



The Township of Amaranth Council Meeting Minutes

Wednesday, May 7, 2025, 6:00 p.m.
Council Chambers

Council Present: Mayor, C. Gerrits
Deputy Mayor, G. Little
Councillor, S. Graham
Councillor, B. Metzger
Councillor, A. Stirk

Staff Present: Deputy Clerk, H. Boardman
Treasurer, S. VanGerven
Roads Superintendent, K. Watson
Consulting Township Planner, V. Schmidt

The Township of Amaranth Council held a regular meeting on Wednesday May 7,
commencing at 6:00 p.m.

1. Call To Order

The Deputy Clerk determined quorum was obtained and the meeting was able to proceed.

Mayor Gerrits called the Meeting to Order at 6:00 p.m.

2. Land Acknowledgement

The Mayor read the Land Acknowledgement declaration that was provided in the agenda.

3. Approval of Agenda

Resolution #: 1

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council do hereby approve the agenda as amended.

CARRIED

4. Disclosure of Pecuniary Interest and General Nature Thereof

Council was reminded that they could declare a conflict at any time during the meeting should one arise.

5. Approval of Minutes

5.1 Regular Meeting of Council Minutes held April 16, 2025

Resolution #: 2

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council do hereby adopt the minutes of the Regular Meeting of Council held on April 16, 2025 as circulated.

CARRIED

6. Open Forum

The Deputy Clerk read the following letter to form part of the meeting minutes.

6.1 Application for Secondary Residence By-law Amendment Fee

Hi Chris,

My name is Erin Maltais and I am writing this email in hopes to resolve a recent issue my husband and I have had with an application we have been working on with the township. We recently took ownership of just over 10 acres of land on 8th Line in Amaranth, just south of 20th Sideroad.

Andrew and I submitted an Application for a Zoning By-law Amendment earlier this year and attended a township meeting on February 19th regarding this application. At this time, our plan was to build a home for ourselves, as well as a small separate dwelling for my mom. After working with our designer and mortgage broker, we decided to amalgamate the two homes, as our budget simply wouldn't allow for two separate buildings.

After coming to this conclusion, we contacted Valerie, the Consulting Township Planner, who had assisted us at various points with planning, and told her that since we were amalgamating the homes, we no longer needed the approval for a secondary dwelling, and therefore, wanted to withdraw our application. She did not advise us otherwise.

It wasn't until Andrew was looking into and submitting an application for an entrance permit to build our driveway that Tammy Burrell brought to our attention that we would, in fact, still need to have submitted an Application for a Zoning By-law Amendment. After looking into this further, it was determined that not only would we have to re-apply, we would also have to pay the application fee of \$1750 a second time.

We are very much aware that Valerie is not our personal planner and we respect this. We do feel, however, that some sort of information should have been provided to us with regards to which homes require approval of a secondary dwelling and which do not prior to the withdrawal of our initial application. On top of this delaying us in moving forward with applying for building permits and beginning our build, it also means that we have now had to take ANOTHER \$1750 off of our budget, a fee that we don't feel we should be charged for and incur twice.

We ask you to please consider waiving this second fee. We did speak with a few people at the township office regarding this matter when we were there on Monday, however, we were told that we would have to discuss it with the mayor and councillors.

If you need any further information, we are happy to provide it.

With thanks,

Erin Maltais and Andrew Welk

Council discussed this matter under item 10.4.

6.2 Other

Resident Bob Currie was present at the meeting to discuss the Pullen Well.

7. Delegations/Presentations (pre-registered)

7.1 Amaranth Steering Committee - Draft LEAR Report

Pierre Chauvin from MHBC Planning was at the meeting to present the final Land Evaluation and Area Review (LEAR) report to Council. Council discussed the report as presented.

Residents were in attendance to ask questions regarding regulated conservation areas, zoning designations and soil evaluation data.

Council advised that the LEAR study information will be considered when the Official Plan is reviewed and residents will be able to provide comments during the public meeting process.

Resolution #: 3

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council receive the final report on the Land Evaluation and Area Review as prepared by MHBC Planning Ltd.

CARRIED

8. Public Meetings (Statutory and Non-Statutory)

Resolution #: 4

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council now hold a Public Meeting under the *Planning Act* regarding the following:

Z03-2025 - Wilson 473325 County Road 11

Z05-2025 - Welk Concession 8 East Part Lot 20 no municipal address assigned

CARRIED

8.1 Report to Council 2025-038

Planning report for Zoning By-Law Amendment Z03-2025 Wilson 473325 County Road 11

The Deputy Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the

Zoning By-law Amendment is to permit a secondary dwelling unit within the existing dwelling on the property.

The Consulting Township Planner reviewed the report and advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report.

The owner/applicant, Don Wilson, was present at the meeting for questions and comments. The owner advised there will be no additional units proposed on the property and the application is to make the existing basement unit legal.

Resident, Scott Persall, was present at the meeting to inquire how many units total are proposed on the property.

No other comments were received from the public at the meeting.

8.2 Report to Council 2025-039

Planning report for Zoning By-Law Amendment Z05-2025 Welk Lot 20 Parcel B East Part Concession 8

The Deputy Clerk read the regulations and advised that notice has been provided in accordance with the *Planning Act*. The Consulting Township Planner reviewed the report and advised the purpose and effect of the Zoning By-law Amendment is to permit an attached secondary dwelling unit within the proposed dwelling on the property.

The Consulting Township Planner reviewed the report and advised that not all comments were received from the circulated agencies at the time of writing the report. All other comments were noted in the report.

Mississaugas of the Credit First Nation has commented that a Stage 1 Archaeological Assessment may be required. The Consulting Township Planner will go through the ministry checklist to see if the assessment would be required.

The applicants were not present at the meeting for questions and comments.

No other comments were received from the public at the meeting.

8.3 Adjourn the Public Meeting

Resolution #: 5

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Council do now adjourn the Public Meeting held under the *Planning Act* and resume regular business.

CARRIED

9. Unfinished Business Matters Arising from Minutes/Matters Arising from Delegations

The following items were received and/or dealt with:

9.1 Shelburne Public Library

Correspondence regarding Agreement

Council discussed the letter that was received regarding the library agreement. Council discussed capital and operating expenses.

10. Building and Planning Department

The following items were received and/or dealt with:

10.1 Issued Building Permits

March and April 2025 Cloudpermit

10.2 Township of East Garafraxa

Circulation Notice SPA2-25 for 065413 Dufferin County Road 3

10.3 Amended Site Plan Agreement

Final Draft (Earthbeat Festival and One-Day Events)

The Deputy Clerk advised the agreement was provided for information and that the agreement has already been executed by the CAO/Clerk and the property owners.

Julie Baumlisberger was at the meeting to provide information on the amendments to the original agreement that will permit extra annual events.

10.4 Other

Council discussed the letter received in open forum to request a refund of fees for the Welk Zoning By-Law application. The Deputy Clerk advised that there is an outstanding balance from the original application. Council was not in favour of waiving the fees or deposit on the new application.

11. Roads and Public Works Department

The following items were received and/or dealt with:

11.1 Report to Council 2025-040

Drain Maintenance Report Work

11.2 Other

Council wished to recognize the efforts of the Roads department on the road network during the spring and recent ice storm.

12. Treasury Department

The following items were received and/or dealt with:

12.1 Report to Council 2025-037

2026 Budget Timeline

12.2 Other

The Treasurer reviewed available credit/debit card payment options provided by Central Square. Council agreed with utilizing the payment option that would not incur any extra costs to the Township except for the annual administration fee.

13. County and County Council Business

The following items were received and/or dealt with:

13.1 BetterHomes Dufferin Local Improvement Charge

Sara MacRae from the County of Dufferin and Rebecca Danard from Clean Air Partnership were at the meeting to discuss the BetterHomes Dufferin project with Council.

The Treasurer advised that the Township would collect the loan payments and remit to the County of Dufferin. Unpaid loan payments would be added to the property tax account for collection and would incur penalties and interest accordingly.

Resolution #: 6

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council receives Report – BetterHomes Dufferin project,

And Further That Council agrees to participate in this project and directs staff to prepare and present the Local Improvements Authorization By-law for Passing,

And Further That Council requests the County to cover the administration costs of all lower tier municipalities,

And Further That this resolution be sent to Dufferin County and all lower tier municipalities in Dufferin County.

CARRIED

13.2 Media Release

Plug'n Drive and Dufferin County Bring EV Test Drives to Orangeville, ON

13.3 Council Highlights

April 24, 2025

13.4 Other

Nothing at this time.

14. Committee Reports

The following items were received and/or dealt with:

14.1 South West Dufferin Police Service Board

Adopted Minutes November 28, 2024

14.2 Grand Valley and District Fire Board

February 19 and March 26, 2025 Minutes

14.3 Grand Valley and District Community Centre Board

March 10, 2025 Minutes

14.4 Grand River Conservation Authority

Summary of the General Membership Meeting – April 25, 2025

14.5 NVCA Media Release

NVCA reports strong financial management and ongoing service improvements

14.6 Grand Valley & District Library Board

Verbal Discussion

Council discussed participation on the library board.

14.7 Other

Nothing at this time.

15. General Business and Correspondence Consent Agenda

The following items were received and/or dealt with:

15.1 AMO

Policy Update – [AMO responds to the Speech from the Throne and launches health sector survey](#), Watchfile - [April 17, 2025](#), [Rural Healthy Democracy Forum Program Highlight](#), [Municipal Trade and Tariff Forum Update](#), Policy Update – [Spring Policy Priorities](#), Watchfile - [April 24, 2025](#), AMO 2025: [Program Insights](#), Watchfile - [May 1, 2025](#), Policy Update - [Ontario Introduces Bill 5 and Re-Introduces Homelessness Encampments Bill](#), [New Report on Tariffs Impacting Municipal Construction Costs](#)

Policy: Ontario investing \$175 million to launch the Health and Safety Water Stream (HSWS) – Webinar

Strategic Leadership Workshops

Education: Planning for People in Your Community - Unlocking Opportunity through Understanding Human Rights Requirements in Municipal Planning

15.2 Ontario News

[Ontario Taking Action to Strengthen Local Governance](#), [Ontario Unleashing Economic Potential of Critical Mineral and Resource Development](#), [Ontario Taking Action to Protect Parks and Public Spaces](#)

15.3 Western Ontario Wardens' Caucus April 2025 Newsletter

15.4 April ROMA Board Update: News on Infrastructure, Healthcare and Tariffs

15.5 MPAC

2024 Annual Report, [April 2025 - InTouch](#)

15.6 Dufferin Business Monthly: May 2025

15.7 Mulmur Endorsement: Ontario Salt Pollution Coalition

15.8 OMAFA Correspondence RE: Agricultural System

15.9 City of Richmond Hill Resolution

Councillor Cilevitz - Provincial regulations needed to restrict keeping of non-native ("exotic") wild animals

15.10 Hope Air's 2024 Impact Report: A Review of Hope Air's Impact on Canadians Last Year

15.11 Other

Nothing at this time.

16. Added Items (Late Submissions)

An item was added to the agenda under 19.0 which was distributed and published prior to the meeting.

17. New Business

17.1 Donation Request – Optimist Club

Resolution #: 7

Moved by: A. Stirk

Seconded by: B. Metzger

BE IT REOLVED THAT:

Council do hereby approve a donation of \$250.00 for a Bronze sponsorship to the Orangeville Optimist Club for the Annual Christmas in the Park event.

CARRIED

17.2 Principles Integrity - Amaranth Periodic Report

17.3 Purolator Tackle Hunger 2025

Staff will circulate the information on the Township's social media platform.

17.4 Other

Council advised that resident Michael Niedzweicki was accepted to the rotary exchange program and that a fundraiser is being held to help raise money to offset the costs.

18. Notice of Motions

None for this meeting.

19. Closed Meeting

A break was taken from 8:31 p.m. to 8:36 p.m. after entering the closed meeting.

Resolution #: 8

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Council move to a Closed Meeting pursuant to Section 239 of the Municipal Act, 2001, as amended for the following reason(s):

Labour relations or employee negotiations - Staffing matters

CARRIED

19.1 Staffing Matters

19.2 Rise and Report from Closed Meeting

It was confirmed that the only items discussed in closed session were those items on the closed agenda. Items discussed in closed and instruction to staff were affirmed. No other matters resulting of the closed meeting.

Resolution #: 9

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council do now rise and report from Closed Meeting.

CARRIED

20. By-Laws

Notice of intention to pass the following By-Laws:

20.1 Connor Drainage Works

Resolution #: 10

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Connor Drainage Works; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.2 Hendry Drainage Works

Resolution #: 11

Moved by: B. Metzger

Seconded by: G. Little

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Hendry Drainage Works – “A” Drain (Open); and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.3 Pearce Drainage Works

Resolution #: 12

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Pearce Drainage Works – “A” Drain; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.4 Potter Drainage Works

Resolution #: 13

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Potter Drainage Works, C Drain Tile; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.5 Menary Drainage Works

Resolution #: 14

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Menary Drainage Works, B Drain (Closed Portion); and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.6 Tijssen Drainage Works

Resolution #: 15

Moved by: B. Metzger

Seconded by: G. Little

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to provide for the levying of the costs resulting from the maintenance and repair of the Tijssen Drainage Works (Closed Drain); and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.7 BetterHomes Dufferin Program

Resolution #: 16

Moved by: S. Graham

Seconded by: A. Stirk

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to authorize the undertaking of energy efficiency and climate resilience works on private residential property as local improvements under the BetterHomes Dufferin Program; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

20.8 Shelburne Public Library Agreement

Council requested the capital terms in the schedule to the agreement be reviewed for the 2026 agreement. A recorded vote was requested.

Resolution #: 17

Moved by: B. Metzger

Seconded by: G. Little

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to Authorize The Execution Of An Agreement Between The Shelburne Public Library Board And The Corporation Of The Township Of Amaranth; and that it be given the necessary readings and be passed and numbered as the next sequential number.

For (4): C. Gerrits, G. Little, B. Metzger, and A. Stirk

Nay (1): S. Graham

CARRIED (4 to 1)

21. Confirming By-Law

Resolution #: 18

Moved by: A. Stirk

Seconded by: S. Graham

BE IT RESOLVED THAT:

Leave be given to introduce a by-law to confirm the Regular Meeting of Council of the Township of Amaranth for May 7, 2025; and that it be given the necessary readings and be passed and numbered as the next sequential number.

CARRIED

22. Adjournment

There being no further business the meeting adjourned at 9:05 p.m.

Resolution #: 19

Moved by: G. Little

Seconded by: B. Metzger

BE IT RESOLVED THAT:

Council do now adjourn to meet again for the Regular Meeting of Council on Wednesday, May 21, 2025 at 9:00 a.m. or at the call of the Mayor.

CARRIED

Head of Council

CAO/Clerk