



THE CORPORATION OF THE TOWNSHIP OF MAPLETON

COUNCIL AGENDA

TUESDAY, DECEMBER 8, 2020 @ 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 November 24, 2020

RECOMMENDATION

THAT the Minutes of the Township of Mapleton Council Meeting held on November 24, 2020 be confirmed as circulated in the agenda package.

4.2 Special Meeting of Council dated December 1, 2020

RECOMMENDATION

THAT the Minutes of the Township of Mapleton Council Special Meeting held on December 1, 2020 be confirmed as circulated in the agenda package.

5. Matters arising from Minutes

5.1 Finance Report FIN2020-20 dated November 10, 2020
Re: Cemetery Service Fee Adjustments

RECOMMENDATION

THAT as per November 24th Council Meeting Resolution 2020-23-15, now staff be directed to revisit the Cemetery Service Fees Schedule 'C' and report back to Council as such.

6. Matters under The Planning Act and Matters Arising

- 6.1 a) ZBA2020-12: Notice of Public Meeting, Part Lots 20 & 21
Concession 2 (Peel), 7212 Third Line, Ian & Esther Bauman
- b) Matters arising under The Planning Act (Council Direction)

RECOMMENDATION

THAT Zoning application ZBA2020-12 located at Part Lots 20 & 21, Concession 2 (Peel), 7212 Third Line, Ian & Esther Bauman 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 a) ZBA2020-13: Notice of Public Meeting, Part Lot 12, Concession 10 E (Peel), 7206 Sideroad 18, Osiah Bauman
- b) Matters arising under The Planning Act (Council Direction)

RECOMMENDATION

THAT Zoning application ZBA2020-13 located at Part Lot 12, Concession 10 E (Peel), 7206 Sideroad 18, Osiah Bauman 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;

AND FURTHER THAT the owner enters into a Garden Suite Agreement with the municipality and the Mayor and Clerk be authorized to sign the agreement.

7. Delegations and Matters Arising from Delegations

- 7.1 CIMA (Tom Montgomery, P.Eng)
Re: Project Status Report to Nov 30th - Water & Wastewater Servicing

RECOMMENDATION

THAT the Delegation of CIMA be received for information.

- 7.2 rare Charitable Research Reserve (Dr. Stephanie Sobek-Swant and Dr. Tom Woodcock)
Re: rare's Land Securement Strategy & its role in habitat preservation

RECOMMENDATION

THAT the Delegation of 'rare Charitable Research Reserve' be received for information.

- 7.3 GRCA - Mapleton Appointee (Bruce Whale)
Re: GRCA response to Schedule 6 in Bill 229

RECOMMENDATION

THAT the Delegation of GRCA be received for information.

8. Minutes from Committees – none

9. Reports and Updates from Staff

9.1 Building Department

- i) Building Report BD2020-13
Re: November 2020 Month End and YTD

RECOMMENDATION

THAT Township of Mapleton Council receive Building Department Report BD2020-13 dated December 8, 2020 regarding November Month End and Year to Date (YTD).

9.2 CAO and Clerk's Department

- i) CAO's Report CL2020-28
Re: ICIP Covid Funding

RECOMMENDATION

THAT CAO's Report CL2020-28, dated December 8th, 2020 with regards to the ICIP COVID Funding be received for information;

AND FURTHER THAT Council support the application as presented by staff;

AND FURTHER THAT Council direct staff to include the resolution of support in the ICIP COVID Funding application that is due by December 21st, 2020.

- ii) Clerk's Report CL2020-26
Re: Draft Revised Procedural By-law

RECOMMENDATION

That Township of Mapleton Council receive Clerk's Report CL2020-26 dated December 8, 2020 regarding Draft Revised Procedural By-law.

- iii) Clerk's Report CL2020-27
Re: Surplus Road – Elgin St, Rothsay

RECOMMENDATION

That Township of Mapleton Council receive Clerk's Report CL2020-27 dated December 8, 2020 regarding the unopened road allowance portion of 'Elgin Street' in Rothsay;

AND FURTHER THAT Notice of the draft by-law declaring the unopened road allowance 'Surplus' be given in accordance with the Disposal of Surplus Lands Policy;

AND FURTHER THAT the Mayor and Clerk be authorized to execute all ancillary documents pertaining to the sale / disposal of the specific street parcel.

10. Approval of By-Laws

- 10.1 By-law Number 2020-081 Being a by-law to amend By-law 2020-042, being a by-law to provide for rules and regulations for the care and control of cemeteries owned by the Township of Mapleton and repeal By-law Number 2010-053.
- 10.2 By-law Number 2020-082 Being a by-law to assume certain lands within the Township as a public highway.
- 10.3 By-law Number 2020-083 Being a by-law to amend By-law 2010-80, being a Zoning By-law for the Township of Mapleton, Part Lots 20 & 21, Concession 2 (Peel) ZBA 2020-12.
- 10.4 By-law Number 2020-084 Being a by-law to amend By-law 2010-80, being a Zoning By-law for the Township of Mapleton, Part Lot 12, Concession 10 E (Peel) ZBA 2020-132.

RECOMMENDATION

That By-laws Numbered:

- *2020-081 Being a by-law to amend By-law 2020-042, being a by-law to provide for rules and regulations for the care and control of cemeteries owned by the Township of Mapleton and repeal By-law Number 2010-053.*
- *2020-082 Being a by-law to assume certain lands within the Township as a public highway.*
- *2020-083 Being a by-law to amend By-law 2010-80, being a Zoning By-law for the Township of Mapleton, Part Lots 20 & 21, Concession 2 (Peel) ZBA 2020-12.*
- *2020-084 Being a by-law to amend By-law 2010-80, being a Zoning By-law for the Township of Mapleton, Part Lot 12, Concession 10 E (Peel) ZBA 2020-13.*

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

11.1 2021 Mapleton Council & Committee of Adjustment Calendar

RECOMMENDATION

THAT Township of Mapleton Council receive '2021 Mapleton Council and Committee of Adjustment Calendar' for information.

12. Correspondence for Council's Information

12.1 Randy Pettapiece, MPP Perth-Wellington – letter dated November 18, 2020
Re: Support for SWODF application – Stubbe's Precast Commercial Ltd

12.2 Bethesda Community Cemetery Board, Pam Ellis, Manager, Sec, Treasurer
Re: Proposed Cemetery fee increase for plots

12.3 Ratepayer letter dated November 29, 2020 (Connie Walker)
Re: Proposed Cemetery fee increase for plots

12.4 Ratepayer letter received December 2, 2020 (Tony Mohle)
Re: Proposed Cemetery fee increase for plots

12.5 MP's Julian, Kwan, and Davies - email received November 26, 2020
Re: Bill C-213, the Canada Pharmacare Act

12.6 Jeff Yurek, Minister MECP – email dated November 23, 2020
Re: Waste Reduction Week 2020

12.7 Ministry of the Environment (Ghassan Ghali, Senior Water Engineer)
a) Acceptance of Operational Plan for Drayton Drinking Water System
b) Drinking Water Works Permit: 105-201 – Drayton
c) Municipal Drinking Water Licence Number 105-101 - Drayton
d) Acceptance of Operational Plan for Moorefield Drinking Water System
e) Drinking Water Works Permit: 105-202 – Moorefield
f) Municipal Drinking Water Licence Number 105-102 - Moorefield

12.8 MVCA Minutes – General Membership # 7/20 September 16, 2020

12.9 MVCA Minutes – General Membership #8-2020 October 21, 2020

12.10 AMO Watch File

The link to view the November 26 issue: <https://tinyurl.com/y5ohwety>

The link to view the December 3 issue: <https://tinyurl.com/y5n2zv8y>

13. Notices of Motion

14. Notice Provision

- i) December Committee Meetings Cancelled
- ii) Community Budget Workshop – Tuesday, December 15, 2020

15. Other Business

16. Council Tracking Sheet

17. Closed Session - none

18. Confirmatory By-law Number 2020-085

RECOMMENDATION

THAT By-law Number 2020-085 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.

19. 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.



Township of Mapleton

2020 Calendar

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
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February						
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March						
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April						
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May						
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31						

June						
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July						
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August						
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September						
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October						
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November						
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29	30					

December						
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20	21	22	23	24	25	26
27	28	29	30	31		

- Regular Council 7pm
- Regular Council 1pm
- Council Conference
- Committee of Adjustment
- Parks and Recreation Committee
- Economic Development Committee
- Statutory Holiday (Office Closed)

Note: Council Meeting dates as per Procedure By-law



THE CORPORATION OF THE TOWNSHIP OF MAPLETON

DRAFT COUNCIL MINUTES

TUESDAY, NOVEMBER 24, 2020 @ 1:00 P.M.

Meeting conveyed via ZOOM platform

PRESENT: Gregg Davidson, Mayor
Dennis Craven, Councillor
Paul Douglas, Councillor
Michael Martin, Councillor
Marlene Ottens, Councillor

STAFF PRESENT: Manny Baron, Chief Administrative Officer
Larry Wheeler, Municipal Clerk
Sam Mattina, Director of Public Works
John Morrison, Director of Finance
Rick Richardson, Fire Chief
Patty Wright, Chief Building Official
Aly Cripps, Economic Development Coordinator
Michelle Brown, Clerk's Assistant
Linda Redmond, Wellington County Planner

1. Call to Order

Mayor Davidson welcomed attendees & called the meeting to order at 1:00 p.m.

2. Welcoming Comments by the Chair

Mayor Davidson reiterated Dr. Mercer's latest Coronavirus pronouncement.

3. Declaration of Pecuniary Interest – none declared

4. Confirmation of Minutes

4.1 Council Meeting dated November 10, 2020

RESOLUTION 2020-23-01

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT the Minutes of the Township of Mapleton Council Meeting held on November 10, 2020 be confirmed as circulated in the agenda package.

CARRIED

4.2 Special Meeting of Council dated November 12, 2020

RESOLUTION 2020-23-02

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT the Minutes of the Township of Mapleton Council Special Meeting held on November 12, 2020 be confirmed as circulated in the agenda package.

CARRIED

5. Matters arising from Minutes

- 5.1 Parks and Recreation Committee, Minutes dated Sept 24, 2020
Re: Drayton Youth Centre project qualification for 50/50 funding

RESOLUTION 2020-23-03

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT Township of Mapleton Council support Drayton Youth Centre's project to update the Centre with renovations, repairs, and upgrades through the 50/50 funding program to a maximum of \$5,000.

CARRIED

6. Matters under The Planning Act and Matters Arising

- 6.1 a) County of Wellington – Application for minor redline revisions to draft plan of subdivision 23T-98003 [Riverview Heights, Drayton]
b) Matters arising under The Planning Act (Council Direction)

RESOLUTION 2020-23-04

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT Township of Mapleton Council receive Planning Report 'Redline Revision – Draft Plan of Subdivision 23T-98003 - Riverview Heights Phase 2, Drayton for information;

And Further that Council support the redline revisions as proposed for draft plan of subdivision 23T-98003;

And Further that staff prepare a subdivision agreement between the municipality and the Owners of the proposed subdivision for Council's consideration;

And Further that staff advise the County's Director of Planning and Development of the Township's decision.

CARRIED

7. Delegations and Matters Arising from Delegations

- 7.1 BGS Homes (Berardo Mascioli, Planner) - Requesting Council support for Redline Proposal at Riverview Heights Subdivision.
- 7.2 Heritage Funeral Homes Inc (Kenneth and Mary Thompson) - Requesting Council reverse their decision regarding the proposed 2021 amended Cemetery fees

RESOLUTION 2020-23-05

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT the delegation of Heritage Funeral Homes Inc (Kenneth & Mary Thompson) concerning the proposed changes to 2021 Cemetery Fees & Charges be received for information.

CARRIED

- 7.3 Van Harten Surveying (Jeff Buisman) - Requesting Council feedback on a unique severance application (Soestdale Holsteins Inc, 7168 WR10).

RESOLUTION 2020-23-06

Moved: Councillor Ottens

Seconded: Councillor Douglas

THAT the delegation of Van Harten Surveying (Jeff Buisman) concerning a unique severance application be received for information.

CARRIED

8. Minutes from Committees – none

9. Reports and Updates from Staff

9.1 CAO and Clerk's Department

- i) CAO Report CL2020-22
Re: Consulting Engineers Client Agreement

RESOLUTION 2020-23-07

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT CAO's Report CL2020-22, dated November 24th, 2020 with regards to the Consulting Engineers Client Agreement be received.

AND THAT Council direct the Mayor and CAO to execute the agreement on behalf of Mapleton Township.

CARRIED

- ii) CAO Report CL2020-23
Re: Elevated Water Tank

RESOLUTION 2020-23-08

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT CAO's Report CL2020-23, dated November 24th, 2020 with regards to the Elevated Water Tank be received for information.

CARRIED

- iii) CAO Report CL2020-24
Re: Cloud Migration

RESOLUTION 2020-23-09

Moved: Councillor Martin

Seconded: Councillor Douglas

THAT CAO's Report CL2020-24, dated November 24th, 2020 with regards to the server be received for information;

AND THAT Council bring forward the purchase of a cloud-based server from the 2021 budget to ensure complete business continuation should we be locked down for a second time.

CARRIED

- iv) Clerk Report CL2020-25
Re: Security Reduction Request - Drayton Heights 5B

RESOLUTION 2020-23-10

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Clerk's Report CL2020-25 dated November 24, 2020 regarding Security Reduction Request – Drayton Heights 5B;

AND FURTHER THAT Council undertake to have staff reduce the amount of the developer's Letter of Credit from \$531,000 to \$183,000.

CARRIED

9.2 Fire Department

- i) Fire Report 2020-07
Re: 2020 Year in Review

RESOLUTION 2020-23-11

Moved: Councillor Craven

Seconded: Councillor Ottens

THAT Township of Mapleton Council receive Fire / Rescue Report FR2020-07 dated November 24, 2020 regarding 2020 Year End Review for information.

CARRIED

9.3 Public Works Department

- i) Public Works Report PW2020-19
Re: Wellington County Trail Funding Program Update

RESOLUTION 2020-23-12

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT Township of Mapleton Council receive Public Works Report PW2020-19 dated November 24, 2020 regarding Wellington County Trail Funding Program Update.

CARRIED

10. Approval of By-Laws

- 10.1 By-law Number: 2020-077 Being a By-law to amend Zoning By-law Number 2010-080 for the Township of Mapleton, Part Lot 19, Concession 2 S (Peel) ZBA2020-011
- 10.2 By-law Number: 2020-078 Being a By-law to authorize the closure and conveyance of an unopened road allowance known as Allan and Sutherland Survey, St. James Street (Parts 1, 2 & 3) between South Wallace Street and Church Street (both unopened) Glen Allan, Township of Mapleton, County of Wellington.

RESOLUTION 2020-23-13

Moved: Councillor Martin

Seconded: Councillor Craven

That By-laws Numbered:

- 2020-077 being a By-law to amend Zoning By-law Number 2010-080 for the Township of Mapleton, Part Lot 19, Con 2 S (Peel) ZBA2020-011
- 2020-078 Being a By-law to authorize the closure and conveyance of an unopened road allowance known as Allan and Sutherland Survey, St. James Street (Parts 1, 2 & 3) between South Wallace Street and Church Street (both unopened) Glen Allan, 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.

CARRIED

11. Correspondence for Council's Direction

- 11.1 County of Wellington Engineering Department correspondence dated November 3, 2020
Re: Winter Maintenance (Wellington Road 45)

RESOLUTION 2020-23-14

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Township of Mapleton Council receive County of Wellington Engineering Department correspondence dated November 3, 2020 regarding Winter Maintenance (Wellington Road 45);

AND FURTHER THAT the County of Wellington compensation of \$9,000 per kilometer for winter maintenance on Wellington Road 45 during the 2020/2021 winter maintenance season be accepted;

AND FURTHER THAT the County of Wellington recognizes if the 2020/2021 seasonal cost exceeds the proposed compensation, the County will be responsible for same

CARRIED

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

13. Notices of Motion

RESOLUTION 2020-23-15

Moved: Councillor Martin

Seconded: Councillor Ottens

That the Township of Mapleton Council reconsider our decision on Finance Report FIN2020-20 Re: Cemetery Service Fees Adjustments;

And further that the passing of the by-law scheduled for December 8th be moved to our Special Meeting on January 4th, 2021.

CARRIED

14. Notice Provision

- 14.1 Fees & Charges – Cemeteries

- 14.2 Revised Council Schedule – Dec 2020, Jan 2021

15. Other Business

Mayor Davidson reported that traffic lights will be installed at the intersection of WR8 and WR9 (aka the 'S' bend) shared with Perth County. A round-a-bout is projected as the permanent solution and is included in the County 10-year Plan.

16. Council Tracking Sheet

17. Confirmatory By-law Number 2020-079

RESOLUTION 2020-23-16

Moved: Councillor Douglas

Seconded: Councillor Martin

THAT By-law Number 2020-079 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

18. Closed Session

RESOLUTION 2020-23-17

Moved: Councillor Craven

Seconded: Councillor Douglas

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

- i) Review of Closed Session Minutes: Oct. 27, 2020
- ii) A proposed or pending acquisition or disposition of land by the municipality or local board.

CARRIED

19. Adjournment

There being no further business, the meeting adjourned at 3:17 p.m.

Mayor Gregg Davidson

Clerk Larry Wheeler

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

SPECIAL MEETING COUNCIL MINUTES

TUESDAY, DECEMBER 1 @ 7:00 p.m.

Meeting conveyed via ZOOM platform

PRESENT: Gregg Davidson, Mayor
Dennis Craven, Councillor
Paul Douglas, Councillor
Marlene Ottens, Councillor

REGRETS: Michael Martin, Councillor

STAFF PRESENT: Manny Baron, Chief Administrative Officer
Larry Wheeler, Municipal Clerk
Sam Mattina, Director of Public Works
John Morrison, Director of Finance
Patty Wright, Chief Building Official
Rick Richardson, Fire Chief
Aly Cripps, Economic Development Coordinator
Michelle Brown, Clerk's Assistant

1. **Call to Order**

2. **Declaration of Pecuniary Interest - none**

3. **Reports and Updates from Staff**

3.1 Finance Department *{Note: Council consensus to hear Item 3.1 ii) first}*

i) Budget Book: Operating Budget 2020-2022 with Capital Forecast 2020-2029

RESOLUTION 2020-24-02

Moved: Councillor Craven

Seconded: Councillor Douglas

THAT Township of Mapleton Council receive Director of Finance submission 'Budget Book: Operating Budget 2020-2022 with Capital Forecast 2020-2029' for information.

CARRIED

ii) Multi-year Budget Review 2020-2022

RESOLUTION 2020-24-01

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT Township of Mapleton Council receive Director of Finance presentation 'Multi-year Budget Review 2020-2022' dated December 1, 2020 for information.

CARRIED

iii) Finance Report FIN2020-22 Fees and Charges 2021

RESOLUTION 2020-24-03

Moved: Councillor Douglas

Seconded: Councillor Craven

THAT Township of Mapleton Council receive Finance Report FIN2020-22 regarding Fees and Charges 2021 for information; and

1. That Council approve the proposed changes to the Fees and Charges By-law Schedules except for the Cemetery Fees & Charges.

CARRIED

4. Confirmatory By-law Number 2020-080

RESOLUTION 2020-24-04

Moved: Councillor Douglas

Seconded: Councillor Ottens

THAT By-law Number 2020-080 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

5. Adjournment

There being no further business, the meeting adjourned at 8:32 p.m.

Mayor Gregg Davidson

Clerk Larry Wheeler

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Schedule "C"
Cemeteries

DESCRIPTION	Current Fees	2021	% incr
Sale of Interment Rights			
Non-cremation lots:per grave (Care & Maintenance Fund included)	\$ 825	\$ 2,250	173%
Sale of Interment Rights			
Cremation lots in Cremation Gardens (2X2) (Care & Maintenance Fund included)	\$ 375	\$ 1,500	300%
Interment (charges to open & close a grave)			
Adult	\$ 550	\$ 900	64%
Child	nc	nc	nc
Cremated remains	\$ 250	\$ 400	60%
Additional Winter Charges (Dec 1 to Apr 15)			
Weekdays 10am - 3pm			
Full Grave	\$ 650	\$ 650	0%
Cremated Remains	\$ 400	\$ 400	0%
Additional Charge, Holidays & Weekends (as approved by Director of Public Works) 10am-2pm	\$ 500	\$ 500	0%
* if burial is to be double interment in a single grave - one and 1/2 times the Basic Charge			
Disinterment	Double the interment charge		
Installation of Markers, Monuments and Corner Posts	Based on size: \$21 per cubic foot	Based on size: \$25 per cubic foot	
Foundation cost - as per chart below			
Foundation 42"x 18"x 60"	\$ 650	\$ 775	19%
Foundation 42"x 20"x 60"	\$ 700	\$ 850	21%
Foundation 44"x 20"x 60"	\$ 750	\$ 900	20%
Foundation 66"x 20"x 60"	\$ 1,100	\$ 1,325	20%
Care & Maintenance fees included in monument pricing & corner posts			
Flat marker measuring less than 173 sq.inches	nc	nc	nc
Flat marker measuring at least 173 sq. inches	\$ 50	\$ 50	0%
Monument up to 4 feet in height or width	\$ 100	\$ 100	0%
Monument larger than 4 feet in height or width	\$ 200	\$ 200	0%
Corner posts may be ordered by the Township and engraved as follows:	\$ 200	\$ 200	0%
* 3 corner posts first initial of family last name			
* 4th corner post location of plot (i.e., Z 50 A-D (in Drayton) A 50 A51 (in Hollen))			
<i>Delivered and installed by the Municipality at no additional charge</i>			
Staking/Inspection fee on application for installation of monument marker	\$ 75	\$ 75	0%
Storage			
If human remains to be interred in Mapleton Cemetery Storage of human remains in vault chapel.	nc	nc	nc
If human remains to be interred elsewhere than in Mapleton Cemetery Storage of human remains in vault in chapel.	\$ 70	\$ 200	186%
Transfer Fee			
For all services and documents in connection with transfer of ownership of lot and new Certificate of Interment Rights to be issued.	\$ 40	\$ 125	213%



NOTICE OF A PUBLIC MEETING FOR AN AMENDMENT TO THE MAPLETON ZONING BY-LAW AND NOTICE OF COMPLETE APPLICATION ZBA 2020-12

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, December 8, 2020 @ 7:00 p.m.
Via Zoom Video Conferencing**

The public is invited to watch & participate in the electronic meeting.

HOW TO JOIN

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

Description: Public Meeting Under the Planning Act

Or join by phone:

Dial: 855 703 8985 (Toll Free) Webinar ID: 395 064 9180

Location of the Subject Land

The property subject to the proposed amendment is legally described as Part Lots 20 & 21, Concession 2 (Peel), with a civic address of 7212 third Line. The property is approximately 32.15 ha (79.44 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 property to permit a 232.3 m² (2,500 ft²) addition to an existing woodworking and metal shop for a total area of 464.5 m² (5,000 ft²) and permit a maximum of 5 employees on site. The applicant is proposing to expand their existing woodworking/table manufacturing operation. 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 shown below.

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 about this matter, including information about appeal rights, please contact or visit the Municipal Office at the address shown below. O. Reg. 470/09, s. 2: 179/16, s. 2

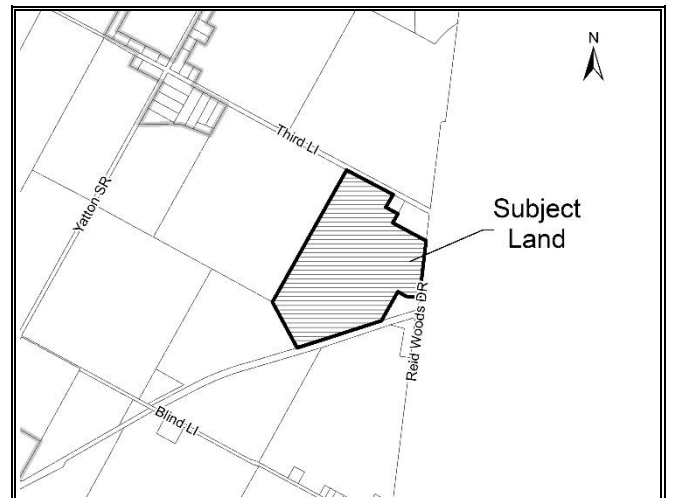


The application and any additional information is available to the public for inspection at the Township of Mapleton Municipal Office during office hours.

Dated at the Township of Mapleton
This 19 day of November 2020.

Larry Wheeler, Clerk
Township of Mapleton
7275 Sideroad 16
P.O. Box 160
Drayton, ON NOG 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

ZBA2020-12	OWNER: Ian & Esther Bauman 7212 Third Line Elmira ON N3R 2Z3 APPLICANT: Ian & Esther Bauman	SUBJECT LAND: Part Lot 20 & 21, Concession 2 (Peel) Civic Address: 7212 Third Line Elmira ON N3R 2Z3
------------	--	---

Staff confirmed the following:

- Property owners and agencies were provided with the required Notice by prepaid first-class mail or by email on November 19, 2020.
- Proper postings were completed on November 19, 2020.
- Planning Report dated November 19, 2020 prepared by Planner Mattieu Daoust was received and included in the agenda package.
- CBO Patty Wright comments dated November 11, 2020 state “no concerns.”
- GRCA comments dated November 30, 2020 state “no objection.”
- Ratepayer: No concerns or letters of objection were received.

Prepared on December 1, 2020 by:

Michelle Brown,
Clerk's Assistant



PLANNING REPORT for the TOWNSHIP OF MAPLETON

Prepared by the County of Wellington Planning and Development Department

DATE: November 19, 2020
TO: Manny Baron, C.A.O.
Township of Mapleton
FROM: Matthieu Daoust, Planner
County of Wellington
SUBJECT: **Ian & Esther Bauman**
7212 Third Line
Zoning By-law Amendment (ZBA 2020-12)

Planning Opinion

The proposed zoning amendment would permit an expansion to an existing home industry by allowing a 232.3 m² (2,500 ft²) addition to the existing wood working/metal shop for a total area of 464.5 m² (5,000 ft²) and permit a maximum of five employees on site.

The home industry criteria provided in the zoning by-law is intended to regulate the size and scale of these types of uses in the Prime Agricultural areas. This criterion was established under the former Provincial Policy requirements for secondary uses in Prime Agricultural areas in which small scale was defined and further regulated through local zoning by-laws. Under the new Provincial Policy State (PPS) criteria, the size and scale is contained by an area of operation that shall not exceed 2% of the area of the farm to a maximum area of 1 ha. This proposal does not exceed the aforementioned figures.

Based on the PPS criteria staff are satisfied that the proposal is in general conformity with the County of Wellington Official Plan and we are supportive of the request to rezone the property. The business remains secondary to the main agricultural use and complies with the other home industry regulations under the Zoning By-law.

INTRODUCTION

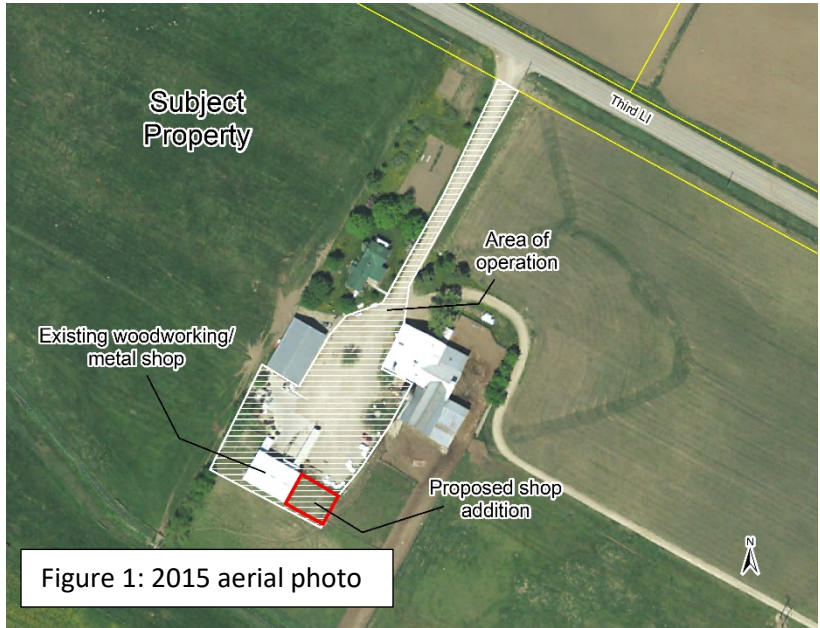
The subject property is legally described as Part Lot 20 & 21, Concession 2 (Peel) with a civic address of 7212 Third Line. The property is approximately 32.15 ha (79.44 ac) in size. The lands are currently occupied by a residence, a barn, a shed and the existing woodworking/metal shop and the location of the property is shown in Figure 1.

PROPOSAL

The proposed amendment is to rezone the subject lands to permit the expansion of a home industry by allowing a 232.3 m² (2,500 ft²) addition to the existing wood working/metal shop for a total area of 464.5 m² (5,000 ft²) and permit a maximum of five employees on site.

PROVINCIAL POLICY STATEMENT (PPS)

The subject property is located within the PRIME AGRICULTURAL area. Under the PPS permitted uses within prime agricultural areas include: agricultural uses, agricultural related uses, and on-farm diversified uses. An on-farm diversified use is defined as: 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.



According to the Province’s *Guidelines on Permitted Uses in Ontario’s prime Agricultural Areas (Publication 851)*, a home industry on a commercial farm is not limited to producing products that are agriculturally related. The guidelines also recommend that such uses not occupy more than 2% of the area of a farm (up to a maximum of 1 hectare in area). Municipalities may set building size limits/caps to regulate building size to a scale deemed appropriate in the prime agricultural area.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURE, GREENLANDS and CORE GREENLANDS. The identified environmental feature includes a GRCA wetland, provincially significant wetland and a significant wooded area. The proposed addition is beyond the required 30m set back from the environmental features on the subject property.

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 a home business includes home industries which “are small in scale with a limited number of employees, and minimal off site impacts – examples include minor equipment repair, woodworking, crafts, and welding”.

ZONING BY-LAW

The subject property is zoned Agricultural (A). Home Industries are permitted within the Agricultural zone subject to criteria outlined in Section 6.14. Section 6.14 b) a home industry may include such uses as a woodworking shop and furniture fabrication.

The amending bylaw will address areas under the Home Industry criteria and site specific zoning that this use is not in compliance with as follows:

Building size

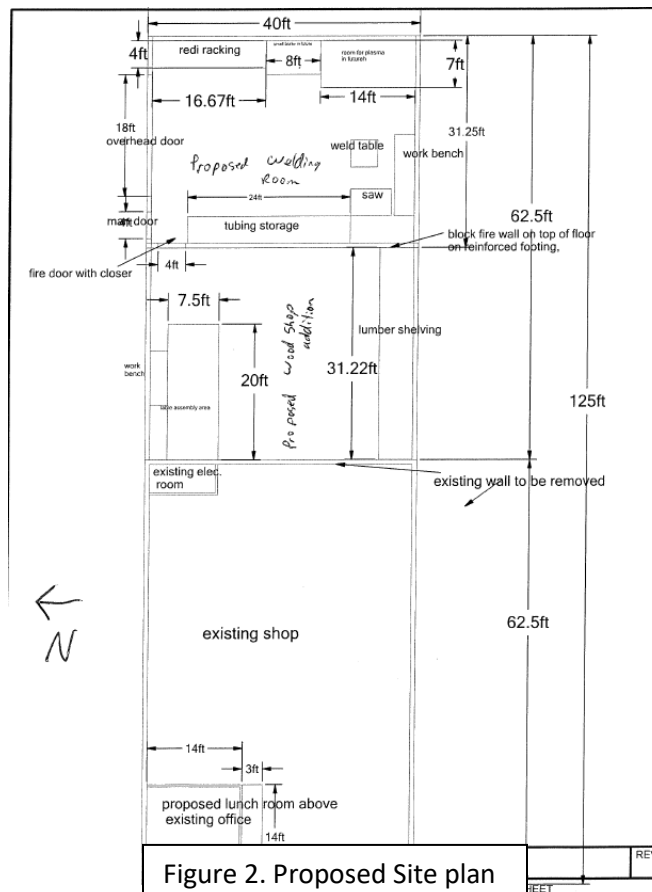
The applicant is proposing to build a 232.3 m² (2,500 ft²) addition to the existing woodworking/metal shop for a total area of 464.5 m² (5,000 ft²). Per Section 6.14d, the maximum square footage for any or all buildings or structures used for a home industry shall not exceed 232.25 m² (2,500 ft²) of floor area which shall include but is not limited to: generator room, lunchroom, office, mechanical room, basement area and inside storage area.

The applicant has indicated that the addition is proposed as additional work space and a lunch room and that as the business scales up they are to have no more than five employees who are not permanent residents on the property engaged in the home industry.

PLANNING DISCUSSION

Home Industry criteria

The home industry criteria provided in the zoning by-law is intended to regulate the size and scale of these types of uses in the Prime Agricultural areas. The criteria was established under the former PPS requirements for secondary uses in Prime Agricultural areas in which small scale was defined and further regulated through local zoning by-laws. The current PPS (2020) policies for on-farm diversified uses which replaces secondary uses has broadened the area of operation to reflect the farm size. Under the new PPS criteria, the size and scale is contained by an area of operation that shall not exceed 2% of the area of the farm to a maximum area of 1ha (10,000 m²). In this instance, based on the sketch submitted with the application, the woodworking/metal shop will not exceed the aforementioned figures.



Site Plan Control

The Township Site Plan Control By-law (2013-079 as amended) is applicable. This proposal will be subject to site plan approval.

Draft Zoning By-law:

Planning Staff have prepared a draft site specific by-law that permits an expansion to the existing home industry by allowing a 232.2 m² (2,500 ft²) addition to the existing woodworking/metal shop for a total area of 464.5 m² (5,000 ft²). The draft by-law is attached to this report for public viewing and Council's consideration.

We trust these comments will be of assistance to Council in their consideration of this matter.

Respectfully submitted

County of Wellington Planning and Development Department



Matthieu Daoust, RPP, MCIP
Planner

THE CORPORATION OF THE TOWNSHIP OF MAPLETON
BY-LAW NUMBER _____
Being a By-law to amend By-law 2010-080, being a
Zoning By-law for the Township of Mapleton

Part Lots 20 & 21, Concession 2 (Peel)
ZBA 2020-012

WHEREAS the Council of the Corporation of the Township of Mapleton deems it desirable to amend said By-law Number 2010-080, as amended.

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

1. That By-law Number 2010-080, is hereby amended by adjusting the maximum floor area permitted under Section 6.14d and the maximum number of employees permitted under Section 6.14f on the map forming Schedule 'A-1', as it applies to Part Lots 20 & 21, Concession 2 (Peel), 7212 Third Line, as illustrated on Schedule 'A' attached to and forming part of this By-law.
2. That Site Specific Exception 31.110 be deleted and replaced with the following:

<p>31.110 Part Lots 20 & 21, Concession 2 (Peel), 7212 Third Line</p>	<p>Notwithstanding Section 6.14 d) of this By-law, a maximum floor area of 464.5 m² (5,000 ft²) for all buildings is permitted for an on farm diversified use which shall include but is not limited to; generator room, lunchroom, office, mechanical room, basement area and inside storage areas.</p> <p>Notwithstanding Section 6.14 f) of this By-law, a maximum of five (5) employees who are not permanent residents on the property shall be engaged in the Home Industry.</p>
--	--

3. That except as amended by this By-law, the subject lands, as shown on Schedule 'A' to this By-law, shall be subject to all other applicable regulations of By-law Number 2010-080, as amended.
4. 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, second and third time and passed this _____ day of _____, 2020.

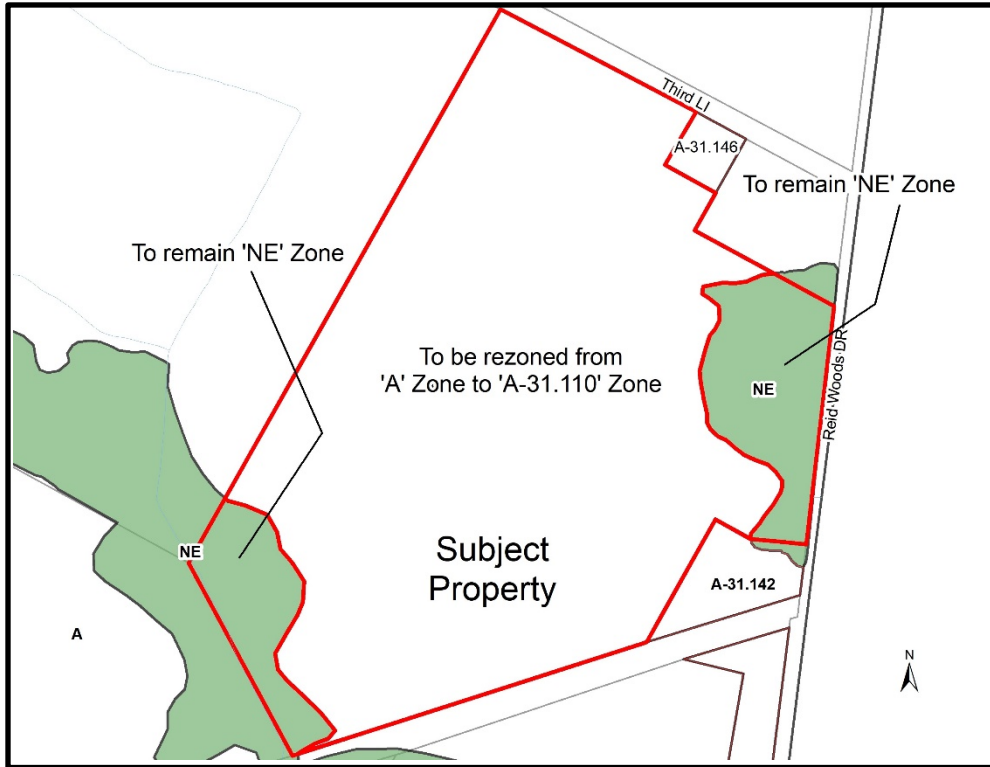
 Mayor Gregg Davidson

 Clerk Larry Wheeler

THE TOWNSHIP OF MAPLETON

BY-LAW NO _____.

Schedule "A"



Passed this ___ day of _____ 2020.

Mayor Gregg Davidson

Clerk Larry Wheeler

EXPLANATORY NOTE

BY-LAW NUMBER _____.

THE SUBJECT LAND is legally described as Part Lots 20 & 21, Concession 2 (Peel) with a civic address of 7212 Third Line (Figure 1). The property is approximately 32.15 ha (79.44 ac) in size and is zoned Site Agriculture (A). The lands are currently occupied by a residence, a shed, a barn and the existing woodworking shop.

THE PURPOSE AND EFFECT of this amendment is to rezone the property to permit the expansion of a home industry by allowing a 232.3 m² (2,500 ft²) addition to the existing wood working/metal shop for a total area of 464.5 m² (5,000 ft²) and permit a maximum of five employees on site.

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: Nov 9/2020
FILE NO. ZBA-2020-

APPLICATION for ZONING BY-LAW AMENDMENT

1. Name of Owner(s) Lan + Esther Baumen

Address 7212 3rd Line
Telephone Number _____ Fax Number N/A
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.

Address: _____

4. Description of the lands subject to this application:

Legal Description (lot and concession / Registered Plan and Lot Number):
lot 20 - conc 2

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

Municipal Address (street or fire number): 7212 3rd line

Please circle the appropriate measurement:

Frontage: _____ feet / metres

Depth: _____ feet / metres

Area: _____ acres / hectares

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

To Extend existing ~~Home Industry~~ HOME INDUSTRY
SPA 2018-08

6. Explain why the rezoning is being requested:

~~Can~~ all size of the farm.
Proposed Expansion exceeds Sq Ft Permitted
Under Home Industry

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: _____
 (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.

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 _____

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:

_____ Farming / Agriculture / wood working /
 _____ Metal Furniture Parts

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

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)	
Setback from Front Lot Line	See attached Site Plan
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	

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:

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.

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? 2015

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

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

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

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?

23. The current zoning of the subject land is:

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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/> <i>NV</i>
Severance	<input type="checkbox"/>	<input type="checkbox"/>
Plan of Subdivision	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan Control	<input checked="" type="checkbox"/>	<input type="checkbox"/>

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

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

I, _____ hereby authorize _____

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

Dated at the _____ of _____ this _____ day
of _____, 20____.

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, Ian Bauman of the 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 Mapleton in the County
(Township/City) (County/Region)
of Wellington, this 9th day of November, 2020

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

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

Larry Wheeler
A Commissioner, etc
Larry Wheeler a Commissioner,
etc., County of Wellington, while
Clerk of the Corporation
of the Township of Mapleton.

Township of Mapleton

By-law Number

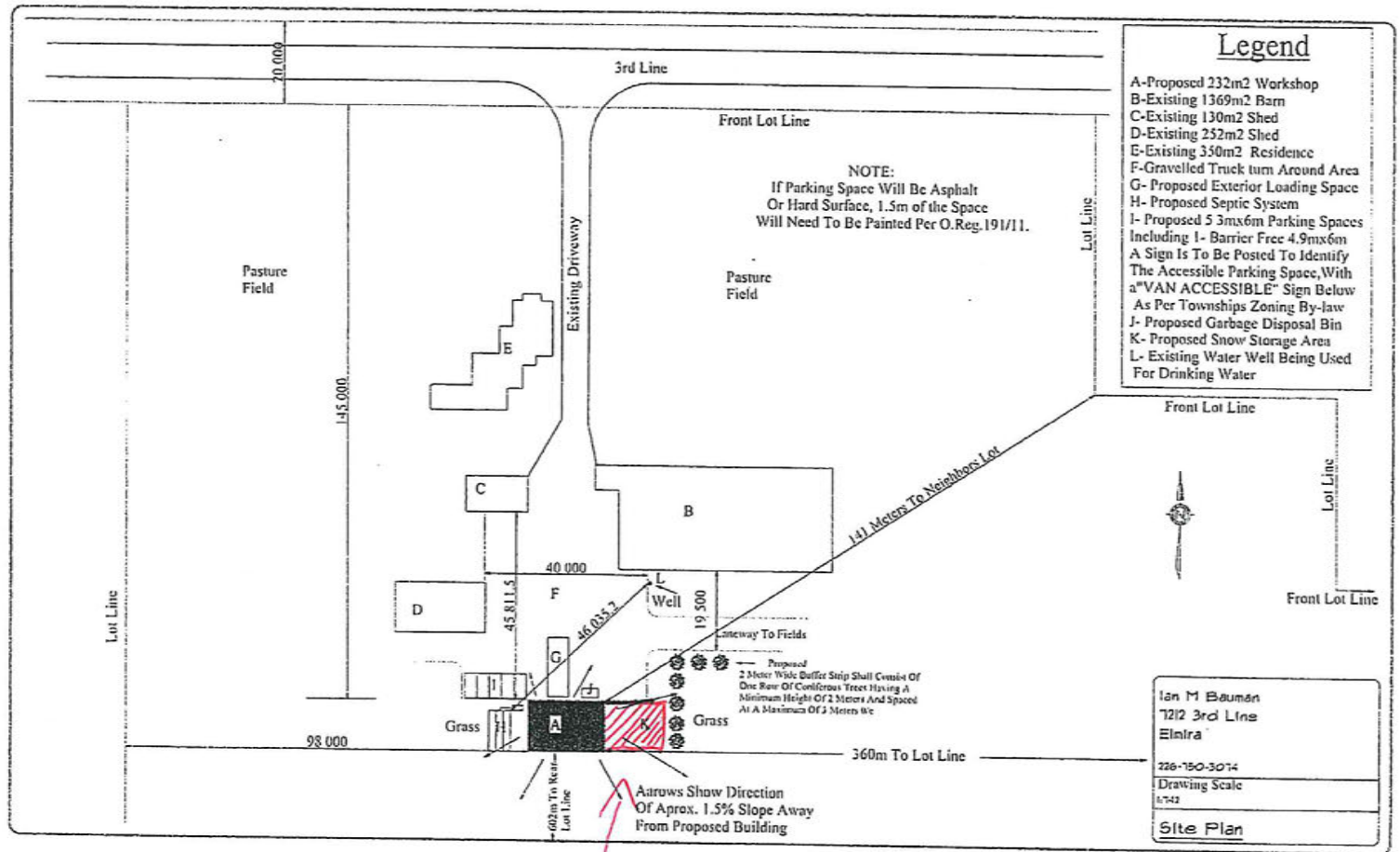
2019-105, amended schedule "F" by

BY-LAW NUMBER 2020-005

SCHEDULE "F"

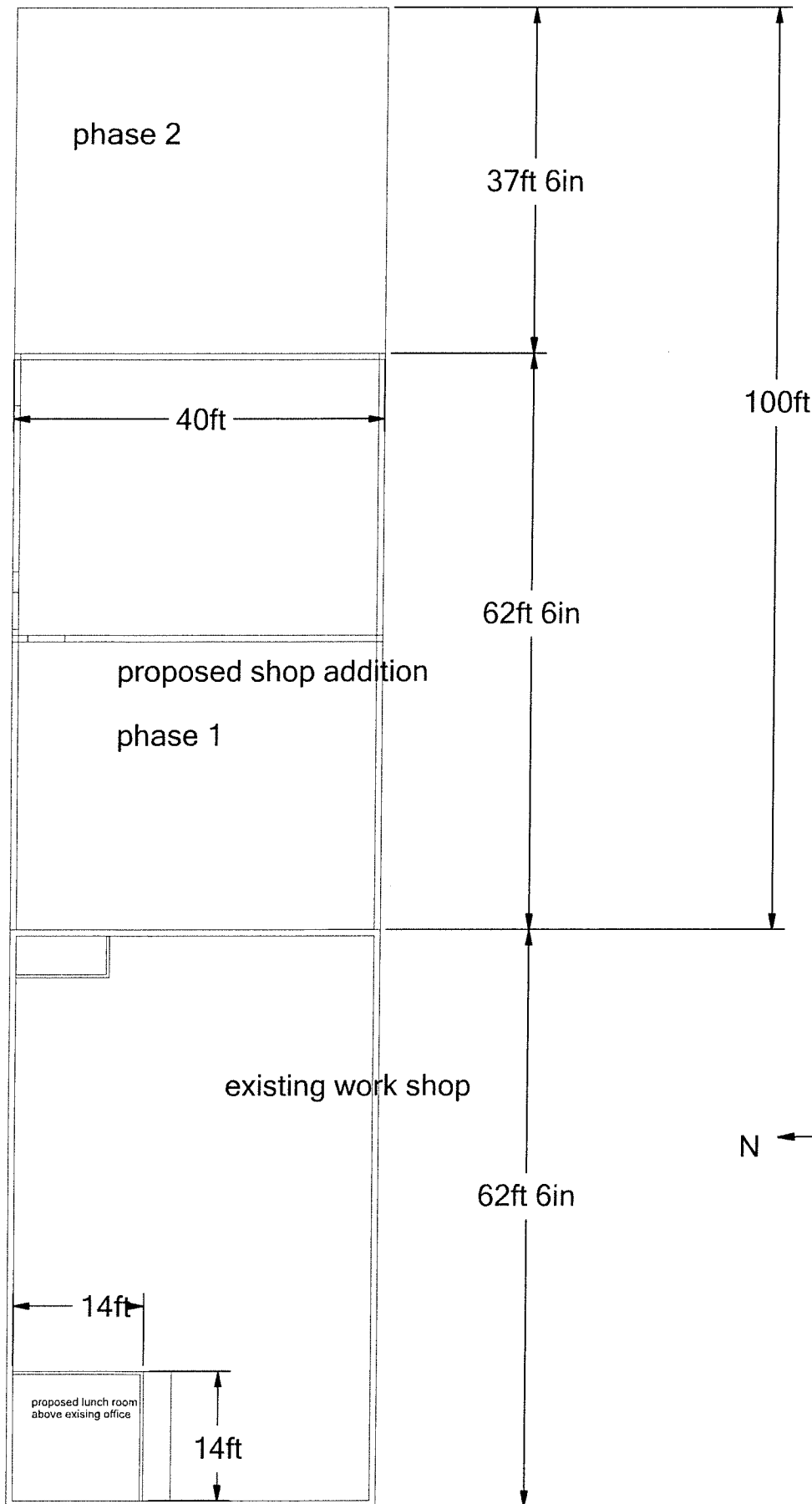
PLANNING

DESCRIPTION	DEPOSIT TO COVER RELATED EXPENSES	2020 FEE	2021 FEE	2022 FEE
Committee of Adjustment – Minor Variance Commercial/Industrial		\$2,300.00	\$3,059.00	\$3,818.00
Committee of Adjustment -Minor Variance Other Applications		\$1,850.00	\$2,460.50	\$3,071.00
Zoning Amendment (Including County's Fee of \$6580)		\$9,150.00	\$10,070.00	\$10,990.00
Plan of Subdivision – New or Amendment, including conditions of approvals to both Mapleton and County of Wellington.	\$8,000.00	\$7,000.00	\$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	\$4,000.00	\$5,320.00	\$6,640.00
Site Plan Control Approval New	\$4,280.00	\$2,500.00	\$3,325.00	\$4,150.00
Site Plan Control Amendments (Major)	\$3,480.00	\$2,200.00	\$2,925.00	\$3,652.00
Site Plan Control Amendments (Minor)		\$1,000.00	\$1,330.00	\$1,660.00
Site Plan Control Inspections	\$1,800.00	\$200.00	\$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	\$2,500.00	\$3,325.00	\$4,150.00
Certificate of Compliance - Zoning By-law		\$100.00	\$133.00	\$166.00
Certificate of Compliance or Status – Plan of Subdivision, Site Plan Agreements		\$220.00	\$292.60	\$365.20
Part Lot Control Exemption	Plus disbursements	\$1,500.00	\$1,995.00	\$2,490.00
Deeming By-law		\$1,000.00	\$1,330.00	\$1,660.00
Severances				
Notice Verification for Severance Applications		\$150.00	\$199.50	\$249.00
Clearances for Severance Conditions		\$200.00	\$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	\$1,400.00 per lot
Fee for services provided by Municipal employees per/hr, per/employee (Clerk, Treasurer, etc.)		\$75.00	\$75.00	\$75.00
Copy of Zoning By-law		\$50.00	\$50.00	\$50.00
Letter of Interest from resident to Clerk to purchase unopened road allowance		\$500.00	\$665.00	\$830.00
Disposal of Surplus Lands (including roads)	\$4,500.00	\$500.00	\$665.00	\$830.00



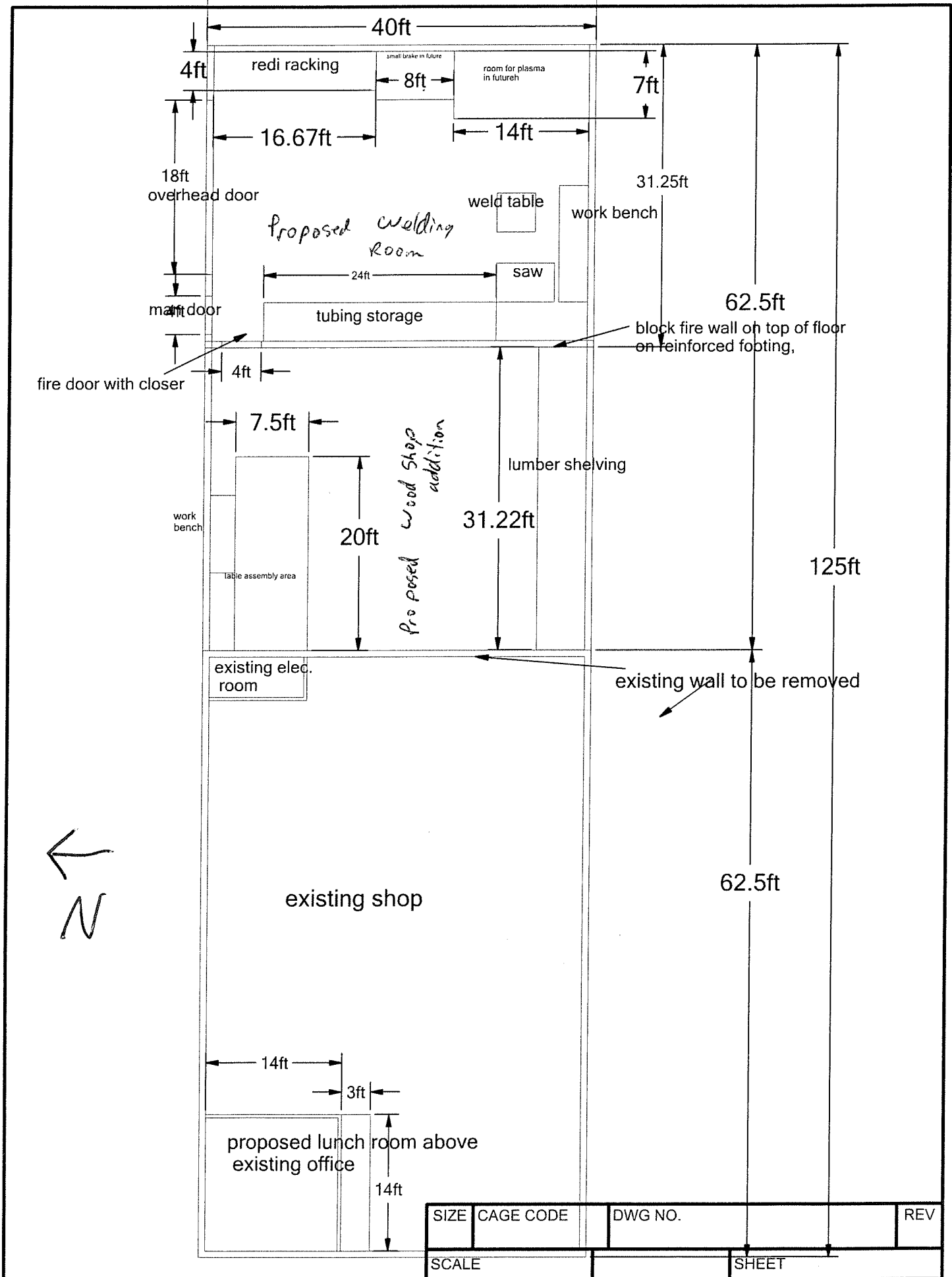
*Ⓢ Addition
See attached
File*

*Rec'd by Email
June 11, 2018*



SCALE 1:200

SIZE	CAGE CODE	DWG NO.	REV
SCALE		SHEET	



SCALE 1:150

ZBA2020-12 Bauman

Patty Wright <PWright@mapleton.ca>

Fri 11/20/2020 3:06 PM

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

The building department has no concerns regarding the above noted ZBA.



Patty Wright CBCO, CPSO, CMM III
Chief Building Official

Township of Mapleton
7275 Sideroad 16, Drayton, ON
519.638.3313 x 036

www.mapleton.ca





**PLAN REVIEW REPORT: Township of Mapleton
Larry Wheeler, Clerk**

DATE: November 30, 2020 **YOUR FILE:** ZBA2020-12
GRCA FILE: ZBA2020-12 – 7212 Third Line

RE: Zoning By-law Amendment ZBA2020-12
7212 Third Line, Township of Mapleton
Ian and Esther Bauman

GRCA COMMENT:*

The Grand River Conservation Authority (GRCA) has no objection to the proposed zoning by-law amendment.

BACKGROUND:

1. Resource Issues:

Information currently available at this office indicates that the subject lands contain a watercourse, floodplain, wetland and the regulated allowance adjacent to these features.

2. Legislative/Policy Requirements and Implications:

The subject lands contain natural hazard and natural heritage features that are identified within the Provincial Policy Statement (2020) and the Greenlands System outlined in the County of Wellington Official Plan (2019). The proposed development is located outside of the features noted above and GRCA staff do not anticipate any negative impacts on these features as a result of this application.

Due to the presence of the above-noted features, portions of the property are regulated by the GRCA under Ontario Regulation 150/06 - Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Regulation. Any future development or other alteration within the regulated area will require prior written approval from GRCA in the form of a permit pursuant to Ontario Regulation 150/06.

The workshop addition proposed in the circulated material is located outside of the GRCA regulation limit and the proposed works will not require a GRCA permit under Ontario Regulation 150/06.

3. Plan Review Fees:

This application is a 'minor' zoning by-law amendment and the applicable review fee is required for our review of this application. With a copy of this letter, the applicant will be invoiced in the amount of \$420.00.

Should you have any questions or require further information, please do not hesitate to contact me at 519-621-2763 ext. 2228.

Yours truly,



Andrew Herreman, CPT
Resource Planning Technician
Grand River Conservation Authority

c.c. Ian and Esther Bauman (via email only)

**** These comments are respectfully submitted as advice and reflect resource concerns within the scope and mandate of the Grand River Conservation Authority.***



7212 Third Line, Mapleton

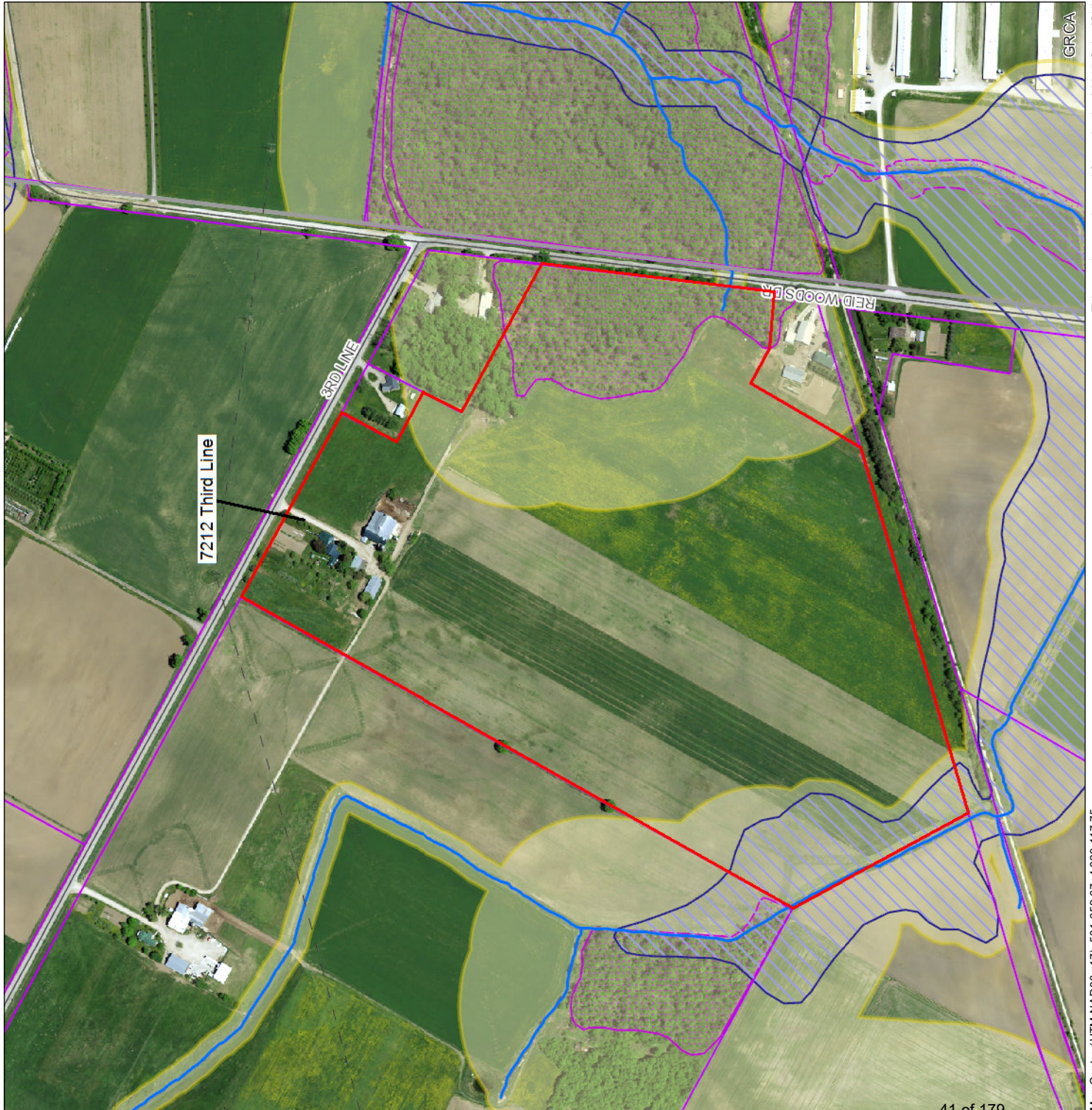


Legend

- Regulation Limit (GRCA)
- Regulated Watercourse (GRCA)
- Regulated Waterbody (GRCA)
- Wetland (GRCA)
- Floodplain (GRCA)
- Engineered
- Estimated
- Approximate
- Special Policy Area
- Slope Valley (GRCA)
- Slope Erosion (GRCA)
- Steep
- Oversteep
- Steep
- Slope Erosion (GRCA)
- Oversteep
- Toe
- Lake Erie Flood (GRCA)
- Lake Erie Shoreline Reach (GRCA)
- Lake Erie Dynamic Beach (GRCA)
- Lake Erie Erosion (GRCA)
- Parcel - Assessment (MPAC/MNRF)

This legend is static and may not fully reflect the layers shown on the map. The text of Ontario Regulation 150/06 supercedes the mapping as represented by these layers.

Copyright Grand River Conservation Authority, 2020
Disclaimer: This map is for illustrative purposes only. Information on this map has been prepared for general information only. The map is not intended to be used as a substitute for a professional site survey and is subject to change without notice. The Grand River Conservation Authority takes no responsibility for any omissions, inaccuracies or conclusions drawn from this map. Any interpretations or conclusions drawn from this map are the sole responsibility of the user.
The source for each data layer is shown in parentheses in the map legend. For a complete listing of sources and citations go to: <https://maps.grandriver.ca/Sources-and-Citations.pdf>





NOTICE OF A PUBLIC MEETING FOR AN AMENDMENT TO THE MAPLETON ZONING BY-LAW AND NOTICE OF COMPLETE APPLICATION ZBA 2020-13

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 39 of the *Planning Act, R.S.O. 1990*, as amended.

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

**Tuesday, December 8, 2020 @ 7:00 p.m.
Via Zoom Video Conferencing**

The public is invited to watch & participate the remote meeting:

HOW TO JOIN

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

Description: Public Meeting Under the Planning Act

Or join by phone:

Dial: 855 703 8985 (Toll Free) Webinar ID: 395 064 9180

Location of the Subject Land

The property subject to the proposed amendment is legally described as Part Lot 12, Concession 10 E (Peel) and is Municipally known as 7206 Sideroad 18. The subject property has an area of approximately 0.76 ha (1.88 ac). The location of the subject land is shown on the map below.

The Purpose and Effect of the Application

The purpose and effect of the proposed amendment is to permit a second temporary residence (Garden Suite) for a period of 20 years. The property is currently zoned Agricultural (A) and is occupied by a single dwelling and a detached garage. 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 shown below.

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 about this matter, including information about appeal rights, please contact or visit the Municipal Office at the address shown below. O. Reg. 470/09, s. 2: 179/16, s. 2

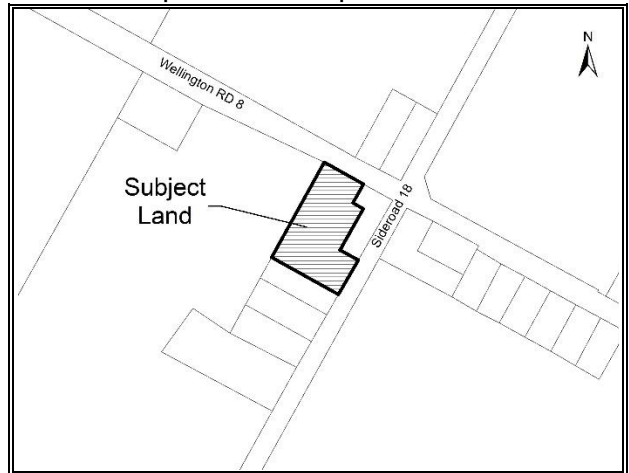


The application and any additional information is available to the public for inspection at the Township of Mapleton Municipal Office during office hours.

Dated at the Township of Mapleton
This 19 day of November 2020.

Larry Wheeler, Clerk
Township of Mapleton
7275 Sideroad 16
P.O. Box 160
Drayton, ON NOG 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

ZBA2020-13	OWNER: Osiah Bauman 7206 Sideroad 18 Alma ON N0B 1A0 APPLICANT: Osiah Bauman	SUBJECT LAND: Part Lot 12, Concession 10 E (Peel) Civic Address: 7206 Sideroad 18 Alma ON N0B 1A0
------------	---	---

Staff confirmed the following:

- Property owners and agencies were provided with the required Notice by prepaid first-class mail or by email on November 19, 2020.
- Proper postings were completed on November 19, 2020.
- Planning Report dated November 24, 2020 prepared by Planner Mattieu Daoust was received and included in the agenda package.
- CBO Patty Wright comments dated November 20, 2020 state “no concerns.”
- Adam Laranjeiro - Municipal Circulations for Upper Grand District School Board comments dated November 24, 2020 indicate “no objections” provided that Education Development Charges shall be collected prior to the issuance of a building permit(s).
- Ratepayer: No concerns or letters of objection were received.

Prepared on December 1, 2020 by:

Michelle Brown,
 Clerk’s Assistant



PLANNING REPORT for the TOWNSHIP OF MAPLETON

Prepared by the County of Wellington Planning and Development
Department

DATE: November 24, 2020
TO: Manny Baron, C.A.O
Township of Mapleton
FROM: Matthieu Daoust, Planner
County of Wellington
SUBJECT: **Osiah Bauman – Garden Suite**
7206 Sideroad 18
Zoning By-law Amendment (ZBA 2020-13)

PLANNING OPINION

The proposed zoning amendment would permit a temporary residence (garden suite) for a period of 20 years. Staff has no concerns with the rezoning application. The proposal conforms to the Official Plan and is in keeping with applicable Provincial policies. A draft amending by-law is enclosed for Council’s consideration.

INTRODUCTION

The subject land is legally described as Part Lot 12, Concession 10 E (Peel), with a civic address of 7206 Sideroad 18. The property is approximately 0.76 ha (1.87 ac) in size and is occupied by a residential dwelling and a garage. An air photo is shown below in Figure 1.

PROPOSAL

The purpose and effect of the proposed amendment is to rezone the subject land from Agricultural (A) to Agricultural Exception (A-31.116) to permit a temporary residence (garden suite) for a period of 20 years in addition to the uses permitted in the Agricultural zone.

THE PLANNING ACT

Section 39.1 of the Planning Act defines a “Garden Suite” to mean “a one-unit detached residential structure containing bathroom and kitchen facilities that is ancillary to an existing residential structure and is

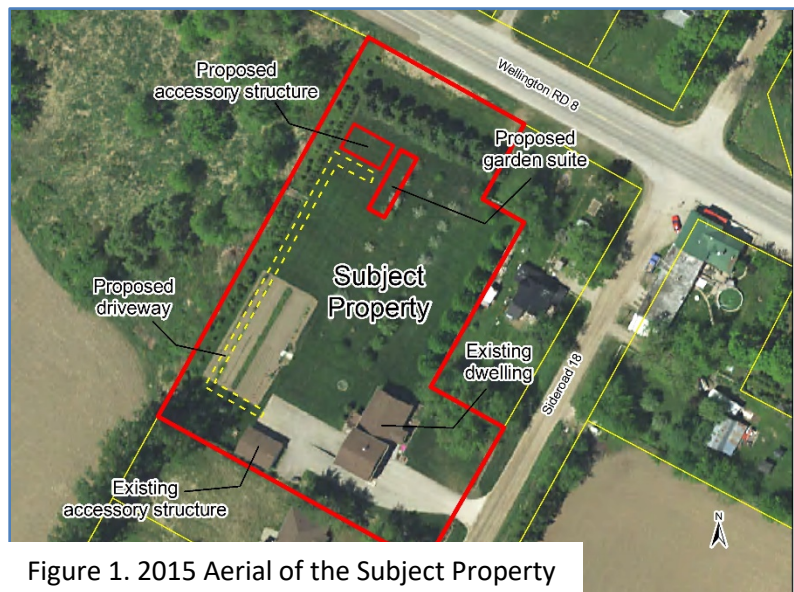


Figure 1. 2015 Aerial of the Subject Property

designed to be portable.” A similar definition is present in the Township of Mapleton By-law. The Planning Act permits a garden suite for a period of up to 20 years, with possible extensions of 3 year periods thereafter.

The Planning Act further authorizes council to enter into an agreement with the owner to deal with such matters including the installation, maintenance and removal of the garden suite, the period of occupancy and the monetary or other form of security that council may require for actual or potential costs the municipality related to the garden suite.

WELLINGTON COUNTY OFFICIAL PLAN

The subject lands are designated PRIME AGRICULTURE. Section 6.4.3 permits a Garden Suite in the Prime Agricultural areas subject to the provisions of Section 4.4.7 which states that garden suites are permitted provided they are established near the main residence and sewage disposal systems are available.

TOWNSHIP OF MAPLETON ZONING BY-LAW

The subject lands are currently zoned Agricultural (A). All garden suites require a temporary use site specific to be permitted in the Agricultural zone. Section 6.12 of the Zoning By-law includes provisions for the establishment of a garden suite. Based on the provided sketch, Staff have confirmed the proposed garden suite is in accordance to the requirements of Section 6.12.

I trust that these comments will be of assistance to Council in their consideration of this matter.

Respectfully submitted
County of Wellington Planning and Development Department



Matthieu Daoust, MCIP, RPP
Planner

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER _____

**Being a By-law to amend By-law 2010-080, being a
Zoning By-law for the Township of Mapleton**

**Part Lot 12, Concession 10 E (Peel)
ZBA 2020-13**

WHEREAS the Council of the Corporation of the Township of Mapleton deems it desirable to amend said By-law Number 2010-080, as amended.

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

1. That By-law Number 2010-080, as amended, is hereby further amended by rezoning North Part Lot 12, Concession 10 E (Peel), with a municipal address of 7206 Sideroad 18, **from Agricultural (A) to Agricultural Exception (A-31.116)**, as is illustrated by Schedule 'A' attached to and forming part of this By-law.
2. That Section 31 of By-law Number 2010-080, as amended, is hereby further amended by adding a new section as follows:

A-31.116 In addition to the other uses permitted for this property, a temporary, second residential dwelling unit in the form of a garden suite as defined by this By-law is permitted, subject to the following regulations:

- i) **The garden suite shall comply with the regulations of Section 6.12 of this by-law;**
 - ii) **that pursuant to Section 39(3) of the Planning Act, R.S.O. 1990, c.P.13 as amended, the garden suite is permitted until January 5, 2040.**
3. That except as amended by this By-law, the subject lands shall be subject to all other applicable regulations of By-law Number 2010-080, as amended.
4. 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.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE TOWNSHIP OF MAPLETON

BY-LAW NO _____.

Schedule "A"



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

Passed this ___ day of _____ 2020.

MAYOR

CLERK

EXPLANATORY NOTE

BY-LAW NUMBER _____.

SUBJECT LAND

The subject property is legally described as Part Lot 12, Concession 10 E (Peel), with a civic address of 7206 Sideroad 18. The property is approximately 0.76 ha (1.87 ac) in size and is occupied by a residential dwelling and a garage.

PURPOSE AND EFFECT

The purpose and effect of the proposed amendment is to rezone the subject land from Agricultural (A) to Agricultural Exception (A-31.116) to permit a temporary residence (garden suite) for a period of 20 years in addition to the uses permitted in the Agricultural zone.

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: Nov 12/2020

FILE NO. ZBA 2020-13

APPLICATION for TEMPORARY USE

NEW APPLICATION RENEWAL

1. Name of Owner(s) OSIAH BAUMAN
Address 7206 Sideroad 18 RAZAIMA ON NOB 1A0
Telephone Number _____ Fax Number _____
Email address _____

2. Name of Applicant / Agent (if different than owner) _____
Address _____
Telephone Number _____ Fax Number _____
Email address _____

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

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

4. Description of the lands subject to this application:

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

Lot 12 Con 10

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

Municipal Address (street or fire number): 7206 SIDEROAD 18

Please circle the appropriate measurement:

Frontage: _____ feet / metres

Depth: _____ feet / metres

Area: _____ acres / hectares

5. Proposed Use - Please check the use for which you are applying:

For the purposes of a "Garden Suite / Granny Flat"

Definition - Zoning By-Law 2010-080 as follows:

GARDEN SUITE (i.e. Granny Flat), means a one-unit detached residential dwelling containing bathroom and kitchen facilities that is accessory to an existing **single detached residential dwelling** and is designed to be portable.

Other – Please provide details

For renewals, please provide the date of first approval (with By-law Number if possible), and any subsequent approvals -

6. 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.

7. 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 _____

8. 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 _____

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

- Sewers
- Ditches
- Swales
- Other _____

10. Detail all buildings or structures (including the temporary housing structure) that are currently located on the subject lands:

(Please advise whether measurements are imperial or metric)

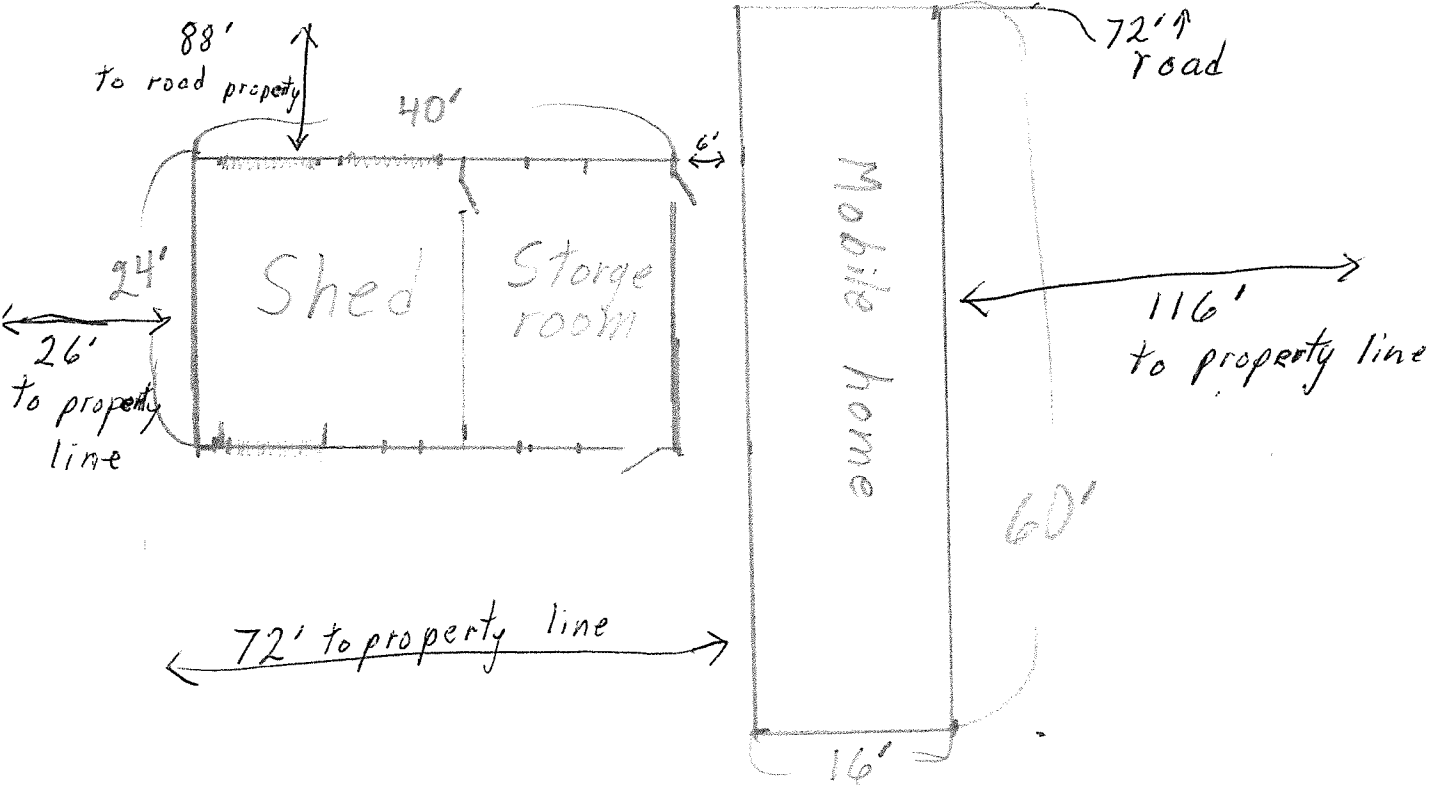
Type	
Setback from Front Lot Line	
Setback from Rear Lot Line	
Setback from Side Lot Lines	
Height of Building	
Dimensions or Floor Area	
Date Constructed	

Type	
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	
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	
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.



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

I, _____ hereby authorize _____

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

Dated at the _____ of _____ this _____ day
of _____, 20____.

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, Osiah Bauman of the Township of Mapleton
In the County of Wellington (Township/City) 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 Mapleton in the County
(Township/City) (County/Region)
of Wellington, this 12 day of November, 2020

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

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

Larry Wheeler
A Commissioner, etc

Larry Wheeler a Commissioner,
etc., County of Wellington, while
Clerk of the Corporation
of the Township of Mapleton.

- iii) In a container in the side yard or rear yard of such lot.
- b) All garbage or refuse storage areas, including any garbage loading or unloading areas, which are visible from an adjoining site in a residential, commercial, institutional or open space zone, or from a public street, shall have a visual screen consisting of a fence that is a minimum of 2.0 m (6.6 ft) in height;
- c) All dumpsters or garbage containers shall be regulated in the same manner as an accessory building or structure in the zone in which it is located.

6.12 GARDEN SUITES

A garden suite may be permitted within the Agricultural Zone and R1A Zone where single detached residential dwelling units are permitted and pursuant to Section 39 of the Planning Act (Temporary Use Regulation). Upon successfully receiving a temporary use rezoning from the municipality, the establishment of a garden suite shall be subject to the following regulations:

- a) Only one garden suite may be established per lot on which a single-detached residential dwelling unit exists. Where a lot already contains a single detached residential dwelling unit and an **accessory apartment** as defined in the By-law, a garden suite shall not be permitted;
- b) Garden suites in a Residential Zone shall be located in either a side yard or rear yard, and located behind or even with the front wall of the single-detached residential dwelling unit. A minimum interior side and rear yard of 1.5m (5.0 ft), and a minimum exterior side yard of 7.6 m (24.9 ft) is required;
- c) Garden suites in an Agricultural (A) Zone shall follow the regulations and provisions that apply to the establishment of Second Residential Dwelling as specified in Section 8.4.3 of this By-law;
- d) **Driveway** access to both the main residence and the garden suite shall be limited to one so that no new entrance from the street shall be created;
- e) The maximum floor area of a garden suite shall be 92.9 m² (1000.0 ft²);
- f) The maximum height of a garden suite shall be one storey or 4.5m (14.8 ft) whichever is less;
- g) No garden suite shall be located closer than 3.0m (9.8 ft) to the main residence on the lot;
- h) All garden suites shall be constructed upon suitable foundation, caissons or piers;

- i) Notwithstanding the above, garden suites may be serviced with a private sewage treatment system and well in the Agricultural Zone and R1A Zone subject to the minimum lot area requirements of the specific zone and the approval of the municipality for the proposed servicing;
- j) All garden suites shall be of a portable, pre-fabricated or modular nature and shall not include a mobile home;
- k) In addition to Section 6.12 j), mobile homes may be used as garden suites in the Agricultural Zone (A) subject to the requirements of Sections 8.2 and 8.5 of this By-law as applicable;

Pursuant to Section 39 of the Planning Act, Council may require a development agreement with the owner of the Garden Suite to deal with, among other things, the installation, maintenance and removal of the unit, the period of occupancy, the deposit of a performance bond or security, and rehabilitation of the site to its pre- garden suite condition.

6.13 GROUP HOMES

6.13.1 Permitted Group Homes

Group homes, as defined by this By-law and as specifically mentioned below, are permitted in some zones without rezoning:

- Approved Homes (psychiatric care)
- Homes for Special Care (psychiatric care)
- Supportive Housing Programs: Adult Community Mental Health Program
- Children’s Residences (not including Young Offenders)
- Accommodation Services for the Developmentally Handicapped
- Satellite Residences for Seniors
- Support Service Living Units for Physically Handicapped Adults

6.13.2 Group Home Regulations

No land, building or structure shall be used and no building or structure shall be constructed, altered, enlarged or maintained for the purposes of a group home, unless in accordance with the regulations specified in that zone for the type of residential building in which the group home is to be established and in accordance with the following regulations:

- a) A group home shall only be permitted within a single detached residential dwelling as defined herein.
- b) Where permitted in a residential zone a group home shall be separated by a minimum distance of 300 m (984.5 ft.) from another group home; where

ZBA 2020-13 Bauman Temp Use

Patty Wright <PWright@mapleton.ca>

Fri 11/20/2020 3:07 PM

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

The building department has no concerns regarding the above noted ZBA.



Patty Wright CBCO, CPSO, CMM III
Chief Building Official

Township of Mapleton
7275 Sideroad 16, Drayton, ON
519.638.3313 x 036

www.mapleton.ca



UGDSB Comments - ZBA 2020-13

municipal circulations <municipal.circulations@ugdsb.on.ca>

Tue 11/24/2020 4:34 PM

To: Michelle Brown <MBrown@Mapleton.ca>

Good afternoon Michelle,

Planning staff at the Upper Grand District School Board has received and reviewed the above noted application for a Zoning Bylaw Amendment to permit a second temporary residence (Garden Suite) for a period of 20 years.

Please be advised that the Planning Department **does not object** to the proposed application, subject to the following condition:

- That Education Development Charges shall be collected prior to the issuance of a building permit(s).

Thanks,

Adam Laranjeiro – Municipal Circulations



Project Status Report

Client: Township of Mapleton
From: Stuart Winchester
Project: Mapleton Water and Wastewater Servicing
Report No.: 1
Period: To November 30, 2020
Date: December 3, 2020
CIMA Project Nos.: T000973D, T001431A

Summary of Project Activities This Period

1. Water and Wastewater Condition Assessment Study
 - Commenced preparation of data collection and inventory template sheets
 - Scheduled initial inspection dates with Township and Operations staff (December 10 & 11, 2020).
2. Water and Wastewater Master Plan for Growth Areas
 - Work to commence following completion of the Condition Assessment Study.
3. Drayton Elevated Tank
 - Completed review of background studies and reports
 - Commenced design and drafting of updated Site Plan to incorporate adequate access for future maintenance & inspections
 - Submitted request for R-Plan for Site Plan Approval Application
 - Commenced preparation of Process Flow Diagram and Process and Instrumentation Diagram (P&ID) for review with the Township and OCWA.
4. Wastewater Lagoon Clean Out
 - Considering need for additional sludge survey to confirm quantity calculations and update cost estimate for disposal
 - A more detailed schedule to follow.
5. Drayton Wastewater Pumping Station Upgrades
 - Preliminary design to commence as part of the Master Planning process (Schedule B undertaking).



6. Well Capacity Upgrades
 - Preliminary design to commence as part of the Master Planning process.
7. Mapleton WPCP Nitrification and Capacity Upgrades
 - Work to commence following completion of the Condition Assessment Study of the unit processes
 - A more detailed schedule to follow.

Activities Anticipated for Next Period

1. Water and Wastewater Condition Assessment Study
 - Complete inspections and data collection for the Drayton and Moorefield Well Supply Systems
 - CIMA+ to prepare list of background data requirements for water and wastewater facilities
 - Inspections of Wastewater facility site visits to be scheduled in January 2021
 - prepare a gap analysis and identify requirements for any necessary field investigations or performance verification
 - Complete detailed analysis and report findings to the Township.
 - **Schedule:** Completion scheduled for the end of February 2021.
2. Water and Wastewater Master Plan for Growth Areas
 - Collect background data
 - Update population projections for all urban centers within the Township for review and acceptance by the Township and County
 - Prepare Notice of Commencement for Master Plan and coordinate publication by the Township.
 - **Schedule:** To follow after completion of the Condition Assessment.
3. Drayton Elevated Tank
 - Update design for the Elevated Tank to approximately 60% completion
 - Finalize Design Report, Process Control Narrative and P&ID
 - Prepare Applications to amend the Township's Drinking Water Permit
 - **Schedule:** Bid Package & bid call: March 24, 2021; Contract Award: by April 30, 2021 (subject to approvals).
4. Wastewater Lagoon Clean Out
 - Finalize workplan and schedule for implementation
 - **Schedule:** To follow review.
5. Drayton Wastewater Pumping Station Upgrades
 - Ongoing assessment and evaluation of alternatives as part of the Master Planning process
 - **Schedule:** To follow after completion of the Master Plan.



6. Well Capacity Upgrades

- Ongoing assessment and evaluation of alternatives as part of the Master Planning process
- **Schedule:** To follow after completion of the Master Plan.

7. Mapleton WPCP Nitrification and Capacity Upgrades

- Ongoing assessment and evaluation of alternatives as part of the Master Planning process
- **Schedule:** To follow after completion of the Master Plan.

Issues Needing Resolution

- Requirements for Water/Wastewater SCADA system to be established and confirmed with the Township.

Work Program Scope Changes (If Applicable)

- None at this time.

T001431A-015-201213-PSR-1-e0v01.docx

ra

re

Introducing the *rare* land securement strategy

Item 7.1

December 8, 2020

More land protected for conservation across Wellington County

Stephanie Sobek-Swant, Tom Woodcock, Robert Orland
rare Charitable Research Reserve, Orland Conservation

A land trust and environmental institute

rare



Conservation



Research



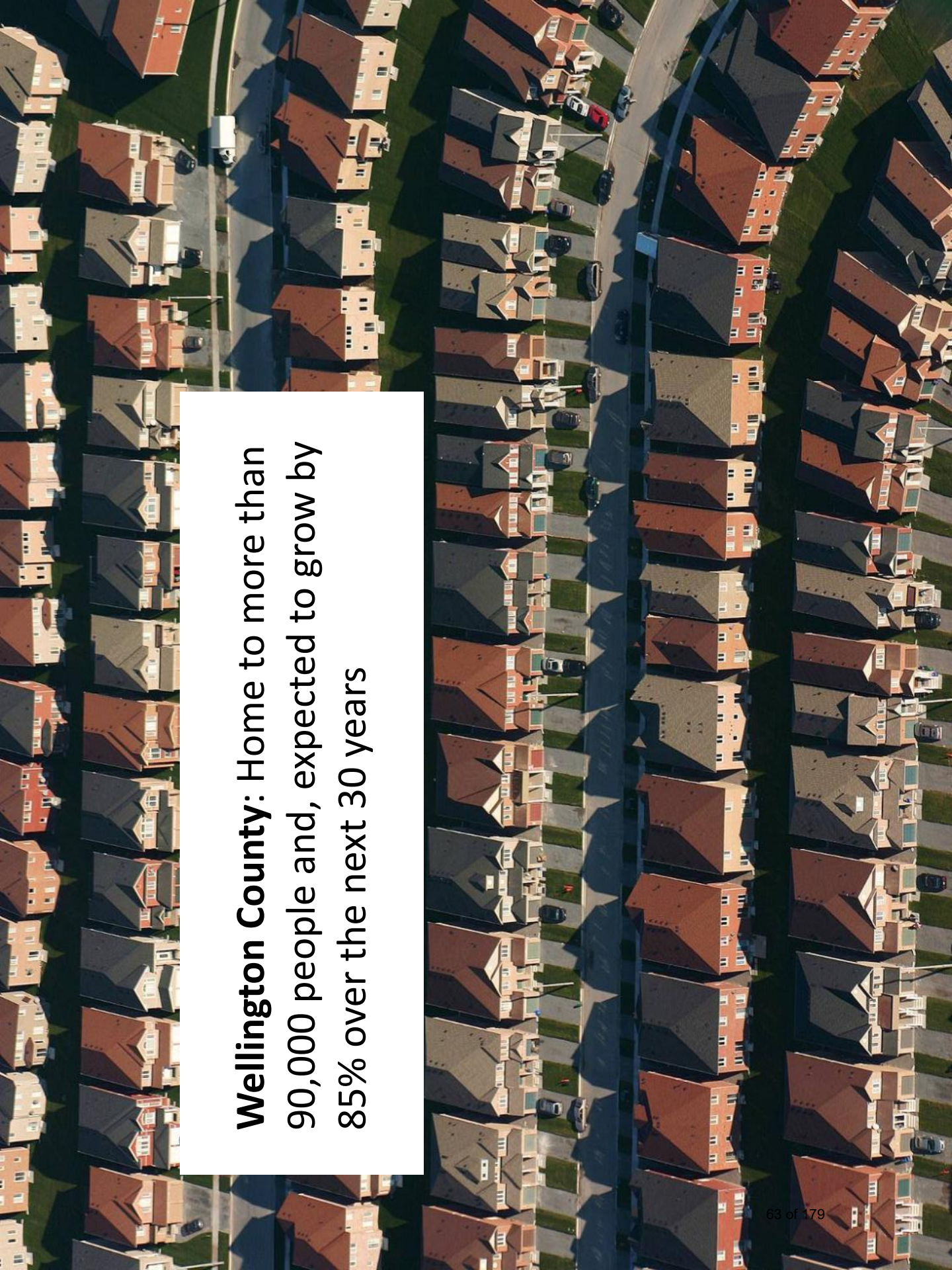
Education

Key focus 2020-2024:

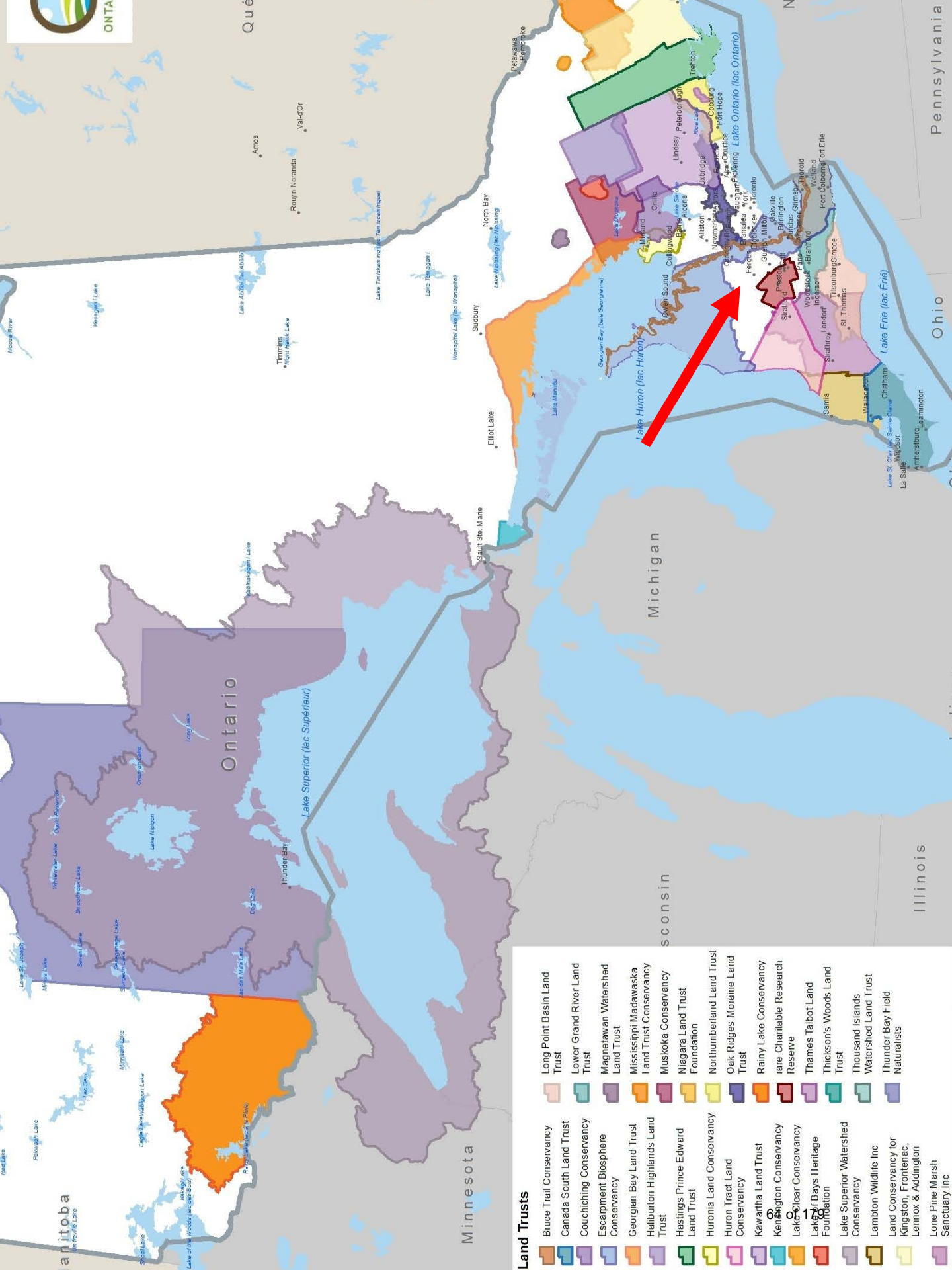
Stewardship & Place —

Conservation and restoration of land is *rare's* core priority.

We will launch and begin to implement the *rare* sites land securement strategy; being on the land and with the land will form the basis for everything else we do.

An aerial photograph of a residential neighborhood, showing a grid of streets and numerous houses with varying roof colors (brown, grey, and red). The houses are densely packed, and there are green spaces and lawns between them. The perspective is from a high angle, looking down on the community.

Wellington County: Home to more than 90,000 people and, expected to grow by 85% over the next 30 years



Land Trusts

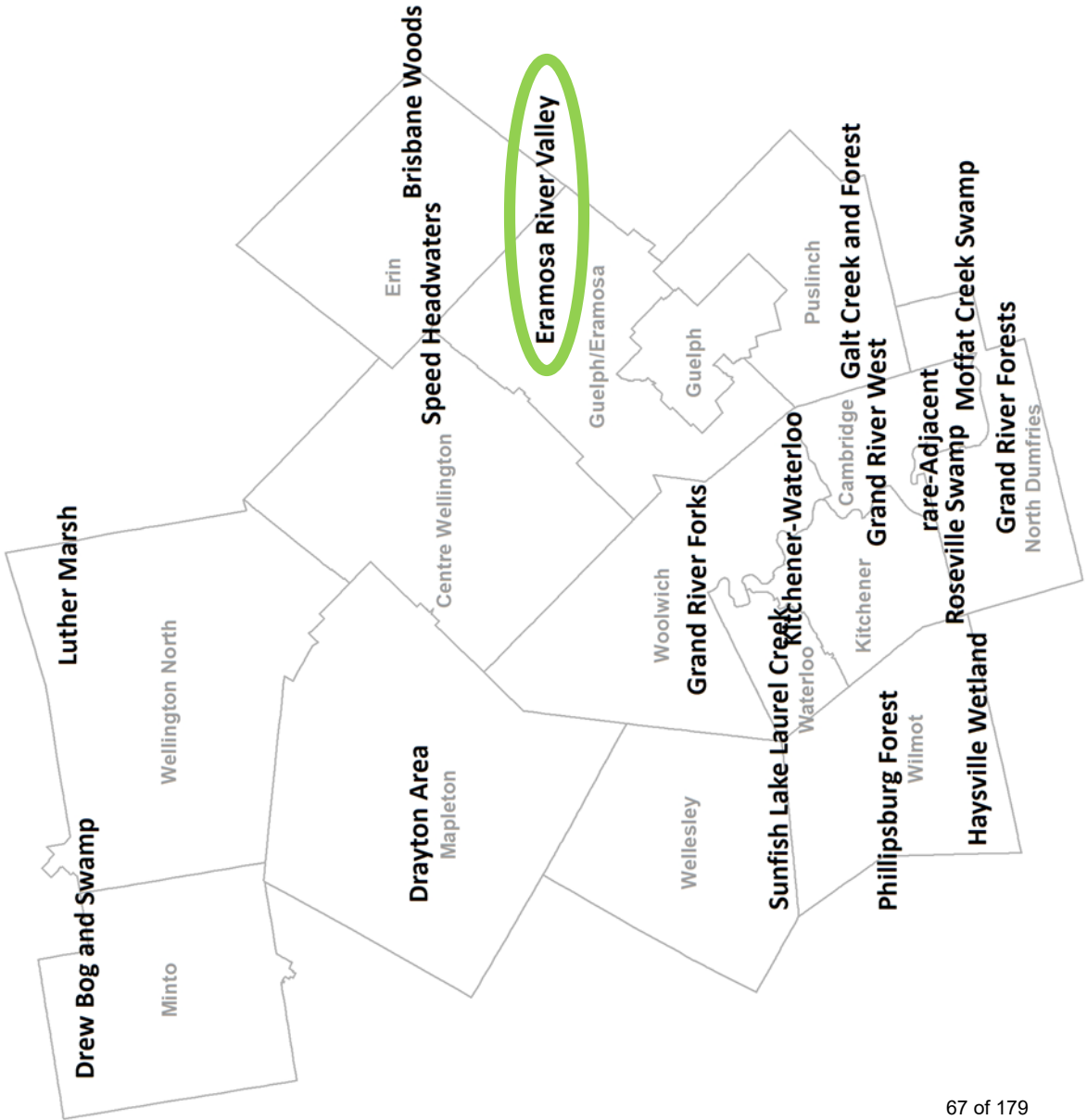
- | | | | |
|---|--|---|--|
|  | Bruce Trail Conservancy |  | Long Point Basin Land Trust |
|  | Canada South Land Trust |  | Lower Grand River Land Trust |
|  | Couchiching Conservancy |  | Magnetawan Watershed Land Trust |
|  | Escarpment Biosphere Conservancy |  | Mississippi/Madawaska Land Trust/Conservancy |
|  | Georgian Bay Land Trust |  | Muskoka Conservancy |
|  | Haliburton Highlands Land Trust |  | Niagara Land Trust Foundation |
|  | Hastings-Prince Edward Land Trust |  | Northumberland Land Trust |
|  | Huron Land Conservancy |  | Oak Ridges Moraine Land Trust |
|  | Huron Tract Land Conservancy |  | Rainy Lake Conservancy |
|  | Kawatha Land Trust |  | Rare Charitable Research Reserve |
|  | Kenington Conservancy |  | Thames Talbot Land Trust |
|  | Lake Clear Conservancy |  | Thickson's Woods Land Trust |
|  | Lake St. Bays Heritage Foundation |  | Thousand Islands Watershed Land Trust |
|  | Lake Superior Watershed Conservancy |  | Thunder Bay Field Naturalists |
|  | Lambton Wildlife Inc. | | |
|  | Land Conservancy for Kingston, Frontenac, Lennox & Addington | | |
|  | Lone Pine Marsh Sanctuary Inc. | | |

Organization	Land Secured (ha)	Actively securing in the area	Partner Potential	Focus
Conservation Halton	~300	Some	Yes	Area expansion & linkage
County of Wellington	525	No	Yes	Forests
Credit Valley Conservation	~39	No	Yes	Credit Valley Trail
Ducks Unlimited Canada	0	No	Yes	Waterfowl habitat
GRCA (Grand River CA)	7,933	No	Yes	Outside the area
Nature Conservancy of Canada	0	No	Possibly	Outside the area
Ontario Farmland Trust	38	Yes	Yes	Farmland
Ontario Heritage Trust	11	No	Tech support	Natural heritage
Ontario Nature	0	No	Yes	Ecological
rare Charitable Research Reserve	400	Yes	Yes	Ecological
Region of Waterloo	435	No	Yes	Greenlands network
Waterloo Region Nature	8	Yes	Yes	Ecological
TOTAL	9,664			

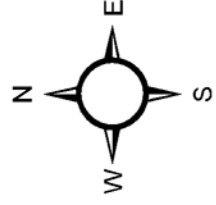
Securement strategy criteria

- Ecological and physical science,
- Parcel size (>2 ha),
- Urbanization threat,
- Potential for funding,
- Geographic dispersion to serve every lower tier municipality within the Region of Waterloo and Wellington County; and,
- Limited to a reasonable number of landowner contacts that can be approached within a five year program.

17 Target Areas, 365 properties, 7-81 lots/area



□ Municipal Boundaries



0 5 10 20

□ Kilometers



Conservation Targets

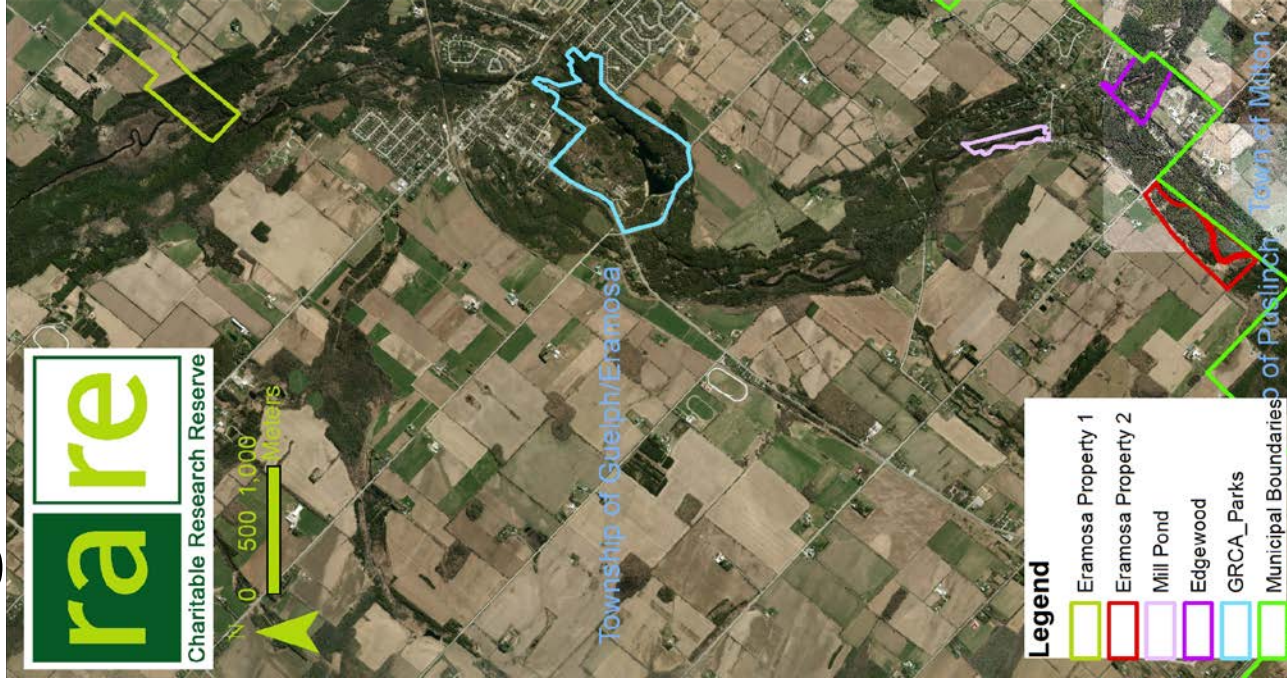
400 ha of additional land secured in 5 years

- Average target parcel size 25.5 ha
- adjusted to 23 ha for partial takings
- 10% of landowners are interested after outreach
- 5% get ultimately secured

Target area: Eramosa Valley



0 500 1,000
Meters



First acquisition:
(Property One)
Other acquisitions and
Ecogift donations
pending

Landowner Options

Most landowners only know of two disposition options for their land:

- Sell it; or
- Leave it to their children



Land Securement Methods

- Land Donation
- Split Receipt
- Conservation Severance
- Bequest
- Life Interest Agreement
- Conservation Easement Agreement



Environment Canada

Ecological Gifts Program

- Register donations through the Ecogifts Program
- 0% capital gains tax
- Full appraised value is receipted (100% inclusion)
- Donation value can be spread over 10 years



Ecological Gifts
Canadians donating ecologically sensitive land

Many Canadians who own ecologically sensitive land have no guarantee that the piece of nature they have cherished for years will be cared for in the future. Through the Ecological Gifts Program, landowners can protect their land, create a legacy, and at the same time may receive a substantial income tax benefit.

Create a legacy and receive a tax break today

EthanMeleg.com



Ecological Gifts Program
Canadians donating ecologically sensitive land

Programme des dons écologiques
Les Canadiens faisant don de terres écosensibles



Thank you!



Robert Orland

President, Orland Conservation
robert.orland@orlandconservation.ca
www.orlandconservation.ca

Stephanie Sobek-Swant

Executive Director, *rare Charitable Research Reserve*
stephanie.sobek-swant@raresites.org
www.raresites.org



UPDATE: GRCA's response to proposed changes to Conservation Authorities Act

Posted on Tuesday November 24, 2020

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Tweet



([/Modules/News/rss.aspx?newsId=987bfae5-6474-4b7d-b022-052451d84826](https://www.grandriver.ca/modules/news/rss.aspx?newsId=987bfae5-6474-4b7d-b022-052451d84826))

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On Monday, November 23, 2020, the Grand River Conservation Authority (GRCA) General Membership held a special board meeting to review and discuss the Province's proposed changes to the Conservation Authorities Act and the Planning Act through Schedule 6 in [Bill 229: Protect, Support and Recover from COVID-19 Act \(Budget Measures\)](https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-229) (<https://www.ola.org/en/legislative-business/bills/parliament-42/session-1/bill-229>).

While the GRCA board expressed support for the Province's stated objectives to modernize the Conservation Authorities Act, and enhance transparency and accountability, the board also voiced deep concern that some of the proposed changes may have a considerable impact on conservation authorities, their watershed management responsibilities, and consequently, on the health and wellness of the Grand River watershed and its residents.

If enacted, a number of these changes will significantly impact the role of the conservation authority board to establish and subsequently offer programs and services. As well, the proposed amendments will enable regulations that would either limit or completely change the role of conservation authorities in protecting Ontario's environment and ensuring people and property are safe from natural hazards like flooding.

At the meeting, board members passed a motion requesting staff to send GRCA Report [GM-11-20-85 Proposed Amendments to the Conservation Authorities Act through Bill 229](https://calendar.grandriver.ca/directors/Detail/2020-11-23-Special-Meeting-of-the-General-Membership/PUBLIC%20Special%20Meeting%20Agenda%20Package%20-%20GRCA%20General%20Membership%20Meeting_Nov23_2020.pdf) (https://calendar.grandriver.ca/directors/Detail/2020-11-23-Special-Meeting-of-the-General-Membership/PUBLIC%20Special%20Meeting%20Agenda%20Package%20-%20GRCA%20General%20Membership%20Meeting_Nov23_2020.pdf)

to the Premier of Ontario, the Ministers of Environment, Conservation and Parks, Natural Resources and Forestry, Municipal Affairs and Housing, and Finance, as well as all watershed MPPs, watershed municipalities, the Association of Municipalities of Ontario and the Rural Ontario Municipal Association. The report outlines the proposed changes in five key

areas of concern for the GRCA: Objects, Powers and Duties; Regulatory; Enforcement; Governance and Other.

"In the Grand River watershed, the GRCA plays a critical role in protecting our environment and natural heritage, mitigating the impacts of flooding and other natural hazards, ensuring safe drinking water and supporting municipal partners with Planning Act applications," says GRCA Chair Helen Jowett. "This legislation introduces a number of changes that could remove or significantly limit the GRCA's ability to manage watershed natural resources and ensure people and property are safe from natural hazards. I would encourage watershed municipalities and residents to contact their local MPP and ask that the Province of Ontario work with conservation authorities to address our shared concerns before these changes are enacted."

Summary of GRCA response to proposed changes to the Conservation Authorities Act

The GRCA requests that:

- the clause in Section 21.1.2 of the Bill be edited to remove the ability for the Minister to prescribe standards and requirements for non-mandatory, municipal and local programs and services;
- the amendment to the Planning Act be removed from Schedule 6 of Bill 229;
- Bill 229 Schedule 6 clauses in S.28 be amended by removing references to the Local Planning Appeal Tribunal and replacing it with the Mining and Lands Tribunal;
- the existing un-proclaimed clauses in the Conservation Authorities Act 2019 related to Powers of entry (30.2) and Stop Order (30.4) remain in the Conservation Authorities Act and proposed amendments related to these clauses be removed from Bill 229 Schedule 6;
- the wording for fiduciary responsibilities in the CA Act be amended back to: "Every member of an authority shall act honestly and in good faith with a view to furthering the objects of the authority"; and that
- a future regulation regarding the transition plan have an implementation date that is 18-24 months after the regulation is approved.

Most of the amendments proposed would be implemented through new or amended regulations, legal instruments or policies. At this time, the Province has not yet provided the supporting regulations and policies that will provide a more complete understanding of how the changes are to be implemented and the full impact, both locally on the GRCA, and more broadly on all conservation authorities across the province. It is anticipated that the first phase of regulations are set to come out in the coming weeks.

"The GRCA will offer its assistance and technical expertise to the Ministry of the Environment, Conservation and Parks and the Ministry of Natural Resources and

Forestry on any working groups or technical committees established to review future changes to the regulations, policies or provincial standards related to the implementation of the Conservation Authorities Act,” continues Chair Jowett.

Further details on the changes to the CA Act (<https://ero.ontario.ca/notice/019-2646>) as well as Ontario’s 2020 Budget (<https://budget.ontario.ca/2020/contents.html>) are posted on the Province’s website. Further information regarding the impact of these changes on conservation authorities and their ability to conserve and restore Ontario’s important natural resources is available on Conservation Ontario’s website

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<based%20approach%20needed%20to%20conserve%20and%20restore%20Ontario%E2%80%99s%20important%20natural%20resources.>), along with the contact information of provincial elected officials.

Background Information

The proposed changes, if enacted:

- remove and/or significantly hinder the GRCA’s role in regulating development, the permit and planning application appeal process and engaging in review and appeal of municipal planning applications. This change would also limit the GRCA’s ability as a landowner to appeal planning decisions. The GRCA owns approximately 50,000 acres of land throughout the watershed to support flood hazard management, maintain a reliable water supply, protect natural areas and biodiversity, and manage other environmentally sensitive natural lands.
- allow the Minister of Natural Resources and Forestry to make decisions on permit appeals and issue permits without watershed data and expertise from the conservation authorities.
- remove stop work orders as an important compliance tool for illegal activities in natural hazard areas such as floodplains.
- redirect the fiduciary role (Duty of Members) for municipally appointed CA Board members, who would make decisions in the best interest of the municipalities and not the GRCA.

Also included is the proposed amendment that a conservation authority will be required to enter into agreements with participating municipalities if any municipal funding is needed to recover costs for programs and/or services considered non-mandatory.

-30-

Media contacts:

Lisa Stocco, GRCA Manager of Communications

Phone 519-621-2763 x2316 | Email Istocco@grandriver.ca ()

THE CORPORATION OF THE TOWNSHIP OF MAPLETON
BUILDING REPORT BD2020-13

TO: Mayor Davidson and Members of Council
FROM: Patty Wright, Chief Building Official
RE: Report for November Month End and Year to Date (YTD)
DATE: December 8, 2020

RECOMMENDATION:

THAT Township of Mapleton Council receive Building Department Report BD2020-13 dated December 8, 2020 regarding November Month End and Year to Date (YTD).

BACKGROUND:

Attached you will find a report showing the following:

- Permits issued in November 2020
- Permits issued YTD in 2020
- Total value for permits issued for November 2020
- Total value for permits issued YTD 2020
- Fees collected in November 2020
- Fees collected in YTD 2020
- 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 November is \$39,624.60 therefore the current month is above the 3-year average. Year to date numbers range from \$415,035.10 to \$564,419.86 over the past 3 years and the average of fees collected to date from 2017-2019 is \$501,751.09. The current year to date is within the 3-year range and below the 3-year average.

CONSULTATION: None.

FINANCIAL IMPLICATIONS:

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.

COMMUNICATONS: None.

STRATEGIC PLAN:

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.

Prepared By:
Patty Wright, CBCO, CPSO, CMMIII
Chief Building Official

Reviewed By:
Manny Baron
CAO

Attachment A: Monthly Summary

TOWNSHIP OF MAPLETON

November 2020

Description	Permits	YTD	Value	Value YTD	Fees	Fees YTD
Single Family Dwelling	4	36	\$ 2,100,000.00	\$16,559,000.00	\$ 12,157.10	\$112,204.50
SFD Additions/Renovations	1	24	\$ 30,000.00	\$ 1,647,500.00	\$ 354.75	\$ 14,590.40
SFD Accessories	4	29	\$ 227,000.00	\$ 1,328,000.00	\$ 3,384.80	\$ 17,758.60
Decks	1	22	\$ 5,000.00	\$ 151,350.00	\$ 159.00	\$ 3,693.10
Agricultural	4	115	\$ 1,335,000.00	\$24,024,250.00	\$ 20,557.16	\$234,633.33
Agricultural Commercial		0		\$ -		\$ -
Agricultural Industrial		0		\$ -		\$ -
Septic Systems	6	39	\$ 112,000.00	\$ 813,500.00	\$ 3,000.00	\$ 18,250.00
Industrial	3	9	\$ 1,120,000.00	\$ 3,229,000.00	\$ 7,571.30	\$ 36,037.30
Institutional		1		\$ 613,800.00		\$ 682.00
Commercial		10		\$ 1,426,000.00		\$ 17,389.90
Cottages - New/Additions/Renovations	4	14	\$ 93,000.00	\$ 1,065,000.00	\$ 1,590.45	\$ 9,968.85
Designated Structures	3	12	\$ 469,600.00	\$ 603,100.00	\$ 5,240.00	\$ 6,265.00
Assembly Building		1		\$ 1,800,000.00		\$ 8,550.70
Demolition		17		\$ 83,700.00		\$ 2,550.00
Multi Units		0		\$ -		\$ -
TOTAL NOVEMBER 2020	30		\$ 5,491,600.00		\$ 54,014.56	
TOTALS YEAR TO DATE 2020	329		\$53,344,200.00		\$ 482,573.68	
TOTAL NOVEMBER 2019	26		\$ 2,615,000.00		\$ 29,908.96	
TOTALS YEAR TO DATE 2019	309		\$53,494,170.00		\$ 415,035.10	
TOTAL NOVEMBER 2018	40		\$ 4,634,725.00		\$ 52,882.78	
TOTALS YEAR TO DATE 2018	367		\$81,434,956.00		\$ 564,418.86	

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

CAO CLERK'S REPORT CL2020-28

TO: Mayor Davidson and Members of Council
FROM: Manny Baron, CAO
RE: ICIP COVID Funding
DATE: December 8th, 2020

RECOMMENDATION:

THAT CAO's Report CL2020-28, dated December 8th, 2020 with regards to the ICIP COVID Funding be received for information;

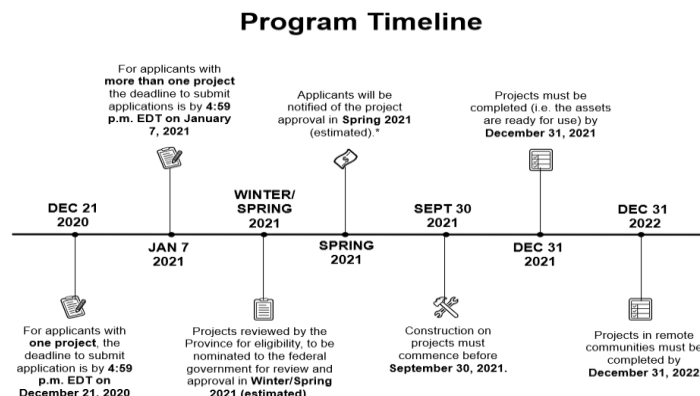
AND FURTHER THAT Council support the application as presented by staff;

AND FURTHER THAT Council direct staff to include the resolution of support in the ICIP COVID Funding application that is due by December 21st, 2020.

BACKGROUND:

On December 1st, 2020, the Ministry of Infrastructure hosted an online webinar regarding the Investing in Canada Infrastructure Program: COVID-19 Resilience Infrastructure Stream. This newly created stream offers \$25 million in combined federal-provincial funding for municipalities to address critical local infrastructure needs. This COVID stream is to support public infrastructure, defined as tangible capital assets, for public use and/or benefit.

The timing of the stream is as follows:



Due to the short timeframe to apply, staff met to discuss what project should be recommended, would meet the timelines and could be completed by the December 2021 deadline.

After discussion and careful consideration we recommend nominating the following for funding:

- PMD Hall Floor Replacement: \$75,000, budget # 19035
- PMD Stage and Sound System Replacement: \$25,000, budget # 19036

These two projects would be considered the same asset class which would meet the application criteria.

CONSULTATION:

Ministry of Infrastructure

Attachments:

COVID Stream Webinar presentation

COMMUNICATION:

We will continue to update council with the progress of the application, we will come back to council for approval of the tender results in the spring and ongoing updates as to how the upgrades are going.

STRATEGIC PLAN:

Municipal Infrastructure: Enhancing the infrastructure to better meet the needs of the residents of Mapleton.

The Local Economy:

Recreation: Enhance recreation opportunities once the upgrades are complete.

Municipal Administration: Finding value for the Mapleton rate payers and users by taking advantage of funding opportunities.

Financial Responsibility: Once approved it is a capital project that does not need to be funding by property taxes which leaves funding for additional projects.

Prepared by
Manny Baron
CAO

Attach:

- i) COVID Stream Webinar presentation.

Ministry of Infrastructure

Ministry of Infrastructure – COVID Stream Webinar

Overview of the Investing in Canada Infrastructure Program:
COVID-19 Resilience Infrastructure Stream - Local Government
Intake

Fall 2020

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- Project Bundling
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- Eligible and Ineligible Costs
- Project Review
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- Appendices:
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 - Appendix F: Support & Resources

Housekeeping



Non-presenters will be muted until the Q&A period at the end of the webinar.

If you have questions during the presentation, feel free to ask them in the chat.

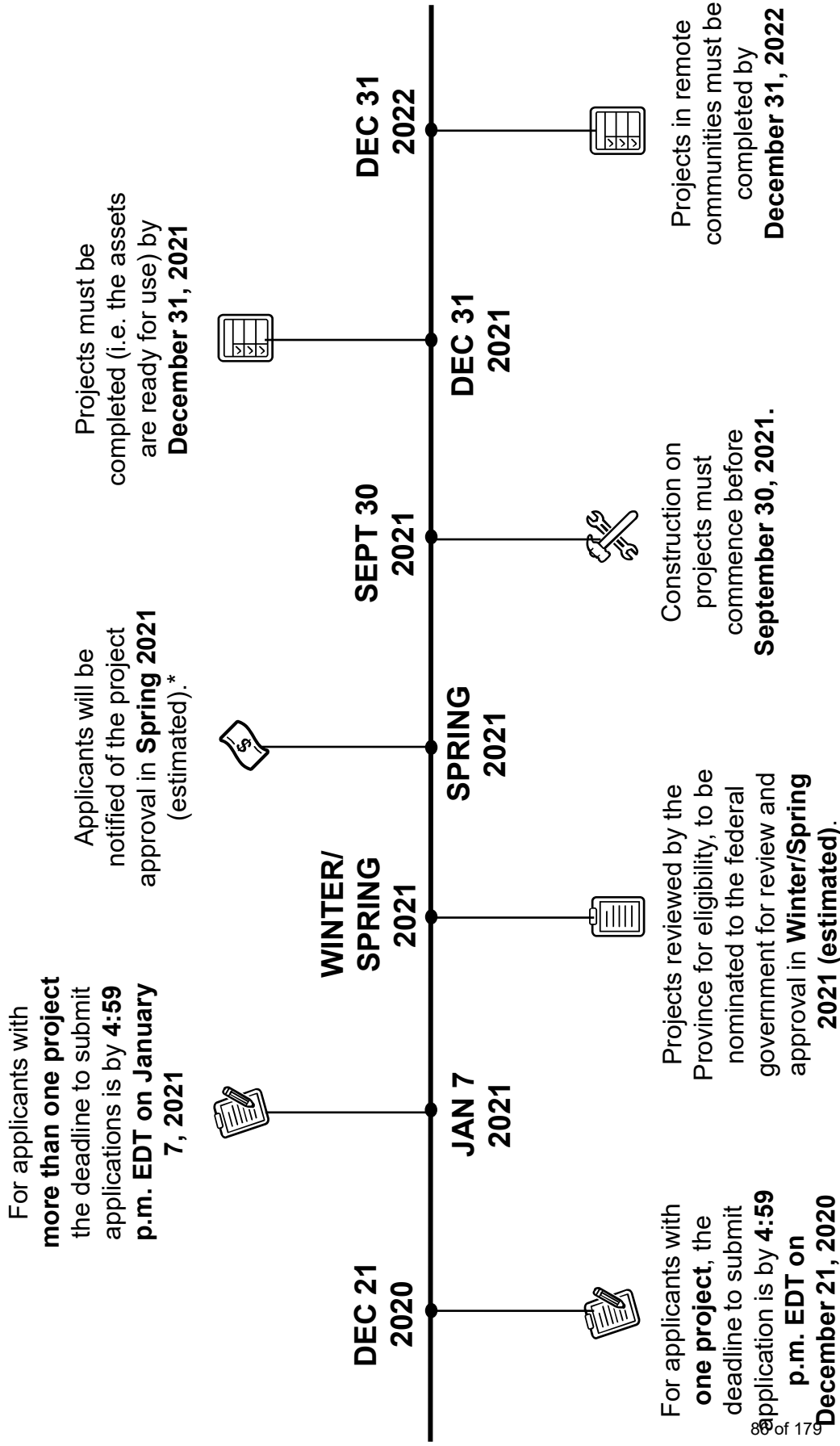
COVID-19 Resilience Infrastructure Stream

- To address the challenges faced by communities as a result of the COVID-19 pandemic, the federal government announced a new temporary COVID-19 Resilience Infrastructure stream (COVID stream) as part of ICIP.

Funding threshold	Local Government Intake – \$250 million in combined federal-provincial funding for municipalities to address critical local infrastructure needs, including \$6.5 million that will be directed toward Indigenous and on-reserve education.
Project funding threshold	Maximum of \$10M in total eligible costs per project*
Project timeline	Must begin by September 30, 2021 and be completed by December 31, 2021 (December 31, 2022 for remote communities)

*Applies to municipalities with higher allocations

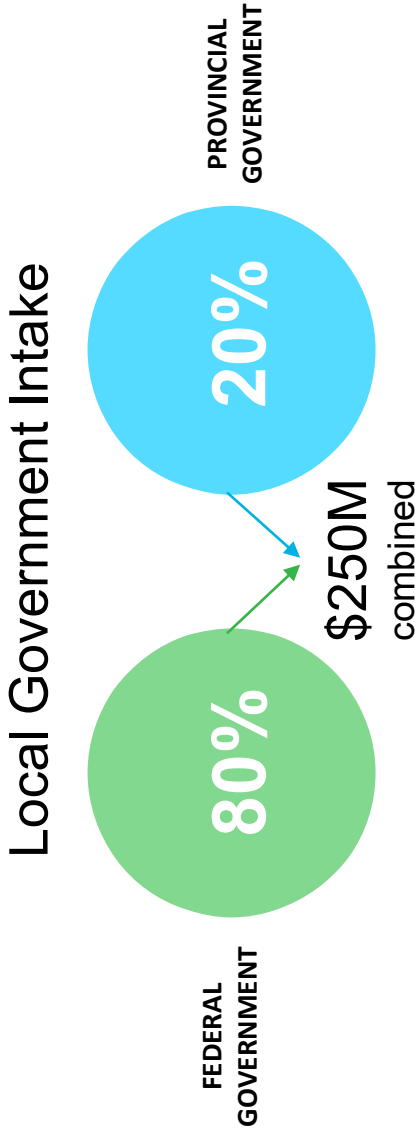
Program Timeline



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* Quarterly reports are to be submitted once projects commence.

COVID Stream Cost-Sharing



- The federal government will be responsible for cost-sharing **80%** of project costs and the remaining **20%** will be cost-shared by the Province.
- Municipalities will not be required to participate in cost-sharing, to ensure they receive as much fiscal support as possible.

Project Eligibility

- Investments under the COVID stream are to support **public infrastructure**, defined as tangible capital assets, including temporary infrastructure related to pandemic response, for public use and/or benefit.
- All **444 municipalities in Ontario** are **eligible to apply** for funding under the Local Government Intake, however, projects must comply with a project category and asset type (see Appendix A of this presentation for more details):



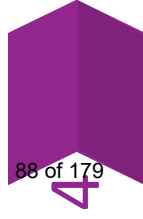
Category 1: Retrofits, Repairs and Upgrades for municipal, provincial, territorial and indigenous buildings, health infrastructure and educational infrastructure;



Category 2: COVID-19 Response Infrastructure, including building or modifying infrastructure to support physical distancing, safety retrofits and expansions



Category 3: Active Transportation Infrastructure, including parks and, trails, foot bridges, bike lanes and multi-use paths; and



Category 4: Disaster Mitigation and Adaptation, including natural infrastructure, flood and fire mitigation, tree planting and related infrastructure.

Project Allocation & Cap



All municipalities will receive **\$100,000 in base funding**.

Some municipalities will also receive **“top up” funding**, which is determined by factors such as core infrastructure value, total weighted assessment, and median household income.

Applicants can submit projects for approval **based on a project cap** that is **based on their municipal allocation**:

Allocation Amount	# of Project Submissions
maximum of \$100,000	1
\$100,001 to a maximum of \$500,000	2
\$500,001 and above	5

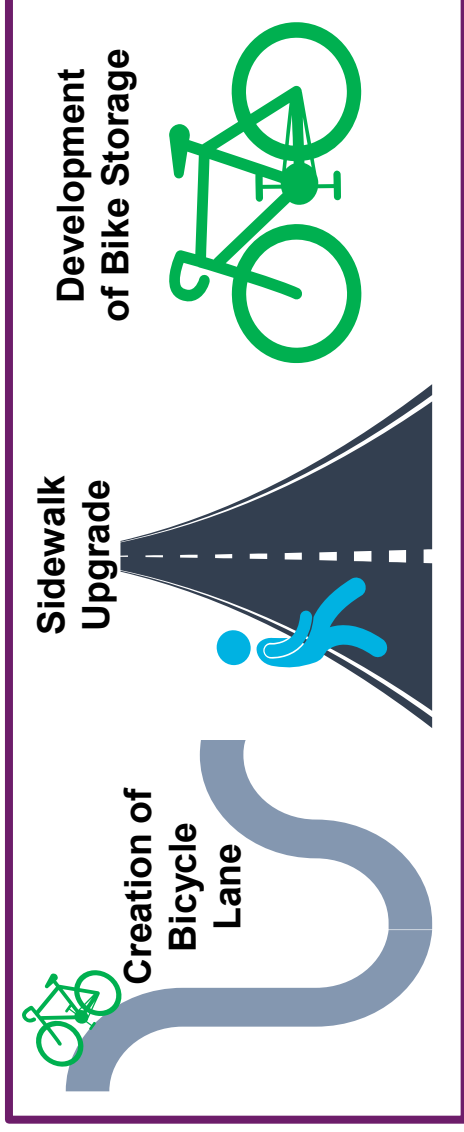
Project Bundling

- Applicants can bundle projects with the **same ultimate recipient, project category and asset type**. Each bundle counts towards the municipalities' project cap (i.e. a municipality with a project cap of one can submit a project that shares the above criteria but can include multiple sub-asset types).

Example*

1 Application

Category	#3
Asset Type	Active Transportation
Asset Sub-Type	1. Bicycle Lane 2. Sidewalk Upgrade 3. Bike Storage



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* See next slide for more examples of projects that can and cannot be bundled into one application.

Project Bundling Cont'd

The table below provides a sample scenario for projects that **can be bundled** into one application. All bundled projects must share the same recipient, category and asset type:

List Name	Project Submission	Category	Asset Type	Asset sub type
Ultimate recipient Municipality A – partner with a University	Project 1	Cat 2 - COVID-19 Pandemic Response	Build or Modify infrastructure to respond to the Covid-19 pandemic	Barriers – 10 plexi glass
				*North campus
				Barriers – 20 plexi glass
				*South campus
				5 Video screens and PA systems for announcements
				*West Campus

The table below provides a sample scenario for projects that **cannot be bundled** into one application:

List Name	Project Submission	Category	Asset Type	Asset sub type
Ultimate recipient Municipality B	Project 2	Cat 1 - Retrofits, repairs and upgrades	Type 1 - Government Building	Public works buildings
			Type 2 - Health Infrastructure	Long-term care facilities
			Type 3 – Educational Infrastructure	Playgrounds

Joint Projects

- Municipalities are able to partner with another municipality, a non-profit and/or broader public sector organization. The funding for the project would come from the municipalities' allocation, if approved.
- A joint project would count towards a municipality's project cap limit, and must be separate from other applications.
- The **lead applicant must be a municipality**, who will be required to sign a transfer payment agreement with the Province. Funds will only be made available to the lead applicant, and they will be responsible for all reporting requirements.
- A municipal council resolution is required for joint projects prior to provincial nomination to the federal government and is encouraged to be included when application is submitted. Municipal council resolutions are not required for single applicant submissions.

Project Stacking

- Applicants are not allowed to re-submit a project for funding that has been nominated or approved by the federal government under a different ICIP stream.
- If a project is receiving funding from two different federal funding programs, the program with the **lower stacking limit will prevail**. For example, if one project has a maximum federal stacking limit of 40% and the other has a maximum of 80%, the project must respect the 40% stacking limit.
- Recipients who have received funding from other provincial or federal sources for approved projects can submit applications for projects at the same location under the COVID stream **as long as the project description and scope varies**. This rule also applies for recipients participating in more than one COVID sub-stream (i.e. Education sub-stream or Long-term care sub-stream).
 - For example, if a municipality was approved for a pool reconstruction project in a recreation centre under the CCR stream, they would still be eligible to apply for a **different project** (e.g. an HVAC repair) at that same recreation centre, under the COVID stream.

Ineligible Projects

The following **projects** are deemed **ineligible** under this funding stream:

- **Tourism infrastructure** (e.g. visitor information centre, etc.)
- Facilities that are home to a **professional sports team**
- **Stand-alone planning projects** (planning costs can be included as part of a project but cannot be its own project)
- Any project which has already **started construction** or **contracts awarded**.
- **Other ICIP projects** that have been nominated to the federal government
- Projects submitted under the Ontario Ministry of Long-Term Care and Ministry of Education COVID-19 funding streams.

Please note that additional projects or project components could be deemed ineligible, but this would be assessed by the federal government on a case-by-case basis

Eligible & Ineligible Costs

The following table outlines some of the eligible and non-eligible project costs under this funding stream:

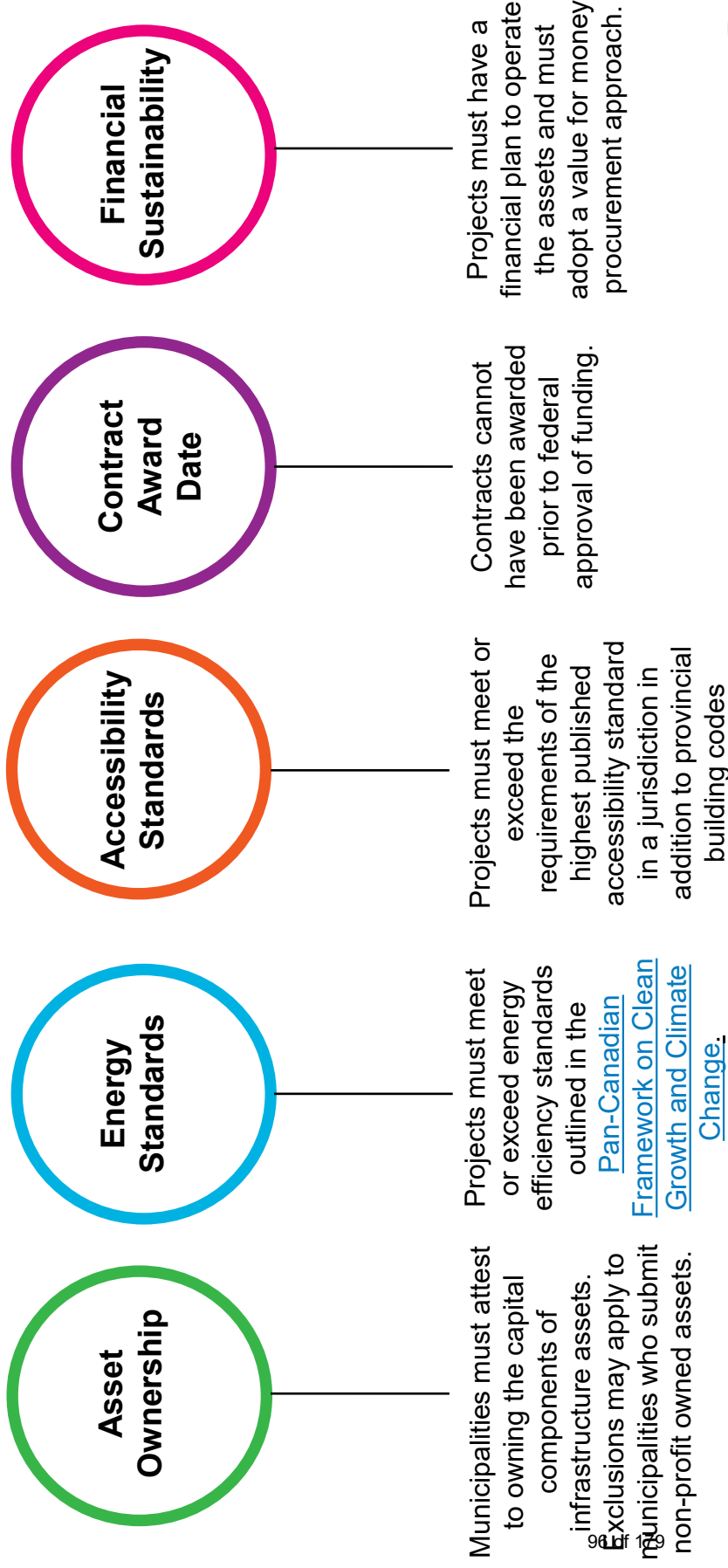
Eligible Costs	Ineligible Costs
<ul style="list-style-type: none"> • Project management • Capital costs • Construction and materials • Design/engineering and planning • Contingency costs (25% maximum) • Incremental costs of employees • Costs associated with Aboriginal consultation and engagement activities 	<ul style="list-style-type: none"> • Costs incurred before federal project approval • Staff costs, unless pre-approved by the federal and provincial governments • Costs incurred after December 31, 2021 for projects in non-remote locations and after December 31, 2022 in remote locations.

See Appendix B for more information on eligible costs and Appendix C for a full list of non-eligible project costs.

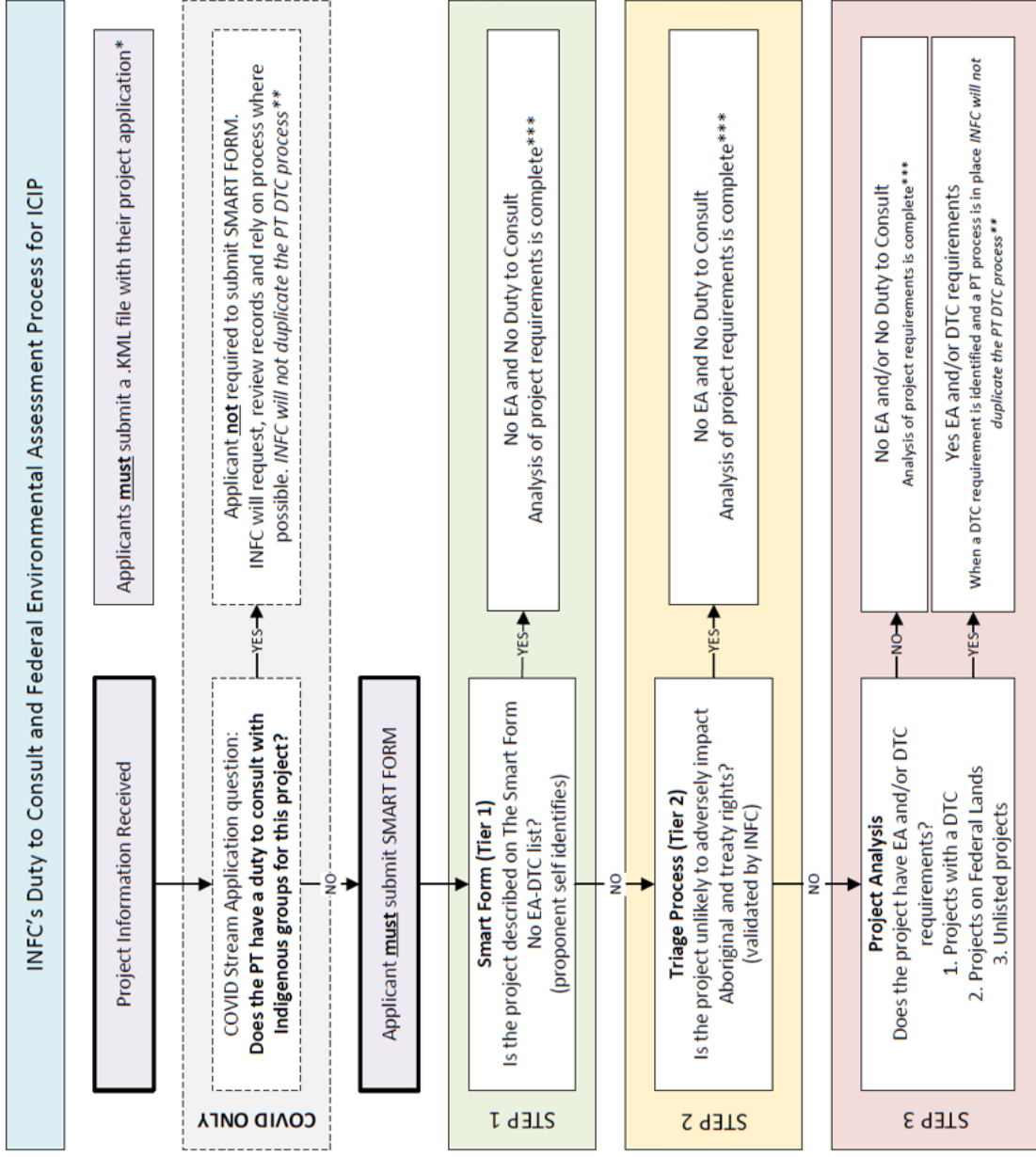
Project Review

The Ministry of Infrastructure (MOI) will undertake the review of projects to determine eligibility for funding based on federal criteria. MOI will consult with other ministries to ensure alignment with provincial policies and/or regulations.

In addition, projects must align with the federal requirements below:

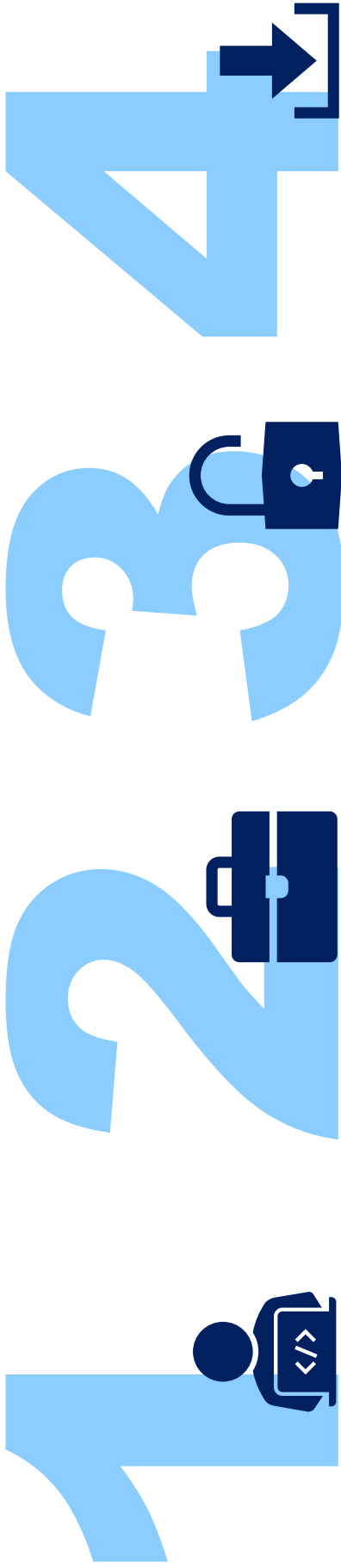


Indigenous Duty to Consult



System Steps

for new Transfer Payment Ontario Users:



ONE-KEY Account

Create ID and password in [One-key](#) and login using your credentials

Organization Registration

Register your organization or join an existing registered organisation

Access TPON

Standard Access will automatically be requested for TPON. Approval may take up to 5 business days

Submit for Funding

Access TP Ontario to download and submit [MOI Local Government Intake Form]

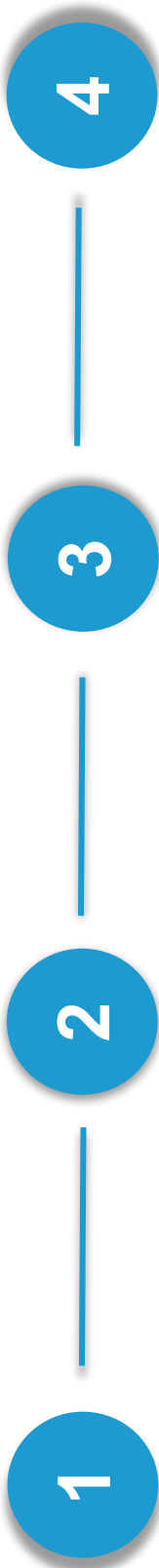
Week 2

Week 6

Timeline

- Program Launch November 16
- Submission Deadline One project – December 21
Two projects – January 7

Transfer Payment Ontario Submit for Funding



1 Review Program Information

Please review program information documents, including the Program Guidelines, prior to submitting for funding

2 Complete Form

Download the Form, complete the Form offline and return to the system to upload the completed form.

Note: Take note of the case number.

Note: The downloaded file must be opened with Adobe Reader. This software is available for download free of charge here: <https://get.adobe.com/reader/>

Note: Adobe Reader Pro, Adobe Reader XI and lower not compatible.

3 Attach Supporting Documents

Ministry of Infrastructure requires you to submit: the **application form**; an **Aboriginal Consultation and Environmental Assessment (AECA) Smart Form**; and a **KML file**, prior to submitting for funding

4 Confirm Submission

Confirm your submission along with any required attachments

Appendices

Appendix A: Eligible Asset Types

The following asset types are **examples of projects** eligible for project funding, based on federal criteria:

Category 1: Retrofits, repairs and upgrades for municipal, provincial, territorial and indigenous buildings, health infrastructure and schools;

Eligible Asset Type	Asset Sub-Type
Educational infrastructure	<ul style="list-style-type: none"> • Day care facilities • Schools (e.g. high school, college) • Adult education facilities • Playgrounds • Universities • Sports facilities • Computer labs and web infrastructure • School theatres • School libraries • Performing arts centres • Colleges • Research centres • Student housing • Student services buildings • Agricultural education infrastructure (barns, green houses, etc.) • Other (Please send us an email in advance of applying so that we can confirm for you)

Eligible Asset Types Cont'd

Category 1: Retrofits, repairs and upgrades for municipal, provincial, territorial and indigenous buildings, health infrastructure and schools;

Eligible Asset Type	Asset Sub-Type
Government buildings (Partnership or not - Non-profits/BPS are not eligible under this asset type)	<ul style="list-style-type: none"> • Administrative buildings • Fire halls • Police stations • Maintenance facilities • Physical Plants • Public works buildings (e.g. transformer sub-stations, water treatments facilities, hazardous waste disposal facilities) • Food safety infrastructure (committee freezers, green houses etc) • Other public sector building that delivers or provides services or programming • Other (Please send us an email in advance of applying so that we can confirm for you)
Health infrastructure	<ul style="list-style-type: none"> • Hospitals • Morgues • Nursing homes and senior citizen homes • Long-term care facilities • Wellness centres • Paramedic Services facility • Health centres, clinics and other health care buildings • Community interest facility e.g. mental health and addiction centres • Rehabilitation centres • Youth services facilities • Social and supportive housing • Paramedic and support vehicles • Other (Please send us an email in advance of applying so that we can confirm for you)

Eligible Asset Types Cont'd

Category 2: COVID-19 Resilience Infrastructure, including measures to support physical distancing;

Eligible Asset Type	Asset Sub-Type
<p>Build or modify infrastructure to respond to the Covid-19 pandemic.</p>	<ul style="list-style-type: none"> • Safety retrofits for public sector buildings • Safety retrofits for rolling stock • Safety measures or physical distancing for social housing, LT care facilities or shelters • Expand single rooms within existing hospitals • Separation infrastructure for infectious disease care from other care (e.g., COVID-19 wards and dedicated facilities) • Assets to facilitate rapid expansion of intensive care capacity • Renovate public facilities to serve as designated hospital overflow sites • Emergency vehicles • Security support vehicles • Barriers • Passenger safety improvements • Driver safety improvements (barriers etc.) • Video screens and PA systems for announcements • Automatic vehicle location technology • Security enhancements • Food security infrastructure • Broadband or mobile/cellular projects • Other (Please send us an email in advance of applying so that we can confirm for you)

Eligible Asset Types Cont'd

Category 3: Active transportation infrastructure, including parks, trails, foot bridges, bike lanes and multi-use paths; and

Eligible Asset Type	Asset Sub-Type
Active transportation infrastructure	<ul style="list-style-type: none"> • Parks trails and multi-use paths • Bike and pedestrian lanes on existing or new roads or highways • Sidewalks • Footpaths and foot bridges • Active transportation support facility (e.g. bike parking/storage) • Street and park furniture (e.g. benches, shade areas, planters) • Playground infrastructure within parks (e.g., tennis courts, swimming pools) • Other (Please send us an email in advance of applying so that we can confirm for you)

Category 4: Disaster mitigation and adaptation infrastructure, including natural infrastructure, flood and fire mitigation, and tree planting and related infrastructure.

Eligible Asset Type	Asset Sub-Type
Climate Change, natural disasters, extreme weather	<ul style="list-style-type: none"> • Forest • Shoreline vegetation • Green Roofs • Bioswales/rain gardens • Aquifer • Wetland restoration • Barriers • Dams • Dykes • Drainage canals • Floodways • Man-made wetlands • Retaining walls and other shoreline protection such as rock revetment • Seawalls and breakwaters • Weirs • Pump station (to increase hydraulic capacity and reduce flooding) • Other (Please send us an email in advance of applying so that we can confirm for you)

Eligible Asset Types Cont'd

Category 4: Disaster mitigation and adaptation infrastructure, including natural infrastructure, flood and fire mitigation, and tree planting and related infrastructure.

Eligible Asset Type	Asset Sub-Type
<p>Floods and Fires</p>	<ul style="list-style-type: none"> • Barriers • Dams • Dykes • Drainage canals • Floodways • Man-made wetlands • Retaining walls and other shoreline protection such as rock revetment • Seawalls and breakwaters • Weirs • Pump station (to increase hydraulic capacity and reduce flooding) • Other (Please send us an email in advance of applying so that we can confirm for you)
<p>Assets associated with afforestation and reforestation</p>	<ul style="list-style-type: none"> • Tree planting projects • Coordination or distribution centres • Nurseries • Greenhouses • Access roads and bridges (that provide access to areas where tree planting will take place) • Other (Please send us an email in advance of applying so that we can confirm for you)

Appendix B: Eligible Costs

Project costs are eligible only if they are incurred **after federal approval**. Eligible expenditures will include the following:

- All costs considered by Canada and Ontario to be direct and necessary for the successful implementation of an eligible project, and which may include third party costs such as project management, capital costs, construction and materials, design / engineering and planning, and contingency costs (25% maximum).
 - Contingency cost from 5-25% should be outlined in the application form under Other cost.
- The incremental costs of employees of a recipient may be included as eligible expenditures for a project under the following conditions:
 - The recipient is able to demonstrate that it is not economically feasible to tender a contract; and
 - The arrangement is approved in advance and in writing by Canada and Ontario.
 - Note: Applicants submitting for these costs must submit a rationale for the use of own-force labour when the application is submitted.
- Costs associated with Aboriginal consultation and engagement activities.

Appendix C: Ineligible Costs

The following costs are deemed ineligible under this funding stream:

- Costs incurred before federal project approval and all expenditures related to contracts signed prior to federal project approval,
- Costs incurred for cancelled projects
- Costs related to furnishing and non-fixed assets which are not essential for the operation of the project
- Acquisition or leasing of land, buildings and other facilities
- Leasing equipment other than equipment directly related to the construction of the project
- Real estate fees and related costs
- Financing charges
- Legal fees
- Loan interest payments including those related to easements (e.g. surveys)
- Costs of completing the application
- Taxes, regardless of rebate eligibility
- Any goods and services costs which are received through donation or In-kind
- Staff costs, unless pre-approved by the federal and provincial governments
- Operating costs and regularly scheduled maintenance work
- Costs of relocating entire communities
- Cost incurred for projects that have not started by September 30, 2021
- Costs incurred after December 31, 2021 for projects in non-remote locations in the provinces and costs incurred in remote locations after December 31, 2022
- Costs that have not been claimed for reimbursement by January 31, 2022 and January 31, 2023 for projects in remote communities
- All capital costs, including site preparation and construction costs, until Canada has confirmed in writing that environmental assessment and Indigenous consultation obligations have been met and continue to be met.
- All costs related to any component of the project other than the approved scope

Appendix D: Project Assessment

In addition to meeting the requirements above, projects must meet the following criteria to be considered eligible:

Asset Ownership

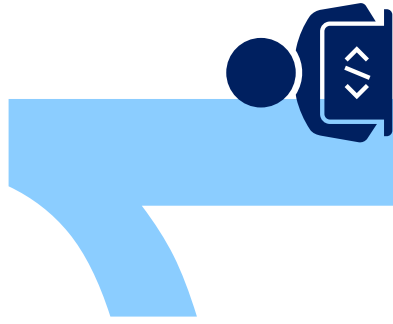
- Municipalities and/or one of their partners must attest to owning the capital components infrastructure assets put forward for funding. If the municipality is partnering with another organization, they must attest that either the lead applicant (municipality) or the partner owns the infrastructure asset. The municipality must be the Ultimate Recipient, even if they do not own the asset.
- The indicated owner of the asset must retain ownership for the duration of the Asset Disposal Period (i.e. five (5) years after the project is substantially completed). Any exception to the asset ownership or the Asset Disposal Period will be identified in the project description and subject to Canada’s approval in writing through the approval letter.
- The project’s total eligible costs cannot exceed \$10 million or the municipalities’ allocation.
- Municipalities must comply with environmental assessment and determination obligations, as well as Indigenous consultation obligations, and modern treaty obligations.
- For joint projects with other eligible applicants, all applicants must also secure the endorsement of their projects by their respective municipal council and/or board of directors (i.e. non-profits and BPS) and provide the Ministry with evidence of such endorsement in the form of by-laws / resolutions / letters of agreement.

Energy Standards

Projects must meet or exceed any applicable energy efficiency standards for buildings outlined in the [Pan-Canadian Framework on Clean Growth and Climate Change](#).

Project Assessment Cont'd

<p>Accessibility Standards</p>	<ul style="list-style-type: none"> • Projects must meet or exceed the requirements of the highest published accessibility standard in a jurisdiction in addition to applicable provincial building codes and relevant municipal by-laws and accessible design guidelines.
<p>Contract Award Date</p>	<ul style="list-style-type: none"> • Contracts must be awarded after federal approval of funding. Contracts awarded before approval of funding are not eligible for reimbursement.
<p>Financial Sustainability</p>	<ul style="list-style-type: none"> • Projects must have a financial plan in place to operate the assets and not seek senior level government support for ongoing operational funding. • Applicants must adopt a value for money procurement approach. • Any requests for sole source procurement exemptions will be evaluated on a case-by case basis and requires pre-approval by the federal and provincial governments and must be submitted at the time of the application and provide a business case. Sole source procurement is not encouraged as approval of this procurement method is not guaranteed.



Appendix E: Transfer Payment Ontario System Demo

ONE-key Account Create ID and password in ONE-key

Ontario

français

Transfer Payment Ontario

Sign in with your ONE-key ID
New to ONE-key?
A ONE-key account gives you secure access to Ontario Government programs and services. [Learn more](#)

Don't have a ONE-key ID? [Sign up now!](#)

Or sign in with

GO SECURE

GO Secure is used specifically by individuals within the Ontario government and the broader public sector.

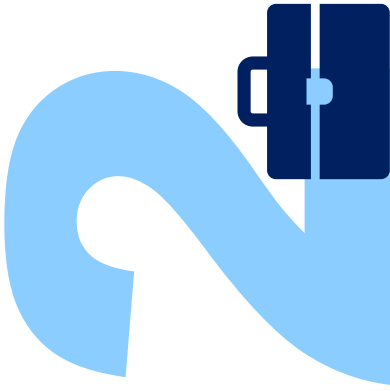
ONE-key ID:

Password:

Sign in
[Can't access your account?](#)

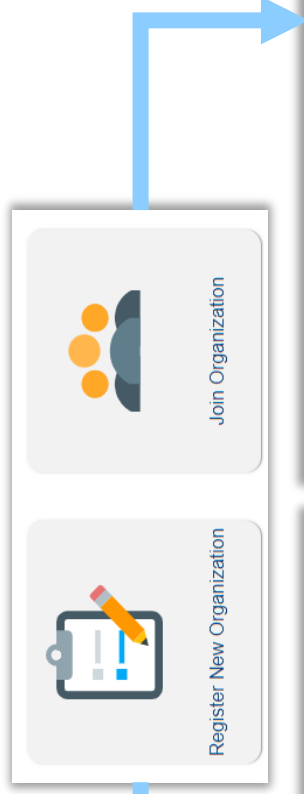
Use your **ONE-key ID** and **password** to access the system.

If you do not have an account, select the hyperlink for **Sign Up Now** and follow the instructions



Organization Registration

Register your organization or join an existing registered organisation



Register Organization

1 Organization Profile

This page provides an Organization's Profile information. A registration will remain in draft or submitted status until a Canada Revenue Agency Business Number (CRA BN) has been provided and validated.

For further information on the CRA BN, please refer to the Canada Revenue Agency website.

2 Address

3 Contacts

4 Review & Submit

Organization Profile

This page provides an Organization's Profile information. A registration will remain in draft or submitted status until a Canada Revenue Agency Business Number (CRA BN) has been provided and validated.

For further information on the CRA BN, please refer to the Canada Revenue Agency website.

Essential Information

Legal Name *

Operating Name *

Join Organization

Join Organization

- Review the information below
- Click Confirm to proceed. An automatic email notification will be sent to the administrator(s)
- If this is not your organization, click Back to return to Search

Organization Details

Legal Name
SAMPLE Organization

Operating Name
SAMPLE Organization

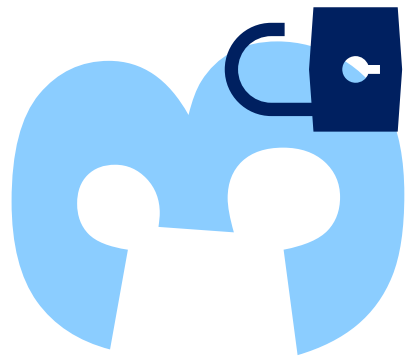
Registration Status
Complete

Business Address
null, null, null

Requestor Contact Information


First Name
Trainer

3



Access TPO Service Request access to funding resource

A request for Standard Access to Transfer Payment Ontario is automatically submitted.



View/Update Organization
Search Organization, 'View' and 'Update' registration information



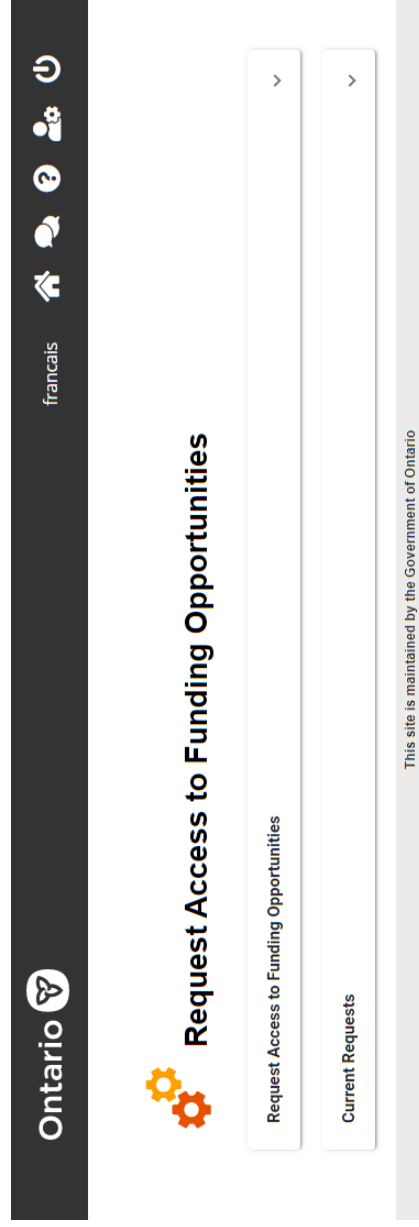
Request TPO Service
Request access to funding resource



See Funding Opportunities
Get funding, submit a report, approve a contract and track progress

To view the status of your request select the **Current Requests** dropdown

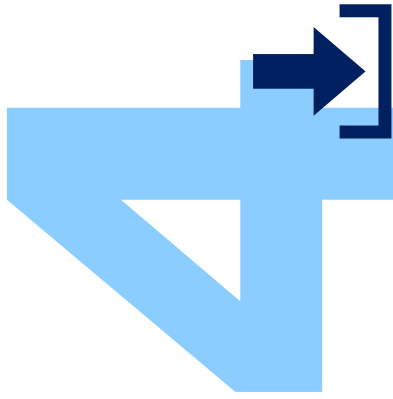
To request Additional Access Types select the **Request Access to Funding Opportunities** dropdown



The screenshot shows the Ontario website navigation bar with the Ontario logo, the word "français", and icons for home, help, and power. Below the navigation bar is a dropdown menu titled "Request Access to Funding Opportunities". The dropdown menu has two options: "Request Access to Funding Opportunities" and "Current Requests". Below the dropdown menu is a footer that reads "This site is maintained by the Government of Ontario".

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Quick Reference Guide:
[Requesting Access to TPO](#)



Submit for Funding

Access TP Ontario to download and submit Ministry of Infrastructure – Local Government Intake

The Intake Form can be accessed by selecting the **Submit for Funding** menu card.

If you have previously started an Intake Form, access the draft by selecting the **See My Funding History** menu card or by selecting the hyperlink for the record in the **Recently Viewed**

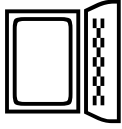
list.

The screenshot shows the TP Ontario user interface. At the top, there is a navigation bar with the Ontario logo, a home icon, a grid icon, an envelope icon, and a speech bubble icon. Below the navigation bar, there is a section titled "I am looking to:" with four menu cards: "Submit for Funding" (highlighted with a red box), "Submit Report to Ministry" (with a clipboard icon), "See My Payments" (with a money icon), and "Approve My Contracts" (with a document icon). Below these cards, there is a "Recently Viewed" section (highlighted with a red box) containing a list of five items, each with a date, a category, and a description: "2019-11-1-1362007698 Investing in Canada", "2019-11-1-1362007624 Investing in Canada", "2019-11-1-1362137614 Investing in Canada", "2019-10-1-1380000219 Celebrate Ontario 2019", and "2019-10-1-137972555 ICF: Community, Culture and".

Quick Reference Guide:
[Submitting for Funding](#)

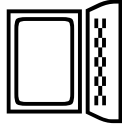
Appendix F: Accessing Support & Resources

Program Support:



ICIPCOVID@ontario.ca

Technical Support: Transfer Payments Ontario



TPONCC@ontario.ca



416-325-6691
855-216-3090

Monday to Friday from 8:30 a.m. to 5:00 p.m.

Questions?



DEPARTMENTAL REPORT

CAO/Clerks Department CL2020-26

To: Mayor Davidson and Council
Subject: Draft Revised Procedural By-law
Meeting: Regular Council Meeting - 08 Dec 2020
Department: CAO/Clerks Department
Staff Contact: Larry Wheeler, Clerk

RECOMMENDATION:

THAT Township of Mapleton Council receive Clerk's Report CL2020-26 dated December 8, 2020 regarding Draft Revised Procedural By-law.

BACKGROUND INFORMATION:

Mapleton's existing Procedural By-law 2015-033 (attached Schedule 1) was passed by Resolution on April 14, 2015.

PREVIOUS PERTINENT REPORTS:

Procedural By-law 2015-033 has been amended three times since passing:
By-law number 2018-062 dated August 28, 2018
By-law number 2019-054 dated June 13, 2019
By-law number 2020-023 dated March 24, 2020.
CAO Clerk's Report CL2020-14 dated August 11, 2020

DISCUSSION:

Slow but continuous change to the lower tier municipal landscape necessitates that the most heavily relied upon core by-laws be revised every few years.

In Ontario, while the Municipal Act, 2001 stipulates many basic principles which drive consistent municipal governance across the Province, largely local Councils are left to determine their own rules or order.

Because this is a mid-term revision of the by-law, nothing major has been introduced other than allowing for off-site Councillor attendance.

The revisions contained in this draft document for Council's feedback are driven by previous amendments, the introduction of electronic meeting platforms, and some tidying of language and agenda structure.

CONSULTATION:

No complete passages have been borrowed from another lower tier procedural by-law, but input and discussion is ongoing between Clerks, particularly within Wellington County.

Ministry of Municipal Affairs and Housing has distributed 'Information Sheets' summarizing changes to the Municipal Act and procedural choices allowed to Municipal Governments.

FINANCIAL IMPACT:

There are no financial implications for the Township, but Councillors may find that enabling remote participation allows them individually greater flexibility for travel and other work commitments.

SUMMARY:

Often times without revisions to a procedural by-law the tone and practices of Council meetings evolve with the personnel involved, both staff and Council members. It isn't crucial to adopt a new procedural by-law immediately, but mid-term is a comfortable time to formalize what works, and delete what is no longer relevant.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: n/a

The Local Economy: n/a

Recreation: n/a

Municipal Administration: Council meeting participation should be enhanced and timelines should be more efficient.

Financial Responsibility: n/a

ATTACHMENTS:

[2015-033 - Procedural bylaw](#)

[DRAFT 2020-XXX - Procedural bylaw](#)

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2015-033

Being a by-law to provide rules governing the proceedings of the Council and Committees of the Township of Mapleton and to repeal By-law 2008-023

WHEREAS Section 238 of the *Municipal Act, S.O. 2001 Chapter 25* as amended, requires that every council shall adopt a procedure by-law to govern the calling, place and proceedings of meetings for council and council committees;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MAPLETON ENACTS AS FOLLOWS:

GENERAL:

Definitions

1.0 In this by-law

- (a) "clerk" means the clerk of the Corporation;
- (b) "council" means the council of the Corporation;
- (c) "head of council" means the mayor of the Corporation;
- (d) "meeting" means any regular, special, committee or other meeting of Council;
- (e) "committee" means any advisory or other committee, subcommittee or similar entity composed of members of council;
- (g) "presiding officer" means the head of council or other member of council appointed under *Section 242 of the Municipal Act*, or the chair of a committee;
- (h) "point of order" means bringing attention to any breach of this by-law, or any defect in the constitution of any meeting of the council, or the use of improper, offensive or abusive language, or notice of the fact that the matter under discussion is not within the scope of the proposed motion, or any other informality or irregularity in the proceedings of council;
- (i) "point of personal privilege" means and relates to all matters affecting the rights and immunities of the council collectively, or the position, rights and conduct of members in their representative capacities;
- (j) "member" means a member of the council or a committee.
- (j) "written submission" may be submitted to the Clerk by way of written letter, facsimile or E-mail".

Operative Provisions

2.0 The rules and regulations contained in this by-law shall be observed in all proceedings of Council and Committees of Council and shall be the rules and regulations for the order and dispatch of business in Council and in the Committees thereof. Provided that the rules and regulations contained herein may be suspended by a vote of two thirds of the whole Council.

2.1 Following a regular or new election, the clerk shall provide each member of council with a copy of this by-law, including any amendments thereto.

Absence of Head of Council

3.1 When the head of Council is absent or refuses to act for any reason, or if the office is vacant, the council shall by resolution appoint one of its members to act in the place of the head of council and while so acting, the member has and may exercise all the rights, powers and authority of the head of Council. The appointment shall be on an alphabetical surname rotation basis.

Quorum

- 4.0 A majority of all members of Council shall constitute a quorum.
- 4.1 In the event a quorum is not present in fifteen minutes after the time appointed for the meeting of Council, the Council shall stand adjourned until the next scheduled day of a Council meeting, and the Clerk shall take down the names of the members present at the expiration of such fifteen minutes.

Improper Conduct

- 5.0 The head of council or other presiding officer may expel any person for improper conduct at a meeting.

Meetings of Council

- 6.0 The inaugural meeting of the Council following the election shall be held on the first Monday in December at 7:00 p.m., in the Council Chambers of the Municipal Administration Office.
- 6.1 After the inaugural meeting, the Council shall meet on the second Tuesday of each month in the year at 7:00 o'clock in the evening and on the fourth Tuesday of each month in the year at 1:00 o'clock in the afternoon in the Council Chambers of the Municipal Building, except as provided below:
- a) unless another time is ordered;
 - b) unless another location is ordered;
 - c) if all business before Council is not concluded by the hour of 12:00 o'clock in the morning Council shall stand adjourned until the next day at the same hour at 7:00 p.m. or on such other day as may be determined by the Mayor;
- 6.2 All council and committee meetings shall be open to the public unless otherwise provided in the *Municipal Act*.
- 6.3 In the event Council is to hold a meeting that is not open to the public, prior to the holding of the meeting, Council shall in formal public session state by resolution the general nature of the matter to be considered at the closed meeting under one of the headings as approved under Section 239(2) of the *Municipal Act*.

Agenda

- 7.0. The Clerk shall prepare and agenda for use of the members of Council. The agenda shall be generally formatted as follows, however modifications to the matters included or the order of business may be effected without requiring amendment to this by-law:
- CALL TO ORDER
 - O CANADA
 - DECLARATION OF PECUNIARY INTEREST
 - CONFIRMATION OF MINUTES
 - MATTERS ARISING FROM MINUTES
 - MATTERS UNDER THE *PLANNING ACT*
 - MATTERS ARISING FROM *PLANNING ACT*
 - DELEGATIONS
 - MATTERS ARISING FROM DELEGATIONS
 - MINUTES FROM COMMITTEES
 - REPORTS AND UPDATES FROM STAFF
 - ACCOUNTS
 - APPROVAL OF BY-LAWS
 - CORRESPONDENCE FOR COUNCIL'S DIRECTION
 - CORRESPONDENCE FOR COUNCIL'S INFORMATION
 - NOTICES OF MOTION

- NOTICE PROVISION
- OTHER BUSINESS
- COUNCIL TRACKING SHEET
- CLOSED SESSION
- CONFIRMATORY BY-LAW
- ADJOURNMENT

- 7.1 The business of the Council shall be conducted in the order as listed in the agenda unless otherwise decided by the Mayor or presiding officer.
- 7.2 Any member of Council, may file in writing an item for inclusion in the agenda under new business. This written item must be submitted to the Clerk by no later than 5:00 p.m. on the Tuesday before the Council meeting in order that the item may be listed on the agenda and the subject identified.
- 7.3 An item of business or matter not listed on the agenda cannot be introduced at a council meeting without the approval of council expressed by motion.

Change of Date or Time

- 8.0 Council may, by resolution, alter the date and/or time of a regular meeting in accordance with the Notice Provision By-law.

Special Council Meetings

- 9.0 (a) The head of Council may at any time summon a special meeting of Council on 24 hours' notice to the members of council and to the public, or upon receipt of a petition of the majority of the members of the Council, the Clerk shall summon a special meeting for the purpose and at the time and place mentioned in the petition. Twenty-four hours' notice of all special meetings of Council shall be given through the Clerk's Office. The only business to be dealt with at a special meeting is that which is listed in the notice of the meeting.
- (b) Notwithstanding the requirement for notice set out in subsection (a) above, in the event of a bona fide emergency, the meeting may be held as soon as practicable following receipt of the summons or petition, as the case may be, and notice may be given by telephone or personal contact as determined by the Clerk.

Declaration of Pecuniary Interest

- 10.0 (a) In all matters and circumstances every member of Council and every member of a Committee of Council shall be guided by and have due regard to the Municipal Conflict of Interest Act
- (b) When a member of Council participates in any matter despite a conflict of interest, Council should consider deferring the matter for sufficient time to assess any impact such participation may have had on the decision making process.

Confirmation of Minutes

- 11.0 The minutes of the previous meeting not yet adopted shall be presented by the Clerk for confirmation.
- 11.1 It shall not be necessary to have the minutes read where copies have been provided to members of Council prior to the meeting.
- 11.2 When the minutes have been confirmed they shall be signed by the Mayor and the Clerk.

11.3 All minutes shall be bound in suitable volumes, and stored in the vault room.

Matters Arising from Minutes

12.0 Items under this heading shall be business from the previous meetings requiring additional consideration by Council, whether a policy decision is required or not. Items under this heading may also include follow-up information provided by staff or consultants.

Matters under the Planning Act

13.0 When appropriate Council shall conduct a public meeting for the purpose of informing the public of matters under Sections 17 and 34 of *The Planning Act, R.S.O.*, as amended. Any person wishing to address Council on such matters will be permitted to do so in accordance with the Statutory Powers and Procedures Act, R.S.O. 1990.

Matters Arising from Planning Act

14.0 When the subject matter is such that direction from Council is required, appropriate resolutions shall be presented for consideration after the Planning Act matter has been heard.

Delegations

15.0 No person, except members and officers of Council shall be allowed to come within the bar during sittings of the Council or Committees of Council without the permission of the Presiding Officer.

15.1 Delegations wishing to address Council must notify and provide the Clerk with a written copy of the submission by 5:00 p.m. on the Tuesday before the Council meeting in order that the delegations may be listed on the agenda and the subject of the delegation be identified.

15.2 No person shall be permitted to address Council on a subject not on the agenda unless by permission of Council by a two-thirds majority vote.

15.3 Delegations addressing Council shall be limited to a maximum of 10 minutes, unless at the discretion of the Mayor such limitation is not sufficient to inform Council members or the delegations. No one group or delegation may appoint more than 2 persons to speak on their behalf.

15.4 Members of Council only may ask questions of the deputations. All questions of deputations shall be addressed through the head of Council. No member of Council shall express an opinion or enter into debate with the deputations.

Matters Arising from Delegations

16.0 When the subject matter is such that direction from Council is required, appropriate resolutions shall be presented for consideration after the delegations have been heard.

Minutes from Committees

17.0 Minutes from Advisory Committee meetings shall be included with the agenda for information. Council will then consider any recommendations contained in the minutes.

Reports From Staff

18.0 All reports from staff shall be in writing and shall be included with the agenda.

Accounts

- 19.0 Council shall be notified of all accounts to be paid by a listing. Such list shall be totalled so that Council may be informed of the total expenditures in any period.
- 19.1 In the event that any meeting of Council is suspended, or that any accounts must be paid prior to a council meeting, the Treasurer may prepare such invoices for payment as necessary.
- 19.2 All prepaid invoices shall be so noted in the listing of accounts.
- 19.3 The resolution to approve the payment of accounts on the first meeting of the month shall include the net wages paid to employees in the previous month.

Approval of By-laws

- 20.0 Council shall be informed by a listing of all by-laws being introduced and copies shall be included with the agenda.
- 20.1 All by-laws being placed before Council for consideration shall be introduced by means of a motion prior to discussion or debate.
- 20.2 Unless otherwise requested or separated, all By-laws proposed for adoption shall be passed in one single motion.
- 20.3 Every By-law passed by Council shall:
- a) Be signed by the Mayor or presiding officer and the Clerk;
 - b) Be sealed with the Corporate Seal of the Municipality; and
 - c) Indicate the date of passage.

Correspondence for Council's Direction

- 21.0 Correspondence under this heading shall be correspondence for which a policy decision of Council is required.
- 21.1 Council may request a report, recommendations or information from the appropriate Department Head, CAO, or Committee on correspondence of this nature.
- 21.2 Council may only endorse proclamations when a representative of the requesting agency, group or association appears before Council. Otherwise the request will be circulated for Council members' information only.

Correspondence for Council's Information

- 22.0 Correspondence under this heading shall be correspondence for which no action of Council is required by Council at the time of meeting.
- 22.1 Such correspondence may be provided to council in the form of a list describing the information. Any correspondence for which a report or additional information are to be received by Council shall be so noted.

Notices of Motion

- 24.0 Notice shall be given verbally or in writing at a previous meeting of Council:
- a) to amend, repeal, or alter this by-law;
 - b) to introduce any measure or change in the Council's established policy;
 - c) any verbal notice of motion must be followed up with written notice to the Clerk no later than 5:00 p.m. on the Tuesday prior to the next meeting, and may include any supporting information the member feels is appropriate for Council's information.

Notice Provision

25.0 The Clerk shall provide the required notice, in accordance with Section 270 of *The Municipal Act, 2001* in any or all of the following ways: web site, fax, phone, email, council agenda, regular mail, newspaper, publication, radio or television. Details of how the notice requirements will be satisfied will be contained in a Council by-law delegating authority for giving notice to the Clerk.

Other Business

26.0 Questions may be put to the head of Council or through him/her to any member of council or staff, relating to any by-law, motion, or other matter connected with the business of Council, or the affairs of the municipality.

26.1 Any member of Council may inform the Council of any matter, which he or she feels would be of interest to the Council, or the municipality.

26.2 In the event that an item is brought before Council for consideration after the preparation of the agenda, at the discretion of the head of Council or on a motion of the majority of the members of council present, the matter may be considered by Council at the current meeting.

Confirmatory By-law

27.0 Prior to adjournment of each meeting of Council a by-law confirming the actions of council during the meeting shall be passed

Matters Before Court

28.0 No person or member of Council shall be permitted to address the Council or any Committee of Council in public meetings on any matter that is before any Court, Administrative Tribunal, or any Boards or Commissions for decision, unless said matter is referred to Council by said Court, Tribunal, Board or Commission.

PROCEDURES FOR COUNCIL MEETINGS:

Points of Order and Privilege

29.0 (a) The presiding officer shall preserve order and decide points of order and personal privilege, but an appeal lies to Council.

(b) The Council if appealed to, shall decide the point without debate and its decision shall be final.

Duties of Presiding Officer

30.0 The presiding officer shall:

- a) open the meeting by calling all members to order;
- b) make such remarks as is fitting for the information or assistance of the Council;
- c) receive and submit, in the proper manner, all motions presented by the members of Council;
- d) put to vote all questions which are regularly moved or seconded, or necessarily arise in the course of the proceedings and announce the result;
- e) decline to put to vote motions which infringe on the rules of order;
- f) enforce on all occasions the observance of order and decorum among the members and guests and if necessary order the individual or group to vacate the Council Chamber should the disruptive behaviour persist;
- g) authenticate by his signature, when necessary, all by-laws, resolutions and minutes of Council;
- h) inform the Council, when necessary, or when referred to for the purpose, in a point of order or usage;

- i) select the members who are to serve on Committees, when directed to do so, in a particular case, or when it is made a part of his general duty by rule of procedure;
- j) represent and support the Council, declaring its will and implicitly obeying its decisions in all things;
- k) ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of Council;
- l) adjourn the meeting when business is concluded;
- m) adjourn the meeting, without question, in the case of grave disorder arising in the Council Chamber;

30.1 The Head of Council or the Presiding Officer except where disqualified to vote by reason of interest or otherwise, may vote with the other members on all questions, and, except where otherwise expressly provided by this Act, any question on which there is an equality of votes shall be deemed to be negative.

30.2 If the Head of Council or Presiding Officer desires to leave the chair for the purpose of taking part in the debate or otherwise he shall call upon one of the Councillors to fill his place until he resumes the chair.

Petitions and Communications

31.0 Every communication, including a petition designed to be presented to the council shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one person and filed with the clerk to be placed on the agenda for consideration. Submissions must be received by the clerk not later than 5:00 p.m. on the Tuesday preceding the council meeting.

Rules of Conduct & Debate

32.0 Every member desiring to speak shall be recognized by the Presiding Officer.

32.1 Every member upon being recognized to speak shall address the Presiding Officer.

32.2 The number of times a member speaks on any question shall not be limited unless the Presiding Officer determines that this exception shall no longer apply.

32.3 Despite paragraph 32.2 above, no member shall speak more than once except to make an explanation until every member who desires to speak has spoken.

32.4 No member may disturb another, or the Council, staff or guest by any disorderly conduct disconcerting to the speaker or the assembly.

32.5 Any member called to order by the Presiding Officer shall immediately cease and desist, but then may rise, explain and appeal to the Council. The Council, if appealed to, shall without debate decide on the case. If there is no appeal the decision of the Presiding Officer shall be final.

32.6 No member shall reflect upon any vote of the Council except for the purpose of moving that such vote be rescinded. Any member may ask that a vote be recounted and a vote will be recounted once only.

32.7 No member shall resist the rules of Council, or disobey the decision of the Presiding Officer, or of the Council on questions of order or practice or upon the interpretation of the rules of Council.

32.8 No member shall leave a meeting without first obtaining permission from the Presiding Officer.

32.9 No member shall be permitted to retake their seat after being ordered to vacate, having committed a breach of any rule of the Council, until the next meeting and without making an apology to Council.

32.10 No member shall interrupt the member who has the floor except to raise a point of order.

Motions & Rules of Debate

33.0 Any motion may be introduced without notice to Council if Council, without debate, agrees on a majority vote to dispense with notice.

33.1 All motions shall be formally seconded before the question can be put from the Presiding Officer or recorded in the minutes.

33.2 A motion presented in Council shall be presented either in writing or orally, and shall be read or stated by the Presiding Officer prior to debate.

33.3 Rules for motions under consideration are attached hereto as Schedule "A".

33.4 A motion, once read or stated by the Presiding Officer, shall not be withdrawn without the consent of the majority of members present.

Voting on Motions

34.0 If a motion under consideration contains distinct propositions, at the request of any member, the vote upon each proposition shall be taken separately.

34.1 No member shall speak to the question once finally put by the Presiding Officer nor shall any other motion be introduced until after the vote is taken and the result declared.

34.2 No vote shall be taken by ballot or any other method of secret voting, and every vote so taken is of no effect.

34.3 When a vote is taken and a member present abstains from voting the member present is deemed to have voted in the negative.

Recorded Votes

35.0 The Clerk shall, if required by any member present, record the name and vote of every member voting on any matter or question.

35.1 The Clerk shall record in the minutes the name of any councillor who is not present in the Chamber when such recorded vote is taken.

35.2 Where a vote is taken for any purpose and a member requests immediately prior or immediately subsequent to the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his vote openly, and any failure to vote by a member who is not disqualified shall be deemed to be a negative vote and the Clerk shall record each vote.

Reconsideration

36.0 a) After a motion is passed, or Report adopted, no motion for a reconsideration thereof shall be introduced unless it is moved and seconded by two members from among those who voted with the majority that carried the main motion, or Report, and that such motion is passed by two-thirds vote of the entire Council,

OR

b) After a Notice to introduce such motion, given by a member at a previous meeting, and such Notice of Motion appears on the Agenda of the meeting, at which it is to be considered, such motion to be passed by a majority vote of the entire Council.

36.1 No motion shall be reconsidered more than once nor shall a vote to reconsider be considered more than once.

Suspension of Rules of Council

37.0 No Standing Rules or Order of Council shall be suspended except by affirmative vote of two-thirds of the entire Council.

Unprovided Rules

38.0 In all unprovided cases in the proceedings of Council, Bourinots Rules of Order, firstly, and Robert's Rules of Order, secondly, shall be used to provide guidance to Council and the Presiding Officer.

CONDUCT OF MEMBERS AND OTHERS:

Maintaining Good Order

39.0 Unless otherwise authorized by the presiding officer, all members, staff and guests shall address the meeting through the chair and only when recognized to do so.

39.1 No member, deputation or delegation shall be permitted to address council on any matter that is before any court for decision.

39.2 A member, deputation or delegation shall not:

(a) use offensive words or unparliamentary language in or against the council or against any member, officer, staff or guest;

(b) speak on any subject other than the subject in debate;

(c) disturb another, or the council, staff or guest by any disorderly conduct;

(d) interrupt the speaker who has the floor except to raise a point of order;

(e) disobey the rules of council or a decision of the presiding officer or of the council itself on questions of order or practice or upon the interpretation of the rules of the council; and in case a member persists in any such disobedience after having been called to order by the presiding officer, the presiding officer may forthwith put the question without amendment, adjournment or debate – "that such member be ordered to leave his or her seat for the duration of the meeting of the council"; provided that if the member apologizes, he or she may, by vote of council, be permitted to retake his or her seat.

(f) leave the Council Chambers without the permission of the Chair or Presiding Officer.

39.0 In all matters and under all circumstances members shall be guided by and shall have regard to the *Municipal Conflict of Interest Act, R.S.O. 1990* as amended or re-enacted for time to time.

Confidential Information

40.0 All information, documentation or deliberations received, reviewed or taken in a closed meeting must remain confidential.

40.1 No member shall release or make public any information considered at a closed meeting, or discuss the content of such meeting with persons other than members of council or relevant staff members without the authorization of council.

40.2 Any member who contravenes section 40 of this by-law shall be deemed not to be acting in the interest of, on behalf of, or within the authority of the council of the Corporation.

Repeal of By-law


41.0 By-law 2008-023 is hereby repealed.

READ a first and second time this 14th day of April, 2015.

READ a third time and passed this 14th day of April, 2015.



Mayor Neil Driscoll



CAO Clerk Patty Sinnamon

SCHEDULE "A" TO BY-LAW NUMBER 2015-033

Rules For Motions Under Consideration:

1. When a motion is under consideration, no subsequent motion shall be received unless:
 - a) It is a motion to amend the motion under consideration, and a motion to amend:
 - i) is open to debate; and
 - ii) is to be dealt with by Council before a previous amendment or the main motion; and
 - iii) is subject to only one amendment at a time and must only be to the main question; and
 - v) is not a direct negative to the main motion.
 - b) It is a motion to refer the matter under consideration, and until decided;
 - i) is open to debate; and
 - ii) is amendable; and
 - iii) shall preclude amendment or debate of the preceding motion unless resolved in the negative.
 - c) It is a motion to defer the matter under consideration by, and a motion to defer;
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) applies to the main motion and any amendments thereto under debate at the time the motion to defer is made.
 - d) It is a motion to defer to a specific time the matter under consideration by; and a motion to defer to a specific time;
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) applies to the main motion and any amendments thereto under debate at the time the motion to defer is made.
 - e) It is a motion to adjourn, and a motion to adjourn:
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) shall always be in order, no other such motion shall be made unless some intermediate proceeding has taken place.
 - f) It is a motion to move the previous question, and a motion to move the previous question:
 - i) cannot be amended;
 - ii) cannot be proposed when there is an amendment under consideration;
 - iii) shall preclude all amendments to the main question;
 - iv) when resolved in the affirmative, the question is to be put immediately without debate or amendment;
 - v) when resolved in the negative debate shall continue;
 - vi) cannot be received in any committee of Council;
 - vii) can only be moved using the following words "that the question be now put" and the question shall be put immediately;
 - viii) may be voted against by the mover and seconder.

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2021-DRAFT

Being a by-law to govern the procedures of Council and Committee Meetings and to repeal By-law 2015-033

WHEREAS Section 238(2) of the *Municipal Act, 2001* provides that every municipality shall pass a Procedure By-law to govern the calling, place and proceedings of Meetings of Council and Council Committees;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MAPLETON ENACTS AS FOLLOWS:

GENERAL:

Definitions

1.0 In this by-law

- (a) "Clerk" means the Clerk of the Corporation.
- (b) "Council" means the Council of the Corporation.
- (c) "Head of Council" means the Mayor of the Corporation.
- (d) "Meeting" means any regular, special, committee or other meeting of Council, of a Local Board or a committee of either of them, where;
 - i) a quorum of Members is physically present, or attending via electronic platform
 - ii) Members discuss or otherwise deal with any matter in a way that materially advances the business or decision-making of the Council, Local Board or Committee.
- (e) "Committee" means any advisory or other committee, subcommittee or similar entity composed of Members of Council.
- (g) "Presiding Officer" means the Head of Council or other member of Council appointed under *Section 242 of the Municipal Act*, or the Chair of a Committee.
- (h) "Point of order" means bringing attention to any breach of this by-law, or any defect in the constitution of any meeting of the Council, or the use of improper, offensive or abusive language, or notice of the fact that the matter under discussion is not within the scope of the proposed motion, or any other informality or irregularity in the proceedings of Council.
- (i) "Point of personal privilege" means and relates to all matters affecting the rights and immunities of the Council collectively, or the position, rights, and conduct of Members in their representative capacities.
- (j) "Member" means a Member of the Council or a Committee.
- (j) "Written submission" may be submitted to the Clerk by way of written letter, facsimile or email.
- (k) "Electronic Participation" means a Council or Committee member participating remotely in any open or closed Council or Committee Meeting via electronic means and has the same rights and responsibilities as if they were in physical attendance including the right to vote, and shall count towards a quorum of Members.

Operative Provisions

2.0 The rules and regulations contained in this By-law shall be observed in all proceedings of Council and Committees of Council and shall be the rules and regulations for the order and dispatch of business in Council and in the Committees thereof. Provided that the rules and regulations contained herein may be suspended by a vote of a majority of all members of Council.

- 2.1 Following a regular or new election, the Clerk shall provide each member of council with a copy of this by-law, including any amendments thereto.

Absence of Head of Council

- 3.0 When the Head of Council is absent or is unable to act for any reason including a conflict of interest, or if the Office is vacant, the Council shall by by-law name one of its Members to act in the place of the Head of Council and while so acting, the Member has and may exercise all the rights, powers and authority of the Head of Council. In the event the named individual is not participating, Council shall by resolution appoint a Councillor on an alphabetical surname rotation basis.

Quorum

- 4.0 A majority of all Members of Council, whether attending in person or via electronic platform shall constitute a quorum.
- 4.1 In the event a quorum is not obtained within fifteen minutes of the time scheduled for the Meeting of Council, the Council shall stand adjourned until the next scheduled Council Meeting, and the Clerk shall record the names of the Members attending (both in person and electronically) at the expiration of the fifteen minute grace period.

Improper Conduct

- 5.0 The Head of Council or other Presiding Officer may expel any person from the Chamber or disconnect them electronically, for improper conduct at a Meeting.

Meetings of Council

- 6.0 The inaugural Meeting of Council following an election shall be held on the first Monday in December at 7:00 p.m. in the Council Chamber of the Municipal Office and / or via electronic platform.
- 6.1 After the inaugural Meeting, Council shall meet on the second Tuesday of each month at 7:00 o'clock p.m. and on the fourth Tuesday of each month at 1:00 p.m. in the Council Chamber of the Municipal Building and / or via electronic platform, except as provided below:
- a) unless another time is ordered
 - b) unless an alternative physical location is ordered.
 - c) During June, July, August, and December there will be one regular meeting per month, on the second Tuesday at 7:00 p.m. with consideration given to conferences, seasonal holidays, and a four week maximum between meetings.
 - d) If all business before Council is not concluded by the hour of midnight, Council shall stand adjourned until the next day at 7:00 p.m. or on such other day as may be determined by the Mayor;
- 6.2 All Council and Committee Meetings shall be open to the public unless otherwise provided in the *Municipal Act*.
- 6.3 In the event Council is to hold a Meeting that is not open to the public, prior to the holding of the Meeting, Council shall in formal public session state by resolution the general nature of the matter to be considered at the Closed Meeting, under one of the headings as approved under *Section 239(2) of the Municipal Act*.
- 6.4 If Council or Local Board receives a report from a Closed Meeting Investigator, and if the report determined that a meeting was held contrary to *Section 6.3*, Council or the Local Board, as the case may be, shall pass a resolution stating how it intends to address the report.

Agenda

- 7.0. The Clerk shall prepare an agenda for the use of Members of Council. The agenda shall be generally formatted as follows, however modifications to the matters included or the order of business may be affected without requiring amendment to this by-law:
- CALL TO ORDER
 - O CANADA (omit when a meeting is conveyed via a virtual platform)
 - DECLARATION OF PECUNIARY INTEREST
 - CONFIRMATION OF MINUTES
 - MATTERS ARISING FROM MINUTES
 - MATTERS UNDER THE PLANNING ACT
 - MATTERS ARISING UNDER THE PLANNING ACT
 - DELEGATIONS AND MATTERS ARISING FROM DELEGATIONS
 - MINUTES FROM COMMITTEES
 - REPORTS FROM STAFF
 - APPROVAL OF BY-LAWS
 - CORRESPONDENCE FOR COUNCIL'S DIRECTION
 - CORRESPONDENCE FOR COUNCIL'S INFORMATION
 - NOTICES OF MOTION
 - NOTICE PROVISION
 - OTHER BUSINESS
 - CONFIRMATORY BY-LAW
 - ADJOURNMENT
 - CLOSED SESSION
- 7.1 The business of Council shall be conducted in the order as listed in the agenda unless otherwise decided by the Mayor or Presiding Officer.
- 7.2 Any Member of Council may file in writing an item for inclusion in the agenda under new business. This written item must be submitted to the Clerk by no later than 5:00 p.m. on the Tuesday before the Council meeting in order that the item may be listed on the agenda and the subject identified.
- 7.3 An item of business or matter not listed on the agenda cannot be introduced at a Council Meeting without the approval of Council expressed by motion.

Change of Date or Time

- 8.0 Council may, by resolution, alter the date and/or time of a regular Meeting in accordance with the Notice Provision By-law.

Special Council Meetings

- 9.0 (a) The Head of Council may at any time summon a Special Meeting of Council on 12 hours' notice to the Members of Council and to the public, or upon receipt of a petition of the majority of Members of Council. The Clerk shall summon a Special Meeting for the purpose and at the time, place and platform mentioned in the petition. Twelve hours' notice of all Special Meetings of Council shall be given through the Clerk's Office. The only business to be dealt with at a Special Meeting is that which is listed in the notice of the meeting.
- (b) Notwithstanding the requirement for notice set out in subsection (a) above, in the event of a bona fide emergency, the meeting may be held as soon as practicable following receipt of the summons or petition, as the case may be, and notice may be given by telephone, email, or personal contact as determined by the Clerk.

Workshops

- 10.0 The Mayor and / or CAO may convene a Workshop for Members of Council and Senior Staff for the purpose of educating or training, for providing the Members with information or advice, or to solicit input from the Members. Except for Procedural matters, no motions are passed, no decisions are made, and no business is advanced. While not live-streamed, electronic participation is allowed.

Declaration of Pecuniary Interest

- 11.0 (a) In all matters and circumstances, every Member of Council and every Member of a Committee of Council shall be guided by and have due regard to the *Municipal Conflict of Interest Act*.
- (b) When a member of Council participates in any matter despite a conflict of interest, Council should consider deferring the matter for sufficient time to assess any impact such participation may have had on the decision-making process.
- (c) The Municipality shall establish and maintain a registry to keep each 'disclosure of pecuniary interest' filed at or following a meeting. The Conflict of Interest Registry will be available to the public for viewing at the Township of Mapleton Administration Office and on the Township website.

Confirmation of Minutes

- 12.0 The Minutes of the previous meeting not yet adopted shall be presented by the Clerk for confirmation.
- 12.1 It shall not be necessary to have the Minutes read where copies have been provided to members of Council prior to the meeting.
- 12.2 When the Minutes have been confirmed they shall be signed by the Mayor and the Clerk.
- 12.3 All Minutes shall be stored as per the Records Retention Schedule By-law 2018-12.

Matters Arising from Minutes

- 13.0 Items under this heading shall be business from previous meetings requiring additional consideration by Council, whether a policy decision is required or not. Items under this heading may also include follow-up information provided by staff or consultants.

Matters under the Planning Act

- 14.0 When appropriate, Council shall conduct a Public Meeting for the purpose of informing the public of matters under Sections 17 and 34 of *The Planning Act, R.S.O.*, as amended. Any person wishing to address Council on such matters will be permitted to do so in accordance with the *Statutory Powers and Procedures Act, R.S.O. 1990*.

Matters Arising from Planning Act

- 15.0 When the subject matter is such that direction from Council is required, appropriate resolutions shall be presented for consideration after the *Planning Act* matter has been heard.

Delegations

- 16.0 No person, except Members and Officers of Council shall be allowed to come within the bar during sittings of the Council or Committees of Council without an invitation from the Presiding Officer.

- 16.1 Delegations wishing to address Council must notify and provide the Clerk with a written copy of the submission by 5:00 p.m. on the Tuesday before the Council Meeting in order that the delegation may be listed on the agenda and the subject of the delegation be identified.
- 16.2 No person shall be permitted to address Council on a subject not on the agenda unless by permission of Council by a majority vote of Councillors participating.
- 16.3 Delegations addressing Council shall be limited to a maximum of 10 minutes, unless at the discretion of the Mayor such limitation is not sufficient to inform Council Members sufficiently. No one group or delegation may appoint more than 2 persons to speak on their behalf.
- 16.4 Members of Council only may ask questions of the deputations. All questions of deputations shall be addressed through the Head of Council. No Member of Council shall express an opinion or enter into debate with the deputations.
- 16.5 Delegations wishing to provide or utilize updated or revised material for presentation, may do so only with the permission of the Presiding Officer, by way of the Clerk.

Matters Arising from Delegations

- 17.0 When the subject matter is such that direction from Council is required, appropriate resolutions shall be presented for consideration after the delegations have been heard.

Minutes from Committees

- 18.0 Minutes from Advisory Committee meetings shall be included with the agenda for information. Council will then consider any recommendations contained in the Minutes.

Reports from Staff

- 19.0 All reports from staff shall be in writing, approved by the CAO, and included within the agenda.

Approval of By-laws

- 20.0 Council shall be informed by a listing of all by-laws being introduced and copies shall be included with the agenda.
- 20.1 All by-laws being placed before Council for consideration shall be introduced by means of a motion prior to discussion or debate.
- 20.2 Unless otherwise requested or separated, all By-laws proposed for adoption shall be passed in one single motion.
- 20.3 Every by-law passed by Council shall:
 - a) Be signed by the Mayor or Presiding Officer and the Clerk
 - b) Be sealed with the Corporate Seal of the Municipality; and
 - c) Shall indicate the date of passage.

Correspondence for Council's Direction

- 21.0 Correspondence under this heading shall be correspondence for which a policy decision of Council is required.
- 21.1 Council may request a report, recommendation or information from the appropriate Department Head, CAO, or Committee on correspondence of this nature.
- 21.2 Council may only endorse proclamations when a representative of the requesting agency, group or association appears before Council, either in person or by electronic

participation. Otherwise the request will be circulated for Council Members' information only.

Correspondence for Council's Information

- 22.0 Correspondence under this heading shall be correspondence for which no action of Council is required by Council at the time of meeting.
- 22.1 Such correspondence may be provided to Council in the form of a list describing the information. Any correspondence for which a report or additional information is to be received by Council shall be so noted.

Notices of Motion

- 23.0 Notice shall be given verbally or in writing at a previous Meeting of Council:
- a) to amend, repeal, or alter this by-law
 - b) to introduce any measure or change in the Council's established policy.
 - c) Any verbal Notice of Motion must be followed up with written notice to the Clerk no later than 5:00 p.m. on the Tuesday prior to the next Meeting, and may include any supporting information the Member feels is appropriate for Council's information.

Notice Provision

- 24.0 The Clerk shall provide the required notice, in accordance with Section 270 of The Municipal Act, 2001 in any or all of the following ways: website, fax, phone, email, Council agenda, regular mail, newspaper, publication, radio or television. Details of how the notice requirements will be satisfied will be contained in a Council By-law delegating authority for giving notice to the Clerk.

Other Business

- 25.0 Questions may be put to the Head of Council or through them to any Member of Council or Senior Staff, relating to any by-law, motion, or other matter connected with the business of Council, or the affairs of the Municipality.
- 25.1 Any Member of Council may inform the Council of any matter which they feel would be of interest to the Council, or the Municipality.
- 25.2 In the event that an item is brought before Council for consideration after the preparation of the agenda, at the discretion of the Head of Council or on a motion of the majority of the Members of Council participating, the matter may be considered by Council at the current meeting.

Confirmatory By-law

- 26.0 Prior to adjournment of each Meeting of Council, a by-law confirming the actions of Council during the Meeting shall be passed.

Matters Before Court

- 27.0 No person or Member of Council shall be permitted to address the Council or any Committee of Council in Public Meetings on any matter that is before any Court, Administrative Tribunal, or any Boards or Commissions for decision, unless said matter is referred to Council by said Court, Tribunal, Board or Commission.

PROCEDURES FOR COUNCIL MEETINGS:

Points of Order and Privilege

- 28.0 (a) The Presiding Officer shall preserve order and decide points of order and personal privilege, but an appeal lies to Council.

- (b) The Council if appealed to, shall decide the point without debate and its decision shall be final.

Duties of Presiding Officer

- 29.0 The Presiding Officer shall:
- a) open the Meeting by calling all Members to order
 - b) make such remarks as is fitting for the information or assistance of the Council
 - c) receive and submit in the proper manner, all motions presented by the Members of Council
 - d) put to a vote all questions which are regularly moved or seconded, or necessarily arise during the proceedings and announce the result
 - e) decline to put to vote motions which infringe on the rules of order
 - f) enforce on all occasions the observance of order and decorum among the Members and guests and if necessary, order the individual or group to vacate the Council Chamber (and disconnect from an electronic platform) should the disruptive behaviour persist
 - g) authenticate by their signature, when necessary, all by-laws, resolutions, and Minutes of Council
 - h) inform the Council, when necessary, or when referred to for the purpose, in a point of order or usage
 - i) select the Members who are to serve on Committees, when directed to do so, in a particular case, or when it is made a part of their general duty by rule of procedure
 - j) represent and support the Council, declaring its will and implicitly obeying its decisions on all matters
 - k) ensure that the decisions of Council are in conformity with the laws and by-laws governing the activities of Council
 - l) adjourn the Meeting when business is concluded
 - m) adjourn the Meeting, without question, in the case of grave disorder arising in the Council Chamber or electronic platform.
- 29.1 The Head of Council or the Presiding Officer except where disqualified to vote by reason of interest or otherwise, may vote with the other Members on all questions, and, except where otherwise expressly provided by this Act, any question on which there is an equality of votes shall be deemed to be negative.
- 29.2 If the Head of Council or Presiding Officer desires to leave the Chair for the purpose of taking part in the debate or otherwise, they shall call upon one of the Councillors to fill their place until they resume the Chair.

Petitions and Communications

- 30.0 Every communication, including a petition designed to be presented to Council shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one person and filed with the Clerk to be placed on the agenda for consideration. Submissions must be received by the Clerk not later than 5:00 p.m. on the Tuesday preceding the Council Meeting.

Rules of Conduct & Debate

- 31.0 Every Member desiring to speak shall be recognized by the Presiding Officer.
- 31.1 Every Member upon being recognized to speak shall address the Presiding Officer.
- 31.2 The number of times a Member speaks on any question shall not be limited unless the Presiding Officer determines that this exception shall no longer apply.
- 31.3 Despite paragraph 31.2 above, no Member shall speak more than once except to make an explanation until every Member who desires to speak has spoken.

- 31.4 No Member may disturb another, or the Council, staff, or guest by any disorderly conduct disconcerting to the speaker or the assembly.
- 31.5 Any Member called to order by the Presiding Officer shall immediately cease and desist, but then may rise, explain, and appeal to the Council. The Council, if appealed to, shall without debate decide on the case. If there is no appeal the decision of the Presiding Officer shall be final.
- 31.6 No Member shall reflect upon any vote of the Council except for the purpose of moving that such vote be rescinded. Any Member may ask that a vote be recounted, and a vote will be recounted once only.
- 31.7 No Member shall resist the rules of Council, or disobey the decision of the Presiding Officer, or of the Council on questions of order or practice or upon the interpretation of the rules of Council.
- 31.8 No Member shall physically leave a Meeting or disconnect electronically without first obtaining permission from the Presiding Officer.
- 31.9 No Member shall be permitted to retake their seat or reconnect electronically after being ordered to vacate, having committed a breach of any rule of the Council, until the next Meeting and without making an apology to Council.
- 31.10 No Member shall interrupt the Member who has the floor except to raise a point of order.

Motions & Rules of Debate

- 32.0 Any motion may be introduced without notice to Council if Council, without debate, agrees on a majority vote to dispense with notice.
- 32.1 All motions shall be formally seconded before the question can be put from the Presiding Officer or recorded in the Minutes.
- 32.2 A motion presented in Council shall be presented either in writing or orally, and shall be read or stated by the Presiding Officer prior to debate.
- 32.3 Rules for motions under consideration are attached hereto as Schedule "A".
- 32.4 A motion, once read or stated by the Presiding Officer, shall not be withdrawn without the consent of the majority of members participating.

Voting on Motions

- 33.0 If a motion under consideration contains distinct propositions, at the request of any Member, the vote upon each proposition shall be taken separately.
- 33.1 No Member shall speak to the question once finally put by the Presiding Officer, nor shall any other motion be introduced until after the vote is taken and the result declared.
- 33.2 No vote shall be taken by ballot or any other method of secret voting, and every vote so taken is of no effect.
- 33.3 When a vote is taken and a Member participating abstains from voting, the Member participating is deemed to have voted in the negative.
- 33.4 Council Members are not allowed to appoint another Member of Council to act as their proxy when they are absent.

Recorded Votes

- 34.0 The Clerk shall, if required by any Member participating, record the name and vote of every Member voting on any matter or question.

- 34.1 The Clerk shall record in the Minutes the name of any Councillor who is not present in the Chamber or connected electronically when such recorded vote is taken.
- 34.2 Where a vote is taken for any purpose and a Member requests immediately prior or immediately subsequent to the taking of the vote that the vote be recorded, each Member participating, except a Member who is disqualified from voting by any Act, shall announce their vote openly, and any failure to vote by a Member who is not disqualified shall be deemed to be a negative vote and the Clerk shall record each vote.

Reconsideration

- 35.0 a) After a motion is passed, or Report adopted, no motion for a reconsideration thereof shall be introduced unless it is moved and seconded by two Members from among those who voted with the majority that carried the main motion, or report, and that such motion is passed by majority vote of the entire Council,
- OR
- b) After a notice to introduce such motion, given by a Member at a previous Meeting, and such notice of motion appears on the agenda of the Meeting, at which it is to be considered, such motion to be passed by a majority vote of the entire Council.
- 35.1 No motion shall be reconsidered more than once nor shall a vote to reconsider be considered more than once.

Suspension of Rules of Council

- 36.0 No Standing Rules or Order of Council shall be suspended except by affirmative vote of a majority of the entire Council.

Unprovided Rules

- 37.0 In all unprovided cases in the proceedings of Council, Robert's Rules of Order, firstly, and Bourinot's Rules of Order, secondly, shall be used to provide guidance to Council and the Clerk.

CONDUCT OF MEMBERS AND OTHERS:

Maintaining Good Order

- 38.0 Unless otherwise authorized by the Presiding Officer, all Members, staff and guests shall address the Meeting through the Chair and only when recognized to do so.
- 38.1 No Member, deputation or delegation shall be permitted to address Council on any matter that is before any Court, Board or Tribunal for decision.
- 38.2 A Member, deputation or delegation shall not:
- (a) use offensive words or unparliamentary language in or against the Council or against any Member, Officer, staff or guest
 - (b) speak on any subject other than the subject in debate
 - (c) disturb another, or the Council, staff or guest by any disorderly conduct
 - (d) interrupt the speaker who has the floor except to raise a point of order
 - (e) disobey the rules of Council or a decision of the Presiding Officer or of the Council itself on questions of order or practice or upon the interpretation of the rules of the Council; and in case a Member persists in any such disobedience after having been called to order by the Presiding Officer, the Presiding officer may forthwith put the question without amendment, adjournment or debate –

“that such Member be ordered to leave their seat or be disconnected from an electronic platform for the duration of the Meeting of the Council”; provided that if the Member apologizes, they may, by vote of Council, be permitted to re-join the Meeting

- (f) leave the Council Chambers or disconnect electronically without the permission of the Chair or Presiding Officer

38.3 In all matters and under all circumstances, members shall be guided by and shall have regard to the *Municipal Conflict of Interest Act, R.S.O. 1990* as amended or re-enacted from time to time.

38.4 Attendees will submit all material for Council through the Clerk.

38.5 Attendees will ensure all personal digital devices are turned off or set to silent mode during a Meeting.

38.6 Attendees if using recording, broadcasting or streaming device will do so respectfully, and should the Presiding officer direct it, will move or cease to use recording, broadcasting, or streaming devices.

Confidential Information

39.0 All information, documentation or deliberations received, reviewed, or taken in a Closed Meeting must remain confidential.

39.1 No Member shall release or make public any information considered at a Closed Meeting, or discuss the content of such Meeting with persons other than Members of Council or relevant Senior Staff members without the authorization of Council.

39.2 Any Member who contravenes section 40 of this By-law shall be deemed not to be acting in the interest of, on behalf of, or within the authority of the Council of the Corporation.

Repeal of By-law

40.0 By-law 2015-033 is hereby repealed.

READ a first and second time this 8th day of December, 2020.

READ a third time and passed this 12th day of January, 2021.

Mayor Gregg Davidson

Clerk Larry Wheeler

SCHEDULE "A" TO BY-LAW NUMBER 2020-DRAFT

Rules for Motions Under Consideration:

1. When a motion is under consideration, no subsequent motion shall be received unless:
 - a) It is a motion to amend the motion under consideration, and a motion to amend:
 - i) is open to debate; and
 - ii) is to be dealt with by Council before a previous amendment or the main motion; and
 - iii) is subject to only one amendment at a time and must only be to the main question; and
 - v) is not a direct negative to the main motion.
 - b) It is a motion to refer the matter under consideration, and until decided;
 - i) is open to debate; and
 - ii) is amendable; and
 - iii) shall preclude amendment or debate of the preceding motion unless resolved in the negative.
 - c) It is a motion to defer the matter under consideration by, and a motion to defer;
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) applies to the main motion and any amendments thereto under debate at the time the motion to defer is made.
 - d) It is a motion to defer to a specific time the matter under consideration by; and a motion to defer to a specific time;
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) applies to the main motion and any amendments thereto under debate at the time the motion to defer is made.
 - e) It is a motion to adjourn, and a motion to adjourn:
 - i) is not open to debate; and
 - ii) is not subject to amendment; and
 - iii) shall always be in order, no other such motion shall be made unless some intermediate proceeding has taken place.
 - f) It is a motion to move the previous question, and a motion to move the previous question:
 - i) cannot be amended;
 - ii) cannot be proposed when there is an amendment under consideration;
 - iii) shall preclude all amendments to the main question;
 - iv) when resolved in the affirmative, the question is to be put immediately without debate or amendment;
 - v) when resolved in the negative, debate shall continue;
 - vi) cannot be received in any committee of Council;
 - vii) can only be moved using the following words "that the question be now put" and the question shall be put immediately;
 - viii) may be voted against by the mover and seconder.



DEPARTMENTAL REPORT

CAO/Clerks Department CL2020-27

To: Mayor Davidson and Council
Subject: Surplus Road - Unopened road allowance known as Elgin Street, Rothsay - between James St. N and Catherine St.
Meeting: Regular Council Meeting - 08 Dec 2020
Department: CAO/Clerks Department
Staff Contact: Larry Wheeler, Clerk

RECOMMENDATION:

[THAT Township of Mapleton Council receive Clerk's Report CL2020-27 dated December 8, 2020 regarding the unopened road allowance portion of 'Elgin Street' in Rothsay;](#)

AND FURTHER THAT Notice of the draft bylaw declaring the unopened road allowance 'Surplus' be given in accordance with the Disposal of Surplus Lands Policy;

AND FURTHER THAT the Mayor and Clerk be authorized to execute all ancillary documents pertaining to the sale / disposal of the specific street parcel.

BACKGROUND INFORMATION:

Two of three neighbouring property owners have made an initial approach to the Township to purchase the unopened road allowance 'Elgin Street' between James Street. N and Catherine Street. See Attachment 1 - Rothsay Street Map and Attachment 2 - Rothsay satellite
The landowners' motivation is to protect a private well and to protect a portion of the tree barrier between Rothsay and the neighbouring farmer. See Attachment 3 - tree barrier

PREVIOUS PERTINENT REPORTS:

n / a

DISCUSSION:

Mapleton's senior management team have no concerns with the proposed road surplus declaration and sale of the unopened road allowance.

CONSULTATION:

County Planner Linda Redmond has participated in the discussion and has no objections.

FINANCIAL IMPACT:

As per our Fees and Charges By-law Schedule 'F' Planning, there is a precursory non-refundable fee for 'Letter of Interest from resident to Clerk to purchase unopened road allowance'.

Additionally, should Council determine to proceed with the disposal of the surplus unopened road portion, the above By-law stipulates a \$5,000 deposit for 'Disposal of Surplus lands including roads.' From this deposit, a non-refundable \$500 administration fee is deducted, as are any future disbursements (planning, legal, surveying, advertising, etc.)

For Council's reassurance, a signed 'Application & Undertaking' form stipulating the above conditions is mandatory.

SUMMARY:

There would be zero negative financial implications associated with this proposed unopened road disposal, as all expenses are paid by the proponents.

Transferring ownership of the relevant land parcel in this instance concurs with generally desired outcomes of positive land planning in that the pertinent land area is minor in nature and is desirable for the appropriate development or end use of the lands.

STRATEGIC COMMUNICATION:

Municipal Infrastructure: The road allowance is unopened.

The Local Economy: n/a

Recreation: n/a

Municipal Administration: n/a

Financial Responsibility: Costs are borne by the landowner, not the Township. Marginal but additional residential land assessment is achieved.

ATTACHMENTS:

[Rothsay Street Map - yellow = surplus](#)

[Rothsay Street Map - aerial](#)

[Rothsay tree barrier](#)







THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2020-081

Being a by-law to amend By-law 2020-042, being a by-law to provide for rules and regulations for the care and control of cemeteries owned by the Township of Mapleton and repeal By-law Number 2010-053

WHEREAS the Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c.33 (the "Act"), which came into effect July 1st, 2012, regulates the operation of cemeteries in Ontario; and

WHEREAS a new by-law respecting the regulation and management of Township cemeteries is required to comply with the amendments to the Funeral, Burial and Cremation Services Act, 2002, S.O. 2002, c. 33 (the "Act") which came into effect in July 2012; and

WHEREAS effective January 16, 2016, responsibilities under the Funeral, Burial and Cremation Services Act, 2002 for licensing and enforcement of the Cemetery and Crematorium sectors in Ontario were transferred to the Bereavement Authority of Ontario (BAO); and

WHEREAS the Council of the Corporation of the Township of Mapleton deemed it desirable to enact a By-Law to regulate the operation, care and control of cemeteries, described as Drayton Cemetery (previously named St. Martin's Cemetery and Victoria Cemetery) located at 187 Wellington Street North, Drayton and Hollen Cemetery located at 8051 Hollen Road in the Township of Mapleton; and

WHEREAS the Bereavement Authority of Ontario deemed Township of Mapleton By-law Number 2020-042 "approved and filed effective: October 26, 2020." and

WHEREAS the Bereavement Authority of Ontario declared that despite their approval of Mapleton By-law 2020-042, a change "to the by-law was necessary to correspond with the Funeral, Burial and Cremations Services Act, 2002 (FBCSA)."

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MAPLETON ENACTS AS FOLLOWS:

1. That under the heading 'By-law Amendments' in the last sentence remove the words "**Cemeteries and Crematoriums Regulation Unit and**" as the CRU no longer exists.

READ a first, second and third time and finally passed this 8th day of December 2020.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2020-082

Being a By-law to assume certain
lands within the Township as a
public highway

NOW THEREFORE the Council of the Corporation of the Township of Mapleton (the "Township") hereby enacts as follows:

1. That the lands described as Block 39, Plan 61M157, are hereby confirmed as having been assumed by the Township as a highway for public use as part of a public highway known as Green Street.
2. That the lands described as Block 40, Plan 61M157, are hereby confirmed as having been assumed by the Township as a highway for public use as part of a public highway known as Maple Street.

READ a first, second and third time on Tuesday, December 8, 2020.

Mayor Gregg Davidson

Clerk Larry Wheeler

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2020-083

Being a By-law to amend By-law 2010-080, being a
Zoning By-law for the Township of Mapleton

Part Lots 20 & 21, Concession 2 (Peel)
ZBA 2020-012

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 By-law Number 2010-080, is hereby amended by adjusting the maximum floor area permitted under Section 6.14d and the maximum number of employees permitted under Section 6.14f on the map forming Schedule 'A', as it applies to Part Lots 20 & 21, Concession 2 (Peel), 7212 Third Line, as illustrated on Schedule 'A' attached to and forming part of this By-law.
2. That Site Specific Zoning Exception 31.110 be deleted and replaced with the following:

<p>31.110 Part Lots 20 & 21, Concession 2 (Peel), 7212 Third Line</p>	<p>Notwithstanding Section 6.14 d) of this By-law, a maximum floor area of 464.5 m² (5,000 ft²) for all buildings is permitted for an on farm diversified use which shall include but is not limited to; generator room, lunchroom, office, mechanical room, basement area and inside storage areas.</p> <p>Notwithstanding Section 6.14 f) of this By-law, a maximum of five (5) employees who are not permanent residents on the property shall be engaged in the Home Industry.</p>
--	--

3. That except as amended by this By-law, the subject lands, as shown on Schedule 'A' to this By-law, shall be subject to all other applicable regulations of By-law Number 2010-080, as amended.
4. 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, second and third time and passed this 8th day of December 2020.

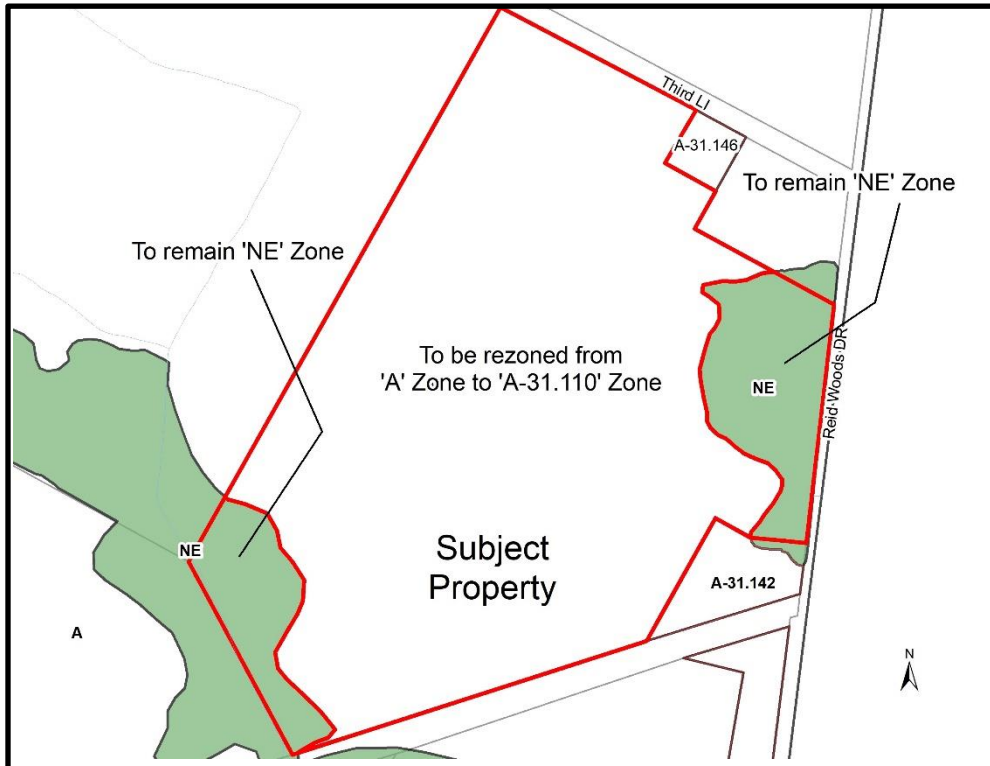
Mayor Gregg Davidson

Clerk Larry Wheeler

THE TOWNSHIP OF MAPLETON

BY-LAW NO 2020-083

Schedule 'A'



EXPLANATORY NOTE

BY-LAW NUMBER 2020-083

THE SUBJECT LAND is legally described as Part Lots 20 & 21, Concession 2 (Peel) with a civic address of 7212 Third Line (Figure 1). The property is approximately 32.15 ha (79.44 ac) in size and is zoned Site Specific Agriculture (A). The lands are currently occupied by a residence, a shed, a barn and the existing woodworking shop.

THE PURPOSE AND EFFECT of this amendment is to rezone the property to permit the expansion of a home industry by allowing a 232.3 m² (2,500 ft²) addition to the existing wood working/metal shop for a total area of 464.5 m² (5,000 ft²) and permit a maximum of five employees who are not permanent residents on the property.

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2020-084

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

Part Lot 12, Concession 10 E (Peel)
ZBA 2020-13

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 By-law Number 2010-080, as amended, is hereby further amended by rezoning Part Lot 12, Concession 10 E (Peel), with a municipal address of 7206 Sideroad 18, **from Agricultural (A) to Agricultural Exception (A-31.116)**, as is illustrated by Schedule 'A' attached to and forming part of this By-law.
2. That Section 31 of By-law Number 2010-080, as amended, is hereby further amended by adding a new section as follows:

A-31.116 In addition to the other uses permitted for this property, a temporary, second residential dwelling unit in the form of a garden suite as defined by this By-law is permitted, subject to the following regulations:

- i) The garden suite shall comply with the regulations of Section 6.12 of this by-law.
 - ii) That pursuant to Section 39(3) of the Planning Act, R.S.O. 1990, c.P.13 as amended, the garden suite is permitted until January 5, 2041.
3. That except as amended by this By-law, the subject lands shall be subject to all other applicable regulations of By-law Number 2010-080, as amended.
 4. 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.

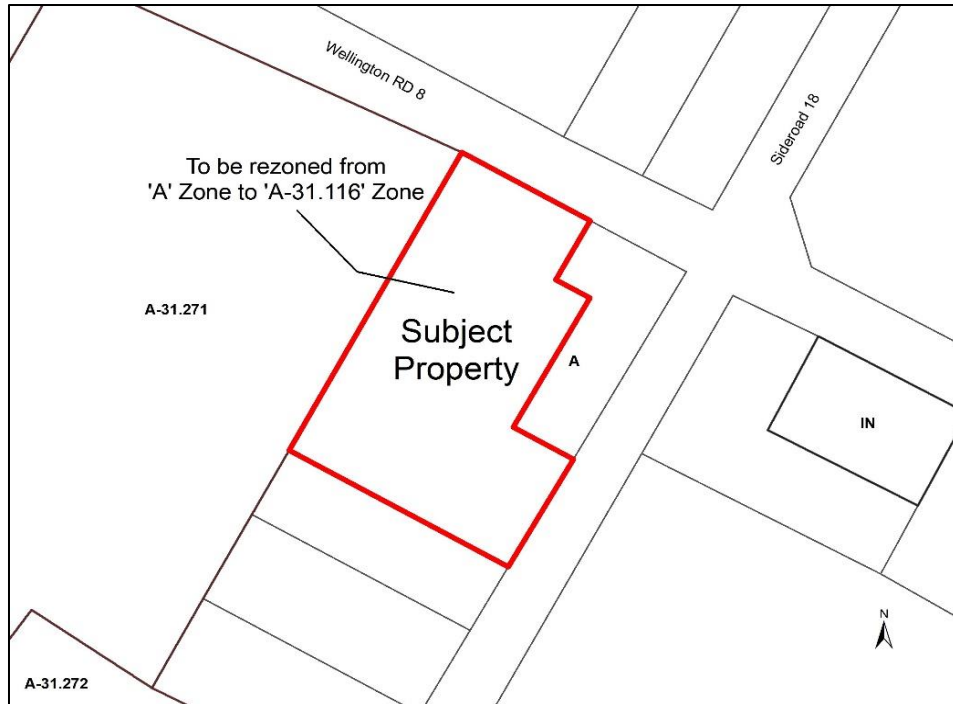
Mayor Gregg Davidson

Clerk Larry Wheeler

THE TOWNSHIP OF MAPLETON

BY-LAW NO 2020-084

Schedule 'A'



EXPLANATORY NOTE

BY-LAW NUMBER 2020-084

SUBJECT LAND

The subject property is legally described as Part Lot 12, Concession 10 E (Peel), with a civic address of 7206 Sideroad 18. The property is approximately 0.76 ha (1.87 ac) in size and is occupied by a residential dwelling and a garage.

PURPOSE AND EFFECT

The purpose and effect of the proposed amendment is to rezone the subject land from Agricultural (A) to Agricultural Exception (A-31.116) to permit a temporary residence (garden suite) for a period of 20 years in addition to the uses permitted in the Agricultural zone.

Township of Mapleton
2021 Calendar



January 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
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25	26	27	28	29	30	

May 2021						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
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13	14	15	16	17	18	19
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27	28	29	30			

July 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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18	19	20	21	22	23	24
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August 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

September 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
	1	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

December 2021						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- Regular Council 7pm
- Regular Council 1pm
- Special Council 7pm
- Council Conferences
- Committee of Adjustment
- Parks and Recreation Committee
- Economic Development Committee
- Statutory Holiday (Office Closed)

ROMA Jan 25-26, Virtual

OGRA Feb 22-25, Virtual

AMO AGM Aug 15-18, London

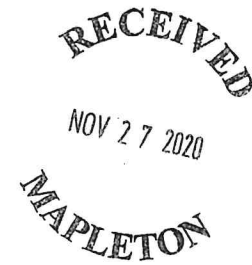


Randy Pettapiece, MPP
Perth-Wellington

Perth-Wellington Constituency Office
Stratford, Ontario

November 18, 2020

Hon. Vic Fedeli, MPP
Minister of Economic Development, Job Creation and Trade
College Park, 18th Floor
777 Bay St
Toronto ON M7A 1S5



Dear Minister,

Re: Support for SWODF application, Stubbe's Precast Commercial Ltd.'s Drayton Investment

Today I received a copy of the enclosed letter from Manny Baron, Chief Administrative Officer, Township of Mapleton. It concerns Stubbe's Precast Commercial Ltd.'s 93,000 square foot precast concrete manufacturing facility proposed for Drayton.

As Mr. Baron points out, this facility would represent one of the largest manufacturing facilities in the township, creating 60-70 jobs over the project period. Mr. Baron writes: "With a population of 10,527 this project will have very strong economic benefits for our community and the local and regional supply chain."

The Township of Mapleton supports this project. I understand that an application has been made to the Southwestern Ontario Development Fund (SWODF); Mr. Baron asks that SWODF reviewers will also support this project and the company's investing in our area.

I agree that we economic development projects of this nature are very important to us in rural Ontario, and that the province should do its part to support them. I would appreciate if you would examine the merits of this proposal as it moves forward in the process.

Thank you for your attention to this important matter.

Sincerely,

A handwritten signature in black ink that reads "Randy Pettapiece".

Randy Pettapiece, MPP
Perth-Wellington

c: Manny Baron, Chief Administrative Officer, Township of Mapleton
Larry Wheeler, Municipal Clerk, Township of Mapleton



November 18, 2020

Honourable Victor Fedeli
Minister of Economic Development, Job Creation & Trade
Ministry of Economic Development, Job Creation and Trade
18th Floor, 777 Bay St.
Toronto, ON M7A 1S5

Re: SWODF support for Stubbe's Precast Commercial Ltd.'s Drayton Investment

Dear Minister Fedeli,

I am writing to you today to express the Township of Mapleton's strong support for Stubbe's Precast Commercial Ltd.'s proposed investment in the rural community of Drayton, Ontario. Stubbe's is in the final stages of purchasing a 40 acre plot of undeveloped land and would build an approximately 93,000 square foot precast concrete manufacturing facility.

Manufacturing is one of the key industry sectors that the Township of Mapleton's Economic Development department seeks to attract. This would represent one of the largest manufacturing facilities in our Township. The proposed investment would create 60-70 jobs over the project period. With a population of 10,527 this project will have very strong economic benefits for our community and the local and regional supply chain.

Throughout the project planning and land acquisition phase, Stubbe's has worked closely with the Mapleton Economic Development department to help them succeed in their expansion plans. The Economic Development department has provided Stubbe's with a variety of business resources, aided in site location, facilitating development discussions related to permits, rezoning, road access, environmental assessments, and utility connections.

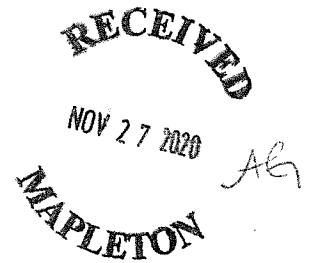
The Economic Development department recognizes that Stubbe's is making a roughly \$20 million investment in our municipality. We are in support of their application to the Southwestern Ontario Development Fund and believe that this investment is very deserving of SWODF support. The project will result in significant job creation in a rural community, generate economic benefits to local suppliers, enable Stubbe's to grow and leverage identified market opportunities in Ontario and beyond, and will support innovation. Stubbe's is proposing that the Drayton plant be the first in Ontario to produce 8ft. wide precast slabs, which will offer a competitive advantage and cost savings. Furthermore, the Drayton investment will also enable Stubbe's Harley plant to execute on a strategic diversification strategy to bring concrete rail tie manufacturing to Harley, Ontario from the United States.

The Township of Mapleton's Economic Development department strongly supports Stubbe's proposed investment in Drayton. We are hopeful that the SWODF reviewers will also support this project and aid Stubbe's in financing this large investment in Ontario. If I can be of any further assistance, please reach out. Thank you for your ongoing support in supporting businesses that are investing to grow in Ontario.

Respectfully,

Manny Baron
Chief Administrative Officer
Township of Mapleton

November 26, 2020



TO MAPLETON TOWNSHIP COUNCIL,

I am writing this letter on behalf of the Bethesda Community Cemetery Board of Trustees. My name is Pam Ellis and I am the Manager/Secretary/Treasurer of Bethesda Cemetery located on County Rd. 8, near Moorefield, ON.

We are a Community Cemetery that is operated by a volunteer Board of Trustees.

We read the article in the Community Newspaper concerning the price increase of cemetery plots in Drayton and Hollen Cemeteries. It stated that you needed to increase the price of plots so that more money would be directed into the Care and Maintenance Fund and then there would be enough money to look after the cemetery in the next 100 years. You did not want the cemetery to be a burden to the taxpayer.

Most people would not know what the Care and Maintenance Fund is or what it is for. While a cemetery is active, 40 percent of the price of a plot and 15 percent of the price of a niche in a Columbarium, when sold, is directed to this fund. Also monuments placed in a cemetery pay a care and maintenance fee of \$50 - \$250 depending on the size of the monument. The Care and Maintenance Fund is to be used to look after the maintenance of a cemetery after it is no longer active. That means there are no plots sold and no interments being done. However, the cemetery is allowed to use any money that this fund generates, over and above the principle towards the cemetery's upkeep.

I do not believe that any cemetery's Care and Maintenance Account was meant to fully cover cemetery expenses. The cemetery generates income by performing interments and using the remainder of the 60% of plot sales to pay expenses.

At Bethesda Cemetery, we have tried to keep our prices similar to the prices charged by Mapleton. This discourages Drayton residents from purchasing plots

in our cemetery because of a cheaper price. We want people to choose Bethesda Cemetery because that is where they want to be and not because of the price. We want to be a burial grounds for our local community. At present, we charge \$1,000 a plot. We do not want to raise our price to \$2,200 to match your price. That is too much of an increase and out of line with what other municipalities are charging in North Wellington.

I have had many calls from Drayton residents this week inquiring about our plot prices. One resident said that he could not afford to live in Mapleton Township because of the high property tax and now he cannot afford to die here. He was not joking! We need to work together to provide Mapleton residents with affordable burial options.

Cemeteries are an essential service. They are like parks and green space. I do not think maintaining them in the future will be a burden to the taxpayer. If operated properly, the cemetery should be self sufficient. Charging high prices for plots is not the way to obtain that goal.

There is never a good time to increase prices but especially now, with so many people struggling during this pandemic, raising prices for cemetery plots seems very insensitive and uncaring.

Sincerely,

Pam Ellis

I

From: Connie Walker <connietomwalker@gmail.com>

Date: November 29, 2020 at 6:39:14 PM EST

To: Gregg Davidson <gdauidson@mapleton.ca>

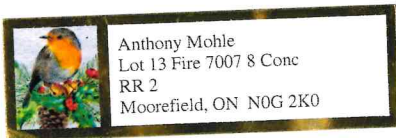
Subject: Cemetery fee increase

I am writing about the increase of fees for the burial of our loved ones in the Drayton and Hollen cemeteries. An increase of 173% for a single plot and 300% for a double is ridiculous. I agree with councilor Marlene Ottens about having a gradual increase, but not all at once. People will be going to other townships to bury their loved ones. Also perhaps Mr. John Morrison needs to get to know our township a little better as Hollen cemetery is located in the hamlet of Hollen and not Moorefield. He maybe needs to take a drive around Mapleton Township to get more knowledge of where he works and earns his paycheck from!

To the council of Mapleton

By reading the report concerning the increase the cost of burials I was wondering why so much it sounds more like a money grab

Tony Mohle



Township of Mapleton
7275 side road 16
Mapleton



From: peter.julian@parl.gc.ca

Date: November 26, 2020 at 5:58:30 PM EST

To: Gregg Davidson <[gdavidson@mapleton.ca](mailto:g davidson@mapleton.ca)>

Subject: Request regarding Bill C-213 The Canada Pharmacare Act

Mayor DAVIDSON, MAPLETON

Dear Mayor DAVIDSON,

We are writing to you today seeking the City Council of MAPLETON's formal endorsement of Bill C-213, the *Canada Pharmacare Act*.

Introduced in February 2020, [the *Canada Pharmacare Act*](#) is ground-breaking new federal legislation based on the recommendations of the Hoskins Advisory Council on the Implementation of National Pharmacare and modelled on the *Canada Health Act*.

The *Canada Pharmacare Act* specifies the conditions and criteria that provincial and territorial prescription drug insurance programs must meet to receive federal funding. This includes the core principles of public administration, comprehensiveness, universality, portability, and accessibility.

Universal public drug coverage has been recommended by commissions, committees, and advisory councils dating as far back as the 1940s. Immediately following the last election, the New Democratic Party of Canada began working to draft a legislative framework to enable the implementation of a universal, comprehensive and public pharmacare program. The *Canada Pharmacare Act* is the first piece of legislation introduced by the New Democrat Caucus in the current Parliament.

As you know, across Canada, people are making impossible choices every day because they cannot afford their prescription medications. Over the past year alone, one-in-four Canadians were forced to avoid filling or renewing a prescription due to cost or take measures to extend a prescription because they could not afford to keep the recommended dosage schedule.

Even those with private coverage are seeing their employer-sponsored benefits shrink – a trend that has accelerated due to the economic impacts of COVID-19. In fact, Canadians are twice as likely to have lost prescription drug coverage as to have gained it over the past year.

Simply put, universal public pharmacare will extend prescription drug coverage to every

single Canadian, while saving billions every year. The final report of the Hoskins Advisory Council found that, once fully implemented, universal public pharmacare will reduce annual system wide spending on prescription drugs by \$5 billion. Businesses and employees will see their prescription drug costs reduced by \$16.6 billion annually and families will see their out of pocket drug costs reduced by \$6.4 billion a year.

Although a recent study from Angus Reid Institute found near universal support for pharmacare among the Canadian public, powerful vested interests in the drug and insurance industries are lobbying to block this critical program in order to protect their profits.

Indeed, the *Canada Pharmacare Act* is reaching a crucial period in the legislative process. The first hour of debate on this bill took place in Parliament on November 18, 2020. The second hour of debate and the first vote will be held in February 2021. This legislation could be enacted by next spring, allowing millions of Canadians who are struggling to pay for medication to receive the support they desperately need.

That's why we need your help to secure the adoption of the *Canada Pharmacare Act* in Parliament. We are asking your City Council to join other municipalities across Canada to formally endorse Bill C-213. We will be publicizing this support nationally.

For more information on C-213 and to sign the e-petition, please visit our website: www.pharmacarec213.ca

Thank you very much for your consideration. Please feel free to contact us if you require further detail.

We look forward to hearing from you.

Sincerely,

Peter Julian, MP
New Westminster-Burnaby

Jenny Kwan, MP
Vancouver East

Don Davies, MP
Vancouver Kingsway

From: "Minister, MECP (MECP)" <Minister.MECP@ontario.ca>

Date: November 23, 2020 at 12:12:23 PM EST

Subject: Thank You - Provincial Day of Action on Litter & Waste Reduction Week

Good afternoon,

We would like to express our appreciation and gratitude to you and your organization for your support during Waste Reduction Week 2020, which took place between October 19th and 25th, 2020.

Throughout Waste Reduction Week we saw a number of organizations and individuals host successful, safe, small-scale cleanup events and promote safe cleanup participation to the public. We also saw an overwhelming amount of digital participation through Twitter, Facebook, Instagram and other social media platforms. The ministry's digital toolkit was downloaded over 300 times and we had a digital audience reach of over 3 million people – far exceeding our reach for the 2020 Day of Action on Litter campaign back in May!

We could not have seen this success without your support and participation. It was truly encouraging to see so many people across the province come together in support of creating a cleaner Ontario, both for today and for future generations.

We would like to remind you that the 2021 Day of Action on Litter will be taking place on May 11, 2021. We are asking all of our partners to start thinking about how they may be able to host a cleanup on or around May 11 to recognize the 2021 Day of Action, or potentially shift other cleanups planned for the spring to May 11 to contribute to this provincial initiative.

We look forward to working with you again in the new year in preparation for the 2021 Provincial Day of Action on Litter. In the meantime, if you have any questions, please email actONLitter@ontario.ca.

Thank you again for your support.

Jeff Yurek
Minister of the Environment, Conservation and Parks

Andrea Khanjin
Parliamentary Assistant to the Minister of the Environment, Conservation and Parks

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la
Protection de la nature et des Parcs



Environmental Assessment and
Permissions Branch

Direction des évaluations et
des permissions environnementales

2nd Floor
40 St. Clair Avenue W
Toronto ON M4V 1M2
Tel.: 416 314-8001
Fax.: 416 314-1037
Toll-free: 1 888 999-1035

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40, avenue St. Clair Ouest
Toronto ON M4V 1M2
Tél. : 416 314-8001
Télééc. : 416 314-1037
Sans frais : 1 888 999-1035

November 13, 2020

The Corporation of the Township of Mapleton
7275 Sideroad 16, P.O. Box 160
Mapleton, ON L0L 2J0

Dear Sam:

Re: Acceptance of Operational Plan for Drayton Drinking Water System

This letter is to inform you that the Operational Plan identified below for Drayton Drinking Water System meets the requirements of the Director's Directions - Minimum Requirements for Operational Plans made under the *Safe Drinking Water Act, 2002* (SDWA) and has been accepted.

Number	Operational Plan Name	Date
105-401	The Corporation of the Township of Mapleton Operational Plan For the Township of Mapleton Drinking Water Systems (Multi-Facility)	August 2018

If you should have any questions, please contact Ghassan Ghali, P.Eng. at (437) 778-4312.

Sincerely,

A handwritten signature in black ink that reads "Aziz Ahmed". The signature is written in a cursive style and is underlined with a single horizontal line.

Aziz Ahmed, P.Eng.
Director, Part V, SDWA

c: Drinking Water Supervisor, MECP Guelph



DRINKING WATER WORKS PERMIT

Permit Number: 105-201
Issue Number: 5

Pursuant to the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, I hereby issue this drinking water works permit under Part V of the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32 to:

The Corporation of the Township of Mapleton

7275 Sideroad 16
P.O. Box 160
Drayton ON
N0G 1P0

For the following municipal residential drinking water system:

Drayton Drinking Water System

This drinking water works permit includes the following:

Schedule	Description
Schedule A	Drinking Water System Description
Schedule B	General
Schedule C	All documents issued as Schedule C to this drinking water works permit which authorize alterations to the drinking water system
Schedule D	Process Flow Diagrams

Upon the effective date of this drinking water works permit # 105-201, all previously issued versions of permit # 105-201 are revoked and replaced by this permit.

DATED at TORONTO this 13th day of November, 2020

Signature

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act, 2002*



MUNICIPAL DRINKING WATER LICENCE

Licence Number: 105-101

Issue Number: 3

Pursuant to the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, I hereby issue this municipal drinking water licence under Part V of the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32 to:

The Corporation of the Township of Mapleton

7275 Sideroad 16
P.O. Box 160
Drayton ON N0G 1P0

For the following municipal residential drinking water system:

Drayton Drinking Water System

This municipal drinking water licence includes the following:

Schedule	Description
Schedule A	Drinking Water System Information
Schedule B	General Conditions
Schedule C	System-Specific Conditions
Schedule D	Conditions for Relief from Regulatory Requirements
Schedule E	Pathogen Log Removal/Inactivation Credits

Upon the effective date of this drinking water licence # 105-101, all previously issued versions of licence # 105-101 are revoked and replaced by this licence.

DATED at TORONTO this 13th day of November, 2020

Signature

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act, 2002*

Ministry of the Environment,
Conservation and Parks

Ministère de l'Environnement, de la
Protection de la nature et des Parcs



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Sans frais : 1 888 999-1035

November 13, 2020

The Corporation of the Township of Mapleton
7275 Sideroad 16, P.O. Box 160
Mapleton, ON L0L 2J0

Dear Sam:

Re: Acceptance of Operational Plan for Moorefield Drinking Water System

This letter is to inform you that the Operational Plan identified below for Moorefield Drinking Water System meets the requirements of the Director's Directions - Minimum Requirements for Operational Plans made under the *Safe Drinking Water Act, 2002* (SDWA) and has been accepted.

Number	Operational Plan Name	Date
105-401	The Corporation of the Township of Mapleton Operational Plan For the Township of Mapleton Drinking Water Systems (Multi-Facility)	August 2018

If you should have any questions, please contact Ghassan Ghali, P.Eng. at (437) 778-4312.

Sincerely,

A handwritten signature in black ink that reads "Aziz Ahmed". The signature is written in a cursive style and is underlined with a single horizontal stroke.

Aziz Ahmed, P.Eng.
Director, Part V, SDWA

c: Drinking Water Supervisor, MECP Guelph



DRINKING WATER WORKS PERMIT

Permit Number: 105-202

Issue Number: 4

Pursuant to the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, I hereby issue this drinking water works permit under Part V of the *Safe Drinking Water Act, 2002*, S.O. 2002, c. 32 to:

The Corporation of the Township of Mapleton

7275 Sideroad 16
P.O. Box 160
Drayton ON, N0G 1P0

For the following municipal residential drinking water system:

Moorefield Drinking Water System

This drinking water works permit includes the following:

Schedule	Description
Schedule A	Drinking Water System Description
Schedule B	General
Schedule C	All documents issued as Schedule C to this drinking water works permit which authorize alterations to the drinking water system
Schedule D	Process Flow Diagrams

Upon the effective date of this drinking water works permit # 105-202, all previously issued versions of permit # 105-202 are revoked and replaced by this permit.

DATED at TORONTO this 13th day of November, 2020

Signature

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act, 2002*



MUNICIPAL DRINKING WATER LICENCE

Licence Number: 105-102

Issue Number: 3

Pursuant to the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32, and the regulations made thereunder and subject to the limitations thereof, I hereby issue this municipal drinking water licence under Part V of the *Safe Drinking Water Act*, 2002, S.O. 2002, c. 32 to:

The Corporation of the Township of Mapleton

7275 Sideroad 16
P.O. Box 160
Drayton ON, N0G 1P0

For the following municipal residential drinking water system:

Moorefield Drinking Water System

This municipal drinking water licence includes the following:

Schedule	Description
Schedule A	Drinking Water System Information
Schedule B	General Conditions
Schedule C	System-Specific Conditions
Schedule D	Conditions for Relief from Regulatory Requirements
Schedule E	Pathogen Log Removal/Inactivation Credits

Upon the effective date of this drinking water licence # 105-102, all previously issued versions of licence # 105-102 are revoked and replaced by this licence.

DATED at TORONTO this 13th day of November, 2020

Signature

Aziz Ahmed, P.Eng.
Director
Part V, *Safe Drinking Water Act*, 2002

General Membership Meeting #7-20

September 16, 2020

Member's Present: David Turton, Matt Duncan, Roger Watt, Alison Lobb, Ed McGugan, Kevin Freiburger, Anita van Hittersum, Megan Gibson, Cheryl Matheson, Alvin McLellan, Erinn Lawrie

Staff Present: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Jayne Thompson, Communications Coordinator

1. Call to Order

Chair Dave Turton welcomed everyone and called the meeting to order at 7:00 pm.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #6-20 held on June 17, 2020 have been circulated for information and approval. The Members agreed with the minutes and the following motion was made.

Motion FA #66-20

Moved by: Megan Gibson

Seconded by: Alison Lobb

That the minutes from the General Membership meeting #6-20 of June 17, 2020 be approved.

(carried)



4. Review of Results of Governance Survey: Report #38-2020

Following the presentation of Report #38-2020, discussion took place around the importance of informing the public through education, social media and MVCA's website.

The Member's also provided feedback to staff to further develop the questions in the survey for the next governance review.

This motion followed.

Motion FA #67-20

Moved by: Ed McGugan

Seconded by: Alvin McLellan

That Report #38-2020 be accepted as presented.

(carried)

5. Presentation: 2020 Work Plan Update: Report #39-2020

Report #39-2020 was presented and this motion followed.

Motion FA #68-20

Moved by: Alison Lobb

Seconded by: Matt Duncan

That the work plan progress Report #39-2020 be accepted as presented.

(carried)

6. Business Requiring Direction and Decision

a) Federal Funding Program: Resilience Stream- MVCA Priorities: Report #40-2020

Following the presentation of Report #40-2020, the Member's agreed that all of the projects that meet the criteria should be included in any funding submission.

This motion followed.

Motion FA #69-20

Moved by: Matt Duncan

Seconded by: Megan Gibson

That MVCA apply for any funding opportunities for the projects outlined in Report #40-2020 that meet the eligibility criteria set by the Provincial Government for the Resilience Stream of the Investing in Canada Infrastructure Program.

(carried)

7. Reports

At this time, Chair Turton on behalf of the membership said thank you to the GM and staff for the guidance and all the work that has been accomplished at MVCA.

8. Consent Agenda

The following items were circulated to the Member's for their information.

- a) 2020 Budget Update: Report #41-2020
- b) Revenue – Expenditure Report for June, July and August: Report #42-2020
- c) Agreements Signed: Report #43-2020
- d) Correspondence received for information: Letter from the Municipality of Huron East Re: Brussels Mill

The following motion was made.

Motion FA #70-20

Moved by: Alvin McLellan

Seconded by: Kevin Freiburger

That reports #41-20 through #43-20 along with their respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

9. Review of Meeting Objectives, Follow-up Actions, Next meeting:

Chair Turton reviewed the meeting objectives and announced that they have been met.

The next meeting of the membership will take place on October 21, 2020 at 7:00pm

10. Adjournment

The meeting adjourned at 8 pm with this motion.

Motion FA #71-20

Moved by: Megan Gibson

That the general membership meeting be adjourned.

(carried)



Dave Turton
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator

General Membership Meeting #8-2020

October 21, 2020

Member's Present: David Turton, Roger Watt, Alison Lobb, Ed McGugan, Kevin Freiburger, Megan Gibson, Cheryl Matheson, Alvin McLellan

Absent With Regrets: Anita van Hittersum, Matt Duncan, Erinn Lawrie

Staff Present: Phil Beard, General Manager/Secretary-Treasurer
Danielle Livingston, Administrative/Financial Services Coordinator
Jayne Thompson, Communications Coordinator
Stewart Lockie, Conservation Areas Coordinator
Stephen Jackson, Flood/Erosion Safety Coordinator
Chris Van Esbroeck, Stewardship Services Coordinator

Community Attendees:

1. Call to Order

Chair Dave Turton called the meeting to order at 7:00 pm and outlined the meeting objectives.

2. Declaration of Pecuniary Interest

There were no pecuniary interests at this time.

3. Minutes

The minutes from the Maitland Valley Conservation Authority (MVCA) General Membership Meeting #7-20 held on September 16, 2020 have been circulated for information and approval. The Members agreed with the minutes and the following motion was made.

Motion FA #72-20

Moved by: Alison Lobb

Seconded by: Alvin McLellan

That the minutes from the General Membership meeting #7-20 of September 16, 2020 be approved.

(carried)



4. **Presentation: Healthy Watersheds-Healthy People and Wildlife:**

Dr. Justina Ray, President and Chief Scientist for the Wildlife Conservation Society of Canada made a presentation to the Members outlining the connections between a healthy watershed and healthy people and wildlife. Dr. Ray also identified the need for a One Health approach to be developed and that conservation authorities should consider leading the development of this approach at the watershed level. Dr. Ray further advised that she is willing to help conservation authorities develop the One Health Initiative across Ontario.

The GM-ST outlined how MVCA plans to follow up on the development of a One Health Initiative in the watersheds in our jurisdiction. MVCA is a member of Health Lake Huron (HLH). The HLH steering committee is comprised of all the agencies and levels of government who would be needed to develop and implement a One Health initiative. Staff will follow up with the steering committee for HLH to determine if they would be interested in investigating the One Health initiative. Staff will also contact Conservation Ontario to incorporate a discussion of One Health as part of their Strategic Planning process.

5. **Business Requiring Direction and Decision**

- a) 2021-2023 Work Plan and Budget Forecast: **Report #44A-20** and **Report #44B-20**

Report #44A-20 and 44B-20 were presented and these motions followed.

Motion FA #73-20

Moved by: Alison Lobb

Seconded by: Alvin McLellan

That the 2021-2023 work plan and budget forecast be accepted for planning purposes; **And that** the 2021 draft budget and work plan be developed based upon this forecast.

(carried)

Motion FA #74-20

Moved by: Kevin Freiburger

Seconded by: Megan Gibson

That the 2021 draft budget for authority funded projects be presented at the November meeting for review and direction; **And that** the draft 2021 budget and work plan be presented to the Members at the December meeting for review and direction; **And that** staff prepare a draft levy schedule with a \$58,000 increase in 2021 for further review and direction by the membership.

- b) Conservation Ontario Council Meeting: Strategic Planning Priorities: **Report #45-20**

Report #45 was presented and this motion followed.

Motion FA #75-20

Moved by: Ed McGugan

Seconded by: Kevin Freiburger

That MVCA update and recirculate the letter of February 2016 as outlined in Report #45-20 to Conservation Ontario and all Conservation Authorities in the province.

(carried)

c) Celebrating MVCA's 70th Anniversary in 2021: **Report #46-20** (attached)

Report #46 was presented and the following motions were made.

Motion FA #76-20

Moved by: Alison Lobb

That MVCA proceed with planning anniversary celebrations for FRCA and MVCA based upon the activities outlined in Report #46-20

The motion was not seconded, therefore didn't carry.

Motion FA #77-20

Moved by: Ed McGugan

Seconded by: Kevin Freiburger

That staff begin tentative planning for celebrating the FRCA 50+1 anniversary in 2021 based upon the activities outlined in Report #46-20; **And that** MVCA incorporate messaging of 70 years of operation into social media releases when possible; **And that** celebrations for the MVCA anniversary be postponed to commemorate 75 years in 2026.

(carried)

6. Reports

a) Chairs Report

Chair Turton reported that he and the GM-ST attended the Conservation Ontario meeting on September 28, 2020.

7. Consent Agenda

The following items were circulated to the Member's for their information.

- a) Revenue – Expenditure Report for September: Report #47-20
- b) Correspondence received for information: Article from The Globe and Mail on "Climate change threatens Canada's dams"

The following motion was made.

Motion FA #78-20

Moved by: Megan Gibson

Seconded by: Roger Watt

THAT report #47-20 along with the respective recommended motions and correspondence as outlined in the Consent Agenda be accepted as presented.

(carried)

8. Review of Meeting Objectives, Follow-up Actions, Next meeting:

Chair Turton reviewed the meeting objectives and announced that they have been met.

The next meeting of the membership will take place on November 18, 2020 at 7:00pm.

9. Adjournment

The meeting adjourned at 8:53 pm with this motion.

Motion FA #79-20

Moved by: Alison Lobb

Seconded by: Megan Gibson

That the general membership meeting be adjourned.

(carried)



Dave Turton
Chair



Danielle Livingston
Administrative/Financial
Services Coordinator



CANCELLED DECEMBER MEETINGS

ECONOMIC DEVELOPMENT COMMITTEE - Dec 7, 2020

COMMITTEE OF ADJUSTMENT - Dec 9, 2020

PARKS & RECREATION COMMITTEE – Dec 17, 2020

TAKE NOTICE that the Township of Mapleton has cancelled the above three Committee Meetings, all originally scheduled during December 2020.

Larry Wheeler
Municipal Clerk
Township of Mapleton



COMMUNITY BUDGET WORKSHOP

JOIN THE CONVERSATION

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

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

Tuesday, December 15 @ 7:00 p.m.

The Mayor and Councillors of the Township of Mapleton invite the residents of Mapleton to *“have their say”* specifically regarding:

- 2020-2021 Budget
- 2021 Fees & Charges

The public is encouraged to watch or participate in this virtual meeting.

To view the agenda, please visit: www.mapleton.ca

To receive a personal Zoom invite or an emailed copy of the full agenda package, please reach out through the contact points below.

Larry Wheeler
Municipal Clerk
lwheeler@mapleton.ca
519 638 3313 Ext. 045

TOWNSHIP OF MAPLETON COUNCIL TRACKING SHEET

FOR DECEMBER 8, 2020 COUNCIL MEETING

Subject for Action	Department	Comments
Wastewater Capacity (long term & short term)	CAO & DPW	Planning with CIMA continues, they are creating an action plan and will meet with Mapleton Senior Management team shortly.
Council Video Recording	CAO & CLK	Camera has been installed, will begin to record our council meetings once the pandemic is over.
Modernization Grant	CAO	Phase 2 of the grant was the joint submission for IT services. Glad to report we received 5 submissions. Scoring of the submissions were done on March 5. *project is on hold until pandemic is over*
Concession 3	DPW	Working with the County of Wellington to assess current state of road conditions and develop of a repair plan to keep the road at a safe useable condition for 2020. A site meeting has been arranged with County Staff for the week of May 11, 2020. The 2020 Road Study will re-evaluate its priority for rehabilitation/reconstruction and will update the 2021 and beyond Capital Budget Forecast.

THE CORPORATION OF THE TOWNSHIP OF MAPLETON

BY-LAW NUMBER 2020-085

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 held on Tuesday, December 8, 2020, 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, December 8, 2020.

Mayor Gregg Davidson

Clerk Larry Wheeler