2010-053

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** – none

12. **Correspondence for Council's Information** was circulated with the agenda.

13. **Notices of Motion** – none

14. **Notice Provision** – none

**15. Other Business**

Discussion took place about the following topics:

- Wellington Federation of Agricultural to attend an upcoming Council Meeting

**16. Council Tracking Sheet** – no changes requested.

**17. Closed Session** – none

**18. Confirmatory By-law Number 2020-043**

**RESOLUTION 2020-12-11**

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT By-law Number 2020-043 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 the Clerk and sealed with the Corporate Seal.

**CARRIED**

**19. Adjournment**

There being no further business, the meeting adjourned at 8:01 p.m.

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Mayor Gregg Davidson

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Clerk Barb Schellenberger

PLEASE NOTE: Alternate Formats and Communication Support

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