



THE CORPORATION OF THE TOWNSHIP OF MAPLETON

COUNCIL MINUTES

TUESDAY, JULY 14, 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. a) Roll Call was taken**

PRESENT: IN COUNCIL ADMIN OFFICE  
Gregg Davidson, Mayor

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

REGRETS: Michael Martin, 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  
Larry Wheeler, Deputy Clerk  
Rick Richardson, Fire Chief

VIDEOCONFERENCE CALL  
Sam Mattina, Director of Public Works  
John Morrison, Director of Finance  
Patty Wright, CBO

**b) Acceptance of an Addendum**

**RESOLUTION 2020-14-01**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT the Township of Mapleton Council waive the notice requirement for today's council meeting to allow an addendum under the heading of Reports and Updates from Staff (Item 9.2 iii).

**CARRIED**

**3. Declaration of Pecuniary Interest – none stated**

**4. Confirmation of Minutes**

4.1 Special Meeting of Council dated June 11, 2020

**RESOLUTION 2020-14-02**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT the minutes of the Township of Mapleton Special Meeting of Council held on June 11, 2020 be confirmed as circulated in the agenda package.

**CARRIED**

4.2 Council Meeting dated June 16, 2020

**RESOLUTION 2020-14-03**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT the minutes of the Township of Mapleton Council Meeting held on June 16, 2020 be confirmed as circulated in the agenda package.

**CARRIED**

**5. Matters arising from Minutes**

**6. Matters under The Planning Act and Matters Arising**

6.1 a) ZBA2020-04 - Notice of Public Meeting, Plan 61M74 Lot 37, 83 River Run Road, Drayton. Thompson, Barbara & Richard

The Chairman announced that this is a Public Meeting under the Planning Act to hear comments from the public and agencies and to give consideration to an application for a proposed Zoning By-law Amendment ZBA2020-04. The subject lands are located at 83 River Run Road, Drayton. The proposed purpose and effect is to permit a second dwelling unit within the main building.

Staff confirmed the following:

- Property owners and agencies were provided with the required notice by prepaid first-class mail or by email on June 23, 2020.
- Proper postings were completed on June 23, 2020.
- Public Notice was posted in the July 2nd issue of the Wellington Advertiser.
- Planning Report dated April 3, 2020 prepared by Planner Jessica Rahim was received and included in the agenda package.
- CBO Patty Wright comments dated June 24, 2020 were received and included in the agenda package.
- GRCA comments dated June 22, 2020 state "the property does not contain any features regulated by the GRCA."
- Wellington Source Water Protection – Risk Management Inspector Emily Vandermeulen comments dated June 23, 2020 state, "this property is not located in a vulnerable area" and are included in the agenda package.
- Fire Chief Rick Richardson comments dated June 23, 2020 state "no issues."
- Ratepayer: No concerns or letters of objection were received.

Township Planner Linda Redmond reviewed her planning report that was enclosed with the agenda package.

Barbara & Richard Thompson's daughter Laurie Albright thanked Council for their support in keeping her parents in their home longer as they age.

Oral presentations or written submissions from those who have pre-registered: no one had pre-registered, and no one indicated to the meeting host that they wished to be recognized.

While supporting the applicant, a Councillor queried how this proposal was different than a simple multi-generational living arrangement. The Planner responded that this was a self-contained unit.

Persons in virtual attendance who did not participate in this Zoom hearing, were given the opportunity to state their name and full mailing address if they wished to receive further notifications. No one came forth.

The Public Meeting was then concluded.

**RESOLUTION 2020-14-04**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Zoning application ZBA2020-04 located at 83 River Run Road, Drayton. Thompson, Barbara & Richard 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.

**CARRIED**

- 6.2 a) ZBA2020-05 - Notice of Public Meeting, Con 13 Pt Lot 14 (Peel)  
7452 Wellington Road 7, Alma. Shantz, Ronald & Dana

The Chairman announced that this is a Public Meeting under the Planning Act to hear comments from the public and agencies and to give consideration to an application for a proposed Zoning By-law Amendment ZBA2020-05. The subject lands are located at 7452 Wellington Road 7, Alma. The proposed purpose and effect is a condition of severing the farm equipment sales business from the retained farm parcel.

Staff confirmed the following:

Property owners and agencies were provided with the required notice by prepaid first-class mail or by email on June 23, 2020.

- Proper postings were completed on June 23, 2020.
- Public Notice was posted in the July 2nd issue of the Wellington Advertiser.
- Planning Report dated June 22, 2020 prepared by Planner Jessica Rahim was received and included in the agenda package.
- Grand River Conservation Authority – Resource Planner Laura Warner comments dated June 29, 2020 were received and included in the agenda package.
- CBO Patty Wright comments dated June 24, 2020 state “no concerns”.
- Wellington Source Water Protection – Risk Management Inspector Emily Vandermeulen comments dated June 23 were received and included in the agenda package.
- Ratepayer: No concerns or letters of objection were received.

Township Planner Linda Redmond reviewed her planning report that was enclosed with the agenda package.

Owner Ron & Dana Shantz and Hailey Keast of Van Harten Surveying offered no additional information or further explanation.

Oral presentations or written submissions from those who have pre-registered: no one had pre-registered, and no one indicated to the meeting host that they wished to be recognized.

Council had no comments or questions.

Persons in virtual attendance who did not participate in this Zoom hearing, were given the opportunity to state their name and full mailing address if they wished to receive further notifications. No one came forth.

The Public Meeting was concluded.

- b) Matters arising under The Planning Act (Council Direction)

**RESOLUTION 2020-14-05**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Zoning application ZBA2020-05 located at 7452 Wellington Road 7, Alma. Shantz, Ronald & Dana 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.

**CARRIED**

6.3 a) ZBA2020-06 - Notice of Public Meeting, Con 1 Pt Lot 2 (Pilkington)  
6976 Wellington Road 7, Alma. Core Fuels Ltd.

The Chairman announced that this is a Public Meeting under the Planning Act to hear comments from the public and agencies and to give consideration to an application for a proposed Zoning By-law Amendment ZBA2020-06. The subject lands are located at 6976 Wellington Road 7, Alma. The proposed purpose and effect is to permit underground propane tanks for storage and distribution.

Staff confirmed the following:

Property owners and agencies were provided with the required Notice by prepaid first-class mail or by email on June 23, 2020.

- Proper postings were completed on June 23, 2020.
- Public Notice was posted in the July 2nd issue of the Wellington Advertiser.
- Planning Report dated July 9, 2020 prepared by Planner Linda Redmond was received and included in the agenda package.
- CBO Patty Wright comments dated July 6, 2020 state “no concerns.”
- GRCA – Resource Planner Laura Warner comments dated July 7, 2020 were received and included in the agenda package.
- Wellington Source Water Protection – Risk Management Inspector Emily Vandermeulen comments dated June 23, 2020 were received and included in the agenda package.
- Ratepayer: No concerns or letters of objection were received.

Township Planner Linda Redmond reviewed her planning report that was enclosed with the agenda package.

Megan Gerrity of GSP Group and Alex Beatty of Beatty Petroleum Consulting Inc both made presentations of documentation on record.

Oral presentations or written submissions from those who have pre-registered: no one had pre-registered, and no one indicated to the meeting host that they wished to be recognized.

Council queries and dialogue with Consultant Alex Beatty concerned: scale of the proposed operation, number of similar licensed plants in Ontario, Toronto Sunrise Propane historic incident & any others in North America, potential air pollution, life expectancy of tanks & inspection schedule, ground water contamination, propane not a water pollutant nor a greenhouse gas, effects on proposed Alma Senior’s Development, future planning process upon increase from 2 to 4 tanks, timing of engineering mapping measurements / contours, role of TSSA, benefits of underground storage vs. above ground.

Persons in virtual attendance who did not participate in this Zoom hearing, were given the opportunity to state their name and full mailing address if they wished to receive further notifications. No one came forth.

The Public Meeting was concluded.

b) Matters arising under The Planning Act (Council Direction)

**RESOLUTION 2020-14-06**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Zoning application ZBA2020-06 located at 6976 Wellington Road 7, Alma. Core Fuels Ltd be received.

**CARRIED**

The following resolution was introduced.

**RESOLUTION 2020-14-07**

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT ZBA2020-06 draft amending by-law as circulated in the agenda be presented to Council for first, second, and third reading at the next regular meeting of Council.

The following resolution was introduced to amend Resolution 2020-14-07

**VERBAL AMENDING RESOLUTION**

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Council review the Public Receptor Contours of the 4 tank option prior to implementation of by-law.

**CARRIED**

Mayor Davidson called the question for Resolution 2020-14-07 as amended. It was **CARRIED**

- 6.4 Consent Application Summary, Land Division File No. B34/20, Part Lots 11 & 12, Concession 10 (P), Close View Farms – c/o Bill Close

**RESOLUTION 2020-14-08**

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT Township of Mapleton support Consent Application B34/20 as presented for lands described as Part Lots 11 & 12, Concession 10, Township of Mapleton (Peel) with the following conditions:

- THAT payment be made of the fee of \$200 (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 2020);
- 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 safe driveway access can be provided to the severed lot to the satisfaction of the County;
- 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.

**CARRIED**

- 6.5 Consent Application Summary, Land Division File No. B36/20, Part Lot 16, Concession 13 (P), Wiersma

**RESOLUTION 2020-14-09**

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT Township of Mapleton support Consent Application B36/20 as presented for lands described as Part Lot 16, Concession 13, Township of Mapleton (Peel) with the following conditions:

- THAT Payment be made of the fee of \$200 (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 2020);
- 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 the retained lands be rezoned to restrict residential development to the satisfaction of the Local Municipality and the County of Wellington Planning and Development Department;
- THAT zoning compliance be achieved for the severed lands addressing the combined ground floor area of the accessory buildings;
- THAT driveway access to the retained lands can be provided to the satisfaction of the County;
- THAT the manure tank be removed to the satisfaction of the County;
- 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.

**CARRIED**

Council expressed concerns with the number and size of the accessory buildings on the severed parcel as well as the proposed use of an RV storage business. Council was satisfied that this matter could be addressed through conditions.

## **7. Delegations and Matters Arising from Delegations**

- 7.1 a) Wellington Federation of Agriculture (WFA) correspondence dated May 22, 2020 regarding the Farm Rebate Program, Janet Harrop (President), and Ben LeFort – Ontario Federation of Agriculture (OFA) Senior Farm Policy Analyst.

### **RESOLUTION 2020-14-10**

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT the Wellington Federation of Agriculture (WFA) correspondence dated May 22, 2020 be received for information.

**CARRIED**

## **8. Minutes from Committees – none**

## **9. Reports and Updates from Staff**

### **9.1 Building Department**

- i) Building Report BD2020-08  
Re: June 2020 Month End & YTD

### **RESOLUTION 2020-14-11**

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Building Department Report BD2020-08 dated July 14, 2020 regarding June Month End and Year to Date (YTD).

**CARRIED**

### **9.2 CAO and Clerk's Department**

- i) CAO Clerk's Report CL2020-08  
Re: Sale of Un-opened Road Allowance

### **RESOLUTION 2020-14-12**

Moved: Councillor Ottens

Seconded: Councillor Cravens

THAT Township of Mapleton Council receive CAO Clerk's Report CL2020-08 dated July 14, 2020 regarding the east end portion of George Street, Glen Allan; AND FURTHER THAT Notice of the draft bylaw declaring the road portion surplus be given in accordance with the Disposal of Surplus Lands Policy;

AND the Mayor and Clerk be authorized to sign any and all ancillary documents pertaining to the sale / disposal of the said road.

**CARRIED**

- ii) CAO Clerk's Report CL2020-09  
Re: Sale of Land – Martin, Duane, Derrick, Drayton Industrial Drive,  
51 & 55 (3.82 ac.)

**RESOLUTION 2020-14-13**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT Township of Mapleton Council receive CAO's Report CL2020-09 dated July 14, 2020 regarding the sale of lands identified as a 3.82 acre parcel within lands legally described part of Part Lot 17, Concession 11, Maryborough, 61R21812; Township of Mapleton;

AND FURTHER THAT the Mayor and Clerk be authorized to sign all ancillary documents pertaining to the sale of said lands.

**CARRIED**

- iii) CAO-Clerk's Report CL2020-10  
Re: MTM-2 Contracting Inc.  
Request for Noise By-law Exemption, July 7 – July 24, 2020

**RESOLUTION 2020-14-14**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT Township of Mapleton Council receive the MTM-2 Contracting Inc. Noise Exemption Request for the Conestogo Dam Downstream Rehabilitation – Phase 2A for lands located at 6580 Wellington County Road 11, Conestogo Lake.

NOW THEREFORE Township of Mapleton Council approve the noise exemption request of 5 a.m. beginning July 15, 2020, until July 24, 2020.

**CARRIED**

9.3 Finance Department

- i) Finance Report FIN2020-14  
Re: Covid-19 Financial Mitigation and Relief Measures Update

**RESOLUTION 2020-14-15**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT Township of Mapleton Council receive Finance Report FIN2020-14 regarding COVID-19 Financial Mitigation and Relief Measures; and

1. repeal By-law 2020-031 and replace with By-law 2020-047, a By-law that provides for the relief of interest and penalties on water and wastewater billings and taxes until August 31, 2020; and
2. enact By-law 2020-046, a By-law that amends the Fees and Charges By-law 2019-105 and enables the implementation of the water and wastewater rates previously approved on March 10, 2020

**CARRIED**

9.4 Public Works Department

- i) Public Works Report PW2020-14  
Re: Funding Request for 2020 Unplanned Infrastructure Requirements

**RESOLUTION 2020-14-16**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT Township of Mapleton Council receive Public Works Report PW2020-14 dated July 14, 2020 regarding the need for additional funding for various unplanned 2020 infrastructure requirements.

AND THAT Township Council approve funding in the amount of \$274,000 from the Township Capital Reserves to perform this work;  
AND FURTHER THAT Township of Mapleton Council allow staff to award the remedial work to the township approved contractor that bids within the approved funding amount.

**CARRIED**

**10. Approval of By-Laws**

**RESOLUTION 2020-14-17**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT By-laws Numbered:

- 2020-044 being a By-law to authorize the conveyance of a parcel owned by the Township of Mapleton legally described as Part Lot 17, Concession 11, Part 1, Plan 61R21812, Maryborough
- 2020-045 being a By-law to authorize the Conveyance of a Parcel owned by The Township of Mapleton legally described as Part Lots 18 and 19, Concession 12, former Township of Maryborough, as in DN30391
- By-law Number 2020-046 being a By-law to amend By-law 2019-105, being a By-law to establish the fees and charges for various services provided by the municipality.
- 2020-047 being a By-law to provide for financial relief for stipulated penalty and interest for taxes and for water and wastewater billings in default and to repeal By-law 2020-031
- 2020-048 being a By-law to amend By-law 2010-080, being a Zoning By-law for the Township of Mapleton Plan 61M74, Lot 37, 83 River Run Road, Drayton ZBA 2020-04
- 2020-049 being a By-law to amend By-law 2010-080, being a Zoning By-law for the Township of Mapleton Part Lot 14, Concession 13, RP 61R8359 Part 2 & 3 (Peel) ZBA 2020-05

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.

12.7 MPP Pettapiece - correspondence supporting Drayton Entertainment

**RESOLUTION 2020-14-18**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT Township of Mapleton Council hereby supports MPP Randy Pettapiece (Perth - Wellington) regarding his letter of advocacy for Drayton Entertainment, in that Drayton Entertainment be considered for any COVID-19 related support programs the Ministry may be preparing;

AND FURTHER THAT the Honourable Lisa MacLeod, MPP, Minister of Heritage, Sport, Tourism and Culture Industries be notified of our support;

AND FURTHER THAT Drayton Entertainment be notified of the Township of Mapleton Council's support for any proposed or ongoing fundraising programs in which they are pursuing independently, or from which they wish to receive an allocation.

**CARRIED**

Discussion took place about the following topic: Rural Ontario Institute (ROI) selection of Mapleton's Alexis Cooper for the Rural Change Makers program. Mayor Davidson affirmed that he would acknowledge this accomplishment by letter on behalf of Council.

**13. Notices of Motion – none**



14. **Notice Provision** – none
15. **Other Business** – none
16. **Council Tracking Sheet** – no changes requested
17. **Closed Session** – none
18. **Confirmatory By-law Number 2020-050**

**RESOLUTION 2020-14-19**

Moved: Councillor Ottens

Seconded: Councillor Craven

THAT By-law Number 2020-050 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 9:13 p.m.

---

Mayor Gregg Davidson

---

Clerk Barb Schellenberger

**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.