

COUNCIL AGENDA October 5, 2022 – 9:00 AM

MEETING DETAILS

In-Person Meeting Location: Mulmur Township Offices, located at 758070 2nd Line East Phone Connection: 1 647 374 4685 Canada / 1 647 558 0588 Canada Video Connection: <u>https://us02web.zoom.us/j/84829988171</u> Meeting ID: 848 2998 8171

PAGE 1.0 CALL TO ORDER

2.0 LAND ACKNOWELDGEMENT

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3.0 APPROVAL OF THE AGENDA

Recommendation: THAT Council approve the agenda.

5 4.0 MINUTES OF THE PREVIOUS MEETING

Recommendation: THAT the Minutes of September 7, 2022 are approved.

- 5.0 DISCUSSION ARISING OUT OF THE MINUTES
- 6.0 DISCLOSURE OF PECUNIARY INTERESTS
- 7.0 PUBLIC QUESTION PERIOD
- 8.0 PUBLIC MEETINGS
- 12 8.1 Z06-2022 HUMPHREY Zoning Amendment 9:15am
- 21 8.2 Official Plan Amendment and Zoning Amendment Statutory Public Meeting - 9:15am

Recommendation: THAT Council recess the regular meeting at _____a.m. to hold a public meeting in accordance with our procedural by-law and pursuant

to Section 17, 26 and 34 of the Planning Act, as amended, to present and obtain public and agency input.

Recommendation: THAT Council adjourns the public meeting and returns to the regular meeting at

9.0 **DEPUTATIONS AND PRESENTATIONS**

9.1 Lynn Topping, Upper Grand District School Board Trustee – 9:05 am

10.0 PUBLIC WORKS - NONE

11.0 RECREATION - NONE

12.0 TREASURY - NONE

13.0 ADMINISTRATION

13.1 Council Staff Relations

Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Council-Staff Relations Policy.

13.2 Council Code of Conduct

Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Code of Conduct.

13.3 Fireworks 26

Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Fireworks Survey;

AND THAT Council approve the circulation of a fireworks survey with the 2023 interim tax bill.

13.4 Records Management Housekeeping Report 30

Recommendation: THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Housekeeping Records Management By-law

13.5 Strategic Plan Action Items 32

Recommendation: THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Strategic Plan Action Items;

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AND THAT Staff coordinate a Strategic Plan Conversation following the election.

13.6 Town of Orangeville Towing By-law

Recommendation: THAT Council receive the report of Roseann Knechtel and Tracey Atkinson, Town of Orangeville Towing By-law.

14.0 **PLANNING - NONE**

15.0 **COMMITTEE MINUTES AND REPORTS**

- 15.1 Honeywood Cemetery Board Minutes: July 2019
- 49 15.2 Honeywood Cemetery Board Minutes: December 5, 2019 50
- 15.3 Shelburne District Fire Board Minutes: June 7, 2022 51
- 15.4 **Dufferin County Council Minutes: September 8, 2022** 57
- 15.5 Mansfield Community Park Minutes: September 26, 2022 73
- **Community Communications Advisory Committee: 2022 Annual Report** 15.6 77
- 15.7 Road Safety Committee: 2022 Annual Report 79
- Economic Development Committee: 2022 Annual Report 15.8 80
- 15.9 Mansfield Parks Advisory Committee: 2022 Annual Report 82

Recommendation: THAT Council receives the Committee Minutes and Reports as copied and circulated.

16.0 **INFORMATION ITEMS**

- 16.1 GICB Grant Response 84
- 16.2 3rd QTR Planning Report 87
- 16.3 NVCA Highlights: September 2022 90
- 16.4 Survey Results: Businesses in Mansfield 92
 - 16.5 Endorsement of Mulmur's Climate Emergency
- 93 16.6 Ministry of Municipal Affairs and Housing: Planning Matters 96
- 16.7 Correspondence: Speed Limits on 15 Sideroad 97
- 16.8 Correspondence: Open for Business 98
- 16.9 Correspondence: 2022 Election 102
- 16.10 Correspondence: Redistribution of Federal Electoral Districts 103

Recommendation: THAT Council receives the information items as copied.

17.0 CLOSED SESSION

17.1 **By-law Enforcement**

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Recommendation: THAT Council adjourn to closed session at . pursuant to Section 239 (e) of the Municipal Act, 2001 as amended for two (2) matters relating to litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local boards.

Recommendation: THAT Council do rise out of closed session and into open session with the following motions, reports, directions etc.....

18.0 ITEMS FOR FUTURE MEETINGS

- 18.1 Gravel Pit Reserves
- 19.0 NOTICE OF MOTION

20.0 PASSING OF BY-LAWS

- 20.1 **OPA #4** 105
- 20.2 Housekeeping Zoning By-law 293
 - 20.3 Housekeeping Records Management By-law
- 299 Zoning By-law Amendment (Z06-2022 HUMPHREY) 20.4 300
- 20.5 Council-Staff Relations By-law 303
- 20.6 Council Code of Conduct By-law 310
- 20.7 Confirmatory By-law 333

Recommendation: THAT By-Laws 20.1 to 20.7 be approved.

21.0 ADJOURNMENT

Recommendation: THAT Council adjourns the meeting at to meet again on November 2, 2022, or at the call of the Chair.



COUNCIL MINUTES September 7, 2022 – 9:00 AM

- Council Present: Mayor Horner, Deputy Mayor Hawkins, Councillor Boxem, Councillor Clark, Councillor Cunningham
- Staff Present: Tracey Atkinson CAO/Clerk/Planner, Heather Boston Treasurer, Roseann Knechtel - Deputy Clerk

1.0 CALL TO ORDER

The Mayor called the meeting to order at 9:01 a.m.

2.0 LAND ACKNOWELDGEMENT

Council furthered their commitment to commemorating the legacy of residential schools and honouring residential school survivors by recognizing September 30th as the National Day for Truth and Reconciliation.

Council observed a moment of silence followed by the land acknowledgement.

We begin this meeting by acknowledging that we are meeting upon the traditional Indigenous lands of the Tionontati (Petun) and Treaty 18 territory of the Anishinaabe peoples. We recognize and deeply appreciate their historic connection to this place and we also recognize the contributions Indigenous peoples have made, both in shaping and strengthening our community, province and country as a whole.

3.0 APPROVAL OF THE AGENDA

Moved by Cunningham and Seconded by Boxem

THAT Council approve the agenda.

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved by Clark and Seconded by Hawkins

THAT the Minutes of August 3, 2022 are approved.

CARRIED.

- 5.0 DISCUSSION ARISING OUT OF THE MINUTES NONE
- 6.0 DISCLOSURE OF PECUNIARY INTERESTS NONE
- 7.0 PUBLIC QUESTION PERIOD NONE
- 8.0 PUBLIC MEETINGS

8.1 Official Plan Amendment and Zoning Bylaw Amendment Statutory Public Meeting (9:15am)

Moved by Cunningham Seconded by Boxem

THAT Council recess the regular meeting at 9:13 a.m. to hold a public meeting in accordance with our procedural by-law and pursuant to Section 17, 26 and 34 of the Planning Act, as amended, to present and obtain public input on the Municipality's proposed Official Plan Amendment and Housekeeping Zoning By-law Amendment.

CARRIED.

A question was received from Keith Lowry regarding attracting encouraging and supporting small businesses.

Council recognized the struggles small business face and spoke to the installation of high-speed internet and the positive work of the Economic Development Committee.

Tracey Atkinson, Planner, spoke to the roles of the Official Plan and Zoning By-law with respect to home industry, home occupations, and site plan control.

A comment was received from Jan Benda, which emphasized environmental diversity as the greatest asset of the Township and expressed a desire to encourage environmentally based businesses. Benda sought clarification on Council's strategy to implement the objectives of the Official Plan.

Tracey Atkinson, Planner, confirmed the amendment is the first step of a larger process and that the concept of a garden township will need to be incorporated within the remaining sections of the Official Plan.

Cheryl Russel applauded the work of staff and the AD-Hoc Planning Committee.

Leah Pressey sought clarification regarding the use of the term 'accommodation' and commented on the establishment of a permanent planning committee.

Council confirmed that the establishment of committees will be the task of the new Council.

A question was received from James Godbold on how Council plans to keep people in their homes and attract a younger generation who can afford to live here.

Tracey Atkinson, Planner, referred to policies relating to second dwellings and apartment units for affordable housing as well as multi-unit capacities and dwellings in Mansfield to reach an affordable market.

A question was received from Lisa Swinton regarding development charges on second dwellings and the financial implications for Mulmur with respect an increased demand on services without charges to support it.

Tracey Atkinson, Planner, spoke to changes in the Development Charges Act.

Gili Alder Nevo thanked the Township.

Council discussion ensued regarding the attraction of small business, tax implications, managed forest, the need for improved telecommunications and new developments.

Tracey Atkinson, Planner clarified the difference between on-farm diversified use and home industry and the use of site plan control.

Moved by Hawkins and Seconded by Clark

THAT Council adjourns the public meeting and returns to the regular meeting at 10:11 a.m.

Council recessed at 10:11 a.m. and returned at 10:27 a.m.

9.0 DEPUTATIONS AND PRESENTATIONS

- 10.0 PUBLIC WORKS NONE
- 11.0 RECREATION NONE
- 12.0 TREASURY NONE
- 13.0 ADMINISTRATION

13.1 2022 Joint Compliance Audit Committee

Roseann Knechtel, Deputy Clerk presented the proposed by-law appointing members to sit on the 2022 Joint Compliance Audit Committee.

Moved by Boxem Seconded by Cunningham

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Joint Compliance Audit Committee.

CARRIED.

13.2 Council Recordings

Tracey Atkinson, CAO/Clerk/Planner presented a report regarding uploading recordings to a YouTube platform noting increased participating, transparency, the need for staffing, IT support and equipment.

Council discussion ensued on training, cost, accountability and transparency.

Moved by Cunningham and Seconded by Boxem

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner entitled Council Recordings;

AND THAT staff be directed to provide training materials on recorded meetings as part of the new term of Council orientation session;

AND FURTHER THAT a decision on posting recordings be deferred to the new term of Council following training.

CARRIED.

13.3 Notice of Motion: Fireworks

Council discussion ensued on the restriction of the sale of fireworks, use of a survey, enforcement and the effects of residents and animals,

Moved by Clark and Seconded by Boxem

WHEREAS Section 121 of the Municipal Act, 2001, S.O. 2001, c. 25, as amended, provides that a municipality may prohibit and regulate the sale of fireworks and the setting off of fireworks; and

WHEREAS the current Noise Bylaw in Mulmur (28-2020) exempts noise arising from fireworks on Victoria Day and Canada Day from being a contravention; and

WHEREAS Mulmur is a rural township with significant wildlife, many farms housing livestock, families with pets, and possible residents suffering from PTSD; and

WHEREAS the research unquestionably supports the significant risk of harm to animals and humans from both the sound associated with the fireworks and the toxic debris left behind; and WHEREAS even though low-noise pyrotechnics may be an option to prevent the fear and anxiety associated with the noise, it still leaves the toxic debris which will poison any animal when ingested; and

WHEREAS Mulmur values the health and well-being of our residents, livestock, and wildlife over the enjoyment of recreational fireworks;

BE IT MOVED THAT Council direct staff to draft a new by-law for consideration at a future Council Meeting, to permanently prohibit year-round the setting off of fireworks, and the sale from outdoor locations in the Township of Mulmur, and include the rationale as noted in the background of this report.

MOTION WITHDRAWN.

Moved by Hawkins Second by Boxem

THAT Council direct staff to develop a survey on the potential restriction of fireworks to be brought back to Council for consideration.

CARRIED.

14.0 PLANNING – NONE

15.0 COMMITTEE MINUTES AND REPORTS

- 15.1 Roads Safety Committee Minutes: August 8, 2022
- 15.2 Ad-Hoc Planning Advisory Committee Minutes: August 12, 2022
- 15.3 Community Communications Advisory Committee: August 15, 2022
- 15.4 Dufferin County Council Minutes: August 18, 2022
- 15.5 Mulmur-Melancthon Fire Board Minutes: August 25, 2022
- 15.6 Economic Development Committee Minutes: August 29, 2022
- 15.7 Economic Development Committee: School Bursary Program
- 15.8 NDCC Board Minutes: July 7, 2022

Moved by Cunningham and Seconded by Clark

THAT Council receives the Committee Minutes and Reports as copied and circulated.

CARRIED.

Moved by Hawkins and Seconded by Boxem

THAT Council receive the report of Roseann Knechtel, EDC Secretary, School Bursary Program;

AND THAT Council approve the Mulmur Post-Secondary School Grant Program substantially in the form thereof, for implementation in 2023.

CARRIED.

16.0 INFORMATION ITEMS

- 16.1 NVCA 2021 Annual Report Supplement
- 16.2 NVCA Highlights: August 2022
- 16.3 Township of Mulmur Climate Emergency Endorsement
- 16.4 Town of Grand Valley Draven Alert Endorsement

Moved by Clark and Seconded by Cunningham

THAT Council receives the information items as copied and circulated.

CARRIED.

- 16.5 Town of South Bruce Peninsula: Physician Shortages in Ontario
- **16.6** Town of Aylmer: Warming and Cooling Centre Policy
- 16.7 City of Brantford: Mohawk Institute Residential School
- 16.8 Town of Wasaga Beach: Strong Mayors, Building Homes Act

Moved by Cunningham and Seconded by Boxem

THAT the following items be endorsed: 16.5 and 16.7

CARRIED.

17.0 CLOSED SESSION - NONE

- 18.0 ITEMS FOR FUTURE MEETINGS
- 18.1 Town of Orangeville Towing By-law
- 18.2 Gravel Pit Reserves
- 18.3 Strategic Plan Update
- **19.0 NOTICE OF MOTION NONE**
- 20.0 PASSING OF BY-LAWS

20.1 By-law Appointing Members to the Joint Compliance Audit Committee

20.2 Confirmatory By-Law

Moved by Cunningham and Seconded by Boxem

THAT By-Laws 20.1 and 20.2 be approved.

CARRIED.

20.0 ADJOURNMENT

Moved by Hawkins and Seconded by Boxem

THAT Council adjourns the meeting at 11:28 a.m. to meet again on October 5, 2022, or at the call of the Chair.

CARRIED.

Janet Horner, Mayor

Tracey Atkinson, Clerk



The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 34 of the Planning Act (1990) to consider an amendment to the Zoning By-law. The public meeting will be held in person and electronically at Mulmur Township Offices, 758070 2nd Line East (Terra Nova) on <u>October 5,</u> <u>2022</u> at 9:15am. Visit <u>www.mulmur.ca</u> to obtain meeting details.

PURPOSE OF THE AMENDMENT: The proposed Zoning By-law Amendment would provide relief from the required setbacks, permitting the construction of a single detached dwelling approximately 13m, from the south (front) lot line and 9m from the north (rear) lot line.

LANDS AFFECTED: The Zoning By-law Amendment affects the lands described in the table below and identified in the blue outline on the key map below.

ROLL NUMBER	221600000610000000
OWNER	HUMPHREY JANET
	LOUISE
STREET ADDRESS	30 SIDEROAD
LEGAL	CON 2 W E PT LOT 31
DESCRIPTION	RP 7R4087 PART 5



A copy of the proposed amendment is available for review at the municipal office during regular office hours as well as <u>www.mulmur.ca</u>. Anyone wishing to address Council with respect to the proposal may do so at the public meeting. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Council and the Corporation of the Township of Mulmur to the Ontario Land Tribunal (OLT). Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the OLT unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

For more information contact: Roseann Knechtel, Deputy Clerk/Planning Coordinator 705-466-3341x223 | <u>planning@mulmur.ca</u>



Z06-2022 HUMPHREY

ZONING



<u>Rural Residential</u>

4.2.1 Permitted Uses

- i) Single Detached Dwelling
- ii) additional single dwelling (ASD) or attached accessory dwelling unit or habitable pool house
- iii) bed and breakfast
- iv) home industry
- v) home occupation
- vi) the keeping of not more than 50 chickens on a lot of not less than 0.5 ha and at a location not less than 60 m from any dwelling on an adjacent lot.

4.2.2 Regulations for Permitted Rural Residential Uses

- i) Minimum Lot Areaii) Minimum Lot Frontage45 m
- iii) Minimum Yard Requirements
 - a) Front Yard 20 m
 - b) Interior Side Yard 6 m
 - c) Exterior Side Yard 20 m
 - d) Rear Yard 20 m
- iv) Maximum Lot Coverage 10%
- v) Maximum Height 10.5 m

ZONING



3.10.2.3 Existing Undersized Lots of Record

Where a lot, having a lesser lot area and/or lot frontage than required herein, existed on the date of passing of this By-law, or where such a lot is created by a public authority, such smaller lot may be used and a permitted building or structure may be erected, altered and/or used on such smaller lot provided that the lot has at least 30 m of frontage, an area of at least 0.2 hectares, is located on a maintained public road and all other applicable zone provisions of this By-law are complied with.

Lots which have been increased in size following passing of this By-law to comply with the above minimum frontage and lot area standards may also be used in accordance with this provision.

OFFICIAL PLAN DESIGNATION



Uses permitted in the Rural designation include:

- a) An existing water bottling operation, in Part West Half Lot 16, Concession 4 EHS (Specific Policy Area 5);
- b) An existing private, non-commercial golf course located in Part West Half Lot 2, Concession 5 EHS (Specific Policy Area 6);
- c) An existing private, non-commercial fox hunting club and related buildings and structures, located in Part West Half Lot 28, Concession 6 EHS (Specific Policy Area 7)
- d) Uses permitted in all designations (Section 5.38)
- e) Agricultural uses
- f) Agriculture-related uses;
- g) Secondary uses:
- h) a single detached dwelling;
- i) one additional single dwelling unit; or one attached accessory dwelling unit
- j) Small-scale commercial and small-scale industrial uses related to the management or use of resources, resource-based recreational activities and rural land uses that cannot be located in settlement areas.
- k) Home occupations, cottage and home industries;
- I) conservation areas, parks or recreation areas and reforestation areas;
- m) Small-scale public or private institutional uses;
- n) Recreational uses that do not require an amendment to this Plan, in accordance with Section 5.39; and
- o) Wayside pits or wayside quarries in accordance with Section 9.1.2;

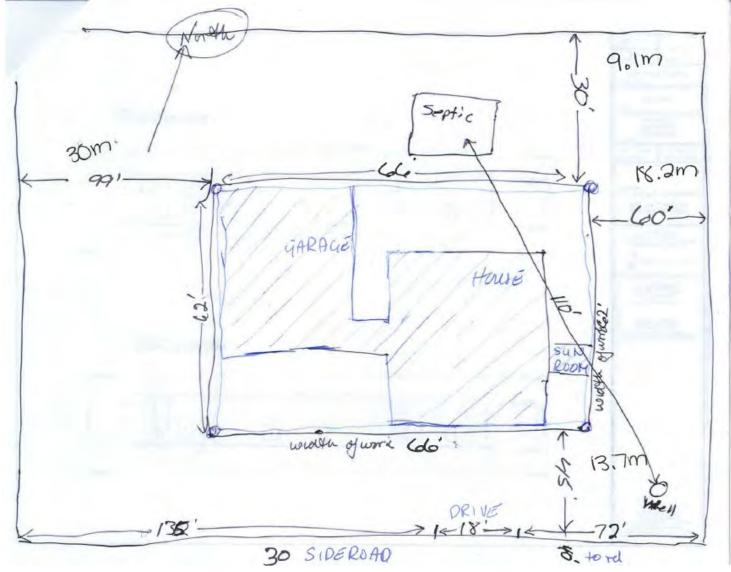
PROPOSED DEVELOPMENT















Dufferin County Planning Department – No Comments.

Dufferin County Building Department – No Concerns. Building permits are required. Enbridge – No Objections.

STAFF COMMENTS

- MDS does not apply as per Section 3.8.2 of the Township's Zoning By-law
- Construction of a Single Detached House is a permitted use
- Rezoning is required to provide relief for the setback requirements as this is an existing undersized lot of record.

NEXT STEPS

THAT Council take public and staff comments into consideration;

AND THAT Council consider approving the Zoning Bylaw Amendment.



• 758070 2nd Line E Mulmur, ON L9V0G8 Telephone: 705 466 3341 Toll Free: 1 866 472 0417 (from 519 only) www.mulmur.ca

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The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 17, 26 and 34 of the Planning Act (1990) to consider various amendments to the Zoning By-law and an Open House to consider amendments and to initiate the Provincial Conformity Exercise and 10 Year Update.

Anyone wishing to address Council with respect to the proposed amendments will be given an opportunity to do so at the public meeting on October 5, 2022. At the Open House on September 24[,] 2022 you will have an opportunity to learn more about the Official Plan review project and how you can participate.

PURPOSE AND EFFECT OF THE OFFICIAL PLAN AMENDMENTS

The proposed Official Plan Amendment would:

- Update the complete application requirements
- Allow delegation of authority to staff on minor zoning application
- Update the Rural Character Policy, Scenic Resources, Viewsheds and Dark Sky
- Include an On-Farm Diversified Use policy consistent with the Provincial guidelines
- Replace the specific Niagara Escarpment Plan (NEP) policies with a high-level policy
- Update the Implementation and Interpretation sections to reflect current tools and legislation
- Simplify and remove duplication from within the Plan

PUBLIC MEETING FOR ZONING BY-LAW AMENDMENTS

The proposed Zoning By-law Amendment would amend the Zoning By-law to address the following matters:

- Simplify the provisions relating to accessory buildings, structures, implement sheds and signs
- Update the provisions related to second dwellings and clarification on requirements, and include maximum floor areas
- Provide consistency with home industry and maximum building sizes
- Provide additional regulations related to on-farm diversified uses, home industry and home occupations
- Removal of duplication with stand-alone by-laws including backyard hens and site plan
- Provide clarity regarding where assembly halls are permitted
- Update definitions

LANDS AFFECTED

No key map is provided as the Amendments affects all lands within the Township. Please note that certain amendments will impact the schedules (maps) to the Official Plan.

ADDITIONAL INFORMATION

A copy of the proposed amendment is available for review at the municipal office during regular office hours and on our website. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Council and the Corporation of the Township of Mulmur to the Appeal Tribunal. Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Meeting links and information can be found at <u>www.mulmur.ca</u>. Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes.



STAFF REPORT

TO:CouncilFROM:Roseann Knechtel, Deputy ClerkMEETING DATE:October 5, 2022SUBJECT:Council Staff Relations Policy

PURPOSE:

The purpose of this report is to present Council with a draft Council-Staff Relations Policy to meet the requirements of the Municipal Act.

BACKGROUND:

The Municipal Act, 2001 requires that all municipalities adopt and maintain a policy regarding the relationship between Members of Council and Staff. The Act also sets out the core responsibilities of the Mayor, Members of Council, and Staff.

Mulmur does not have a standalone Council-Staff relations policy and it is instead referred to within Council's Code of Conduct.

The newly proposed Council-Staff Relations Policy will meet the requirements of the Municipal Act and well as work to support the new term of Council and Staff through orientation and training.

The Policy is structured to work in conjunction with othering applicable Council's policies including but not limited to:

- Council Code of Conduct;
- Employee Code of the Conduct;
- Respectful Workplace Policy;
- Workplace Violence Policy;
- Use of Corporate Resources Policy; and
- Procedural By-law.

ANALYSIS:

In consultation with the Township's Integrity Commissioner, the newly proposed Council-Staff Relations Policy supports the spirit of a positive working relationship between Council and Staff. The principles of the proposed policy are:

1. Understanding the importance of, and difference between, Council's role as political representative's and Staff's role as administrative/operational

management. Both of which are necessary for the provision of efficient, responsible, transparent and accountable municipal governments;

- 2. The need for mutual trust and respect between both parties for the effective execution of their respective duties and functions, and
- 3. Procedures for conflict resolution, if issues were to arise

STRATEGIC PLAN ALIGNMENT:

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People).

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Council-Staff Relations Policy;

Respectfully submitted,

<u>Roseann Knechtel</u>

Roseann Knechtel, Deputy Clerk

Agenda Item 20.5 - Council Staff Relations By-law



STAFF REPORT

TO:CouncilFROM:Roseann Knechtel, Deputy ClerkMEETING DATE:October 5, 2022SUBJECT:New Code of Conduct

PURPOSE:

The purpose of this report is to present Council with a new Code of Conduct.

BACKGROUND:

Part V.1 of the Municipal Act speaks to Accountability and Transparency. More specifically, section 223.3 (1) requires a municipality to establish a code of conduct for members of the council and of its local boards.

Section 223.3 (1) outlines the responsibilities of the Integrity Commissioner for performing in an independent manner the functions assigned by the municipality with response to any of the following:

- Application of the code of conduct;
- Application of any procedures, rule and policies of the municipality and its boards governing ethical behaviour;
- Application of section 5, 5.1 and 5.2 of the Municipal Conflict of Interest Act;
- Requests from members for advice with respect to the code of conduct;
- Requests from members for advice on procedure, rules or policy governing ethical behaviour;
- Request from members for advice with respect to the Municipal Conflict of Interest Act; and
- Provision of educational information for members, the Township and the public.

Council adopted a Code of Conduct in 2019. It has not been substantively reviewed or updated since then.

The Report of the Town of Collingwood Judicial Inquiry recommended in November 2020 that municipal codes of conduct across Ontario, and related provincial legislation, be updated to improve transparency in local government.

The Township's Integrity Commissioner recommends that Council review the Code of Conduct at least once during each term of Council.

ANALYSIS:

Staff review of the 2019 Code of Conduct presented the following concerns:

- It did not extend to the Township's Local Boards
- It did not include definitions, leaving interpretation wide open
- The Code of Conduct does not make reference to complaint procedures and protocol which were passed as a stand-alone by-law
- Did not outline the roles and obligations of the Integrity Commissioner
- Did not speak to conduct on media and public communication channels
- Did not address the use of confidential information
- Did not address pecuniary interest
- Did not outline enforcement or sanctions

The proposed Code of Conduct includes provisions relating to: general integrity, misuse or improper release of confidential information, inappropriate conduct at meetings, improper use of influence, inappropriate use of municipal resources, and improper receipt of gifts, benefits or hospitality.

Due to the extent of changes, staff have developed a new Code of Conduct rather than propose amendment.

The Code of Conduct being presented for consideration has been reviewed by the Township's Integrity Commissioner.

STRATEGIC PLAN ALIGNMENT:

N/A

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, New Code of Conduct.

Respectfully submitted,

Roseann Knechtel

Roseann Knechtel, Deputy Clerk

Agenda Item 20.6 – Code of Conduct



STAFF REPORT

TO:CouncilFROM:Roseann Knechtel, Deputy ClerkMEETING DATE:October 5, 2022SUBJECT:Fireworks Survey

PURPOSE:

The purpose of this report is to present Council with draft fireworks survey questions.

BACKGROUND:

At the regular Council meeting on September 7, 2022 Council passed the following motion.

Moved by Hawkins Second by Boxem

THAT Council direct staff to develop a survey on the potential restriction of fireworks to be brought back to Council for consideration.

CARRIED.

ANALYSIS:

Staff have examined similar surveys of neighbouring municipalities including the Town of Mono and Township of Adjala-Tosorontio. Results for the Town of Mono's fireworks survey can be found on their website at:

https://mono.civicweb.net/FileStorage/45449D14FF3B4F7E82F40CADF7121BB2-Fireworks%20Bylaw%20Survey%20Results.pdf

Results from the Township of Adjala-Tosorontio have been requested.

The following steps have been taken in an attempt to avoid bias and encourage response:

- The use of plain language
- Neutrally worded questions
- Ensure answer options are not leading
- Keeping the survey short (Under 10 questions)

To avoid selection bias, staff are recommending the survey be circulated to all residents in the Township to accurately represent the population, offering various methods of completion, including both paper and electronic.

STRATEGIC PLAN ALIGNMENT:

- 2. Growing a Connected Mulmur: Communication with and social connectivity within the Mulmur community.
- 3. Growing a Supportive Mulmur: Providing local services to support the needs of Mulmur residents and businesses.

FINANCIAL IMPACTS:

There will be minimal costs incurred for printing.

A Township wide mailing is scheduled for the middle of January with the Interim 2023 tax bills. Circulation can be coordinated with the tax bill mailing to avoid an additional mailing cost of approximately \$3,312.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Fireworks Survey;

AND THAT Council approve the circulation of a fireworks survey with the 2023 interim tax bill.

Respectfully submitted,

<u>Roseann</u> Knechtel

Roseann Knechtel, Deputy Clerk

Schedule A – Draft Fireworks Questions

Draft Fireworks Survey Questions

Council is interested in your input on whether or not to regulate and/or prohibit fireworks in Mulmur. For the purpose of this survey, the word "fireworks" includes:

- Display Fireworks Professional and require a Fireworks Operator Certificate to operate (aerial shells, cakes, waterfalls, lances, wheels, rockets etc.)
- Family Fireworks Recreational / backyard (roman candles, sparklers, fountains, volcanoes, mines, snakes etc.)
- Flying Lanterns (consists simply of a large paper bag and a wick)
- 1. Which type of fireworks should be permitted in Mulmur? (Check all that apply)
 - Display Fireworks
 - Family Fireworks
 - Flying Lanterns
 - All Fireworks
 - No Fireworks
 - Other ____
- 2. Do you support a total ban of fireworks in Mulmur?
- Yes
- No

3. When should fireworks be permitted?

- Year Round
- On holidays only
- Only on specific holidays (check all that apply)
 - Victoria Day
 - o Canada Day
 - o Diwali/Deepawali
 - New Years Eve
 - o **Other**:
- Special Occasions (birthdays, weddings, celebrations of life, etc.)
- Fireworks should not be permitted

- 4. Do you think that the Township should require permits to set off fireworks?
- Yes
- No
- 5. Does the current use of fireworks in Mulmur have a negative impact on you or your household?
- Yes (check all that apply)
 - o Noise
 - o Sleep
 - o Light
 - o Mental Health
 - o Safety
 - o Pets
 - o Livestock
 - o Other ____
- No
- 6. Should alternative options be investigated if fireworks are prohibited?
- Noiseless/silent fireworks
- Lightshows
- Other: _____
- No
- 7. Other Comments, Concerns or Suggestions



STAFF REPORT

TO:CouncilFROM:Roseann Knechtel, Deputy ClerkMEETING DATE:October 5, 2022SUBJECT:Housekeeping Records Management By-law

PURPOSE:

The purpose of this report is to provide Council with necessary background information surrounding a Housekeeping By-law being presented for consideration.

BACKGROUND:

Records management is an essential component of the Township's corporate operations and business activities. The availability of high-quality and accurate records and information to decision-makers supports the delivery of programs and services, enabling departments to be more efficient, responsive and accountable.

Under the direction of the Clerk, the maintenance and disposition of records must conform to the requirements of the Municipal Act, 2001, S.O. 2001, c.M25 as amended, and all other provincial and federal government regulations, which is a statutory requirement.

ANALYSIS:

Staff are continuing to complete a thorough review of the Township's by-laws and digitalization of historical by-laws (1851-1980).

This is the second housekeeping by-law being presented to Council to address Township by-laws that duplicated or contradict subject matter and are no longer relevant.

The following outlines the by-laws proposed for repeal:

- No. 29-2009: Emergency Management By-law → New By-law was passed without repeal (#02-2014 and later #58-2021)
- No. 18-2012: Public Works Tariff of Fees → Fees are now included as part of the Township's user fees and charges by-law
- No. 02-2019: Annual Allowance of Council → New By-law was passed without repeal (#43-2022)

FINANCIAL IMPACTS:

None.

RECOMMENDATION:

THAT Council receive the report of Roseann Knechtel, Deputy Clerk, Housekeeping Bylaws.

Respectfully submitted,

<u>Roseann Knechtel</u>

Roseann Knechtel, Deputy Clerk



STAFF REPORT

TO:COUNCILFROM:Tracey Atkinson, CAO/Clerk/PlannerMEETING DATE:October 5, 2022SUBJECT:Strategic Plan Action Items

PURPOSE:

The purpose of this report is to provide an update on implementing the strategic plan.

BACKGROUND:

The strategic plan (2019-2024) was approved by Council and is intended to provide both focus and guidance for Mulmur Council. The annual review of the Plan is important to allow for implementation but also to adjust to changes that may have occurred.

This report is an update from the June 1, 2022 report.

STRATEGIC PLAN ALIGNMENT:

The four pillars to the Strategic Plan are:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

2. Growing a Connected Mulmur: Communication with and social connectivity within the Mulmur community

3. Growing a Supportive Mulmur: Providing local services to support the needs of Mulmur residents and businesses

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

FINANCIAL IMPACTS:

There are financial implications to many of the priorities and action items. Significant financial costs must be evaluated and included in annual budgets. There are also staff time allocations that need to be considered as part of the financial analysis as it may impact the need for additional staff or consultants.

ANALYSIS:

The following table summarizes the Strategic Action items.

Many of the items are considered complete for tracking purposes but are actually ongoing. In some instances the ongoing responsibility has been tasked to a staff member, committee or board to carryout the strategic direction on an ongoing basis.

The following items should be reviewed in more detailed. The next term of Council should review these items, assess the achievability and financial/staffing implications:

- Broadband Strategy
 - The Provincial Government has taken a leadership role in telecommunications and appears to be building infrastructure to support communication infrastructure in Mulmur.
 - Should this item be revised to monitor the installation and to remove duplication of efforts?
- Implement County Efficient Study
 - The Township continues to work with Melancthon and North Dufferin Community Centre.
 - Following the election, the Joint Recreation Subcommittee is anticipated to further discussions.
 - Following the election, should the Joint Fire Subcommittee schedule a meeting?
- Implement Energy Plan
 - The County is taking the lead on an Energy loan program.
 - The County has dedicated staff to further research and propose energy programs.
 - The Official Plan update should incorporate stronger energy policies and requirements for analysis and design options. This task is within the workplan for the update and no longer requires monitoring or specific budget.
 - The Township could consider requesting that the Ontario Building Code be updated to regulate the energy efficiency of buildings.
- New Official Plan
 - Council approved the Official Plan update which will include the updated Provincial Agricultural Land Base mapping.
 - This task is within the workplan for the update and no longer requires additional monitoring or budget.
- Nottawasaga Valley Conservation Authority Mandate & Gaps

- NVCA staff prepared an inventory of programs and services on February 28, 2022, and identified those programs that are beyond their mandate and would be considered gaps in services or programs.
- The NVCA is required to involve the Township at the appropriate time to discuss cost-apportioning agreements. At this time, the Township will have an opportunity to determine if they wish for the NVCA to take on these services and programs at an added cost or to provide the services or programs through another means.
- This action is being undertaken in accordance with the Provincial legislation. This action item could be updated or removed.

Appendix A to this report includes a table identifying the Strategic Plan Action Items and details or status of each item. Items that require attention, are outstanding, require budget or have not been assigned to staff or a Committee have been highlighted for continued tracking purposes.

RECOMMENDATIONS

THAT Council receive the report of Tracey Atkinson, CAO/Clerk/Planner, Strategic Plan Action Items,

AND THAT Staff coordinate a Strategic Plan Conversation following the election.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP

CAO/Planner/Clerk

STRATEGIC PLAN ACTION ITEMS	Details regarding assignment, status or project aimed to implement action item
 Help existing small businesses grow through awareness, red tape reduction, education 	Official Plan Amendment Oct 2022. Township promotes DBOT events and education sessions on social media. Business Listing on website. Draft Business recognition policy approved. EDC sector videos, 2022 and 2023 budget ask.
 Actively engage with county, provincial and federal agencies to obtain resources to support local initiatives 	CAO Job description Mayor
 Produce "Investing/Locating in Mulmur" promotional materials 	Communication staff
 Develop Mulmur Business Directory and focus on Mulmur businesses 	Communication staff
 Develop and Implement a Broadband Strategy so that Businesses have access to high quality internet services, and to build better connectivity and infrastructure 	Mayor CAO (Task currently being expedited by Province)
 Promote local employment opportunities and awareness 	Communication staff
 Update On-Farm Diversification and Home Industry regulations in the Township's Official Plan 	Official Plan Amendment – October, 2022
 Encourage residential development in Mansfield and other Hamlets 	Planning Staff (quarterly follow-up)
 Implement Aging in Place policies in the Township's Official Plan 	Official Plan Amendment – October 2022
 Implement recommended service efficiencies from County efficiency study 	On hold until Shelburne Fire Board discussions resume following election.
 Explore and identify financial opportunities for investment and income generation 	Treasury staff
 Ensure Asset Management Plans renew infrastructure as projected 	Treasury staff
 Track grant opportunities and increase grant writing capacity 	Treasury staff
 Develop and implement a communication strategy for the Township 	Communication staff

 Identify and articulate Mulmur's key 	Communication staff
messages on a regular basis using	
effective channels	
 Invest in communication resources, 	Communication staff
technology and tools	
- Create "Go Local Package" for distribution	Communication staff (online)
to residents and newcomers	
- Provide a variety of events in Mulmur to	Special event by-law amended to allow for
enhance inclusiveness	not-for profit, and recent trend towards
	private enterprise hosted events
– Publicize all events in Mulmur through	Communication staff
available channels	
- Pursue new opportunities identified in	Treasury staff monitoring grants from
Recreation Efficiency Study	Council motion on priority areas
– Build a calendar of community/tourism	Communication staff to implement CCAC
events and link with high traffic community	calendar
calendars in the region	
- Encourage the use of local businesses for	Local private enterprise taking a lead on
community events and services	events in Mulmur. Events committee does
	not have any additional 2022 events planned
	to date.
	Business listed on website.
	EDC sector videos, 2022-2023.
 Identify lower tier and upper tier 	County efficiency study
responsibilities and service gaps	CAO discussions ongoing
– Determine key needs for community and	Official Plan and ZBL update
medical services within Mulmur	
- Streamline approvals for services by	Zoning By-law amendment required.
amending permitted uses where needed	Site Plan allocated to staff
and expediting site plan approval process	Official Plan amendment to delegate – Oct
	2022
– Encourage Enbridge Gas to support	CAO & Mayor ongoing discussions
Mansfield extension	(Mansfield is on project list)
	Ongoing follow-up.
– With input from organizations such as	Grant provided.
Dufferin Board of Trade, identify and	Staff to liaison with DBOT and County EDC
support employment programs and	and monitor opportunities.
opportunities for Mulmur residents and	
youth	
 Recognize Youth Leadership efforts 	Staff consulted with schools. CDDHS feels
through awards at Primrose Elementary	there are sufficient Mulmur specific awards.
and Centre Dufferin Secondary School.	Primrose Elementary School continues to
	receive annual grant.
	Scholarship approved Sept 2022.

 Conduct sector round tables to support ongoing adaptive management 	Completes as part of OP engagement. Council direction required for future round tables.	
 Identify and support succession in administrative team, community committees, boards 	CAO reviews tasks, mandates and training, job descriptions	
 Encourage Mulmur residents to become involved in the decision making at Mulmur Township through participation in committees and adhoc groups and community conversations. 	Reassessed committee mandates in 2021. Council direction given to new term of Council in May 2022 to consider length of service and terns of reference.	
 Recognize grand openings of new businesses 	Business recognition policy approved.	
 Recognize individuals and groups leading community change and/or improvements in Mulmur 	Increased recognition at Council meetings, social media and monthly newsletters. Motion at June 2022 meeting.	
 Recognize leadership at Council meetings and/or Town Hall meetings 	Increased recognition at Council meetings, social media and monthly newsletters. Motion at June 2022 meeting.	
 Investigate a nomination portal for residents to identify changemakers and outstanding citizenship. 	Communication staff	
- Develop an employee recognition program	Completed in 2021	
 Update policy and definition for "rural character" Implement rural character through zoning 	Official Plan Amendment – Oct 2022	
 Review changes to the Provincial Policy Statement to determine viewshed protection 	Official Plan Amendment – Oct 2022	
 Adopt and implement recommendations from the Green Energy Plan 	Treasury monitoring grants	
 Determine protection gaps in revised Nottawasaga Valley Conservation Authority mandate 	Staff to meet with NVCA re mandate.	
 Monitor provincial decisions and implement single use plastics policy 	Staff monitoring provincial decisions. Voluntary ban implement at Township level.	
 Protect agricultural land and water and forest resources 	Official Plan Update – new ag map required. Environmental consultant to be retained.	
 Audit municipal activities with a focus on reducing energy consumption and environmental footprint 	Climate Change motion approved, 2022.	
 Partner with the citizens, organizations and other levels of government to promote 	County Staff	

grants and activities to mitigate	Climate Change Caucus rep to monitor	
contributions to and effects of climate	grants and activities and report back to	
change	Council.	
	Council motion for staff to include climate	
	change during budget discussions.	
 Investigate waste management solutions 	County jurisdiction. Mulmur waste day and	
that support enhanced environmental	yard clean-up day re-established.	
protection.		
 Post Bruce Trail "Loops of Mulmur" Map 	Completed	
developed by Community Events		
Committee on Mulmur website		
– Support Cycling and Equestrian Activities	Completed	
in Dufferin Forest, on trails		
Encourage development of the Pine River	Authority transferred to NVCA	
Fishing Area through the "Friends of Pine		
River" volunteers		



STAFF REPORT

TO:CouncilFROM:Tracey Atkinson, CAO/Clerk / Roseann Knechtel, Deputy ClerkMEETING DATE:October 5, 2022SUBJECT:Town of Orangeville Towing By-law

PURPOSE:

The purpose of this report is to provide Council with an update to the Town of Orangeville Towing By-law.

BACKGROUND:

On September 12, 2022 Town of Orangeville Council adopted a by-law to regulate and license towing services. The By-law comes into effect on January 1, 2023.

Municipalities who have expressed interest in adopting and enforcing a uniform by-law will be meeting in December to discuss next steps.

ANALYSIS:

Mulmur has been monitoring the development of a uniform towing by-law as the Towing and Storage Safety Enforcement Act (TSSEA) process.

Greater clarity is still required surrounding the costs for enforcement, and the need for a by-law in Mulmur considering there are provincial regulations anticipated in 2023. Staff continue to take part in discussions and meetings with the Town of Orangeville while monitoring the TSSEA process.

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success.

FINANCIAL IMPACTS:

None at this time.

RECOMMENDATION:

THAT Council receive the report of Tracey Atkinson and Roseann Knechtel, Town of Orangeville Towing By-law.

Respectfully submitted,

<u>Tracey Atkínson</u>

Tracey Atkinson, CAO/Clerk

Roseann Knechtel

Roseann Knechtel, Deputy Clerk

Schedule A – Town of Orangeville Towing By-law Report



Report

2022-319

Moved: Councillor Taylor

Seconded: Councillor Post

That report CPS-2022-065, Towing Services and Vehicle Storage Yard Facility By-law, be received;

And that Council pass a by-law to regulate and license towing services and vehicle storage yard facilities;

And that staff report back with respect to storage rates for medium and heavy duty vehicles, clean-up rates, and licensing of medium and heavy duty vehicles.

Result: Carried

Towing Services and Vehicle Storage Yard Facility By-law
Corporate Services
By-law/Property Standards
CPS-2022-065
2022-09-12

Recommendations

Option 1

That report CPS-2022-065, Towing Services and Vehicle Storage Yard Facility Bylaw, be received.

Option 2

That report CPS-2022-065, Towing Services and Vehicle Storage Yard Facility Bylaw, be received;

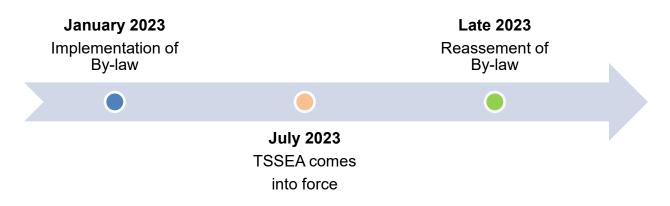
And that Council pass a by-law to regulate and license towing services and vehicle storage yard facilities.

Background and Analysis

In 2020, Dufferin OPP initiated discussions with the municipalities in Dufferin County and their respective police service boards regarding the implementation of a uniform towing service by-law to address the increase in complaints regarding chasing, harassment between tow operators, excessive fees and the inability for customers to access their vehicles.

As a result, Council at its meeting held on June 13, 2022, received Report CPS-2022-046, which highlighted the regulations set out in the proposed Towing Services and Vehicle Storage Yard Facility By-law. The report also provided background information in relation to the status of the Provincial review of the towing industry and the Towing and Storage Safety and Enforcement Act, 2021 (TSSEA), which will come into effect in July 2023.

Towing Services and Vehicle Storage Yard Facility By-law



The implementation of the Towing Services and Vehicle Storage Yard Facility By-law is anticipated for January 2023. The proposed framework has been designed to:

- align with the TSSEA, while complementing the existing provincial regulations in the areas of consumer protection, highway and vehicle safety
- provide consumers with consistency in towing services by:
 - o prescribing rates for key towing services
 - \circ requiring all other towing service rates to be filed with the Town
- include general licensing provisions that are consistent with the Town's licensing by-laws.

Once the TSSEA comes into effect in July 2023, should Council decide to proceed, staff recommend that the by-law be reassessed in late 2023 to determine:

- whether any amendments are required to ensure that the by-law framework remains aligned with the Provincial legislation
- whether there is duplication in the licensing framework that can be eliminated.

Responses from Dufferin municipalities

Dufferin municipalities were notified and advised of the proposed by-law and the option to opt-in to the program being developed by the Town, on a cost recovery basis. Staff have communicated with the municipalities in Dufferin throughout this process, providing details of the proposed by-law and timeline for implementation. The chart below summarizes responses received to date, and at this time, three of the seven municipalities have confirmed their interest in participating in the proposed uniform Towing By-law:

Municipality	Response
Amaranth	Not interested
East Garafraxa	Interested
Grand Valley	Will respond at the end of September 2022
Melancthon	Not interested
Mono	Interested
Mulmur	Will consider once all regulations related to the TSSEA are
	in effect
Shelburne	Interested

Dufferin OPP

The proposed by-law set out a requirement for towing services operators and vehicle storage yard operators to provide proof of being on the Dufferin OPP Towing Services and Storage Operators approved towing service and impound list, as a condition of a licence.

After further review with Dufferin OPP, it is recommended that this requirement be removed from the by-law, as not all towing services are police requested. Without amending the proposed by-law, this requirement would disadvantage towing services operators who choose to provide towing services through contracts with roadside assistance companies or through consumer/owner requests from operating within the municipality. All towing services operators and vehicle storage yard operators will be required to complete the licensing process through the municipality and those interested in participating in the police requested towing program will continue to apply through the OPP's TSSO list application process.

Public Meeting

A public meeting was held on July 13, 2022, to receive feedback and comments in relation to the proposed by-law. The following comments were submitted during and after the meeting:

Comments / Concerns Submitted	Staff Response/ Recommendation
Provincial Legislation – TSSEA:	
Why adopt a by-law now. Would make sense to wait until Provincial Legislation comes into effect in 2023 Premature to pass and implement a by- law prior to MTO implementing and unveiling changes across the board for the industry	Adoption of a by-law is at the discretion of Council. The original request to implement a uniform towing by-law throughout Dufferin County was initiated by Dufferin OPP with the municipalities in the County and the respective police service boards.

Comments / Concerns Submitted	Staff Response/ Recommendation
Rates:	
Rates are too low	Staff have further reviewed the rates of New Tecumseth, Essa, Mississauga,
Mileage should not be free	DATA (Dufferin Area Towing Association)-
New Tecumseth, Essa, and Mississauga should be reviewed	2015, as well as the proposed rates submitted by stakeholders.
Barrie and Newmarket should not have been used as comparators as both areas are contracted for their accident towing and rates are always less	As a result of this review and taking into consideration the recent increase in rates by Brampton in January 2022 and Caledon in June 2022, staff are
Rate comparison should take into account urban and rural settings	recommending that the proposed rates be increased as set out in Attachment #1.
Include in the by-law an automatic annual adjustment for inflation	The proposed rate increase is in line with the municipal comparators and provides towing services operators with compensation consistent with the surrounding municipalities, while ensuring consumer protection.
	Staff have incorporated a provision into the by-law to automatically annually adjust towing rates commencing January 2024 using the CPI and Inflation Rates for Ontario for the month of November.

Comments / Concerns Submitted	Staff Response/ Recommendation
General queries regarding proposed by-law regulations:	
Pound licence fee should be a one-time fee per year and not per company that uses that location	The vehicle storage yard facility licence is is issued to the owner/operator of the facility annually.
Why are daily inspections a requirement when CVOR does not require this for tow trucks	This requirement has been removed from the by-law and staff suggest it can be reconsidered at such time when all provincial requirements are known.
Will tows from outside the municipality be permitted	The by-law requires a tow operator to obtain a licence.
Clarification of 200 m prohibition for tow trucks within collision scene	The by-law was updated to capture all of Section 171(2) of the Highway Traffic Act to clarify that the prohibition applies when there is a sufficient number of tow trucks already at the scene to deal with all vehicles that require service of a tow truck or unless requested to do so by police or person involved in the collision.
 Equipment section should be updated to include: tow truck to be equipped with: warning light affixed to the service vehicle producing an amber light in a 360 degree manner visible up to 150 metres at all hours of the day/night one valid fire extinguisher (5lbs or greater) 	As a result of removing the requirement for towing service operators to be on Dufferin OPP's TSSO list, Schedule E of the by-law has been amended and now mirrors the equipment requirements as set out in the Highway Traffic Act which includes requirements for a warning light to be affixed to the tow truck and a safety vest to be available. Staff recommend the inclusion of
 reverse warning systems operator to wear: approved safety shoes at all calls of service approved safety vest / safety shirt 	equipping the tow truck with a fire extinguisher and that safety boots are to be worn by towing services operators at the collision scene.
must be worn at all calls of service	Staff are not recommending that vehicles be equipped with a reverse warning system and suggest it can be reconsidered at such time when all provincial requirements are known.

Comments / Concerns Submitted	Staff Response/ Recommendation
OPP TSSO List:	
Will licensing override the OPP tow rotation list	No. Both organizations will require submission of documentation under their
The by-law should not include a stipulation that operators must be on the OPP's TSSO list to be licenced with the Town, as not every aspect of towing has to do with the OPP or their TSSO program	own framework. The requirement for a licensee to provide proof of being on the OPP's TSSO list has been removed.
Implementation of the by-law will create a duplication of document submission (Town by-law requirements and OPP's TSSO List requirements)	
OPP rotation should not apply	
Once by-law is enacted, how will OPP tow rotation list be administered	As this is not a town function, queries of this nature should be forwarded directly to the OPP.
Miscellaneous:	
The review of various by-laws did not include Wellington County (anti-chasing)	Staff have reviewed Wellington County's by-law and it is specifically for solicitation at an accident scene.
	There are provisions in the by-law that prohibit a tow truck driver from chasing a call and from soliciting at the scene when there are a sufficient number of tow trucks.

As a result of the feedback received during the public meeting process, staff have:

• updated the Towing Services and Vehicle Storage Yard Facility By-law (Attachment #2) to incorporate the changes that are summarized in the preceding table.

Strategic Alignment

Orangeville Forward – Strategic Plan

Priority Area: Strong Governance

Objective: Transparent and fair decision-making processes

Sustainable Neighbourhood Action Plan

Theme: Not applicable

Strategy: Not applicable

Notice Provisions

Stakeholder sessions were held on June 22, 2022, in addition to the public meeting held on July 13, 2022, for which notice was given.

Financial Impact

The proposed licensing fees set out in the by-law are representative of the cost to administer the licensing program and associated enforcement. Attachment #3 summarizes the proposed fees in comparison to other municipalities.

Respectfully submitted	Reviewed by	
Andrea McKinney General Manager, Corporate Services	Carolina Khan Town Clerk, Corporate Services	
Prepared by	Prepared by	
Karen Landry Corporate Services	Carrie Cunningham By-law and Property Standards Officer, Corporate Services	

Attachment(s): 1. Proposed Towing Rates and Municipal Comparison

- 2. Towing Services and Vehicle Storage Yard Facility By-law
- 3. Proposed Towing Licence Fees and Municipal Comparison

Minutes of Honeywood Cemetery Board Meeting Held on Wednesday, July 24, 2019 at the home of Harold & Marg Ritchie

Those Present: Glenn Laverty, Member Harold Ritchie, Member/Caretaker Kimberlee Adams, Member Kim Fraser, Secretary-Treasurer

Elizabeth Weatherall, Chair/Member Ron Wilson, Member

A site meeting at the cemetery for discussion of parkette commenced at 7:00 P.M.

The meeting resumed at Harold's home at 8:15pm

Call to Order by Chair and Notation of Attendance

Motion to Approve Agenda

Moved by Laverty, seconded by Adams, that the agenda be approved as presented. Motion Carried.

Motion to Approve Minutes

Moved by Ritchie, seconded by Wilson, that the April 11, 2019 minutes be approved as presented. Motion Carried.

Parkette at Cemetery

Moved by Laverty, seconded by Wilson, that we proceed with the concept provided by Wilkinson Construction and request a formal quotation, design and estimated timeline. Motion Carried.

Caretakers Report

Moved by Laverty, seconded by Wilson that \$5,000.00 be paid to Harold Ritchie. Motion Carried

Adjournment

Moved by Ritchie, seconded by Adams that the meeting adjourn at 9:00pm. Next meeting will be at the call of the chair. Motion Carried.

•

Chair

Minutes of Honeywood Cemetery Board Meeting Held on Thursday, December 5, 2019 at the home of Harold & Marg Ritchie

Those Present: Glenn Laverty, Member Harold Ritchie, Member/Caretaker Kimberlee Adams, Member Kim Fraser, Secretary-Treasurer

Elizabeth Weatherall, Chair/Member Ron Wilson, Member

The meeting commenced at 7:05 P.M.

Call to Order by Chair and Notation of Attendance

Motion to Approve Agenda

Moved by Adams, seconded by Laverty, that the agenda be approved as presented. Motion Carried.

Review of Investment Portfolio

Financial Consultant, Florijan Papa from IG Wealth Management attended the meeting to review and update the portfolio information. The Board requested a withdraw of \$20k from the investment.

Moved by Adams, seconded by Laverty to withdraw \$20k and transfer to the Maintenance account. Motion Carried

Florijan leaves at 7:25pm

Columbarium Presentation from Shelburne Memorials

Bob and Brian McBride from Shelburne Memorials attended the meeting to provide information on columbarium's. It was suggested naming the columbarium's. After discussion the following motion was presented.

Moved by Adams, seconded by Wilson. That the Columbarium's be named after churches. Motion Carried

Plot and Columbarium Fee Schedule Review

Discussion to increase the purchase price for plots to \$800.00 plus HST and establish prices for columbarium niches. A fee schedule will be drafted and circulated.

Financial Report

Disbursements report presented – Maintenance account showing a bank balance of \$21,567.46 on October 31, 2019. Moved by Weatherall, seconded by Adams, that all bills be paid. Motion Carried

Moved by Laverty, seconded by Ritchie, that Bill Prentice be paid a \$100.00 honorarium of \$100.00. Motion Carried.

Next Meeting Discussions and Adjournment April 2020 – Decoration Day

Adjournment

Moved by Wilson, seconded by Laverty that the meeting adjourn at 9:45pm. Next meeting will be at the call of the chair. Motion Carried.

Chair



SHELBURNE & DISTRICT FIRE BOARD

June 7, 2022

The Shelburne & District Fire Department **Board of Management** meeting was held in person at 114 O'Flynn Street and electronically (Zoom ID 851 9673 0875) on the above mentioned date at 7:00 P.M.

<u>Present</u>

As per attendance record.

1. Opening of Meeting

1.1 Chair, Walter Benotto, called meeting to order at 7:00 pm.

2. Additions or Deletions

Resolution #1

Moved by M. Mercer – Seconded by S. Hall

BE IT RESOLVED THAT:

The following items be added to the agenda:

9.5 Community Education by Fire Services RE: Fireworks9.6 Cellular and Smart Phone Usage Policy9.7 Review Hybrid Meeting Format

Carried

3. Approval of Agenda

3.1 **Resolution # 2**

Moved by S. Martin - Seconded by F. Nix

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. Approval of Minutes

4.1 **Resolution # 3**

Moved by E. Hawkins - Seconded by S. Hall

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of April 5, 2022 as circulated.

Carried

5. *Pecuniary Interest*

5.1 No pecuniary interest declared.

6. *Public Question Period*

- 6.1 No questions.
- 7. Delegations / Deputations
- 7.1 No delegations.

8. Unfinished Business

- 8.1 None.
- 9. New Business
- 9.1 2021 Annual Report

Resolution #4

Moved by G. Little - Seconded by H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Fire Chief's 2021 Annual Report;

AND THAT the Secretary-Treasurer send a copy of the report to the municipalities. Carried

9.2 Agreement for Activation of Tiered Response

Resolution # 5

Moved by M. Mercer - Seconded by B. Neilson

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Letter of Agreement for the Activation of Tiered Response.

Carried

9.3 Alternate Mutual Aid Coordinator

Resolution #6

Moved by S. Martin – Seconded by S. Hall

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the letter appointing Deputy Chief Jeff Clayton as Alternate Mutual Aid Coordinator for Dufferin County.

Carried

9.4 **Town of Shelburne Revised Land Acknowledgement**

Resolution # 7

Moved by S. Hall – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Shelburne & District Fire Board of Management receives the Town of Shelburne's Revised Land Acknowledgement and forwards on to all Councils for direction.

Carried

9.5 **Community Education by Fire Services RE: Fireworks**

The Chief advised the Board that if there is a public event to contact the Chief and he would try to get volunteers to set up a truck and public education table. The Board would like to see public education regarding Fireworks and Fireplace safety.

9.6 **Cellular and Smart Phone Usage Policy**

The Board received and discussed the policy.

9.7 **Review Hybrid Meeting Format**

The Fire Board will offer virtual and in-person meetings.

10. Chief's Report

10.1 Monthly Reports (April & May 2022)

There was a total of 20 incidents for the month of April and a total of 31 incidents for the month of May.

10.2 Update from the Fire Chief

The Chief advised that there were 15 inspections completed and 3 in progress.

The firefighter's 1st Annual golf tournament is June 11, 2022. We had 2 station tours by local school classes.

The Chief applied for Farm Credit Canada grant, attended the OAFC conference and trade show and attended 2 Dufferin County Chiefs meetings.

11. Future Business:

11.1 Fire Chief Performance Appraisal.

12. Accounts & Payroll – April & May 2022

12.1 **Resolution # 8**

Moved by F. Nix – Seconded by H. Foster

BE IT RESOLVED THAT:

The bills and accounts in the amount of \$105,071.00 for the period of March 31, 2022 to June 2, 2022 as presented and attached be approved for payment.

Carried

14. Confirming and Adjournment

14.1 Resolution # 9

Moved by S. Martin – Seconded by M. Mercer

BE IT RESOLVED THAT:

All actions of the Board Members and Officers of the Shelburne and District Fire Board of Management, with respect to every matter addressed and/or adopted by the Board on the above date are hereby adopted, ratified and confirmed; And each motion, resolution and other actions taken by the Board Members and Officers at the meeting held on the above date are hereby adopted, ratified and confirmed.

Carried

14.2 **Resolution # 10**

Moved by H. Foster - Seconded by G. Little

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 7:55 pm to meet again on September 6, 2022 at 7:00 pm or at the call of the Chair.

Carried

Respectfully submitted by:

Approved:

Nicole Hill Secretary-Treasurer Walter Benotto Chairperson

SHELBURNE & DISTRICT FIRE BOARD MEMBERS

Meeting Attendance Record Under Date of April 5, 2022

Municipality / Member	Present	Absent
Township of Amaranth		
Heather Foster	Х	
Gail Little	Х	
Town of Mono		
Sharon Martin	Х	
Fred Nix	Х	
Township of Melancthon		
Bill Neilson	X (v)	
Margaret Mercer	X (v)	
Town of Shelburne		
Walter Benotto	Х	
Shane Hall	Х	
Township of Mulmur		
Earl Hawkins	X (v)	
Janet Horner		Х
Staff		
Ralph Snyder – Fire Chief	Х	
Jeff Clayton – Deputy Chief	Х	
Nicole Hill – Sec/Treas.	Х	



DUFFERIN COUNTY COUNCIL MINUTES Thursday, September 8, 2022 at 7:00 p.m. Video Conference

Council Members Present:	Warden Wade Mills (Shelburne) Councillor Steve Anderson (Shelburne) Councillor Sandy Brown (Orangeville) Councillor John Creelman (Mono) Councillor Guy Gardhouse (East Garafraxa) Councillor Earl Hawkins (Mulmur) Councillor Janet Horner (Mulmur) Councillor Janet Horner (Mulmur) Councillor Fred Nix (Mono) Philip Rentsch (Grand Valley)(joined at 7:21 p.m.) Councillor Steve Soloman (Grand Valley) Councillor Darren White (Melancthon)
Alternate Council Members Present:	Councillor Heather Foster (Amaranth) Councillor Debbie Sherwood (Orangeville)
	Councillor Bob Currie (Amaranth)(prior notice) Councillor Chris Gerrits (Amaranth)(prior notice) cillor Andy Macintosh (Orangeville)(prior notice)
A Scott I Aimee	Sonya Pritchard, Chief Administrative Officer Michelle Dunne, Clerk Rebecca Whelan, Deputy Clerk ody Joudry, Director of Development & Tourism Rohan Thompson, Director of People & Equity Anna McGregor, Director of Community Services Brenda Wagner, Administrator of Dufferin Oaks Burns, Director of Public Works/County Engineer Raves, Manager of Corporate Finance, Treasurer Sara MacRae, Manager of Climate & Energy ager – Preparedness, 911 and Corporate Projects

Warden Mills called the meeting to order at 7:03 p.m.

Warden Mills announced that the meeting is being live streamed and publicly broadcast. The recording of this meeting will also be available on our website in the future.

Warden Mills read the following statement:

"Like many today, I was saddened to hear of the passing of our Monarch, Her Majesty Queen Elizabeth II. County Council and the residents of Dufferin County join people across the County, throughout the Commonwealth, and around the world in mourning the loss of our Queen and commemorating her remarkable life. For many of us, we have known no other Monarch and the Queen has served as a symbol of stability and constancy on the world stage over the course of her more than her 70 year reign. In a world that is sadly too often devoid of these virtues, Queen Elizabeth II served as a model of dignity, honour and civility. On behalf of the Dufferin County community, we extend our deepest condolences to the King and all members of the Royal family. We have lowered flags at all County buildings to half-mast. They will remain that way for the duration of the mourning period."

Upcoming committee meetings will be held by video conference on Thursday, September 22, 2022 at the following times: Infrastructure & Environmental Services Committee – 9:00 a.m. General Government Services Committee – 11:00 a.m. Health & Human Services Committee – 1:00 p.m. Community Development & Tourism – 3:00 p.m.

1. LAND ACKNOWLEDGEMENT STATEMENT

Warden Mills shared the Land Acknowledgement Statement.

2. **ROLL CALL**

The Clerk verbally took a roll call of the Councillors in attendance.

3. APPROVAL OF THE AGENDA

Moved by Councillor Soloman, seconded by Councillor Creelman

THAT the Agenda and any Addendum distributed for the September 8, 2022 meeting of Council, be approved.

-Carried-

4. **DECLARATION OF INTEREST BY MEMBERS**

Members of Council are required to state any pecuniary interest in accordance with the Municipal Conflict of Interest Act.

5. APPROVAL OF MINUTES OF THE PREVIOUS MEETING

Moved by Councillor Horner, seconded by Councillor Gardhouse

THAT the minutes of the regular meeting of Council of August 18, 2022, be adopted.

-Carried-

PROCLAMATIONS, DELEGATIONS AND PRESENTATIONS

6. <u>Proclamation: Fetal Alcohol Spectrum Disorder Awareness Day – September</u> <u>9, 2022</u>

Tara Leskey and Jennie Hilts, FASD Coordinators, Dufferin Child & Family Services, were in attendance to accept the proclamation.

7. **Proclamation & Presentation: Hunger Awareness Month – September 2022**

Councillor Rentsch joined the meeting at 7:21 p.m.

Heather Hayes, Executive Director, Orangeville Foodbank, accepted the proclamation and discussed the role of the foodbank and food insecurity in Dufferin County. She requested Council review the budget allocation of the Food For Thought grant, as well as consider a County wide food system.

8. **Proclamation: Big Brothers Big Sisters Month – September 2022**

Nancy Stallmach, Executive Director, Big Brothers Big Sisters of Dufferin, accepted the proclamation. Big Brothers Big Sisters of Dufferin is celebrating their 50th Anniversary by holding a gala on September 24, 2022 at the Museum of Dufferin.

9. **Proclamation & Presentation: Energy Efficiency Day – October 5, 2022**

Sara MacRae, Manager of Climate & Energy, was in attendance to accept the proclamation.

10. **PUBLIC QUESTION PERIOD**

There were no questions received from the public.

PRESENTATION AND CONSIDERATIONS OF REPORTS

11. Infrastructure and Environmental Services Minutes – August 25, 2022

Moved by Councillor Hawkins, seconded by Councillor Soloman

THAT the minutes of the Infrastructure and Environmental Services meeting held on August 25, 2022, and the recommendations set out excluding Item #5 – Township of Mulmur Resolution, be adopted.

-Carried-

12. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 25, 2022 – ITEM #1 Capital Project Update – August 2022

THAT Report, Capital Project Update – August 2022, from the Director of Public Works/County Engineer, dated August 25, 2022, be received.

13. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 25, 2022 – ITEM #2 <u>Dufferin County Forest – Protected Areas Assessment</u>

THAT Report, Dufferin County Forest – Protected Areas Assessment, dated August 25, 2022, from the Director of Public Works/County Engineer, be received;

AND THAT staff pursue an agreement with Ontario Nature to conduct a Protected Areas Assessment for the County Forest properties designated as "natural forest";

AND THAT if any areas of the County Forest meet the requirements of Protected Areas as a result of the assessment that they be added to the federal database.

14. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 25, 2022 – ITEM #3 <u>Financial Statements</u>

THAT the report from the Manager of Corporate Finance, Treasurer, dated August 25, 2022, with July 2022 financial statements, be received.

15. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 25, 2022 – ITEM #4 <u>Municipal Engineers Association</u>

THAT the correspondence from the Municipal Engineers Association, dated June 13, 2022, regarding the retention of professional engineers at Ontario municipalities, be received.

16. INFRASTRUCTURE & ENVIRONMENTAL SERVICES – August 25, 2022 – ITEM #5 <u>Township of Mulmur</u>

Moved by Councillor Horner, seconded by Councillor Nix

WHEREAS the earth is currently on track to warm by more than 3 degrees Celsius;

AND WHEREAS an October 8, 2018 report from the Intergovernmental Panel on Climate Change (IPCC) finds that it is necessary to limit global warming to 1.5 degrees Celsius, rather than 2 degrees as previously understood, and that doing so "would require rapid, far-reaching and unprecedented changes in all aspects of society," and that we have until 2030 to undertake these changes;

AND WHEREAS the costs for mitigating and adapting to the impact of climate change are significant, but not acting is more costly as every one dollar invested now will save six dollars of losses in future (FCM & IBC, 2020);

AND WHEREAS there is significant economic opportunity for communities leading the transition from a fossil fuel-based economy to a modern economy;

AND WHEREAS Dufferin County has taken action on climate change as a signatory to the Partners for Climate Protection in an effort to reduce local greenhouse gases (GHG)s;

AND WHEREAS residents, and especially youth, are demanding meaningful and just climate action that prioritizes sustainable economics, as well as the health and livability of the planet for future generations. THEREFORE, BE IT RESOLVED THAT Council recognizes that climate change constitutes an emergency for Dufferin County;

AND THAT Dufferin County shall continue to pursue net-zero emissions by 2050 in ways that prioritize those most vulnerable to climate impacts and ensure the benefits of climate actions are shared equitably amongst all residents;

AND THAT Dufferin County shall continue to develop policy and demonstrate leadership that directs meaningful action on Dufferin County's Climate Emergency Declaration;

AND THAT Council re-affirms the commitment to the Dufferin Climate Action Plan (DCAP) with:

- Local municipal climate implementation plans at each member municipality that align with the net-zero by 2050 goal of the Dufferin Climate Action Plan (DCAP) and the community resilience goals of the Climate Adaptation Plan by the end of 2023;
- Options to incentivize better building efficiency though Green Development Standards and a Home Energy Retrofit Program by the end of 2023;
- Public accessibility to electric vehicle charging infrastructure by pursuing a regional charging network by the end of 2023;
- A volunteer program to empower youth to take climate action in the community by the end of 2022;
- An annual report card to the public on the progress of the County's climate commitments;

AND THAT Council further strengthens commitment to climate action by:

- Developing a Climate Adaptation Plan that reflects the urgency of the climate emergency and ensures that Dufferin County is a resilient community that is ready to embrace new opportunities in a changing climate by the end of 2022;
- Creating a community greenhouse gas budget be created to guide the update of the DCAP along with interim reduction targets for community-wide emissions that are in line with the long-term goal of limiting global warming to 1.5°C as per the 2018 IPCC report, by the end of 2023;
- Developing a corporate climate plan to demonstrate leadership including municipal budgets and 5-year financial plans that reflect

the urgency of climate change and prioritize taking action locally on mitigation and adaptation;

- Incorporating climate priorities into all future corporate strategic plans;
- Ensuring climate considerations shall be clearly at the heart of all future staff reports and operations.
- Continuing to investigate new opportunities for additional climate actions.

-Carried-

17. General Government Services Minutes – August 25, 2022

Moved by Councillor Gardhouse, seconded by Councillor Brown

THAT the minutes of the General Government Services meeting held on August 25, 2022, and the recommendations set out, be adopted.

-Carried-

 GENERAL GOVERNMENT SERVICES – August 25, 2022 – ITEM #1 Agricultural Trespassing

THAT Dufferin County Council establish a working group to investigate the options available in developing an agricultural trespass enforcement by-law;

AND THAT Dufferin County lobby the Provincial government to review how best to enforce the Trespass to Property Act and increase Part 1 set fines;

AND THAT Dufferin County Council approach the Eastern Ontario Wardens Caucus and Western Ontario Wardens Caucus for support to lobby the Province.

19. GENERAL GOVERNMENT SERVICES – August 25, 2022 – ITEM #2 Headwaters Communities In Action – Mid-Year Report

THAT the report from Headwaters Communities In Action, dated August 25, 2022, with a mid-year report on activities, be received.

20. GENERAL GOVERNMENT SERVICES – August 25, 2022 – ITEM #3 Anti-Nepotism Policy

THAT the report of the Director of People and Equity, dated August 25, 2022, titled Anti-Nepotism Policy, be received;

AND THAT the attached Anti-Nepotism Policy # 2-4-17 be approved.

21. GENERAL GOVERNMENT SERVICES – August 25, 2022 – ITEM #4 <u>Financial Statements</u>

THAT the report from the Manager of Corporate Finance, Treasurer, dated August 25, 2022, regarding the July 2022 financial statements, be received.

22. Health and Human Services Minutes – August 25, 2022

Moved by Councillor Soloman, seconded by Councillor Foster

THAT the minutes of the Health and Human Services meeting held on August 25, 2022, and the recommendations set out, excluding Item #1 – Annual Rent Increase Guideline 2023, be adopted.

-Carried-

23. HEALTH & HUMAN SERVICES – August 25, 2022 – ITEM #2 Housing – Centralised Wait List Local Policy Update

THAT the report of the Director, Community Services, dated August 25, 2022, titled Housing – Centralised Wait List Local Policy Update, be received.

24. HEALTH & HUMAN SERVICES – August 25, 2022 – ITEM #3 Early Years and Child Care Workforce Strategy Update

THAT the report of the Director, Community Services, titled Early Years and Child Care Workforce Strategy Update, dated August 25, 2022, be received.

25. HEALTH & HUMAN SERVICES – August 25, 2022 – ITEM #4 Quarterly Community Services Activity Report – Second Quarter 2022

THAT the report of the Director, Community Services, titled Quarterly Community Services Activity Report – Second Quarter, 2022, dated August 25, 2022, be received.

26. HEALTH & HUMAN SERVICES – August 25, 2022 – ITEM #5 <u>Financial Statements</u>

THAT the report from the Manager of Corporate Finance, Treasurer, dated August 25, 2022, regarding July 2022 financial statements, be received.

27. HEALTH & HUMAN SERVICES – August 25, 2022 – ITEM #1 Annual Rent Increase Guideline 2023

Moved by Councillor Soloman, seconded by Councillor Foster

THAT the report of the Director, Community Services, dated August 25, 2022, titled Annual Rent Increase Guideline 2023, be received;

AND THAT the 2023 Market Rents of County of Dufferin owned housing units be increased by the maximum level of 2.5% over the previous year. -Carried-

Warden Mills called a five minute recess at 8:26 p.m.

28. <u>Chief Administrative Officer's Report – Service Optimization and Work Force</u> <u>Strategy Update – Space Needs Assessment</u>

A report from the Chief Administrative Officer, dated September 8, 2022, to provide Council with the findings of the Space Needs Assessment, Reimagining our Workspace project, completed by DPAI Inc.

A presentation from Petra Matar, DPAI, to present the Office Space Assessment and Modernization Feasibility Report.

Moved by Councillor White, seconded by Councillor Sherwood

THAT the report of the Chief Administrative Officer, dated September 8, 2022, with respect to Service Optimization and Work Force Strategy Update – Space Needs Assessment Consultants Report, be received;

AND THAT the phased-construction recommendations contained in the Dufferin County Office Space Assessment and Modernization Feasibility Report prepared by DPAI be incorporated into future DRAFT budgets for consideration;

AND THAT staff be directed to prepare a report with respect to future options for surplus/under-utilized and tenant occupied/vacant space.

Moved by Councillor Brown, seconded by Councillor Nix

THAT the motion be deferred until January 2023.

-Carried-

29. <u>Manager – Preparedness, 911 & Corporate Projects' Report – On-Demand</u> <u>Transit Pilot Project – Progress Update</u>

A report from the Manager – Preparedness, 911 and Corporate Projects, dated September 8, 2022, to update Council on the progress made toward implementation of the On-Demand Transit Pilot Project as approved by Council on May 12, 2022.

Moved by Councillor Horner, seconded by Councillor Gardhouse

THAT the report of the Manager – Preparedness, 911 & Corporate Projects, dated September 8, 2022, regarding an On-Demand Transit Pilot Project – Progress Update, be received;

AND THAT staff continue with the Request for Proposal process making award contingent upon approval of the 2023 budget;

AND THAT staff include revised cost estimates for the On-Demand Transit program in the 2023 draft budget submission.

Councillor White called a point of order on Councillor Nix, requesting that he not interrupt staff while they are speaking.

A recorded vote was requested on the motion and taken as follows:

	Yay	Nay
Councillor Anderson (1)	Х	
Councillor Brown (7)	Х	х
Councillor Creelman (3)	Х	
Councillor Foster (1)		х
Councillor Gardhouse (2)	Х	
Councillor Gerrits (1)	ABSENT	
Councillor Hawkins (1)	x	
Councillor Horner (1)		Х
Councillor Sherwood (7)	Х	
Councillor Mills (2)	Х	

	Yay	Nay
Councillor Nix (2)		х
Councillor Rentsch (1)		х
Councillor Soloman (1)	х	
Councillor White (2)	х	
Total (31)	25	6
	-CARRIED-	

30. Chief Administrative Officer's Report – Monthly Report from Outside Boards

A report from the Chief Administrative Officer, dated September 8, 2022, to provide Council with an update of activities from outside boards and agencies.

Moved by Councillor Brown, seconded by Councillor Gardhouse

THAT the report of the Chief Administrative Officer, dated September 8, 2022, with respect to Reports from Outside Boards, be received.

-Carried-

CORRESPONDENCE

31. Resolutions – Creation of Draven Alert System

Resolutions from the Township of Melancthon, dated July 19, 2022, and the Town of Grand Valley, dated August 30, 2022, regarding the creation of a Draven Alert system to protect vulnerable children who have not been abducted but are at high risk of danger, injury or death.

Moved by Councillor White, seconded by Councillor Creelman

THAT the resolutions from the Township of Melancthon and the Town of Grand Valley regarding the creation of a Draven Alert system to protect vulnerable children who have not been abducted but are at high risk of danger, injury or death, be supported.

-Carried-

32. Ombudsman Ontario

Correspondence from Ombudsman Ontario, dated August 30, 2022, regarding the Closed Session investigation from the April 28, 2022 Infrastructure and Environmental Services meeting.

Moved by Councillor Horner, seconded by Councillor Hawkins

THAT the correspondence from Ombudsman Ontario, dated August 30, 2022, regarding the Closed Session investigation from the April 28, 2022 Infrastructure and Environmental Services meeting, be received.

-Carried-

NOTICE OF MOTIONS

33. Moved by Warden Mills, seconded by Councillor Creelman

THAT the notice provision be waived in accordance with Procedural By-Law 2015-24, Section 16.12 and 16.13.

-Carried-

34. Moved by Councillor Creelman seconded by Councillor Soloman

THAT Dufferin County strongly opposes the proposed change to Provincial and Federal riding boundaries that removes the Township of East Garafraxa and the Township of Mulmur from the same riding as the remainder of Dufferin County;

AND THAT staff and members of Council attend the virtual regional consultation session on September 28, 2022 to express opposition.

-Carried-

35. <u>MOTIONS</u>

Moved by Councillor White, seconded by Councillor Anderson

THAT staff be directed to undertake a review of the land acknowledgment statement to ensure its accuracy given that many of our individual statements have recognitions that are not consistent with the statement of the County; AND FURTHER THAT each local tier municipality be encouraged to review their land acknowledgement statement for accuracy.

-Carried-

36. CLOSED SESSION

Moved by Councillor Hawkins, seconded by Councillor Brown

THAT Council moved into Closed Session (9:37 a.m.) in accordance with the Municipal Act Section 239 (2)(c) – Proposed or pending acquisition or disposition of land by the municipality or local board, Section 239 (2)(d) – Labour Relations or Employee Negotiations, and Section 239 (f) – Advice that is subject to solicitor-client privilege.

-Carried-

While in Closed Session, Council reviewed the minutes of the Closed Session of Council on August 18, 2022 and a verbal report from the Chief Administrative Officer regarding a lease for space at 10 Louisa St, Orangeville.

Councillor Anderson left the meeting at 9:47 p.m. while in Closed Session.

Moved by Councillor Brown, seconded by Councillor Creelman

THAT Council move into open session (9:48 p.m.).

-Carried-

BUSINESS ARISING FROM CLOSED SESSION

37. Moved by Councillor Nix, seconded by Councillor Rentsch

THAT the Closed session minutes of Council from August 18,2022, be adopted.

-Carried-

38. Moved by Councillor Brown, seconded by Councillor Hawkins

THAT staff be directed to proceed as discussed in Closed Session.

-Carried-

39. **BY-LAWS**

- 2022-32 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Township of Amaranth. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Township of East Garafraxa. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Town of Grand Valley. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Township of Melancthon. (9-1-1 Service Agreement)
 Authorization: General Government Services April 28, 2022
- 2022-36 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Town of Mono. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Township of Mulmur. (9-1-1 Service Agreement)
 Authorization: General Government Services April 28, 2022

- 2022-38 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Town of Orangeville. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- 2022-39 A by-law to ratify the actions of the Warden and the Clerk for executing an agreement between the Corporation of the County of Dufferin and the Corporation of the Town of Shelburne. (9-1-1 Service Agreement) Authorization: General Government Services – April 28, 2022
- 2022-40 A by-law to appoint Michael Sutton as a Building Inspector under the Building Code Act. Authorization: Council – September 8, 2022

Moved by Councillor Brown, seconded by Councillor Horner

THAT By-law 2022-32 through to 2022-40, inclusive, be read a first, second and third time and enacted.

-Carried-

40. OTHER BUSINESS

Councillor Brown noted the Dufferin Board of Trade will be hosting Dream Dufferin at Tony Rose Arena on September 14, 2022. The event will promote jobs in skilled trades and nontraditional jobs for women. Students from local area schools will be attending to hear a keynote speaker, an ironworker, and visit with 28 skilled trade employers.

Councillor Anderson rejoined the meeting at 9:52 p.m.

41. CONFIRMATORY BY-LAW

2022-41 A by-law to confirm the proceedings of the Council of the Corporation of the County of Dufferin at its meeting held on September 8, 2022.

Moved by Councillor Brown, seconded by Councillor Nix

THAT By-Law 2022-41, be read a first, second and third time and enacted. -Carried-

42. **ADJOURNMENT**

Moved by Councillor Gardhouse, seconded by Councillor Creelman

THAT the meeting adjourn.

-Carried-

The meeting adjourned at 9:53 p.m.

Next meeting: Thursday, October 13, 2022 Video Conference

Wade Mills, Warden

Michelle Dunne, Clerk



MINUTES MANSFIELD PARKS ADVISORY COMMITTEE September 26, 2022 7:00 PM

Present: Earl Hawkins Mandy Little Emerson Pendleton Paul Greer John Willmetts - Director of Public Works Roseann Knechtel – Secretary

Absent: Zolton Potovszky

1. CALL TO ORDER

The Secretary called the meeting to order at 3:04 p.m.

2. APPROVAL OF THE AGENDA

Moved by Hawkins and Seconded by Greer

THAT the agenda be approved.

CARRIED.

3. PREVIOUS MEETINGS MINUTES

Moved by Hawkins and Seconded by Greer

THAT the minutes of April 20, 2022 be approved.

CARRIED.

4. DISCLOSURE OF PECUNIARY INTERESTS - NONE

- 5. ADMINISTRATION
- 5.1 Mansfield Community Park

2023 User Fee Recommendations

Members discussed the 2022 user fees and reviewed the year to date report of revenues and expenses.

Members discussed invoicing for time booked vs. time used and recommended the Treasury Department and Minor Ball Schedulers meet to develop a protocol for cancellations that will best suit the needs of each party prior to the 2023 season.

Minor Ball advised they are paying over \$800/year for the scheduling program they are using. As an efficiency and to address communication gaps, direction was given to staff to look into a user-friendly scheduling software that could be used by the ball leagues, hockey and the Township that all users would have access to.

2023 Maintenance Requirements

Members discussed areas requiring attention and requested the following maintenance be performed.

- #1 Encroaching grass on the infield. Needs edging
- #2 Limeshed needs repair (leveling, support, door, locking)
- #3 Pitching Mound (more clay supply early in the year)
- #4 Batters Boxes to be redone
- #5 Level the warmup area

Future Improvements

The Secretary advised members that the Township has obtained quotes for the installation of lighting at the baseball diamond to extend playing times. Due to the cost of the lighting, the Township is actively seeking and applying for grants.

Members requested consultation with user groups throughout the grant, RFP and installation process and identified the installation of a Warning Track as a future improvement request.

Direction was given to staff bring further information back at the next meeting regarding Township's and user group's liability surrounding fly balls and the installation netting on the east side of the diamond fronting Airport Road.

5.2 Thomson Trail Park

Park Upgrades

The Director of Public Works provided an update on the status of the playground upgrades at Thomson Trail Park.

2023-2024 Mansfield Community Ice Rink

The Committee discussed the 2022-2023 ice season and whether or not there is a need for washroom facilities.

Direction given to send out communications to the Mansfield Community with the water bills in January to advise residents of rules etc.

2023 Maintenance Requirements

The Committee did not identify any additional maintenance requirements at this time.

Future Improvements

Members identified the following items for future park improvements:

- Pavillion
- Parking Lot

5.3 Maes Cres Park

2023 Maintenance Requirements

John Willmetts, Director of Public Works advised that tree trimming was completed along the walking paths. There are a number of dead trees that still require removal.

2023 Maintenance Requirements

Additional tree removal of dead and dangerous trees.

Future Improvements

John Willmetts, Director of Public Works spoke to the legal access off of Maes Cres, and access from private property on Rogers Road. Public Works identified a desire to gain public easement for access and to have the ability to get equipment in and out.

5.4 2022 Annual Report to Council

Direction given to include maintenance and future improvements identified in the September 26, 2022 meeting.

2023 budget requests

- Limeshed repair
- Batters Box Clay

6. INFORMATION ITEMS

- 6.1 Walking Path at Mansfield Community Park
- 7. ITEMS FOR FUTURE MEETINGS
- 7.1 2023 Charity Ball Tournament
- 8. ADJOURNMENT

Moved by Pendleton and Seconded by Little

THAT the Committee adjourns the meeting at 4:35 p.m. to meet again March 6, 2023 at 3:00 p.m., or at the call of the Chair.

CARRIED.



2022 ANNUAL REPORT

TO:CouncilFROM:Community Communications Advisory Committee (CCAC)SUBJECT:2022 Annual Report on Achievements

PURPOSE:

The purpose of this report is to report to Council on the CCAC's actions for the year 2022.

MANDATE AND ACHIEVEMENTS:

MANDATE GOAL #1: Review the approved communications strategy and make recommendations for improvement.

2022 Actions: The Township's Communication strategy was reviewed and updated in September 2021 with the following milestones being identified for completion by the Communications Committee in 2022.

- Increase confidential email list to 80% of households (approx. 1300 addresses)
 - Ongoing. The confidential email list is distributed to 816 emails (up from 806 in 2021). This number changes monthly.
- Encourage businesses to join the Township Community Directory on the Mulmur website
 - Ongoing. No new business joined within this period.
- Monitor Website and Social Media traffic and drive engagement to the website
 - Casual feedback and analytics are showing the messages are being received and shared more. The Committee has begun reviewing quarterly reports prepared by staff to identify gaps in communications and improve engagement.
 - A communications magnet was created for distribution.
 - o 2019-2022 Social Media Comparisons:

	Month of July 2022	Year of 2019	
People Reached	14,609	66	
Reactions	465	60	
Photo Views	1,342	Info N/A	
Shares	104	1	
Link Clicks	109	Info N/A	
Comments	152	0	
New Followers	12	Info N/A	

FACEBOOK (Profile created in 2019)

TWITTER (Profile created in 2015)

	Month of July 2022	Month of July 2019
Posts	20	2
Tweet Impressions	4,009	3,283
Profile Visits	722	Info N/A
Mentions	70	Info N/A
New Followers	2	2

- Encourage feedback with a monthly newsletter question

 Implemented in October 2021 and remains in place.
- Reach out to community social media groups to receive permission to post directly on their social media pages
 - Messaging on Township platforms is shared by users.

MANDATE GOAL #2: To be available to act in an advisory capacity for special projects as identified by staff and Council.

2022 Actions: None.

2023 BUDGET REQUESTS:

A website overhaul is not required at this time as the website continues to be refreshed on a consistent basis. The Committee requests to continue utilizing marketing giveaways.

There is no specified 2023 budget amount being requested.

Respectfully Submitted: The Community Communications Advisory Committee



2022 ANNUAL REPORT

TO:CouncilFROM:Roads Safety Committee (RSC)SUBJECT:2022 Annual Report on Achievements

PURPOSE:

The purpose of this report is to report to Council on the RSC's actions for the year 2022.

MANDATE AND ACHIEVEMENTS:

MANDATE GOAL #1: Build on data collected from Mulmur roads to identify areas for Paid Duty for recommendation to Council

2022 Actions: The Committee reviewed areas for Paid Duty and made recommendation to Council in December 2021 for the 2022 calendar year.

MANDATE GOAL #2: The Road Safety Committee provides a community perspective on road safety issues, promotes public awareness and education for road safety initiatives and programs, with an aim to enhance community participation and cooperation.

2022 Actions: A monthly social media communications plan was developed highlighting a new safety issue each month.

A safety poster was developed and provided to the elementary school for distribution at the end of the school year (June 2022). The poster highlighted tips of safely crossing the road, biking and playing outside.

MANDATE GOAL #3: Road Safety will consult with and promote safety items while supporting ongoing programs and projects in an effort to increase road safety in the Township of Mulmur.

2022 Actions: The Committee recommended to Council the purchase of a child cut outs. Signage has been installed and impacts are being monitored by the Public Works department.

2023 BUDGET REQUESTS:

There is no specified 2023 budget amount being requested.

Respectfully Submitted: The Roads Safety Committee



2022 ANNUAL REPORT

TO:CouncilFROM:Economic Development Committee (EDC)SUBJECT:2022 Annual Report on Achievements

PURPOSE:

The purpose of this report is to report to Council on the EDC's actions for the year 2022.

MANDATE AND ACHIEVEMENTS:

MANDATE GOAL #1: Retain, enhance and attract businesses by:

- Helping existing small businesses grow through awareness, red tape reduction, education (Prosperous, G1, A1)
- Actively engage with county, provincial and federal agencies to obtain resources to support local initiatives (Prosperous, G1, A2)

2022 Actions: Economic Development Promotional Video: EDC has secured the services of True North Media to highlight three local home service businesses in Mulmur. Filming is scheduled to be completed by the end of October 2022.

MANDATE GOAL #2: Pursue responsible growth in residential and employment areas

• Promote local employment opportunities and awareness (Prosperous, G2, A1)

2022 Actions: Included as part of the Township's monthly survey and newsletter.

MANDATE GOAL #3: Facilitate education and training for Mulmur residents, entrepreneurs and businesses

• With input from organizations such as Dufferin Board of Trade, identify and support employment programs and opportunities for Mulmur residents and youth (Supportive, G2, A1)

2022 Actions: Promotion of DBOT workshops and talks through the Township newsletters and social media.

MANDATE GOAL #4: Celebrate success of residents including students, volunteers, Mulmur team members and business achievements

• Identify business achievements, including new businesses for recognition at Council and inclusion on the business directory. (Supportive, G4, A1)

2022 Actions: Business Recognition Policy: Developed and recommended to Council for implementation in July 2022. Continued recognition of new businesses in the newsletters and social media.

Post-Secondary School Grant Program: Developed and recommended to Council in September 2022.

2023 BUDGET REQUESTS:

The Economic Development Committee respectfully requests a 2023 budget of \$12,000 to be used towards:

- Additional EDC Promotional Videos
- Main Street Beautification Projects Garden Township Implementation

Respectfully Submitted: The Economic Development Committee



2022 ANNUAL REPORT

TO:CouncilFROM:Mansfield Parks Advisory Committee (MPAC)SUBJECT:2022 Annual Report on Achievements

PURPOSE:

The purpose of this report is to report to Council on the MPAC's actions for the year 2022.

MANDATE AND ACHIEVEMENTS:

MANDATE GOAL #1: Pursue new opportunities identified in the Recreation Efficiency Study (Connected, G2, A3)

2022 Actions:

- Honeywood Baseball Diamond: recommended and requested the NDCC Board of Management investigate running electricity to the baseball diamond in Honeywood for use by the Mansfield Minor Ball Leagues.
- Purchase of two new picnic tables for installation at the playground and canteen.
- Reviewed playground inspection reports and supported in house maintenance at the Mansfield Parks.
- Reviewed feedback from the outdoor ice rink and made recommendation to Council with respects to the maintenance of one rink and signage.

MANDATE GOAL #2: Make recommendations to Council and staff in regard to use fees, future maintenance and park improvements (Transfer Agreement 2009/10)

2022 Actions:

Recommendation was made to Council with respects to the 2022 user fees, being to maintain the rate of Minor Baseball and increase Adult Men's League fees.

Identified 2022 maintenance requirements for completion:

- Netting on top of batting cage (completed)
- Edge infield to address encroaching weeds (outstanding)
- Maintain a constant supply of toilet paper (completed)
- Ensure sanitation and regular cleaning of washrooms facilities (completed)
- Clay supply for pitchers mound and home plate at the diamond (completed)

Identified 2023 maintenance requirements

- #1 Edge infield to address encroaching weeds (outstanding from 2022)
- #2 Limeshed repair (leveling, support, door, locking)

- #3 Maintain clay supply for Pitching Mound earlier in the year
- #4 Batters Boxes to be redone
- #5 Level the warmup area

Maes Park Maintenance Requirements

• Removal of dead and dying trees (outstanding from 2022)

Identified future improvements at Mansfield Community Park:

- Accessible trail to playground (completed in 2022)
- Maintenance of the chain link fencing
- Back stop
- Lighting Installation
- Warning Track

Identified future improvements at Thomson Trail:

- Pavilion
- Parking Lot

2023 BUDGET REQUESTS:

The Mansfield Parks Advisory Committee respectfully requests the following maintenance and improvements be included as part of the 2023 Parks budget:

- Limeshed repair
- Levelling of Warm-up Area
- Clay to redo Batters Box
- Clay supply at diamond for use throughout the season
- Edge infield to address encroaching weeds
- Removal and dead trees in Maes Cres Park

Respectfully Submitted: The Mansfield Parks Advisory Committee



INFORMATION MEMO

SUBJECT: GICB Grant Application

PURPOSE: The purpose of this report is to provide Council with further information as to why we didn't receive funding under the Green and Inclusive Community Buildings (GICB) grant. renovations.

INFORMATION:

At the May 5, 2021, Council meeting, the following motion was passed.

Moved by Clark and Seconded by Cufaro

THAT Council supports the Joint Recreation Subcommittee's recommendation to move forward with Option D subject to grant availability and funding of at least 66%, and to move forward with an RFP to engage architectural/engineering for design.

Yea	Nay
Councillor Boxem	Ý
Councillor Clark	Y
Councillor Cufaro	Y
Deputy Mayor Hawkir	ns Y
Mayor Horner	Y

CARRIED.

Moved by Clark and Seconded by Cufaro

THAT Council endorses the application to the Ministry of Infrastructure, Green and Inclusive Community Buildings Program and authorizes staff to execute an agreement for grant funding.

Yea	Nay
Councillor Boxem	Y
Councillor Clark	Y
Councillor Cufaro	Y
Deputy Mayor Hawkir	ns Y
Mayor Horner	Y

CARRIED.

The attached letter from Infrastructure Canada states the following:

"Following a thorough review of your application for the *Townships of Mulmur & Melancthon Update and Expand the North Dufferin Community Centre, Making It Green and Inclusive (AP-000000403),* we regret to inform you that your project was not selected for funding as it was deemed ineligible for the following reason(s):

• Your project's attestation letter does not sufficiently demonstrate that the project is designed to meet, with or without the addition of a verified transition plan, or that it should be exempt from, the Zero Carbon Building – Design Standard Version 2.

Staff requested a response from Grant Match as to why we didn't meet this requirement.

Following is Grant Matches response:

"Unfortunately, in the GICB New Build stream there was a lot more competition than anticipated and the GHG bar for new buildings was higher than indicated in the program guidelines. Transition plans to become net zero were insufficient to receive an approval in the 2021 funding round, only facilities designed to be net zero were funded. GICB's New Building stream is about to launch a new call for proposals, so the project can be reviewed and re-filed with an improved net zero carbon plan."

Respectfully submitted:

<u>Heather Boston</u>

Heather Boston, CPA, CA, CGA, Treasurer

Schedule A – Infrastructure Canada GICB Grant Repsonse

SCHEDULE A - GICB Grant



The Corporation of the Township of Mulmur Heather Boston 758070 2 Line E. Mulmur, ON L9V 0G8

Dear Heather Boston,

Thank you for submitting your application to Infrastructure Canada's Green and Inclusive Community Buildings (GICB) program. This initiative will support green and energy efficient retrofits, repairs or upgrades to existing publicly accessible community buildings and the construction of new publicly accessible community buildings.

The program received considerable interest from communities and organizations across Canada, with hundreds of projects requesting billions in funding under the scheduled intake stream. Following a thorough review of your application for the *Townships of Mulmur & Melancthon Update and Expand the North Dufferin Community Centre, Making It Green and Inclusive* (AP-00000403), we regret to inform you that your project was not selected for funding as it was deemed ineligible for the following reason(s):

• Your project's attestation letter does not sufficiently demonstrate that the project is designed to meet, with or without the addition of a verified transition plan, or that it should be exempt from, the Zero Carbon Building – Design Standard Version 2.

Unfortunately, due to the competitive nature of the process, program officials could only assess projects based on the information provided. You may wish to consult with the <u>Applicant Guide</u> for more detailed information about the above-noted reason(s). Please note that all assessment results are final, and that the program parameters governing the GICB program does not permit Infrastructure Canada nor the Minister of Intergovernmental Affairs, Infrastructure and Communities to approve projects which did not meet all eligibility requirements.

We acknowledge that the work required to bring a project to the point of eligibility can be extensive, and potentially valuable projects may not have had sufficient time to complete the necessary work by the deadline. With that in mind, work has been done this spring to secure the funding flexibility to offer a second application opportunity. A second scheduled intake is planned for a later date in 2022, which may offer potential applicants with the needed time to complete that work. We will contact you by email with more details once the timing is confirmed.

My team will be pleased to provide you with additional support should you wish to submit a new application. In the interim, I highly recommend you refer to the <u>Applicant Guide</u> to review the eligibility requirements and evaluate your project's potential eligibility for GICB. If you have questions about the GICB program, please contact us at <u>gicbp-pbcvi@infc.gc.ca</u>. You can find more information about other Infrastructure Canada programs at <u>www.infrastructure.gc.ca</u>.

Yours sincerely,

Paul Loo Director General, Resilient and Innovative Communities Directorate Infrastructure Canada





758070 2nd Line E Mulmur, Ontario L9V 0G8

Local (705) 466-3341 Toll Free from 519 only (866) 472-0417 Fax (705) 466-2922

INFORMATION

2022 3rd QTR Planning Applications

2022 Municipal Approvals / Building Permits

ROLL #	DEVELOPMENT TYPE
2 09720	Portable
1 17563	Renovations
6 06875	Dwelling and Septic
4 12420	Dwelling and Septic
1 34505	Dwelling and Septic
2 00550	Second Dwelling and Septic
3 13450	Garage Addition
6 18710	Barn
5 10300	Notice of Change: Deck Size
6 09500	Dwelling and Septic
3 17010	Dwelling and Septic
4 02150	Change of Use
1 20900	Deck and Covered Porch
1 07050	Dwelling and Septic
1 00121	Garden Shed
5 08600	Addition
6 14500	Garage Addition
4 10450	Septic
4 05500	Renovation
5 15300	Dwelling and Septic
4 10450	Change of Use

4 07700	Garage
5 00305	Pool Cabana
5 00305	Addition
1 24200	Chili Shack
6 10400	Second Dwelling / Workshop
5 12900	Septic Replacement
2 02600	Farm Storage
2 02600	Workshop

2022 Building Permit Statistics	
Number of building permits applied for (to date)	82
Number of Open building permits (pending approvals)	19

Zoning Amendments

File		Status
Number	Туре	
		By-law drafted. Pending Site
	Mansfield Ski Club (Removal of Holding	Plan registration and
Z1-2016	Provision)	securities.
Z7-2021	Bennoit accessory structure	Resubmission required.
Z12-2021	Csizik home industry/accessory structures	Pending OLT decision.
ZH-2022	Township initiated housekeeping by-law	Statutory Meeting Sept 7/22
Z6-2022	Humphries (setbacks)	Statutory Meeting Oct/22

Consent Applications

File Number	Туре	Status
		Approved – pending condition
B1-2022	MacEachern – boundary adjustment	completion
		Approved – pending condition
B14-2021	Wallace – boundary adjustment	completion
	Presbyterian Church – to sever	
B3-2022	cemetery/church from remainder	November 30th Public Meeting
B4-2022	Lazier – lot creation	November 30th Public Meeting

Site Plan Agreements

File Number	Туре	Status
		Applicant to resubmit
SPA01-2020	Townline Cannabis facility	drawings.
SPA02-2021	Tosello Randwick Self-storage	3 rd submission received
SPA05-2021	Tosello Mansfield Self-storage	Pending 2 nd submission
SPA06-2022	Callegari Second dwelling	First draft of agreement
		Staff Review/Building
SPA07-2022	Pasquale Amended Building Location	Department

Subdivisions

File Number	Туре	Status
SUB01-2021	Primrose Employment subdivision	Pending 2 nd submission
		2 nd submission received. Under
SPA02-2021	Armstrong Residential subdivision	review.

Official Plan Amendments

File Number	Туре	Status
OPA No. 4	Community Engagement and	
(2022)	Implementation Amendments	Open House – Sept 24, 2022
OP	New Official Plan Project	On hold
OPA No. 5		
(2022/23)	Environmental Policy Review and	
Environmental	Development	Contract awarded



NVCA September 2022 Board Meeting Highlights

Next Meeting: August 26, 2022, held virtually

For the full meeting agenda including documents and reports, visit NVCA's website.

Lease renewals for New Lowell and Petun Conservation Areas

The NVCA Board of Directors has approved the five-year lease renewals for New Lowell and Petun Conservation Areas.

Revenues from New Lowell Conservation Area lease are held in a reserve account to offset the costs of capital repairs on the property as required.

Revenues from the Petun Conservation Area lease will assist in covering property taxes of the property.

Employer handbook update

NVCA Updated the Employee handbook to include an Electronic Monitoring Policy.

The policy includes how, why, and in what circumstances to ensure employee safety and security. Appropriate data is also collected to make informed business decisions.

2023 Draft Budget

Sheryl Flannagan, NVCA's Director, Corporate Services gave a presentation on <u>NVCA's Draft</u> <u>2023 Budget</u> in this board meeting.

The budget is accompanied by a <u>program</u> <u>overview</u>, which highlights the work that each program area does for the watershed.

The NVCA Board of Directors has approved the draft budget and program overview for circulation to municipalities for a 90-day review period. The final budget vote will be on March 24, 2023.

In the August 2022 board meeting, staff was directed to develop a draft budget with a \$150,000 increase to municipal levy. Through looking at three-year trends, finding savings in expenditures, and increasing potential revenues (including applying for as many grants as possible), staff are pleased to present a budget with an increase of \$137,048.95 to the general levy, below the approved guideline.

Upcoming Events

Festival at Fort Willow

The Festival at Fort Willow is an annual event where visitors will experience what life was like at Fort Willow pre-European contact, during the Fur Trade and the War of 1812. Date: October 1, 2022 from 10 am to 4:00 Location: Historic Fort Willow Conservation Area 2714 Grenfel Rd, Utopia, ON LOM 1T2

Tiffin Nature Program

Geared towards pre-K and children in kindergarten, the Tiffin nature program will help children gain knowledge, understanding and appreciation of the natural world and our amazing planet. Date: 6-week sessions from September 20, 2022 to June 13, 2023. Location: Tiffin Centre for Conservation 8195 8th Line, Utopia, ON LOM 1TO

PA/PD Day Camp

Offered on PA/PD Days only, kids will enjoy lots of physical activity, and be mentally stimulated as they explore ever change scenery and landscapes. They will be able to move away from excess screen time, and learn how to integrate nature into their everyday lives. Dates: October 24, 2022, November 18, 2022, January 27, 2023, April 28, 2023, June 2, 2023 Location: Tiffin Centre for Conservation 8195 8th Line, Utopia, ON LOM 1TO Homeschool Programs

Tiffin's Homeschool Program is designed for homeschool families who want to spend structured time outside to develop a sense of wonder, appreciation and respect for the natural world.

Date: One Friday a month from October 15, 2022 to June 23, 2023

Location: Various locations throughout the Nottawasaga Watershed

Q1 What type of business would you like to see established in Mansfield?

Answered: 7 Skipped: 0

ANSWER CHOICES	RESPONSES	
1.	100.00%	7
2.	85.71%	6
3.	85.71%	6

#	1.	DATE
1	Grocery Store	8/10/2022 11:18 AM
2	Walk-in clinic	8/9/2022 9:24 PM
3	Nothing more	8/9/2022 1:01 PM
4	Grocery store	8/9/2022 12:25 PM
5	Grocery Store: like Valuemart	8/9/2022 11:47 AM
6	Pharmacy	8/9/2022 11:29 AM
7	Grocery store	8/9/2022 10:31 AM
#	2.	DATE
1	Fine Dining	8/10/2022 11:18 AM
2	No frills or other grocery store	8/9/2022 9:24 PM
3	Nothing more	8/9/2022 1:01 PM
4	Fine Dining: like Italian, German etc	8/9/2022 11:47 AM
5	Foodland	8/9/2022 11:29 AM
6	Coffee shop, eatery, restaurants	8/9/2022 10:31 AM
#	3.	DATE
1	Bakery	8/10/2022 11:18 AM
2	Street plaza	8/9/2022 9:24 PM
3	May be a gourmet restaurant in place of ATV store.	8/9/2022 1:01 PM
4	Deli/Bakery	8/9/2022 11:47 AM
5	LCBO	8/9/2022 11:29 AM
6	Medical: dentists, optometrist, walk-in clinic	8/9/2022 10:31 AM

Roseann Knechtel

Subject: Grand Valley Support Resolution

From: Sabrina VanGerven <svangerven@townofgrandvalley.ca> Sent: September 22, 2022 11:08 AM Subject: Grand Valley Support Resolution

Good morning,

At the September 13, 2022 regular meeting, Council for the Town of Grand Valley passed the following motion:

Resolution 2022-09-13

Moved by S Miles, Seconded by P Latam

BE IT RESOLVED THAT Grand Valley Council support the resolution passed by the Township of Mulmur and therefore be it resolved that the Council of the Town of Grand Valley endorse the following and direct staff to provide a copy of this resolution to all municipalities within Dufferin County:

WHEREAS the impacts of climate change are being felt in Mulmur and will continue to intensify, posing acute and lasting risks to people, business, and natural ecosystems;

AND WHEREAS these risks include, but are not limited to, extreme weather, threats to human health and wellbeing, economic disruption, food and water insecurity, social instability and threats to all other life on earth; AND WHEREAS Mulmur has a crucial role to play in responding to, changing and mitigating the contributions to climate change through responsible planning and budgeting;

AND WHEREAS Council's Strategic Plan identifies a priority path of "Growing a Sustainable Mulmur: being proactive in sustainable initiatives to ensure the long term well-being of Mulmur";

AND WHEREAS the Township of Mulmur's Official Plan provides a policy for growth management where land use patterns shall "minimize negative impacts to air quality and climate change, and promote energy efficiency";

NOW THEREFORE BE IT RESOLVED THAT Council of the Township of Mulmur declare a Climate Emergency for the purpose of recognizing and deepening our commitment to protecting our economy, ecosystems, and community from climate change;

AND THAT, in response to this Climate Emergency, Council seeks to limit its contributions to the climate crisis, by way of the following actions:

- 1. That Council review the current Strategic Plan action items for "Growing a Sustainable Mulmur" to reprioritize commitments and identify additional areas to take action.
- 2. That Council direct staff to identify climate change options at budget time for Council consideration.
- 3. That Council direct staff to arrange training on climate change and climate lens adaptation to be scheduled in 2023.

AND FURTHER THAT this resolution be forwarded to all Ontario municipalities in their information and potential action.

CARRIED

If you have any questions or concerns, please do not hesitate to contact me.

Kind regards, Sabrina VanGerven



Sabrina VanGerven, CHRP Deputy Clerk/Communications Coordinator Town of Grand Valley | 5 Main Street North, Grand Valley, ON L9W 5S6 Tel: (519) 928-5652 | Fax: (519) 928-2275 | svangerven@townofgrandvalley.ca



The Corporation of the Township of Prince COUNCIL RESOLUTION

September 13, 2022	Agenda Item 13i
Resolution 2022- ၂구 식	
Moved by: M. Matthews	Seconded by:

BE IT RESOLVED THAT THE COUNCIL OF PRINCE TOWNSHIP SUPPORTS

Township of Murmur - Climate Emergency correspondence.

RESOLUTION RESULT			Sec. 1	
CARRIED	Mayor & Council	YES	NO	
DEFEATED	Ken Lamming			
DEFERRED	Eugene Caputo			
REFERRED	Enzo Palumbo			1
RECORDED VOTE (SEE RIGHT	lan Chambers	1		
WITHDRAWN	Michael Matthews	+		

MAYOR - KEN LAMMING

Ministry of Municipal Affairs and Housing

Office of the Minister

777 Bay Street, 17th Floor Toronto ON M7A 2J3 Tel.: 416 585-7000 Ministère des Affaires municipales et du Logement

Bureau du ministre



777, rue Bay, 17^e étage Toronto ON M7A 2J3 Tél. : 416 585-7000

234-2022-4150

September 26, 2022

Dear Head of Council:

Our government recognizes the importance of streamlining development approvals in land use planning in supporting the development of 1.5 million new homes by 2031. Our government will continue working with you to identify opportunities and innovative solutions that would help us effectively address the housing crisis.

I am writing you today about <u>public consultation</u> in the land use planning process. The *Planning Act* requires public meetings to be held prior to making certain planning decisions for the purpose of giving the public an opportunity to make representations in respect of the matter under consideration.

For example, your municipal council can consider how to meet the *Planning Act*'s requirements using a variety of methods such as physical meetings, electronic or virtual channels – separately or in combination - to engage and solicit feedback from the public on land use planning matters. This may include a mixture of technologies and approaches to meet local public needs (for example, physical meetings, webinars, video conferencing, moderated teleconference). There is no requirement in the *Planning Act* to have multiple types of meetings (e.g., both a physical meeting and a virtual meeting).

Thank you for the work that you do to engage and provide the public with an opportunity to make representations on planning matters in a manner that works best in your local community.

Sincerely,

BON

Steve Clark Minister

Roseann Knechtel

Subject: FW: Sidroad 15

From: Leah Pressey Sent: Tuesday, September 13, 2022 09:57 Subject: Sidroad 15

Dear Mayor Horner and Councillors

I am writing to bring your attention to a speed limit issue on Sideroad 15 between Airport road and 5th Line E. Presently, there is a 50km/h posting for eastbound traffic and an 80 km/h limit in the westbound direction. Furthermore, the development at Mansfield Ski Club is proceeding.

I would like to propose that the two speed limits **both** be 50 km/h for the following reasons:

1. The excessive noise associated with trucks and cars driving at 80 km/h or more **up** the sideroad from Airport road would be decreased. This would help the residents on Mountainview Road and also let them know that they are important to the Township in light of the controversy around the ski club development.

2. Traffic in and out of the club will only increase over time and a 50 km/h speed limit will reduce the potential for accidents as cars turn in and out of the club.

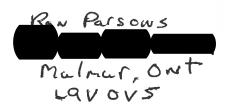
3. Residents and tourists who walk on the road and live immediately on the road will enjoy a much safer environment, as the curves in that section of SR 15 do not allow for adequate visibility.

I bring this issue directly to council after being told, last year by the roads staff, that speed limits cannot be changed. I have copied Chris Salhany, General Manager of the club, as a courtesy. I am eager to discuss this further and look forward to a response.

Sincerely,

Leah Pressey Mulmur

Sept19, 2022



To Council Members, I am writing this letter as a concern about Mulmur's "Open for Business' Policy! Our community, (Just west of Terra Nova on the river road), is made up of a few houses, my old Farmhouse, and four or five cedar cottage type homes. Recently, two to three yeas ago, a business opened up across the road from me.

Because of Could, nothing ruch was said by anybody about these goings on. Yes. I did drop off to council a letter with what I thought were helpful suggestions.

I would like to tell you what I have experienced regarding Landscaping across the road from me.

- It Feels as if I an living in the middle of a Parking lot."
 Gives me a feeling of Alienation."
 A feeling of powerty fills the area that was once a pristine "Green Space".
- 4. I vever know when vehical Noise will awaken me from skep.
 - 5. Its' a marriage made in Hell that lacks any decency: 6. A letter from Council would have helped. Explaining it's proposal.

7. The rear entrance wasn't used until recently. This deliberate sabotage feels personal. & Even trucks idling and other low frequencys travel through the ground, making impossible to relax.

9. The road in front of my house is used for unloading large skids of soil etc. They then climb the steep driveway carrying it with Forklift vehicals.

10. My understanding is that a commercial operation can lower the neighbouring property values by up to approximatily 20%.

In Short . needs. to be moved somewhere .. where it belowgs, Thank-you. Pors Ron Parsons.

P.S., I really don't want to have to move out of my little Farm house ...

Roseann Knechtel

Subject: Notice to the Mayor and Council

From: barry smith Sent: September 23, 2022 4:11 PM To: Roseann Knechtel Subject: notice to the Mayor and Council

To: Mayor Horner and Council members

With deep regret, I have to withdraw my name from this election for councillor for Mulmur Township. Due to health reasons, I will not be able to engage in the normal activities that would be required during the election process and post election duties if elected.

yours sincerely , Barry Smith



758070 2nd Line E Mulmur, Ontario L9V 0G8

Local (705) 466-3341 Toll Free from 519 only (866) 472-0417 Fax (705) 466-2922

Redistribution Federal Electoral Districts Ontario Division Paula.puddy@redecoupage-federal-redistribution.ca

Commission Members,

Once again, thank you for the opportunity to present some alternate suggestions for the realignment of the Federal and Provincial boundaries. This is a difficult task and one where you will always make some people happy and others not so much! I do not envy you your work.

As Mayor of Mulmur Township, I would like to speak on behalf of Mulmur and the County of Dufferin. At the September 8th meeting of Dufferin County Council, the County unanimously passed a motion stating:

Moved by Councillor Creelman, seconded by Councillor Soloman

THAT Dufferin County strongly opposes the proposed change to Provincial and Federal riding boundaries that removes the Township of East Garafraxa and the Township of Mulmur from the same riding as the remainder of Dufferin County;

AND THAT staff and members of Council attend the virtual regional consultation session on September 28, 2022 to express opposition.

-Carried-

In addition to the goal of equal representation, a goal of your commission and of municipal, provincial and federal governments should be to make the electoral system easy to understand and access. This serves to bring more people into the democratic process. Arbitrary and confusing boundaries create unintended barriers.

In Dufferin County, we share the same concerns of many of the speakers before the Commission that historical boundaries, communities of interest and geography should be considered in any realignment.

Dufferin County has a relatively small population of 66,000 people. As you can imagine, our community of interest is compact and our concerns are relatively similar. The towns of Orangeville, Shelburne and Grand Valley and the surrounding townships work well together and have access to the Federal and Provincial elected representatives that represent Dufferin. Hiving off the Township of East Grarafraxa to the Wellington riding and the Township of Mulmur to a Simcoe riding makes for a fragmented approach to Dufferin County issues whether they be infrastructure, social issues, housing or development. Speaking with one voice, to one representative will always be more effective.

As our community is small, it would be better to adjust our boundaries north or south to let Dufferin remain whole and be combined with one other municipality – whether that be Caledon or Simcoe. We understand that there will be a domino effect to any move that is made but given some of the other suggestions for realignment that were made at the hearing on September 28, I believe there is room for those adjustments to be made.

At the hearing, you received many solid common-sense solutions to the task before you that I hope will be given consideration. Local people have provided the "ground truthing" to the proposals, raising serious concerns but also providing viable solutions.

I look forward to the final report and hope that it will reflect many of the great ideas that came forward from Ontario residents.

Thank you,

<u>Janet Horner</u>

Janet Horner Mayor, Mulmur Township Councillor, County of Dufferin



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____-2022

BEING A BY-LAW OF THE CORPORATION OF THE TOWNSHIP OF MULMUR TO ADOPT AMENDMENT FOUR (4) TO THE OFFICIAL PLAN.

(Community Engagement and Implementation Amendments)

THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR, IN ACCORDANCE WITH THE PLANNING ACT, R.S.O. 1990, HEREBY ENACTS AS FOLLOWS:

THAT Amendment No. 4 to the Official Plan for the Township of Mulmur is hereby adopted;

AND THAT the Clerk is hereby authorized and directed to make application to the County of Dufferin for approval of the aforementioned Amendment No.4 to the Official Plan for the Township of Mulmur;

AND THAT this by-law shall come into force and take effect on the day of the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of OCTOBER, 2022.

.....

.....

JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK

OFFICIAL PLAN AMENDMENT NO. 4

TO THE

OFFICIAL PLAN

OF THE TOWNSHIP OF MULMUR

(Community Engagement & Implementation Amendment)

October 5, 2022

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CONSTITUTIONAL STATEMENT

OFFICIAL PLAN

FOR THE

TOWNSHIP OF MULMUR

OFFICIAL PLAN AMENDMENT NO. 4

Amendment No. 4 to the Official Plan for the Township of Mulmur was prepared and recommended to the Council of the Township of Mulmur under the provisions of the Planning Act, R.S.O. 1990, on the 5th day of October, 2022.

This Amendment was adopted by the Corporation of the Township of Mulmur by By-law No. _____-2022, in accordance with the provisions of the Planning Act R.S.O. 1990, on the 5th day of October, 2022.

Mayor – Janet Horner

Clerk – Tracey Atkinson

1.0 Purpose

The proposed Amendment would:

- Provide a new vision for Mulmur to become a Garden Township in section 3;
- Reorganization of sections 4 (Vision and Guiding Principles) and 5 (General Development Policies) to group similar subject matter;
- Update the definition of Rural Character to reflect community comments and Planning Advisory Committee input;
- Remove the Niagara Escarpment Plan policies and mapping and replace with a general over-arching policy;
- Update Scenic Resources and Features to a new viewshed policy that focuses on the lands outside of the Niagara Escarpment and also protect dark-sky to reflect community comments;
- Update the on-farm diversified policies to reflect the Ontario Implementation Guidelines and Planning Advisory Committee input;
- Update the requirements for a complete application to create a more usable format and more exhaustive list of possible study requirements
- Allow delegation of approval authority for minor zoning application to staff;
- Update Part C, Implementation and D, Interpretation to reflect current tools and legislation; and
- Remove duplication and simplify the policies.

2.0 Location

This amendment applies to all lands within the Township of Mulmur. Specific mapping amendments include removing the Niagara Escarpment Plan area designations and the Scenic Resources mapping.

3.0 Basis

The Township's Strategic Plan included actions that were implementable through the Official Plan. An Ad-Hoc Planning Committee was created to explore a number of strategic actions. A series of roundtables and an open house were organized to receive comments on the implementation of the actions, as well as to engage with the community with respect to the larger Official Plan project. A Planning Report was prepared on the proposed amendments. Applicable Ministries and Agencies were consulted as part of the communication and engagement process and formal statutory requirements.

PART B - THE AMENDMENT

1.0 Introduction

This part of the document entitled Part B - The Amendment, which consists of the following text and Schedule "A", constitute Amendment No. 4 to the Official Plan for the Township of Mulmur.

2.0 Details of the Amendment

The Official Plan of the Township of Mulmur, as amended, is hereby further amended as follows:

2.1 Section 3.0 Basis of the Plan, is deleted in its entirety and replaced with the following:

3.0 A GARDEN TOWNSHIP

The policies set out in this Plan have been established through a process of background review and public consultation. Throughout the development of this Plan, the public indicated a strong desire to maintain the Township's rural character, open landscape and protect the significant environmental and agricultural areas, and natural and scenic resources that facilitate its' unique environment of beauty and spirit.

The overarching vision of a *Garden Township* is derived from the origins of a garden as a guarded or protected place and incorporates the various definitions and perspectives of a garden including: farmland, natural areas, recreational and landscaped spaces, and limited built-up areas.

Creating Mulmur's *Garden Township* requires land use policies and patterns that acknowledge, protect, and enhance the Township's inherent beauty and the need to live in harmony with nature. Ultimately, this approach will protect Mulmur's rural character and promote a serene lifestyle where people live, work, learn, and play.

Within the *Garden Township* there will be smaller, individual gardens, each with its own specific characteristics, and features. The combined garden network is intended to create a more defined sense of place and community, essential for a prosperous and sustainable society.

The greatest challenge for the Township over the next 30 years will be balancing the demands for resource use and growth and the global climate crisis with the need to preserve and protect all things that make Mulmur a *Garden Township*.

2.2 Section 4.0 is amended by replacing the title with VISION STATEMENT and moving section 4.1 OVERALL VISION STATEMENT under 4.0, and replacing with the following:

4.0 VISION STATEMENT

Mulmur will be a *Garden Township*, committed to protecting the environment and agriculture, and providing for balanced and sustainable development while nurturing its rural character.

- 2.3 Section 4.2, GUIDING PRINCIPLES OF THIS PLAN is deleted.
- 2.4 Sections 4.2.1 STRONG COMMUNITIES AND 4.2.2 GROWTH MANAGEMENT are hereby moved to the beginning of section 5.2 GROWTH MANAGEMENT
- 2.5 Section 4.2.3 SERVICES is moved to section is moved to section 5.11 INFRASTRUCTURE AND PUBLIC SERVICE FACILITIES
- 2.6 The first sentence in Section 4.2.4 CHARACTER is deleted. The remainder of the section is moved to section 7.0.4 GENERAL POLICIES
- 2.7 Section 4.2.5 MUNICIPAL FINANCE is moved to the end of section 11.2 of PLANNING APPLICATIONS
- 2.8 Section 4.2.6 LOCAL ECONOMY is moved to a new section under Section 5.0.
- 2.9 Section 4.2.7 NON-RENEWABLE RESOURCES is moved to section 5.32 MINERAL AGGREGATE RESOURCE AREAS
- 2.10 Section 4.2.8 AGRICULTURE is moved to section 5.9 AGRICULTURAL AREAS
- 2.11 Section 4.2.9 RENEWABLE RESOURCES is moved to a new section under Section 5.0.
- 2.12 Section 4.2.10 NIAGARA ESCARPMENT is deleted.
- 2.13 Section 4.2.11 WATER RESOURCES is moved to section 5.19 WATER RESOURCES
- 2.14 Section 4.2.12 ENERGY CONSERVATION is moved to section 5.15 ENERGY & AIR QUALITY
- 2.15 Section 4.2.13 NATURAL HERITAGE is moved to section 5.18 NATURAL FEATURES, AREAS AND FUNCTIONS
- 2.16 The first paragraph of Section 4.2.14 CULTURAL HERITAGE AND ARCHAEOLOGY is deleted. The remainder of the section is moved to section 5.6 ARCHAEOLOGICAL, BUILT HERITAGE AND CULTURAL HERITAGE LANDSCAPES
- 2.17 Section 4.2.15 HEALTH AND SAFETY is moved to section 5.28 PROTECTING

PUBLIC HEALTH AND SAFETY.

2.18 Section 5.1 CONSULTATION WITH MUNICIPALITIES AND COUNTY is moved to section 11.21 CONSULTATION WITH APPROVAL AUTHORITY AND OTHER AGENCIES, and the title replaced as "CONSULTATION WITH AUTHORITIES, AGENCIES AND JURISDICTIONS.

2.19 Section 5.2 is amended by adding the following at the beginning of the section:

The Official Plan and Growth Management Strategies direct the majority of residential growth to the existing communities in the Township. Growth in the communities has always been, and remains dependent on, the ability to provide adequate services on a sustainable basis. The role of the Township in accommodating population growth, and employment over the planning period has been defined in relation to growth allocations established for the County of Dufferin in the Land Needs Analysis (2022)

2.20 Section 5.4 HOUSING is amended by deleting the second paragraph and replacing it with the following:

- c) accommodating an appropriate *affordable* and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons)
- d) encouraging that a minimum of 25 percent of residential housing within settlement areas is affordable to low and moderate income households. This shall also be achieved by permitting forms of housing appropriate for each settlement area, to meet the social, health and well-being needs of current and future residents, including special needs requirements, housing geared to older persons and through residential intensification and redevelopment.

2.21 Section 5.25 SCENIC RESOURCES AND FEATURES and 5.26 RURAL CHARACTER are deleted and replaced with the following:

5.25 RURAL CHARACTER

Mulmur will preserve the scenic resources and rural character of the Township. A visual impact assessment shall be required for any development proposals under the Planning Act where there is a potential for visual impacts, to ensure that the built form does not predominate over the natural environment. The Township will limit light pollution and conserve energy by protecting a dark sky. A lighting study shall be required for development proposals under the Planning Act where there is a potential for dark-sky infringement.

2.22 Section 5.30 NIARGARA ESCARPTMENT DEVELOPMENT PERMITS is deleted in its entirety.

2.23 Section 6.1 AGRICULTURE, is further amended by replacing section 6.1.6 IDENTIFICATION AND USE OF SPECIALTY CROP AREAS with the following:

6.1.6 ON-FARM DIVERSIFIED USES

All on-farm diversified uses shall be designed to not hinder surrounding agricultural operations and be appropriate to available rural servicing and infrastructure. They shall be located on a farm that has a farm dwelling, and either within the building cluster, on fallow lands or on the lowest quality of lands. The on-farm diversified use may occupy no more than 2% of the property on which the uses are located, to a maximum of 1 ha, and the building shall be limited to 20% of the 2% of the lot area. The floor area of farm building that existed prior to 2012 may be used in the on-farm diversified use and calculated at 50% floor area towards the maximum 20% of the 2% lot area.

Site Plan approval shall be utilized to maintain *rural character*, buffering with a preference of utilizing topography and vegetation, hours of operation, signage, servicing, access, parking areas and ensure for the appropriate development of the lands.

On-farm diversified uses are subject to the study requirements and all other applicable policies of this plan.

2.24 Section 6.1.3 PERMITTED USES in the Agricultural designation is amended by adding the following additional permitted use:

m) on-farm diversified use

2.25 Bullet point #2 of Section 6.2.5, NEW LOTS of the Rural Designation is deleted and replaced with the following:

 Variations in the size and configuration of lots created within each original Township half-lot, and variations in lot frontages and front and side yard setbacks are encouraged. Clusters or rows of residences at a density that allow the built environment to dominate will be prohibited. Site plan control and or zoning provisions may be utilized to preserve rural character where new lots are proposed.

2.26 Section 6.4, NIAGARA ESCARPTMENT PLAN AREA is hereby deleted.

- 2.27 Section 11.1 CONSULTATION IN ADVANCE AND COST RECOVERY is amended by deleting "amount of a deposit to be provided to enable the Township to recover all such costs shall be calculated following the initial meeting and the"
- 2.28 Section 11.4 NIAGARA ESCARPMENT PLAN AND DEVELOPMENT CONTROL is deleted and replace with the following:

The lands within the Niagara Escarpment Plan Area are protected through the Niagara Escarpment Plan and the Greenbelt Plan. The Township will ensure that future development in the vicinity of the Niagara Escarpment Plan Area will be compatible with the natural Escarpment environment and protect this important World Biosphere.

Lands within the Niagara Escarpment Plan Area are identified on Schedule A1 to the Official Plan. The NEC should be contacted to determine if a property is within the Niagara Escarpment Area of Development Control.

Where there is a conflict between the policies of this Plan and those of the Niagara Escarpment Plan, the policies of the Niagara Escarpment Plan shall prevail. Where this Plan contains policies that are considered to be more rigorous or restrictive than those of the Niagara Escarpment Plan, and are not considered to be in conflict with the Niagara Escarpment Plan, the more restrictive or rigorous policies of this Plan would then apply.

2.29 Section 11.5 PUBLIC MEETING, OPEN HOUSE AND NOTICE PROVISIONS is amended by deleting the first two paragraphs and bullet points and moving the remainder of the section, starting at "No amendment to..." to the beginning of section 12.7 and renaming section 12.7 to FLEXIBILITY AND OFFICIAL PLAN AMENDMENTS

2.30 Section 11.6 OFFICIAL PLAN AMENDMENT is amended by adding the following:

The Township shall weigh the impacts of a proposed development, including *rural character* against other impacts, including but not limited to social, economic and community benefits, and the policies of this Plan generally, in order to make a determination as to the desirability, and ultimately the appropriateness of any such development.

Developments and site alterations that have a substantial detrimental impact on *rural character*, that, in the opinion of the Township, outweigh the benefits of the proposal, shall not generally be approved.

2.31 Section 11.14 DEVELOPMENT PERMIT SYSTEM AND BY-LAW is hereby deleted.

2.32 The following new section is added as section 11.14, MINOR ZONING AMENDMENT DELEGATION OF AUTHORITY

11.14 MINOR ZONING AMENDMENT DELGATION OF AUTHORITY

The Township may pass a by-law to delegate the approval authority for minor zoning amendments to a Committee of Council, or an individual who is an officer or employee of the Township. Such delegation may include:

- A temporary use by-law
- A by-law to remove a holding "H" symbols

- A housekeeping by-law for the purpose of making clerical or other changes to assist in the interpretation of the Zoning By-law
- A minor zoning amendment which meets the tests of section 45(1) of the Planning Act, R.S.O., 1990 for a minor variance, being that the building, structure or the use is (1) minor numerically or based impact (2) desirable for the appropriate development or use (3) meets the general intent and purpose of the by-law, and (4) meets the general intent and purpose of the Official Plan.
- A by-law that implements a related Official Plan amendment.
- A by-law that implements or satisfies a condition of Provisional Consent.

2.33 Section 11.15 SITE PLAN CONTROL is amended by adding the following at the end of the section:

All reasonable measures shall be implemented to mitigate and minimize impacts on *rural character*.

2.34 Section 11.17 BUILDING REGULATIONS is hereby deleted.

2.35 Section 11.18 PROPERTY MAINTENANCE STANDARDS AND OCCUPANCY is hereby deleted.

2.36 Section 12.9 NIAGARA ESCARPMENT PLAN is deleted in its entirety.

2.37 Part E, DEFINITIONS is amended by adding and or replacing the following definitions:

Garden Township means an area dominated by its natural landscape, with various focal points, settlement areas and cultivated lands. A garden township provides for a range of amenities to remain a desirable, safe, prosperous and natural place for its residents to live, work, learn, and play.

Rural Character means the landscape that is established through preferred patterns of land use that prioritize agriculture, natural environments, and low-density development to facilitate a serene lifestyle. Rural Character within settlement areas means establishing the perception of a natural landscape through the strategic preservation and placement of natural elements within the built environment.

2.38 Part E, DEFINITIONS, is further amended by adding or replacing, as the case may be, (definitions as per the Provincial Policy Statement 2020 and A Place to Grow Growth Plan 2017) as follows:

Access Standards means methods or procedures to ensure safe vehicular and pedestrian movement, and access for the maintenance and repair of protection works, during times of flooding hazards, erosion hazards and/or other water-related hazards. (PPS 2020)

Active Transportation means Human-powered travel, including but not limited to, walking, cycling, inline skating and travel with the use of mobility aids, including motorized wheelchairs and other power-assisted devices moving at a comparable speed. (PPS 2020)

Adjacent Lands means

- a) for the purposes of policy 1.6.8.3, those lands contiguous to existing or planned corridors and transportation facilities where development would have a negative impact on the corridor or facility. The extent of the adjacent lands may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives;
- b) for the purposes of policy 2.1.8, those lands contiguous to a specific natural heritage feature or area where it is likely that development or site alteration would have a negative impact on the feature or area. The extent of the adjacent lands may be recommended by the Province or based on municipal approaches which achieve the same objectives;
- c) for the purposes of policies 2.4.2.2 and 2.5.2.5, those lands contiguous to lands on the surface of known petroleum resources, mineral deposits, or deposits of mineral aggregate resources where it is likely that development would constrain future access to the resources. The extent of the adjacent lands may be recommended by the Province; and
- d) for the purposes of policy 2.6.3, those lands contiguous to a protected heritage property or as otherwise defined in the municipal official plan. (PPS 2020)

Adverse Effects as defined in the Environmental Protection Act, means one or more of:

- a) impairment of the quality of the natural environment for any use that can be made of it;
- b) injury or damage to property or plant or animal life;
- c) harm or material discomfort to any person;
- d) an adverse effect on the health of any person;
- e) impairment of the safety of any person;
- f) rendering any property or plant or animal life unfit for human use;
- g) loss of enjoyment of normal use of property; and
- h) interference with normal conduct of business. (PPS 2020)

Affordable means

- 1) in the case of ownership housing, the least expensive of:
 - a) housing for which the purchase price results in annual accommodation costs which do not exceed 30 percent of gross annual household income for low and moderate income households; or
 - b) housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the regional market area;

- 2) in the case of rental housing, the least expensive of:
 - a) a unit for which the rent does not exceed 30 percent of gross annual household income for low and moderate income households; or
 - b) a unit for which the rent is at or below the average market rent of a unit in the regional market area the average market rent of a unit in the regional market area. (PPS 2020)

Agricultural Condition means

a) in regard to prime agricultural land outside of specialty crop areas, a condition in which substantially the same areas and same average soil capability for agriculture are restored. (Based on 2020, PPS)

Agricultural System means a system comprised of a group of inter-connected elements that collectively create a viable, thriving agricultural sector. It has two components:

- a) An agricultural land base comprised of prime agricultural areas, including specialty crop areas, and rural lands that together create a continuous productive land base for agriculture; and
- b) An agri-food network which includes infrastructure, services, and assets important to the viability of the agri-food sector. (PPS 2020)

Agricultural Uses means the growing of crops, including nursery, biomass, and horticultural crops; raising of livestock; raising of other animals for food, fur or fibre, including poultry and fish; aquaculture; apiaries; agro-forestry; maple syrup production; and associated on- farm buildings and structures, including, but not limited to livestock facilities, manure storages, value-retaining facilities, and accommodation for full-time farm labour when the size and nature of the operation requires additional employment. (PPS 2020)

Agri-food Network means within the agricultural system, a network that includes elements important to the viability of the agri-food sector such as regional infrastructure and transportation networks; on-farm buildings and infrastructure; agricultural services, farm markets, distributors, and primary processing; and vibrant, agriculture-supportive communities. (PPS 2020)

Agri-tourism Uses means those farm-related tourism uses, including limited accommodation such as a bed and breakfast, that promote the enjoyment, education or activities related to the farm operation. (PPS 2020)

Agriculture-related Uses means those farm- related commercial and farmrelated industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity. (PPS 2020) **Airports** means all Ontario airports, including designated lands for future airports, with Noise Exposure Forecast (NEF)/Noise Exposure Projection (NEP) mapping. (PPS 2020)

Alternative Energy System means A system that uses sources of energy or energy conversion processes to produce power, heat and/or cooling that significantly reduces the amount of harmful emissions to the environment (air, earth and water) when compared to conventional energy systems. (PPS 2020)

Archaeological Resources includes artifacts, archaeological sites, marine archaeological sites, as defined under the Ontario Heritage Act. The identification and evaluation of such resources are based upon archaeological fieldwork undertaken in accordance with the Ontario Heritage Act. (PPS 2020)

Areas of Archaeological Potential means areas with the likelihood to contain archaeological resources. Criteria to identify archaeological potential are established by the Province. The Ontario Heritage Act requires archaeological potential to be confirmed by a licensed archaeologist. (PPS 2020)

Areas of Mineral Potential means areas favourable to the discovery of mineral deposits due to geology, the presence of known mineral deposits or other technical evidence. (PPS 2020)

Areas of Natural and Scientific Interest (ANSI) means areas of land and water containing natural landscapes or features that have been identified as having life science or earth science values related to protection, scientific study or education. (PPS 2020)

Brownfield Sites means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant. (PPS 2020)

Built Heritage Resource means a building, structure, monument, installation or any manufactured or constructed part or remnant that contributes to a property's cultural heritage value or interest as identified by a community, including an Indigenous community. Built heritage resources are located on property that may be designated under Parts IV or V of the Ontario Heritage Act, or that may be included on local, provincial, federal and/or international registers. (PPS 2020)

Compact Built Form means a land use pattern that encourages the efficient use of land, walkable neighbourhoods, mixed land uses (residential, retail, workplace, and institutional) all within one neighbourhood, proximity to transit and reduced need for infrastructure. Compact built form can include detached and semidetached houses on small lots as well as townhouses and walk-up apartments, multi-storey commercial developments, and apartments or offices above retail.

Walkable neighbourhoods can be characterized by roads laid out in a wellconnected network, destinations that are easily accessible by transit and active transportation, sidewalks with minimal interruptions for vehicle access, and a pedestrian-friendly environment along roads to encourage active transportation. (APTG2020)

Complete Communities means Places such as mixed-use neighbourhoods or other areas within cities, towns, and settlement areas that offer and support opportunities for people of all ages and abilities to conveniently access most of the necessities for daily living, including an appropriate mix of jobs, local stores, and services, a full range of housing, transportation options and public service facilities. Complete communities are age-friendly and may take different shapes and forms appropriate to their contexts. (APTG2020)

Complete Streets means streets planned to balance the needs of all road users, including pedestrians, cyclists, transit-users, and motorists. (APTG2020)

Cultural Heritage Resources means built heritage resources, cultural heritage landscapes and archaeological resources that have been determined to have cultural heritage value or interest for the important contribution they make to our understanding of the history of a place, an event, or a people. While some cultural heritage resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation. (Greenbelt Plan) (APTG2020)

Comprehensive Review means

- a) for the purposes of policies 1.1.3.8, 1.1.3.9 and 1.3.2.4, an official plan review which is initiated by a planning authority, or an official plan amendment which is initiated or adopted by a planning authority, which:
 - is based on a review of population and employment projections and which reflect projections and allocations by upper-tier municipalities and provincial plans, where applicable; considers alternative directions for growth or development; and determines how best to accommodate the development while protecting provincial interests;
 - 2. utilizes opportunities to accommodate projected growth or development through intensification and redevelopment; and considers physical constraints to accommodating the proposed development within existing settlement area boundaries;
 - 3. is integrated with planning for infrastructure and public service facilities, and considers financial viability over the life cycle of these assets, which may be demonstrated through asset management planning;
 - 4. confirms sufficient water quality, quantity and assimilative capacity of receiving water are available to accommodate the proposed development;
 - 5. confirms that sewage and water services can be provided in accordance with policy 1.6.6; and
 - 6. considers cross-jurisdictional issues.
- b) for the purposes of policy 1.1.6, means a review undertaken by a planning authority or comparable body which:

- 1. addresses long-term population projections, infrastructure requirements and related matters;
- 2. confirms that the lands to be developed do not comprise specialty crop areas in accordance with policy 2.3.2; and
- 3. considers cross-jurisdictional issues.

In undertaking a comprehensive review the level of detail of the assessment should correspond with the complexity and scale of the settlement boundary or development proposal.

Conserved means the identification, protection, management and use of built heritage resources, cultural heritage landscapes and archaeological resources in a manner that ensures their cultural heritage value or interest is retained. This may be achieved by the implementation of recommendations set out in a conservation plan, archaeological assessment, and/or heritage impact assessment that has been approved, accepted or adopted by the relevant planning authority and/or decision-maker. Mitigative measures and/or alternative development approaches can be included in these plans and assessments. (PPS 2020)

Cultural Heritage Landscape means a defined geographical area that may have been modified by human activity and is identified as having cultural heritage value or interest by a community, including an Indigenous community. The area may include features such as buildings, structures, spaces, views, archaeological sites or natural elements that are valued together for their interrelationship, meaning or association. Cultural heritage landscapes may be properties that have been determined to have cultural heritage value or interest under the Ontario Heritage Act, or have been included on federal and/or international registers, and/or protected through official plan, zoning by-law, or other land use planning mechanisms. (PPS 2020)

Delineated Built Boundary means the limits of the developed urban area as defined by the Minister in consultation with affected municipalities for the purpose of measuring the minimum intensification target in this Plan. (APTG2020)

Delineated Built-up Area means all land within the delineated built boundary. (APTG2020)

Designated Greenfield Area means lands within settlement areas (not including rural settlements) but outside of delineated built-up areas that have been designated in an official plan for development and are required to accommodate forecasted growth to the horizon of this Plan. Designated greenfield areas do not include excess lands. (APTG2020)

Drinking-water System means a system of works, excluding plumbing, that is established for the purpose of providing users of the system with drinking water and that includes:

- a) any thing used for the collection, production, treatment, storage, supply, or distribution of water;
- b) any thing related to the management of residue from the treatment process or the management of the discharge of a substance into the natural environment from the treatment system; and
- c) a well or intake that serves as the source or entry point of raw water supply for the system. (Safe Drinking Water Act, 2002)

Deposits of Mineral Aggregate Resources means an area of identified mineral aggregate resources, as delineated in Aggregate Resource Inventory Papers or comprehensive studies prepared using evaluation procedures established by the Province for surficial and bedrock resources, as amended from time to time, that has a sufficient quantity and quality to warrant present or future extraction. (PPS 2020)

Designated and Available means lands designated in the official plan for urban residential use. For municipalities where more detailed official plan policies (e.g. secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be designated and available for the purposes of this definition. (PPS 2020)

Designated Growth Areas means lands within settlement areas designated in an official plan for growth over the long-term planning horizon provided in policy 1.1.2, but which have not yet been fully developed. Designated growth areas include lands which are designated and available for residential growth in accordance with policy 1.4.1(a), as well as lands required for employment and other uses. (PPS 2020)

Designated Vulnerable Area means areas defined as vulnerable, in accordance with provincial standards, by virtue of their importance as a drinking water source. (PPS 2020)

Development means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the Planning Act, but does not include:

- a) activities that create or maintain infrastructure authorized under an environmental assessment process;
- b) works subject to the Drainage Act; or
- c) for the purposes of policy 2.1.4(a), underground or surface mining of minerals or advanced exploration on mining lands in significant areas of mineral potential in Ecoregion 5E, where advanced exploration has the same meaning as under the Mining Act. Instead, those matters shall be subject to policy 2.1.5(a). (PPS2020)

Ecological Function means the natural processes, products or services that living and non-living environments provide or perform within or between species,

ecosystems and landscapes. These may include biological, physical and socioeconomic interactions. (PPS 2020)

Employment Area means those areas designated in an official plan for clusters of business and economic activities including, but not limited to, manufacturing, warehousing, offices, and associated retail and ancillary facilities. (PPS 2020)

Endangered Species means a species that is classified as "Endangered Species" on the Species at Risk in Ontario List, as updated and amended from time to time. (PPS 2020)

Erosion Hazard means the loss of land, due to human or natural processes, that poses a threat to life and property. The erosion hazard limit is determined using considerations that include the 100 year erosion rate (the average annual rate of recession extended over a one hundred year time span), an allowance for slope stability, and an erosion/erosion access allowance. (PPS 2020)

Essential Emergency Service means services which would be impaired during an emergency as a result of flooding, the failure of floodproofing measures and/or protection works, and/or erosion. (PPS 2020)

Ecological Function means the natural processes, products or services that living and non-living environments provide or perform within or between species, ecosystems and landscapes, including hydrologic functions and biological, physical, chemical and socio-economic interactions. (Greenbelt Plan) (APTG2020)

Ecological Integrity which includes hydrological integrity, means the condition of ecosystems in which:

- a) the structure, composition and function of the ecosystems are unimpaired by the stresses from human activity;
- b) natural ecological processes are intact and self-sustaining; and
- c) the ecosystems evolve naturally. (Greenbelt Plan) (APTG2020)

Ecological Value means the value of vegetation in maintaining the health of the key natural heritage feature or key hydrologic feature and the related ecological features and ecological functions, as measured by factors such as the diversity of species, the diversity of habitats, and the suitability and amount of habitats that are available for rare, threatened and endangered species. (Greenbelt Plan) (APTG2020)

Fish means fish, which as defined in the Fisheries Act, includes fish, shellfish, crustaceans, and marine animals, at all stages of their life cycles. (PPS 2020)

Fish Habitat as defined in the Fisheries Act, means spawning grounds and any other areas, including nursery, rearing, food supply, and migration areas on which fish depend directly or indirectly in order to carry out their life processes. (PPS 2020)

Flood Fringe for river, stream and small inland lake systems, means the outer portion of the flood plain between the floodway and the flooding hazard limit. Depths and velocities of flooding are generally less severe in the flood fringe than those experienced in the floodway. (PPS 2020)

Flood Plain for river, stream and small inland lake systems, means the area, usually low lands adjoining a watercourse, which has been or may be subject to flooding hazards. (PPS 2020)

Flooding Hazard means the inundation, under the conditions specified below, of areas adjacent to a shoreline or a river or stream system and not ordinarily covered by water:

- a) along the shorelines of the Great Lakes St. Lawrence River System and large inland lakes, the flooding hazard limit is based on the one hundred year flood level plus an allowance for wave uprush and other water- related hazards;
- b) along river, stream and small inland lake systems, the flooding hazard limit is the greater of:
 - the flood resulting from the rainfall actually experienced during a major storm such as the Hurricane Hazel storm (1954) or the Timmins storm (1961), transposed over a specific watershed and combined with the local conditions, where evidence suggests that the storm event could have potentially occurred over watersheds in the general area;
 - 2) the one hundred year flood; and
 - a flood which is greater than 1. or 2. which was actually experienced in a particular watershed or portion thereof as a result of ice jams and which has been approved as the standard for that specific area by the Minister of Natural Resources and Forestry;
- c) except where the use of the one hundred year flood or the actually experienced event has been approved by the Minister of Natural Resources and Forestry as the standard for a specific watershed (where the past history of flooding supports the lowering of the standard). (PPS 2020)

Floodproofing Standard means the combination of measures incorporated into the basic design and/or construction of buildings, structures, or properties to reduce or eliminate flooding hazards, wave uprush and other water- related hazards along the shorelines of the Great Lakes - St. Lawrence River System and large inland lakes, and flooding hazards along river, stream and small inland lake systems. (PPS 2020)

Floodway means for river, stream and small inland lake systems, means the portion of the floodplain where development and site alteration would cause a danger to public health and safety or property damage.

Where the one zone concept is applied, the floodway is the entire contiguous flood plain.

Where the two zone concept is applied, the floodway is the contiguous inner portion of the flood plain, representing that area required for the safe passage of flood flow and/or that area where flood depths and/or velocities are considered to be such that they pose a potential threat to life and/or property damage. Where the two zone concept applies, the outer portion of the flood plain is called the flood fringe. (PPS 2020)

Freight-supportive in regard to land use patterns, means transportation systems and facilities that facilitate the movement of goods. This includes policies or programs intended to support efficient freight movement through the planning, design and operation of land use and transportation systems. Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives. (PPS 2020)

Great Lakes - St. Lawrence River System means the major water system consisting of Lakes Superior, Huron, St. Clair, Erie and Ontario and their connecting channels, and the St. Lawrence River within the boundaries of the Province of Ontario. (PPS 2020)

Green Infrastructure means natural and human-made elements that provide ecological and hydrological functions and processes. Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs. (PPS 2020)

Ground Water Feature means water-related features in the earth's subsurface, including recharge/discharge areas, water tables, aquifers and unsaturated zones that can be defined by surface and subsurface hydrogeologic investigations. (PPS 2020)

Green Infrastructure means natural and human-made elements that provide ecological and hydrologic functions and processes. Green infrastructure can include components such as natural heritage features and systems, parklands, stormwater management systems, street trees, urban forests, natural channels, permeable surfaces, and green roofs. (PPS, 2020)

Habitat of Endangered Species and Threatened Species means habitat within the meaning of Section 2 of the Endangered Species Act, 2007. (PPS 2020)

Hazardous Forest Types for Wildland Fire means forest types assessed as being associated with the risk of high to extreme wildland fire using risk assessment tools established by the Ontario Ministry of Natural Resources and Forestry, as amended from time to time. (PPS 2020)

Hazardous Lands means property or lands that could be unsafe for development due to naturally occurring processes. Along the shorelines of the Great Lakes -St. Lawrence River System, this means the land, including that covered by water, between the international boundary, where applicable, and the furthest landward limit of the flooding hazard, erosion hazard or dynamic beach hazard limits. Along the shorelines of large inland lakes, this means the land, including that covered by water, between a defined offshore distance or depth and the furthest landward limit of the flooding hazard, erosion hazard or dynamic beach hazard limits. Along river, stream and small inland lake systems, this means the land, including that covered by water, to the furthest landward limit of the flooding hazard or erosion hazard limits. (PPS 2020)

Hazardous sites means property or lands that could be unsafe for development and site alteration due to naturally occurring hazards. These may include unstable soils (sensitive marine clays [leda], organic soils) or unstable bedrock (karst topography). (PPS 2020)

Hazardous Substances means substances which, individually, or in combination with other substances, are normally considered to pose a danger to public health, safety and the environment. These substances generally include a wide array of materials that are toxic, ignitable, corrosive, reactive, radioactive or pathological. (PPS 2020)

Heritage Attributes means the principal features or elements that contribute to a protected heritage property's cultural heritage value or interest, and may include the property's built, constructed, or manufactured elements, as well as natural landforms, vegetation, water features, and its visual setting (e.g. significant views or vistas to or from a protected heritage property). (PPS 2020)

High Quality means primary and secondary sand and gravel resources and bedrock resources as defined in the Aggregate Resource Inventory Papers (ARIP). (PPS 2020)

Housing Options means a range of housing types such as, but not limited to single- detached, semi-detached, rowhouses, townhouses, stacked townhouses, multiplexes, additional residential units, tiny homes, multi- residential buildings. The term can also refer to a variety of housing arrangements and forms such as, but not limited to life lease housing, co- ownership housing, co-operative housing, community land trusts, land lease community homes, affordable housing, housing for people with special needs, and housing related to employment, institutional or educational uses. (PPS 2020)

Hydrologic Function means the functions of the hydrological cycle that include the occurrence, circulation, distribution and chemical and physical properties of water on the surface of the land, in the soil and underlying rocks, and in the atmosphere, and water's interaction with the environment including its relation to living things. (PPS 2020) **Intermittent Streams** means stream-related watercourses that contain water or are dry at times of the year that are more or less predictable, generally flowing during wet seasons of the year but not the entire year, and where the water table is above the stream bottom during parts of the year. (Greenbelt Plan) (APTG2020)

Joint Development means agreements entered into voluntarily between the public sector and property owners or third parties, whereby private entities share some of the costs of infrastructure improvements or contribute some benefits back to the public sector based on a mutual recognition of the benefits of such infrastructure improvements. Approaches to joint development may be recommended in guidelines developed by the Province. (APTG2020)

Impacts of a Changing Climate means the present and future consequences from changes in weather patterns at local and regional levels including extreme weather events and increased climate variability. (PPS 2020)

Individual On-site Sewage Services means sewage systems, as defined in O. Reg. 332/12 under the Building Code Act, 1992, that are owned, operated and managed by the owner of the property upon which the system is located. (PPS 2020)

Individual On-site Water Services means individual, autonomous water supply systems that are owned, operated and managed by the owner of the property upon which the system is located. (PPS 2020)

Infrastructure means physical structures (facilities and corridors) that form the foundation for development. Infrastructure includes: sewage and water systems, septage treatment systems, stormwater management systems, waste management systems, electricity generation facilities, electricity transmission and distribution systems, communications/telecommunications, transit and transportation corridors and facilities, oil and gas pipelines and associated facilities. (PPS 2020)

Institutional Use means for the purposes of policy 3.1.5, means land uses where there is a threat to the safe evacuation of vulnerable populations such as older persons, persons with disabilities, and those who are sick or young, during an emergency as a result of flooding, failure of floodproofing measures or protection works, or erosion. (PPS 2020)

Intensification means the development of a property, site or area at a higher density than currently exists through:

- a) redevelopment, including the reuse of
- b) brownfield sites;
- c) the development of vacant and/or underutilized lots within previously developed areas;
- d) infill development; and
- e) the expansion or conversion of existing buildings.

Life Science Areas of Natural and Scientific Interest (ANSIs) means an area that has been identified as having life science values related to protection, scientific study, or education; and further identified by the Ministry of Natural Resources and Forestry using evaluation procedures established by that Ministry, as amended from time to time. (Greenbelt Plan) (APTG2020)

Low Impact Development means an approach to stormwater management that seeks to manage rain and other precipitation as close as possible to where it falls to mitigate the impacts of increased runoff and stormwater pollution. It typically includes a set of site design strategies and distributed, small-scale structural practices to mimic the natural hydrology to the greatest extent possible through infiltration, evapotranspiration, harvesting, filtration, and detention of stormwater. Low impact development can include, for example: bio-swales, vegetated areas at the edge of paved surfaces, permeable pavement, rain gardens, green roofs, and exfiltration systems. Low impact development often employs vegetation and soil in its design, however, that does not always have to be the case and the specific form may vary considering local conditions and community character. (APTG2020)

Legal or Technical Reasons means severances for purposes such as easements, corrections of deeds, quit claims, and minor boundary adjustments, which do not result in the creation of a new lot. (PPS 2020)

Low and Moderate Income Households means

- a) in the case of ownership housing, households with incomes in the lowest 60 percent of the income distribution for the regional market area; or
- b) in the case of rental housing, households with incomes in the lowest 60 percent of the income distribution for renter households for the regional market area.

Major Facilities means facilities which may require separation from sensitive land uses, including but not limited to airports, manufacturing uses, transportation infrastructure and corridors, rail facilities, marine facilities, sewage treatment facilities, waste management systems, oil and gas pipelines, industries, energy generation facilities and transmission systems, and resource extraction activities. (PPS 2020)

Major Goods Movement Facilities and Corridors means transportation facilities and corridors associated with the inter- and intra- provincial movement of goods. Examples include: inter-modal facilities, ports, airports, rail facilities, truck terminals, freight corridors, freight facilities, and haul routes and primary transportation corridors used for the movement of goods. Approaches that are freight- supportive may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives. (PPS 2020)

Mine Hazard means any feature of a mine as defined under the Mining Act, or any related disturbance of the ground that has not been rehabilitated. (PPS 2020)

Minerals means metallic minerals and non- metallic minerals as herein defined, but does not include mineral aggregate resources or petroleum resources. (PPS 2020)

Metallic Minerals means those minerals from which metals (e.g. copper, nickel, gold) are derived. Non-metallic minerals means those minerals that are of value for intrinsic properties of the minerals themselves and not as a source of metal. They are generally synonymous with industrial minerals (e.g. asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, and wollastonite). (PPS 2020)

Mineral Aggregate Operation means

- a) lands under license or permit, other than for wayside pits and quarries, issued in accordance with the Aggregate Resources Act;
- b) for lands not designated under the Aggregate Resources Act, established pits and quarries that are not in contravention of municipal zoning by-laws and including adjacent land under agreement with or owned by the operator, to permit continuation of the operation; and
- c) associated facilities used in extraction, transport, beneficiation, processing or recycling of mineral aggregate resources and derived products such as asphalt and concrete, or the production of secondary related products. (PPS 2020)

Mineral Aggregate Resources means gravel, sand, clay, earth, shale, stone, limestone, dolostone, sandstone, marble, granite, rock or other material prescribed under the Aggregate Resources Act suitable for construction, industrial, manufacturing and maintenance purposes but does not include metallic ores, asbestos, graphite, kyanite, mica, nepheline syenite, salt, talc, wollastonite, mine tailings or other material prescribed under the Mining Act. (PPS 2020)

Mineral Aggregate Resource Conservation means

- a) the recovery and recycling of manufactured materials derived from mineral aggregates (e.g. glass, porcelain, brick, concrete, asphalt, slag, etc.), for re-use in construction, manufacturing, industrial or maintenance projects as a substitute for new mineral aggregates; and
- b) the wise use of mineral aggregates including utilization or extraction of on-site mineral aggregate resources prior to development occurring. (PPS 2020)

Mineral Deposits means areas of identified minerals that have sufficient quantity and quality based on specific geological evidence to warrant present or future extraction.

Mineral Mining Operation means mining operations and associated facilities, or, past producing mines with remaining mineral development potential that have not been permanently rehabilitated to another use. (PPS 2020)

Minimum Distance Separation Formulae means formulae and guidelines developed by the Province, as amended from time to time, to separate uses so as to reduce incompatibility concerns about odour from livestock facilities. (PPS 2020)

Multimodal transportation system means a transportation system which may include several forms of transportation such as automobiles, walking, trucks, cycling, buses, rapid transit, rail (such as commuter and freight), air and marine. (PPS 2020)

Municipal Sewage Services means a sewage works within the meaning of section 1 of the Ontario Water Resources Act that is owned or operated by a municipality, including centralized and decentralized systems. (PPS 2020)

Municipal Water Services means a municipal drinking-water system within the meaning of section 2 of the Safe Drinking Water Act, 2002, including centralized and decentralized systems. (PPS 2020)

Municipal Comprehensive Review means a new official plan, or an official plan amendment, initiated by an upper- or single-tier municipality under section 26 of the Planning Act that comprehensively applies the policies and schedules of this Plan. (APTG2020)

Municipal Water and Wastewater Systems means Municipal water systems are all or part of a drinking-water system:

- a) that is owned by a municipality or by a municipal service board established under section 195 of the Municipal Act, 2001;
- b) that is owned by a corporation established under section 203 of the Municipal Act, 2001;
- c) from which a municipality obtains or will obtain water under the terms of a contract between the municipality and the owner of the system; or
- d) that is in a prescribed class of municipal drinking-water systems as defined in regulation under the Safe Drinking Water Act, 2002, including centralized and decentralized systems.

And, municipal wastewater systems are any sewage works owned or operated by a municipality. (APTG2020)

Natural Heritage Features and Areas means features and areas, including significant wetlands, significant coastal wetlands, other coastal wetlands in Ecoregions 5E, 6E and 7E, fish habitat, significant woodlands and significant valleylands in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River), habitat of endangered species and threatened species, significant wildlife habitat, and significant areas of natural and scientific interest, which are important for their environmental and social values as a legacy of the natural landscapes of an area. (PPS 2020)

Natural Heritage System means a system made up of natural heritage features and areas, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include natural heritage features and areas, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying natural heritage systems, but municipal approaches that achieve or exceed the same objective may also be used. (PPS 2020)

Negative Impacts means

- a) in regard to policy 1.6.6.4 and 1.6.6.5, potential risks to human health and safety and degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development. Negative impacts should be assessed through environmental studies including hydrogeological or water quality impact assessments, in accordance with provincial standards;
- b) in regard to policy 2.2, degradation to the quality and quantity of water, sensitive surface water features and sensitive ground water features, and their related hydrologic functions, due to single, multiple or successive development or site alteration activities;
- c) in regard to fish habitat, any permanent alteration to, or destruction of fish habitat, except where, in conjunction with the appropriate authorities, it has been authorized under the Fisheries Act; and
- d) in regard to other natural heritage features and areas, degradation that threatens the health and integrity of the natural features or ecological functions for which an area is identified due to single, multiple or successive development or site alteration activities. (PPS 2020)

Normal Farm Practices means a practice, as defined in the Farming and Food Production Protection Act, 1998, that is conducted in a manner consistent with proper and acceptable customs and standards as established and followed by similar agricultural operations under similar circumstances; or makes use of innovative technology in a manner consistent with proper advanced farm management practices. Normal farm practices shall be consistent with the Nutrient Management Act, 2002 and regulations made under that Act. (PPS 2020)

Oil, Gas and Salt Hazards means any feature of a well or work as defined under the Oil, Gas and Salt Resources Act, or any related disturbance of the ground that has not been rehabilitated. (PPS 2020)

On-farm Diversified Uses means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism

uses, and uses that produce value- added agricultural products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses. (PPS 2020)

One Hundred Year Flood means for river, stream and small inland lake systems, means that flood, based on an analysis of precipitation, snow melt, or a combination thereof, having a return period of 100 years on average, or having a 1% chance of occurring or being exceeded in any given year. (PPS 2020)

 a) for large inland lakes, lake levels and wind setups that have a 1% chance of being equalled or exceeded in any given year, except that, where sufficient water level records do not exist, the one hundred year flood level is based on the highest known water level and wind setups. (PPS 2020)

Other Water-related Hazards means water- associated phenomena other than flooding hazards and wave uprush which act on shorelines. This includes, but is not limited to ship-generated waves, ice piling and ice jamming. (PPS 2020)

Partial Services means

- a) municipal sewage services or private communal sewage services combined with individual on-site water services; or
- b) municipal water services or private communal water services combined with individual on-site sewage services. (PPS 2020)

Petroleum Resource Operations means Oil, gas and salt wells and associated facilities and other drilling operations, oil field fluid disposal wells and associated facilities, and wells and facilities for the underground storage of natural gas and other hydrocarbons. (PPS 2020)

Petroleum Resources means oil, gas, and salt (extracted by solution mining method) and formation water resources which have been identified through exploration and verified by preliminary drilling or other forms of investigation. This may include sites of former operations where resources are still present or former sites that may be converted to underground storage for natural gas or other hydrocarbons. (PPS 2020)

Planned Corridors means corridors or future corridors which are required to meet projected needs, and are identified through provincial plans, preferred alignment(s) determined through the Environmental Assessment Act process, or identified through planning studies where the Ontario Ministry of Transportation, Metrolinx, Ontario Ministry of Energy, Northern Development and Mines or Independent Electricity System Operator (IESO) or any successor to those ministries or entities is actively pursuing the identification of a corridor.

Approaches for the protection of planned corridors may be recommended in guidelines developed by the Province. (PPS 2020)

Public Realm means all spaces to which the public has unrestricted access, such as streets, parks, and sidewalks. (APTG2020)

Portable Asphalt Plant means a facility

- a) with equipment designed to heat and dry aggregate and to mix aggregate with bituminous asphalt to produce asphalt paving material, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is to be dismantled at the completion of the construction project. (PPS 2020)

Portable Concrete Plant means a building or structure

- a) with equipment designed to mix cementing materials, aggregate, water and admixtures to produce concrete, and includes stockpiling and storage of bulk materials used in the process; and
- b) which is not of permanent construction, but which is designed to be dismantled at the completion of the construction project. (PPS 2020)

Prime Agricultural Area means areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by the Ontario Ministry of Agriculture and Food using guidelines developed by the Province as amended from time to time. A prime agricultural area may also be identified through an alternative agricultural land evaluation system approved by the Province. (PPS 2020)

Prime Agricultural Land means specialty crop areas and/or Canada Land Inventory Class 1, 2, and 3 lands, as amended from time to time, in this order of priority for protection. (PPS 2020)

Private Communal Water Services means a non-municipal drinking-water system within the meaning of section 2 of the Safe Drinking Water Act, 2002 that serves six or more lots or private residences. (PPS 2020)

Protected Heritage Property means property designated under Parts IV, V or VI of the Ontario Heritage Act; property subject to a heritage conservation easement under Parts II or IV of the Ontario Heritage Act; property identified by the Province and prescribed public bodies as provincial heritage property under the Standards and Guidelines for Conservation of Provincial Heritage Properties; property protected under federal legislation, and UNESCO World Heritage Sites. (PPS 2020)

Protection Works Standards means the combination of non-structural or structural works and allowances for slope stability and flooding/erosion to reduce

the damage caused by flooding hazards, erosion hazards and other water-related hazards, and to allow access for their maintenance and repair. (PPS 2020)

Provincial and Federal Requirements means

- a) in regard to policy 2.1.6, legislation and policies administered by the federal or provincial governments for the purpose of fisheries protection (including fish and fish habitat), and related, scientifically established standards such as water quality criteria for protecting lake trout populations; and
- b) in regard to policy 2.1.7, legislation and policies administered by the provincial government or federal government, where applicable, for the purpose of protecting species at risk and their habitat. (PPS 2020)

Provincial Plan means a provincial plan within the meaning of section 1 of the Planning Act. (PPS 2020)

Public Service Facilities means land, buildings and structures for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health and educational programs, long-term care services, and cultural services. Public service facilities do not include infrastructure. (PPS 2020)

Quality and Quantity of Water means measured by indicators associated with hydrologic function such as minimum base flow, depth to water table, aquifer pressure, oxygen levels, suspended solids, temperature, bacteria, nutrients and hazardous contaminants, and hydrologic regime. (PPS 2020)

Recreation means leisure time activity undertaken in built or natural settings for purposes of physical activity, health benefits, sport participation and skill development, personal enjoyment, positive social interaction and the achievement of human potential. (PPS 2020)

Redevelopment means the creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites. (PPS 2020)

Regional Market Area refers to an area that has a high degree of social and economic interaction. The upper or single-tier municipality, or planning area, will normally serve as the regional market area. However, where a regional market area extends significantly beyond these boundaries, then the regional market area may be based on the larger market area. Where regional market areas are very large and sparsely populated, a smaller area, if defined in an official plan, may be utilized. (PPS 2020)

Renewable Energy Source means an energy source that is renewed by natural processes and includes wind, water, biomass, biogas, biofuel, solar energy, geothermal energy and tidal forces. (PPS 2020)

Renewable Energy System means a system that generates electricity, heat and/or cooling from a renewable energy source. (PPS 2020)

Reserve Sewage System Capacity means design or planned capacity in a centralized waste water treatment facility which is not yet committed to existing or approved development. For the purposes of policy 1.6.6.6, reserve capacity for private communal sewage services and individual on-site sewage services is considered sufficient if the hauled sewage from the development can be treated and land-applied on agricultural land under the Nutrient Management Act, or disposed of at sites approved under the Environmental Protection Act or the Ontario Water Resources Act, but not by land-applying untreated, hauled sewage. (PPS 2020)

Reserve Water System Capacity means design or planned capacity in a centralized water treatment facility which is not yet committed to existing or approved development. (PPS 2020)

Residence Surplus to a Farming Operation means an existing habitable farm residence that is rendered surplus as a result of farm consolidation (the acquisition of additional farm parcels to be operated as one farm operation). (PPS 2020)

Residential Intensification means intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:

- a) redevelopment, including the redevelopment of brownfield sites;
- b) the development of vacant or underutilized lots within previously developed areas;
- c) infill development;
- d) development and introduction of new housing options within previously developed areas;
- e) the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and
- f) the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, additional residential units, rooming houses, and other housing options. (PPS 2020)

River, Stream and Small Inland Lake Systems means all watercourses, rivers, streams, and small inland lakes or waterbodies that have a measurable or predictable response to a single runoff event. (PPS 2020)

Rural Areas means a system of lands within municipalities that may include rural settlement areas, rural lands, prime agricultural areas, natural heritage features and areas, and resource areas. (PPS 2020)

Rural Settlements means existing hamlets or similar existing small settlement areas that are long- established and identified in official plans. These communities are serviced by individual private on-site water and/or private wastewater systems, contain a limited amount of undeveloped lands that are designated for development and are subject to official plan policies that limit growth. All settlement areas that are identified as hamlets in the Greenbelt Plan, as rural settlements in the Oak Ridges Moraine Conservation Plan, or as minor urban centres in the Niagara Escarpment Plan are considered rural settlements for the purposes of this Plan, including those that would not otherwise meet this definition. (APTG2020)

Rural Lands means lands which are located outside settlement areas and which are outside prime agricultural areas. (PPS 2020)

Sensitive In regard to surface water features and ground water features, means areas that are particularly susceptible to impacts from activities or events including, but not limited to, water withdrawals, and additions of pollutants. (PPS 2020)

Sensitive Land Uses means buildings, amenity areas, or outdoor spaces where routine or normal activities occurring at reasonably expected times would experience one or more adverse effects from contaminant discharges generated by a nearby major facility. Sensitive land uses may be a part of the natural or built environment. Examples may include, but are not limited to: residences, day care centres, and educational and health facilities. (PPS 2020)

Settlement Areas means urban areas and rural settlement areas within municipalities (such as cities, towns, villages and hamlets) that are:

- a) built-up areas where development is concentrated and which have a mix of land uses; and
- b) lands which have been designated in an official plan for development over the long- term planning horizon provided for in policy 1.1.2. In cases where land in designated growth areas is not available, the settlement area may be no larger than the area where development is concentrated. (PPS 2020)

Sewage and Water Services includes municipal sewage services and municipal water services, private communal sewage services and private communal water services, individual on-site sewage services and individual on-site water services, and partial services. (PPS 2020)

Significant Groundwater Recharge Area means an area that has been identified:

- a) as a significant groundwater recharge area by any public body for the purposes of implementing the PPS, 2020;
- b) as a significant groundwater recharge area in the assessment report required under the Clean Water Act, 2006; or
- c) as an ecologically significant groundwater recharge area delineated in a
- d) sub watershed plan or equivalent in accordance with provincial guidelines.

For the purposes of this definition, ecologically significant groundwater recharge areas are areas of land that are responsible for replenishing groundwater systems that directly support sensitive areas like cold water streams and wetlands. (Greenbelt Plan) (APTG2020)

Significant Surface Water Contribution Areas means Areas, generally associated with headwater catchments, that contribute to baseflow volumes which are significant to the overall surface water flow volumes within a watershed. (Greenbelt Plan) (APTG2020)

Stormwater Master Plan means A long-range plan that assesses existing and planned stormwater facilities and systems and outlines stormwater infrastructure requirements for new and existing development within a settlement area. Stormwater master plans are informed by watershed planning and are completed in accordance with the Municipal Class Environmental Assessment. (APTG2020)

Stormwater Management Plan means A plan that provides direction to avoid or minimize and mitigate stormwater volume, contaminant loads, and impacts on receiving water courses to: maintain groundwater quality and flow and stream baseflow; protect water quality; minimize the disruption of pre-existing (natural) drainage patterns wherever possible; prevent increases in stream channel erosion; prevent any increase in flood risk; and protect aquatic species and their habitat. (APTG2020)

Subwatershed Plan means A plan that reflects and refines the goals, objectives, targets, and assessments of watershed planning, as available at the time a subwatershed plan is completed, for smaller drainage areas, is tailored to subwatershed needs and addresses local issues.

A subwatershed plan should: consider existing development and evaluate impacts of any potential or proposed land uses and development; identify hydrologic features, areas, linkages, and functions; identify natural features, areas, and related hydrologic functions; and provide for protecting, improving, or restoring the quality and quantity of water within a subwatershed.

A subwatershed plan is based on pre-development monitoring and evaluation; is integrated with natural heritage protection; and identifies specific criteria, objectives, actions, thresholds, targets, and best management practices for development, for water and wastewater servicing, for stormwater management, for managing and minimizing impacts related to severe weather events, and to support ecological needs. (Greenbelt Plan) (APTG2020)

Significant means

a) in regard to wetlands, coastal wetlands and areas of natural and scientific interest, an area identified as provincially significant by the Ontario Ministry of Natural Resources and Forestry using evaluation procedures established by the Province, as amended from time to time;

- b) in regard to woodlands, an area which is ecologically important in terms of features such as species composition, age of trees and stand history; functionally important due to its contribution to the broader landscape because of its location, size or due to the amount of forest cover in the planning area; or economically important due to site quality, species composition, or past management history. These are to be identified using criteria established by the Ontario Ministry of Natural Resources and Forestry;
- c) in regard to other features and areas in policy 2.1, ecologically important in terms of features, functions, representation or amount, and contributing to the quality and diversity of an identifiable geographic area or natural heritage system;
- d) in regard to mineral potential, an area identified as provincially significant through evaluation procedures developed by the Province, as amended from time to time, such as the Provincially Significant Mineral Potential Index; and
- e) in regard to cultural heritage and archaeology, resources that have been determined to have cultural heritage value or interest. Processes and criteria for determining cultural heritage value or interest are established by the Province under the authority of the Ontario Heritage Act.

Criteria for determining significance for the resources identified in sections (c)-(d) are recommended by the Province, but municipal approaches that achieve or exceed the same objective may also be used.

While some significant resources may already be identified and inventoried by official sources, the significance of others can only be determined after evaluation. (PPS 2020)

Site Alteration means activities, such as grading, excavation and the placement of fill that would change the landform and natural vegetative characteristics of a site.

For the purposes of policy 2.1.4(a), site alteration does not include underground or surface mining of minerals or advanced exploration on mining lands in significant areas of mineral potential in Ecoregion 5E, where advanced exploration has the same meaning as in the Mining Act. Instead, those matters shall be subject to policy 2.1.5(a). (PPS 2020)

Special Needs means any housing, including dedicated facilities, in whole or in part, that is used by people who have specific needs beyond economic needs, including but not limited to, needs such as mobility requirements or support functions required for daily living. Examples of special needs housing may include, but are not limited to long-term care homes, adaptable and accessible housing, and housing for persons with disabilities such as physical, sensory or mental health disabilities, and housing for older persons. (PPS 2020)

Special Policy Area means an area within a community that has historically existed in the flood plain and where site-specific policies, approved by both the

Ministers of Natural Resources and Forestry and Municipal Affairs and Housing, are intended to provide for the continued viability of existing uses (which are generally on a small scale) and address the significant social and economic hardships to the community that would result from strict adherence to provincial policies concerning development. The criteria and procedures for approval are established by the Province.

A Special Policy Area is not intended to allow for new or intensified development and site alteration, if a community has feasible opportunities for development outside the flood plain. (PPS 2020)

Specialty Crop Area means areas designated using guidelines developed by the Province, as amended from time to time. In these areas, specialty crops are predominantly grown such as tender fruits (peaches, cherries, plums), grapes, other fruit crops, vegetable crops, greenhouse crops, and crops from agriculturally developed organic soil, usually resulting from:

- a) soils that have suitability to produce specialty crops, or lands that are subject to special climatic conditions, or a combination of both;
- b) farmers skilled in the production of specialty crops; and
- c) a long-term investment of capital in areas such as crops, drainage, infrastructure and related facilities and services to produce, store, or process specialty crops. (PPS 2020)

Surface Water Feature means water-related features on the earth's surface, including headwaters, rivers, stream channels, inland lakes, seepage areas, recharge/discharge areas, springs, wetlands, and associated riparian lands that can be defined by their soil moisture, soil type, vegetation or topographic characteristics. (PPS 2020)

Threatened species means a species that is classified as "Threatened Species" on the Species at Risk in Ontario List, as updated and amended from time to time. (PPS 2020)

Total Developable Area means the total area of the property less the area occupied by key natural heritage features, key hydrologic features and any related vegetation protection zone. (Greenbelt Plan) (APTG2020)

Transit-supportive in regard to land use patterns, means development that makes transit viable, optimizes investments in transit infrastructure, and improves the quality of the experience of using transit. It often refers to compact, mixed-use development that has a high level of employment and residential densities, including air rights development, in proximity to transit stations, corridors and associated elements within the transportation system. Approaches may be recommended in guidelines developed by the Province or based on municipal approaches that achieve the same objectives. (PPS 2020)

Transportation Demand Management means a set of strategies that result in more efficient use of the transportation system by influencing travel behaviour by mode, time of day, frequency, trip length, regulation, route, or cost. (PPS 2020)

Transportation System means a system consisting of facilities, corridors and rights-of- way for the movement of people and goods, and associated transportation facilities including transit stops and stations, sidewalks, cycle lanes, bus lanes, high occupancy vehicle lanes, rail facilities, parking facilities, park'n'ride lots, service centres, rest stops, vehicle inspection stations, intermodal facilities, harbours, airports, marine facilities, ferries, canals and associated facilities such as storage and maintenance. (PPS 2020)

Two Zone Concept means an approach to flood plain management where the flood plain is differentiated in two parts: the floodway and the flood fringe. (PPS 2020)

Valleylands means a natural area that occurs in a valley or other landform depression that has water flowing through or standing for some period of the year. (PPS 2020)

Vulnerable means surface and/or ground water that can be easily changed or impacted. (PPS 2020)

Waste Management System means sites and facilities to accommodate solid waste from one or more municipalities and includes recycling facilities, transfer stations, processing sites and disposal sites. (PPS 2020)

Watershed means an area that is drained by a river and its tributaries. (PPS 2020)

Water Resource System means a system consisting of ground water features and areas and surface water features (including shoreline areas), and hydrologic functions, which provide the water resources necessary to sustain healthy aquatic and terrestrial ecosystems and human water consumption. The water resource system will comprise key hydrologic features and key hydrologic areas. (APTG2020)

Wayside Pits and Quarries means a temporary pit or quarry opened and used by or for a public authority solely for the purpose of a particular project or contract of road construction and not located on the road right-of-way. (PPS 2020)

Wildland Fire Assessment and Mitigation Standards means the combination of risk assessment tools and environmentally appropriate mitigation measures identified by the Ontario Ministry of Natural Resources and Forestry to be incorporated into the design, construction and/or modification of buildings, structures, properties and/or communities to reduce the risk to public safety, infrastructure and property from wildland fire. (PPS 2020) **Watershed Planning** means planning that provides a framework for establishing goals, objectives, and direction for the protection of water resources, the management of human activities, land, water, aquatic life, and resources within a watershed and for the assessment of cumulative, cross-jurisdictional, and cross-watershed impacts. (PPS2020)

Watershed Planning typically includes watershed characterization, a water budget, and conservation plan; nutrient loading assessments; consideration of the impacts of a changing climate and severe weather events; land and water use management objectives and strategies; scenario modelling to evaluate the impacts of forecasted growth and servicing options, and mitigation measures; an environmental monitoring plan; requirements for the use of environmental best management practices, programs, and performance measures; criteria for evaluating the protection of quality and quantity of water; the identification and protection of hydrologic features, areas, and functions and the inter- relationships between or among them; and targets for the protection and restoration of riparian areas.

Watershed planning is undertaken at many scales, and considers crossjurisdictional and cross-watershed impacts. The level of analysis and specificity generally increases for smaller geographic areas such as subwatersheds and tributaries. (Greenbelt Plan) (APTG2020)

Wetlands means lands that are seasonally or permanently covered by shallow water, as well as lands where the water table is close to or at the surface. In either case the presence of abundant water has caused the formation of hydric soils and has favoured the dominance of either hydrophytic plants or water tolerant plants. The four major types of wetlands are swamps, marshes, bogs and fens.

Periodically soaked or wetlands being used for agricultural purposes which no longer exhibit wetland characteristics are not considered to be wetlands for the purposes of this definition.

Wetlands are further identified, by the Ministry of Natural Resources and Forestry or by any other person, according to evaluation procedures established by the Ministry of Natural Resources and Forestry, as amended from time to time. (Greenbelt Plan) (APTG2020) (PPS2020)

Wildlife Habitat means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species. (PPS, 2020)

Woodlands means treed areas that provide environmental and economic benefits to both the private landowner and the general public, such as erosion prevention, hydrological and nutrient cycling, provision of clean air and the long-term storage of carbon, provision of wildlife habitat, outdoor recreational opportunities, and the sustainable harvest of a wide range of woodland products.

Woodlands include treed areas, woodlots or forested areas and vary in their level of significance at the local, regional and provincial levels. Woodlands may be delineated according to the Forestry Act definition or the Province's Ecological Land Classification system definition for "forest." (PPS 2020)

- 2.39 Schedule A1 to the Official Plan Land Use Designations is amended by removing all designations within the Niagara Escarpment Plan area, and as included in Schedule A to this Official Plan Amendment.
- 2.40 Schedule B4 to the Official Plan is amended by removing the scenic resources, and as included in Schedule A to this Official Plan Amendment.
- 2.41 Appendix A COMPLETE APPLICATION is deleted and replaced with Appendix A included as Schedule A this Official Plan Amendment
- 2.42 The Official Plan is further amended by italicizing any defined term where it appears through the entirety of the Official Plan.
- 2.43 The Official Plan is renumbered and formatted accordingly.

3.0 Implementation

The provisions of the Official Plan regarding the implementation of that Plan shall also apply to this Amendment

4.0 Interpretation

The provisions of the Official Plan for the Township of Mulmur, as amended from time to time, shall apply to this Amendment.

SCHEDULE A TO OFFICIAL PLAN AMENDMENT #4

Schedule A1 – Land Use Designations (removing NEC designations) Schedule D – Natural Resources (removing Scenic Resources) Appendix A – COMPLETE APPLICATION REQUIREMENTS

PART C - THE APPENDICES

Appendix 1 - Reports & Background Materials

- Strategic Plan 2020-2024 (Council approved)
- Recreation Master Plan, Sierra Planning and Management, February 2021 (Council approved Feb 2021)
- Energy Efficient Tools in Development Approvals, Council Report, April 7, 2021
- Mansfield North Recreation Area, Staff Memo, October 2021
- Official Plan Workplan, Council Report, February 2, 2022
- Official Plan Policy Direction Report, Council Report, March 2022
- Implementing Aging in Place, APAC Report, March 21, 2022
- Pursuing Responsible Growth: On-Farm Diversified Uses, APAC Report, March 21, 2022
- AdHoc On-Farm Diversified Use Tracking Table
- Pursuing Responsible Growth: Home Industry, APAC Report, March 21, 2022
- Land Needs Analysis and Settlement Expansion, Council Report, April 6, 2022

Appendix 2 - Notice of Public Meeting

- Roundtable Notice, 2021
- Tax Insert, July 15, 2022
- Notice to Agencies, May 10, 2022
- Statutory Notice of Agencies, September 8, 2022

Appendix 3 – Minutes of Public Meeting

- Statutory Public Meeting (September 7, 2022)
- Statutory Public Meeting (October 5, 2022)

Appendix 4 - Copies of Correspondence

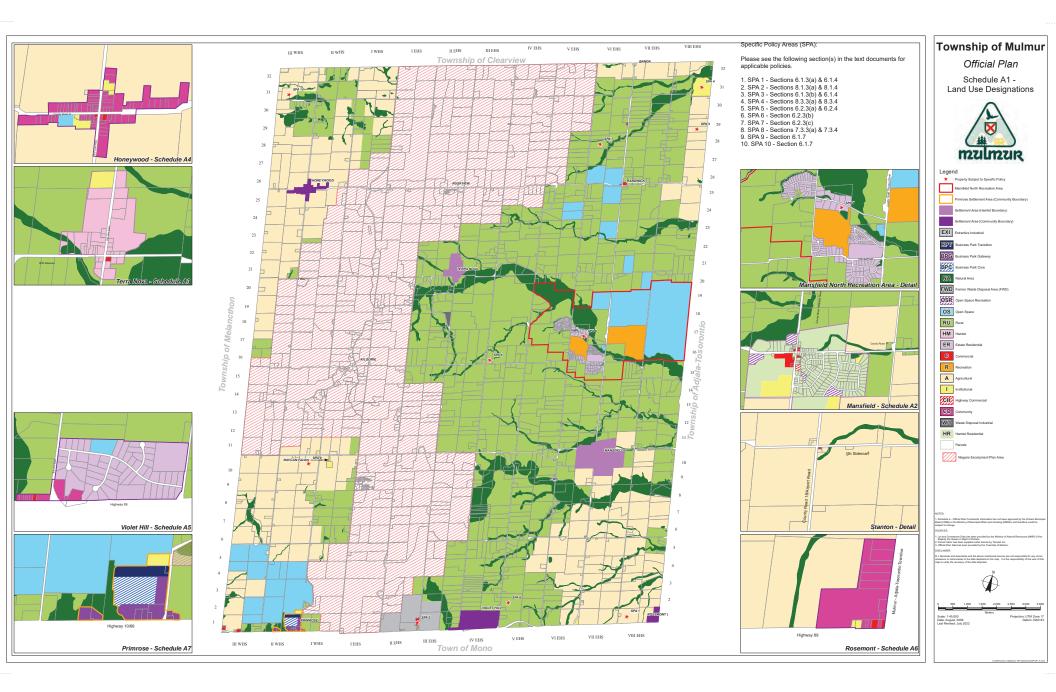
- November 4, 2021 Letter from Jim MacDougall
- Correspondence with Niagara Escarpment Commission
- Roundtable Summary Table (2021)

SCHEDULE A TO OFFICIAL PLAN AMENDMENT #4

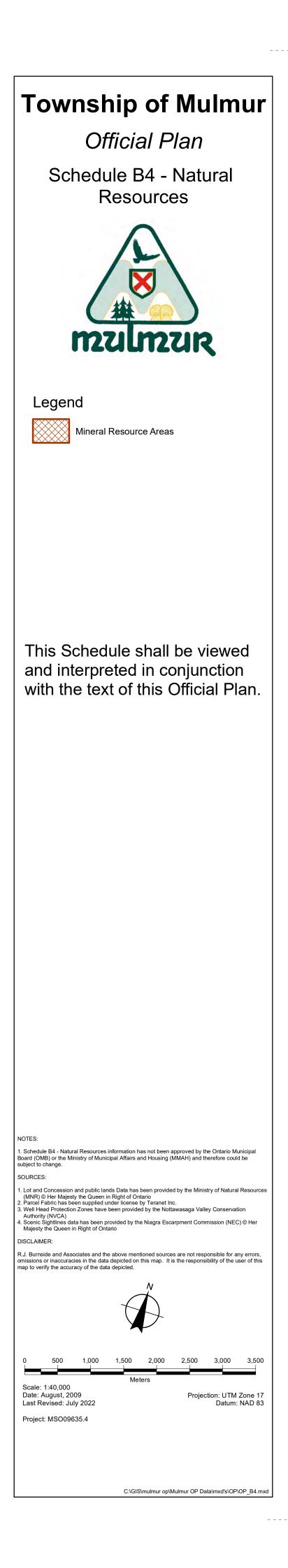
Schedule A1 – Land Use Designations (removing NEC designations)

Schedule D – Natural Resources (removing Scenic Resources)

Appendix A – COMPLETE APPLICATION REQUIREMENTS







(TO BE COMPLETED AT PRE-CONSULTATION MEETING)

FILE NAME:

MEETING DATE:

OFFICIAL PLAN - POLICY APPLICABILITY TABLE

Pre-consultation Meeting Attendance:

- Township Planner
- □ Township Engineer (\$)
- □ Township Public Works
- County Planner
- □ County Engineering
- NVCA
- Applicant
 - Image: state state

- NEC
- □ School Board
- Fire Chief
- □ Township Solicitor (\$)
- □ Water Plant Operator (\$)

Complete Application Requirement (OP policy direction, authority)	Notes
Application Forms	
 Official Plan Amendment 	
Zoning By-law Amendment	
□ Site Plan Control	
Plan of Subdivision	
Condominium (standard, vacant land)	
□ Consent	
Dufferin County Official Plan Amendment	
Entrance Permit	
NVCA Permit	
NEC Permit	
Pre-Consultation Form	
□ Other:	
Fees (Tariff of Fees By-law)	
Deposits (Tariff of Fees By-law)	
Consultation	
Ministry of Natural Resources	
Ministry of Environment	
Ministry of Transportation	
Dufferin County	
Ministry of Municipal Affairs/One Window	

	AVCAN (s. 5.24: 8km of NAVCAN facility,
	hedule C)
🗌 Plannii	ng Report
	h Analysis (5.3)
	mmary of proposed lots, density,
	tensification (s. 5.2)
	% affordable housing (low to moderate)
	Iculation (s. 5.4)
	nployment Calculation, Work from Home
Ca	Iculation
	ological Assessment (s. 5.6)
	eritage Assessment (s. 5.6)
	um Distance Separation Calculation (s. 5.8,
5.9)	
-	Itural Impact Assessment (5.9)
	ng Options Report/ Servicing Feasibility (s.
5.3, 5.3	
	e Loading Report
□ Septic	System Design
	ipal Water Capacity Analysis
	ater tower storage capacity
	ell flow capacity
L Fire St	orage Calculation
Entran	ce permit / approval letter (Twp Policy,
County	
□ Traffic	
	ine Analysis
_	Videnings
	5
	Design Templates/Standard Cross-section
	g Templates
	g / Loading Calculation
	pal Comprehensive Review (s. 5.7, s. 5.3)
	t Assessment
	pise, Dust, particulates (s. 5.16)
-	aluation of ecological function
	addition of ecological function pact assessment (s 5.13)
	imulative impacts
	oped/full EIS Woodlands
	Tree cover on slopes >30% (Schedule
	B3, s. 5.20)

□ Significant woodlots >1ha (5.20.1)	
Tree cutting by-law exemption	
significant valleylands (Schedule B1, B2,	
5.24)	
significant wildlife habitat or (s. 5.21.2,	
120m)	
species at risk, endangered or	
threatened species (s. 5.21.4, 5.21.5)	
ANSIs (s. 5.3, 120m adjacent lands)	
☐ fish habitat (5.21.3, Schedule B1, B2,	
120m)	
best practises	
□ species at risk (s. 5.21.4	
 Consult with MNR and NVCA 	
□ Wetlands (s. 5.22, 5.22.1 30 - 120m)	
Risk Management Plan/ WHPA (Source Water	
Protection Plan, OP s. 5.19)	
 Master Environmental Servicing Plan 	
Hydrology or hydrogeological study	
 Vulnerable aquifer and Recharge Areas (s. 	
5.19)	
,	
 Sensitive Surface water (5.19) Water Descurse Management Descut (a) 	
Water Resource Management Report (s. 5.40)	
5.19)	
Pine River Sub-Watershed (5.19.2)	
Stress Test (s. 15.19.3)	
Boyne River Sub-Watershed (s. 15.19.3)	
MOE Permit to Take Water >50,000L (5.19)	
Erosion and Sediment Control	
Ground and surface water (s. 5.19)	
□ Floodplain Hazard Assessment (s. 5.27, Schedule	
A3)	
 Meander Report 	
Organic Soil Analysis	
 Floodplain/floodway analysis 	
 Slope stability assessment (Schedules B1, B2, s. 	
5.24, Boyne River, Rine River, Black Bank Creek,	
steep slope Schedule A3, s. 5,27)	
 Viewshed or Visual Impact Assessment (s. 5.25, 	
Schedule B4 for major new development, s. 5.26	
to protect rural character)	
 Lighting Plan / Study 	
 Dark-Sky Study (s. 5.25) 	
hazards, aggregate operations, waste disposal)	
Stormwater Management Report (s. 5.31)	

Mineral Aggregate Potential Assessment (s. 5.32,				
Schedule B4)				
Aggregate Activity Impact Assessment (s. 5.33)				
Sign By-law Exemption				
Development/Subdivision/Consent Agreement				
Template purchase agreement, condo				
agreement, maintenance agreement, protocols,				
 operations and maintenance guidelines				
Plans				
Subdivision Plan				
Standard Engineering Drawing Set & Details				
□ Site Plan				
Lighting Plan				
Grading Plan				
Drainage & Stormwater Plan				
Signage Plan				
Landscaping Plan				
Parking Plan				
Hydrant Plan				
Existing Conditions, land uses &				
environmental features mapping				
Servicing Plans				
Easement Plan				
Elevations & Floor Plans				
Utility Plan				
□ Setbacks from NAVCAN, Communication				
Towers & infrastructure				

APPENDIX 1 – REPORTS & BACKGROUND MATERIALS



STRATEGIC PLAN (2020-2024)

This Plan draws from *Mulmur's Thriving Future*, the first Mulmur Strategic Plan of 2013-2018, the *Mulmur Community Economic Development Strategic Plan* of 2016, and the *Imagine Mulmur in 3D* document of 2019.

This Plan identifies four priority paths, each having an array of subsets, and collectively are intended to provide both focus and guidance for Mulmur Council.

To enhance the community impact of these goals, and build on the Mayor's direction for participative leadership, it is recommended that members of Council will assume a championship role for one of the priority paths.

VISION STATEMENT

The Township is committed to sustainable growth while protecting the environment, scenic beauty, natural resources and agriculture and rural and community character of the Township. The Township wishes to be a highly desirable, safe, prosperous, beautiful and natural community to live, work, learn and play.

FOUR STRATEGIC PATHS

Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

osperous

Communication with and social connectivity within the Mulmur community Providing local services to support the needs of Mulmur residents and businesses

Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Finan cial/People)

Istainable

Connected

Growing a Prosperous Mulmur

Responsibly managing the fiscal resources of Mulmur and providing opportunities for success

• Retain, enhance and attract businesses

Action 1 – Help existing small businesses grow through awareness, red tape reduction, education

- Action 2 Actively engage with county, provincial and federal agencies to obtain resources to support local initiatives
- Action 3 Produce "Investing/Locating in Mulmur" promotional materials

Action 4 – Develop Mulmur Business Directory and focus on Mulmur businesses

Action 5 – Develop and Implement a Broadband Strategy so that Businesses have access to high quality internet services.

• Pursue responsible growth in residential and employment areas

Action 1 – Promote local employment opportunities and awareness

Action 2 – Update On-Farm Diversification and Home Industry regulations in the Township's Official Plan

Action 3 - Encourage residential development in Mansfield and other Hamlets

Action 4 – Implement Aging in Place policies in the Township's Official Plan

• Identify, research and plan for future fiscal pressures

Action 1 – Implement recommended service efficiencies from County efficiency study Action 2 – Explore and identify financial opportunities for investment and income generation

Action 3 – Ensure Asset Management Plans renew infrastructure as projected Action 4 – Track grant opportunities and increase grant writing capacity

Growing a Connected Mulmur

Communication with and social connectivity within the Mulmur community

Inform and engage the community through a variety of communication tools and channels

Action 1 – Develop and implement a communication strategy for the Township Action 2 – Identify and articulate Mulmur's key messages on a regular basis using effective channels

Action 3 – Invest in communication resources, technology and tools

Action 4 - Create "Go Local Package" for distribution to residents and newcomers

• Support community events to bring residents together

Action 1 – Provide a variety of events in Mulmur to enhance inclusiveness

Action 2 – Publicize all events in Mulmur through available channels

Action 3 – Pursue new opportunities identified in Recreation Efficiency Study

Action 4 – Build a calendar of community/tourism events and link with high traffic community calendars in the region

Action 5- Encourage the use of local businesses for community events and services

Actively seek better cellular and internet connectivity for residents and businesses

Action 1 – Develop a Broadband Strategy and Seek Partnerships to build better connectivity and infrastructure.

Growing a Supportive Mulmur

Providing local services to support the needs of Mulmur residents and businesses

• Develop future plans for services and amenities in Mulmur.

Action 1 – Identify lower tier and upper tier responsibilities and service gaps

Action 2 – Determine key needs for community and medical services within Mulmur

Action 3 – Streamline approvals for services by amending permitted uses where needed and expediting site plan approval process

Action 4 – Encourage Enbridge Gas to support Mansfield extension

• Facilitate education and training for Mulmur residents and entrepreneurs/businesses

Action 1 – With input from organizations such as Dufferin Board of Trade, identify and support employment programs and opportunities for Mulmur residents and youth

Action 2 – Recognize Youth Leadership efforts through awards at Primrose Elementary and Centre Dufferin Secondary School.

Action 3 – Conduct sector round tables to support ongoing adaptive management

Identify and develop new leaders through civil engagement

Action 1 – Identify and support succession in administrative team, community committees, boards and ad-hoc groups

Action 2 – Encourage Mulmur residents to become involved in the decision making at Mulmur Township through participation in committees and ad-hoc groups.

Celebrate success of residents including students, volunteers, Mulmur team members and business achievements

Action 1 - Recognize grand openings of new businesses

- Action 2 Recognize individuals and groups leading community change and/or improvements in Mulmur
- Action 3 Recognize leadership at Council meetings and/or Town Hall meetings
- Action 4 Investigate a nomination portal for residents to identify changemakers and outstanding citizenship.
- Action 5 Develop an employee recognition program

Growing a Sustainable Mulmur

Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

• Protect rural character

Action 1 – Update policy and definition for "rural character"
 Action 2 – Review changes to the Provincial Policy Statement to determine viewshed protection
 Action 3 – Implement rural character through zoning

• Be proactive in the sustainable use of non-renewable resources

Action 1 – Adopt and implement recommendations from the Green Energy Plan Action 2 – Determine protection gaps in revised Nottawasaga Valley Conservation Authority mandate

Action 3 – Monitor provincial decisions and implement single use plastics policy

Action 4– Protect agricultural land and water and forest resources

- Explore opportunities to improve the protection of water and air quality, waste management and adaptations to climate change and extreme weather events
 - Action 1 Audit municipal activities with a focus on reducing energy consumption and environmental footprint
 - Action 2 Partner with the citizens, organizations and other levels of government to promote grants and activities to mitigate contributions to and effects of climate change
 - Action 3 Investigate waste management solutions that support enhanced environmental protection.

• Promote and preserve Mulmur's natural attractions to residents

Action 1 – Post Bruce Trail "Loops of Mulmur" Map developed by Community Events Committee on Mulmur website Action 2 – Support Cycling and Equestrian Activities in Dufferin Forest, on trails and on Mulmur roads

Action 3- Encourage development of the Pine River Fishing Area through the "Friends of Pine River" volunteers





Township of Mulmur Recreation Master Plan

February 2021





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Appendix

Appendix A: Demographic Mapping

1 Introduction

1.1 What is a Recreation Master Plan?

The purpose of the Recreation Master Plan for Mulmur is to strategically guide and manage municipal planning for parks and recreation assets and services over the next 10 years (to 2030). This Plan will further effective planning, budgeting and implementation of stated goals and objectives for recreation, parks and trails and help the Township guide and manage the development of parks and recreation assets, services, programming and events.

1.2 Purpose and Scope of the Master Plan

The principal objective of the Master Plan is to document current municipal recreation assets and develop a series of recommendations and actions to accommodate the current and future recreational needs of the municipality over the next ten years (to 2030). The Master Plan is an integrated plan that evaluates needs and strategies related to the following:

Indoor Facilities	Outdoor Amenities	Parkland & Trails	Service Delivery
Community Centre / Arena	Sports FieldsSports CourtsPlaygrounds	 Parks & Open Space Trail Network	PartnershipsProgramming

The Master Plan provides guidance to develop an appropriate level of service related to recreation for Mulmur residents. It is a flexible blueprint – many of the recommendations contained in this document are stand-alone and can be implemented separate and apart from decisions required to implement other aspects of the Master Plan. The Master Plan should also be placed in the broader context of all obligations of the Township of Mulmur. Changes in the wider municipal environment in terms of fiscal priorities, can be expected to impact the priorities contained in this Master Plan.

1.3 Plan Development Process

Ongoing changes in population and demographics, as well as the landscape of delivery of programs and services, has resulted in the need for an evaluation of the Town's recreation delivery system. In accomplishing this, the process of developing this Master Plan required:

- A township-wide review of existing assets (including facility conditions, revenues and expenditures, utilization, planned capital investment and standards of provision on a population basis).
- Public engagement activities and outreach with key internal and external stakeholders.
- Analysis of local, regional, and provincial demographic and leisure trends, as well as best practices in other communities.
- Review of strategic plans, policies, and priorities (local, regional, and provincial) to develop long-term recreation recommendations that enable the Township to take full advantage of programming, investment, and partnership opportunities.
- Historic and forecasted population dynamics and demographic change and the impact of this on the delivery of recreation.

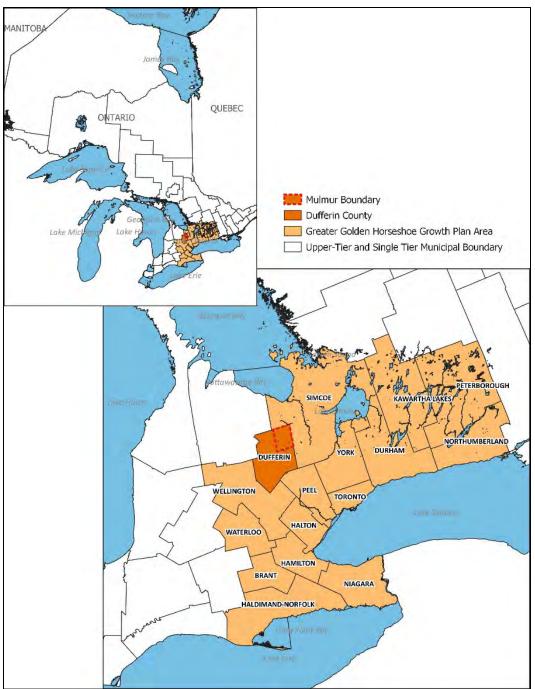


2 The Context of Changing Needs

2.1 Locational Analysis

The Township of Mulmur is a lower-tier municipality in the northeast portion of Dufferin County and lies within the Greater Golden Horseshoe Growth Plan Area.





The Township of Mulmur is one of eight lower-tier municipalities within Dufferin County's jurisdiction. The Town of Orangeville is the largest urban centre and county seat, with just over half the population.

Dufferin County Lower Tier Municipalities	2016 Population
Orangeville	28,900
Mono	8,609
Shelburne	8,126
Amaranth	4,079
Mulmur	3,478
Melancthon	3,008
Grand Valley	2,956
East Garafraxa	2,579
Dufferin County Total	61,735

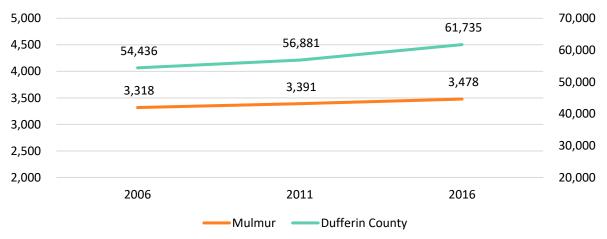
The Township includes six hamlets and settlement areas: Mansfield, Honeywood, Terra Nova, Kilgorie, Primrose, Rosemont, and Violet Hill, shown in the map below.

Exhibit 3: Population Centres within the Township of Mulmur

2.2 Planning for a Changing Demographic

As per the 2016 Census data, the Mulmur's population is 3,478 residents with a population of 70 people of Indigenous identity, including First Nations and Mètis. The Township's community profile indicates a seasonal population of an additional 6,200 residents.

The following chart compares population growth in the Township and the County from 2006 to 2016. Over this period Mulmur experienced population growth of 4.8%. This is compared to population growth in Dufferin County of 13.4% over the same period.



Historic Population Growth Comparison (2006-2016)

Source: SPM based on Statistics Canada Census Data, 2011, 2016.

The recommendations and service levels identified within this report utilize the most recent growth projections in the 2019 Development Charge Study, the Dufferin County Official Plan, and the Growth Plan for the Greater Golden Horseshoe.

The Growth Plan for the Greater Golden Horseshoe establishes a population forecast for the County of 80,000 people in 2031. Based on this forecast, the Township's population is expected to increase to approximately 4,290 by 2031, an increase of 23%. The compound growth rate based on these projections is 1.41% per year over the 15-year period.

Exhibit 4: Estimated Population Projections to 2031

Municipality / Year	2016	2021	2026	2031	2016-2031 Pop. Growth	2016-2031 Pop. Growth Rates
Dufferin County Projections						
Total Population 61,735		67,306	73,380	80,000	18,265	30%
Township of Mulmur Projections						
Total Population	3,478	3,749	4,019	4,290	812	23%

Source: Sierra Planning and Management based on the Dufferin County Official Plan and Township of Mulmur Development Charge Study, 2019.

Investment in recreation must be viewed as part of the quality of life equation, resident attraction and economic development strategy for the Township and means to achieve growth targets.

2.2.1 Areas to Accommodate Future Growth

From 2006 to 2016, the greatest amount of population growth has been in the southeast of the Township, in and around Mansfield. There was more modest growth in the south-central area containing Violet Hill. There was a modest population decline in the western part of the Township containing Honeywood, Kilgorie, and Primrose. Appendix A provides mapping details related to population change.

Mansfield, Honeywood, and Terra Nova have been designated as settlement areas in the Official Plan, with much of the growth anticipated to occur in Mansfield, where most of the residential land designated for development is located. The average number of new dwellings per year in the Township was 16.6 from 2012 to 2018, growing from 10 at the beginning of the period to 23 at the end.

It is important to note that servicing constraints may limit the amount of growth. The Official Plan states that Mansfield will be served by a municipal water system and private sewage disposal systems. The Plan states that development should only occur when detailed hydrogeological studies are provided to confirm that the use of private septic systems will not adversely affect the groundwater supplies and ensure that there is sufficient water available to meet demand.

The Official Plan and Primrose Employment Lands Secondary Plan designates Primrose as the focus of industrial, commercial, institutional, and related development, with most employment lands located in the Primrose Business Park.

2.2.2 Aging Demographics

While the Township is expected to continue to experience aging (similar to many other communities in Ontario), it is still important to provide recreation opportunities to attract young families to the Township and to provide opportunities for those currently living in the Township. Children and youth (population under 19 years of age) are fairly even geographically distributed within Mulmur, but with a slightly higher percentage in the southeast around Mansfield, as well as the northwest around Honeywood, west of Terra Nova, and west of Kilgorie. It should also be noted that there is a significant youth population to the northwest of Mulmur in Grey Highlands.

Areas with the highest proportion of older adults (65+) are in the central, southwestern, and northeastern parts of the township including Primrose, Terra Nova, and Kilgorie.

See Appendix A for mapping details related to age distribution across the Township.

From the perspective of this Master Plan, planning for age-friendly and multi-generational spaces will be important to address the needs of children, youth, young adults as well as older residents (which is more important in rural areas to counteract rural isolation). This is of growing importance as the population ages. As shown in the exhibits below, the share of the population under 19 years old has dropped from 26% in 2006 to 20% in 2016, with the share of population over the age of 65 (older adults) rising from 13% to 18%. Mulmur's population profile is slightly older than the County as a whole.

Continuous monitoring of future need and demand for recreational facilities and amenities will be important going forward to ensure the continuation of services and to sustain the current level of service provided in the Township.

Age Cohort	2006 Pop.	% Share	2016 Pop.	% Share
Children (0-9)	345	10%	285	8%
Youth (10-19)	530	16%	430	12%
Young Adults (20-39)	645	19%	665	19%
Adults (40-64)	1385	42%	1480	42%
Older Adults (65+)	425	13%	630	18%
Total	3330	100%	3490	100%

Exhibit 5: Mulmur Population Age Profile 2006 - 2016

Source: SPM based on Statistics Canada Census Data, 2006 and 2016

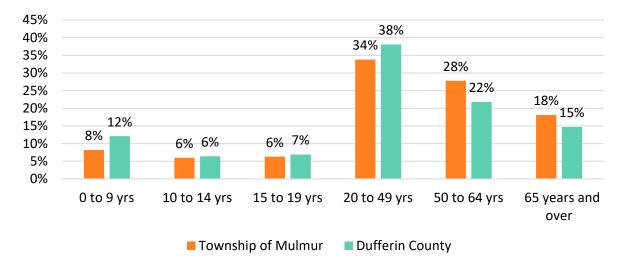
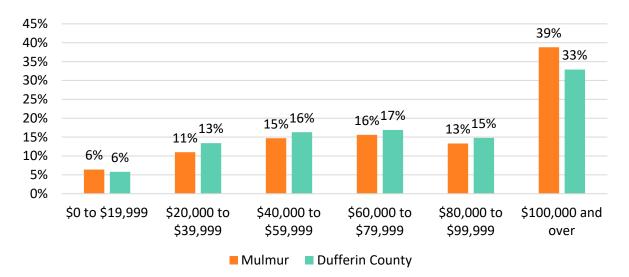


Exhibit 6: Township and County Age Distribution

2.2.3 Considerations of Income

As per the 2016 census, Mulmur has a median household income after tax of \$82,816, moderately higher than that for Dufferin County as a whole (\$77,256). 38.8% of households have an income of over \$100,000, compared to 32.9% for the County.





In 2016, 4.2% of Mulmur's population was under the Low-Income Cut-Off Threshold, after tax (LICO-AT)¹. This is slightly above the County as a whole at 3.9%, but well below the 9.8% in Ontario as a whole.

The geographic areas that had the highest proportions of resident household under the Low-Income Threshold in 2016 were mostly focused near the north-east of the Township. See Appendix A for mapping details.

¹ Statistics Canada defines low-income cut-off (after tax) as: Income levels at which families or persons not in economic families spend 20 percentage points more than average of their after-tax income on food, shelter and clothing.

2.3 Community Aspirations for Recreation

Over the course of the Master Plan process community engagement activities generated input from nearly 500 residents and stakeholders through various methods, including:

- One community workshop;
- One public online survey the results of which are provided under separate cover; and
- Staff and senior management interviews.

The results of these activities provided for an array of responses. Several common themes and aspirations emerged for the future provision of recreation over the long-term, summarized as follows:

Theme 1: Multi-Use Facilities	 Provide a variety of spaces within facilities that are flexible for multi-purpose use for community gathering, and places for residents of all ages and abilities to participate in recreational pursuits.
Theme 2: Enhanced Programming	 Expand the programs offered to residents, with consideration for the changing demographics and community needs through enhanced partnerships.
Theme 3: Inclusive and Accessible	 Upgrade and renew existing facilities to ensure compliance with AODA requirements to enable access by all residents.
Theme 4: Improved Communications	 Enhance communication between the Township and its residents to provide key information related to recreation, community events, and other happenings.

2.4 Trends & Best Practice

2.4.1 Service Delivery

Key trends that have emerged in service delivery methods for recreational and sport programming include:

- **Volunteerism** National trends show a decline in volunteerism, however those who volunteer are doing so on a more frequent basis;
- Performance measures Recreation sector performance measures are increasingly shifting from outputs to outcomes (shift from output measures such as capital costs, number of registrants to outcome measures such as how the program benefited the community and health indicators);
- **Partnerships** Communities are increasingly entering into partnership agreements with community groups and the private sector to maximize cost efficiencies; and
- Creating Community Hubs the need to animate neighbourhoods with an increase of recreational activity, and work with local groups to determine neighbourhood needs. A community gathering space that provides a range of programming can create a greater sense of belonging, empowerment, and cohesion within diverse populations.

2.4.2 Indoor Recreation Infrastructure

Well designed and functioning recreation and sport facilities, trails and parks is key to creating and maintaining healthy communities. Current trends and best practice related to the design and functionality of indoor and outdoor recreation facilities are summarized below.

Multi-Use Facilities

There is an increasing focus on creating flexible multi-use "destination" facilities as recreation, entertainment and family centres and community hubs.

Accessibility

Improving accessibility within recreation facilities for people with disabilities due to the passing of the Accessibility for Ontarians with Disabilities Act (AODA) where



Flexible Multi-Purpose Spaces, Oak Ridges Community Centre (top) / Meadowvale Community Centre (bottom)

municipalities are required to improve opportunities for participation for people with disabilities through the removal of barriers, with the goal of making Ontario fully accessible by 2025.

Sustainability

There is an increasing focus on the overall sustainability of a facility (e.g. net zero/carbon neutral) rather than achieving a specific certification program status (e.g. LEED).

2.4.3 Parkland Design and Development

While each municipality sets its own goals and priorities in the development of its parkland system, common trends that can have an impact on the development / redevelopment of parks, trails, and other outdoor facilities include demographic changes (e.g. aging communities and rising senior needs for passive pursuits), participation trends in traditional field sports, active transportation and active living, and linking recreation and leisure services to resident's quality of life.

The Township should aim to incorporate key design trends and best practices into the design and/or redesign of parks in the future. These include:

Inclusion and Accessibility

Accessibility requirements under the Design of Public Spaces Standard of the Accessibility for Ontarians with Disabilities Act (AODA) apply to new construction and the redevelopment of elements in public spaces, including parks, trails and other public amenities. Design Standards for Public Spaces encompasses recreational trails, outdoor public use eating areas, outdoor play spaces, exterior paths of travel (e.g. sidewalks), accessible parking, and maintenance, among others.

Ensuring that all park amenities, including play facilities, are welcoming and easily navigable for all ages and abilities is an important consideration. It is important to consider not only mobility devices, but those with cognitive and other issues (i.e. autism, sensory disorders, visual and hearing impairments, etc.). Many park designers are striving to include all types of ages and abilities within the same play / park space by designing amenities that can be used in a multitude of ways.

Current common practice is to engage the community throughout the park design and development stage.

Nature Based Play

Natural play elements are increasingly becoming more prominent in playground planning. Many benefits of connecting children with nature have been documented, including that a child's social, psychological, academic, and physical health is positively affected when they have frequent contact with nature. Mixing elements of the natural environment with the built environment only enhances the play experience and often see the highest use. One of the main things that natural play environments combat is static play elements or park designs that children may get bored with quickly. Incorporating natural elements with play places supports higher levels of play through repeated use and can help to encourage children to get outside and explore.

Outdoor Fitness Equipment

There is a trend in many communities to design parks and their amenities that appeal to older adults. The outdoor gym trend is one of these amenities, often including various mechanical devices ranging from simple situp stations to rowing machines, elliptical trainers and leg presses. Signs indicate that the devices are intended for people aged 12 and older, however, in public parks there is no control over the age or skill level of users, and there is no supervision. The equipment does have moving parts and is subject to often harsh winter conditions. Therefore, safety is often a consideration for municipalities, however the benefits to residents often outweigh these concerns.

Maintenance and Sustainability

Many municipalities are facing strained budgets when it comes to the maintenance



Nature-Based Playground, Salisbury, NB



Bamboo Climbing Structures, Valleyfield, QC



Fitness Stations, Peterborough, ON

and operation of public spaces, as new parks and facilities are acquired through the development process. In order to reduce the maintenance and operational requirements for parkland and park amenities, park development and renewal in the future municipal governments are now contemplating sustainability practices, specifically related to:

- Designs that encourage sustainable maintenance practices; (e.g. xeriscapes, naturalized landscapes, etc.);
- Incorporating native, drought-resistant vegetation features (to reduce watering requirements); and
- Utilizing durable materials and infrastructure (i.e. furniture, play equipment, etc.).

2.5 The Link Between Physical Activity and Wellbeing

The various facets of "wellbeing" often relate to physical and mental health. 'A Framework for Recreation in Canada: Pathways to Wellness' (2015) is a national framework that explores the idea of "wellbeing" in the provision of recreation in Canada. The framework guides the continued evolution of recreation in Canada and is a joint initiative of the Interprovincial Sport and Recreation Council and the Canadian Parks and Recreation Association. This framework is premised on the assertion that recreation provides multiple pathways to wellbeing for individuals, communities and for our built and natural environments, and allows for a revisioning of recreation's capacity for achieving wellbeing. The national framework identifies key benefits of recreation and summarizes them as follows:

Enhances Mental and Physical Wellbeing

• The availability and accessibility of parks and recreation facilities promotes increased levels of physical activity, which in turn, enhances self-esteem, personal growth, and life satisfaction for people of all abilities.

Enhances Social Wellbeing

• Provides developmental opportunities for children and youth, which supports social relationships in clubs and organizations. Helps decrease anti-social behaviour.

Creates Strong Families and Communities

• Builds social capital in the form of arts, recreation programming, festivals, and parades. Community events help form relationships between neighbours and promotes positive civic behaviour, mutual caring and volunteerism.

Economic Benefits to Investing in Recreation

• Recreation spending creates jobs, fosters tourism, makes communities more attractive places to live, learn, work, play and visit. "Upstream" investments can also improve individual and community wellbeing, which reduces costs in health care, social services and justice.

A variety of socio-economic factors can have an influence on participation in physical recreation including age, income, marital status, place of residence, health challenges, consistent access to recreational opportunities, social media, among others. On a more local level, the following trends related to participation have been observed:

- Participation in informal and unorganized activities is becoming more common than in organized programming.
- Key motivators for participation include a desire to maintain a healthy, active lifestyle.
- Time and/or availability of program offering is commonly cited as a barrier to participating in recreational activities.

3 Master Plan Values & Priorities

The Master Plan and its recommendations are based on the following vision, principles, goals, and objectives for planning and investment in recreation in Mulmur.

3.1 The Vision for Recreation

A proposed vision for recreation in the Township of Mulmur was developed as part of the Master Planning process, and reads:

"The Township of Mulmur will maximize the benefits of accessing recreation in the community, with a focus on the provision of services and renewed facilities, to meet 21st Century resident needs."

3.2 Planning Principles

The Master Plan and its recommendations are based on the following principles for planning:

1

Prudent advancement of the expansion of recreation services through improved programming and facility investment.

Strategically invest in recreation infrastructure for resident retention and attraction (e.g. young families).

3

Adopt an asset management approach to investment in infrastructure that reflects prudent capital investment. This includes consideration for replacing, decommissioning and/or repurposing assets where warranted.

Δ

Recognize Mansfield and Honeywood as the primary hubs, and Terra Nova as a secondary hub, for recreation within the Township, focusing facility development in these locations.

Address the needs of target populations (youth and seniors) through recreation planning and optimization of existing facilities, ensuring recreation facilities and opportunities are inclusive and accessible for all.

Provide an effective range of indoor and outdoor spaces for community recreation activities and programming.

Protect and enhance Mulmur's natural environment as important assets for active and passive recreation, and tourist opportunities.

3.3 Goals & Objectives

Goal 1:

Make parks and recreation accessible to all

Objectives:

- Plan for and invest in multi-use and multi-generational (8-80) spaces – this may include investment in indoor facilities but also parks, trails, and other open spaces.
- Strategic investment in recreation infrastructure for target groups including youth and seniors.
- Co-locate appropriate township-owned facilities and/or township resources.

Objectives:

- Provide and support programs and seeking partnerships with organizations or groups that promote health, wellness, and quality of life.
- Protect the natural environment and prioritize effective management of these assets for recreational purposes.
- Facilitate the growth of existing trail systems and promote active transportation through integrated networks of parks, trails, and open spaces.

Objectives:

- Renewal of aging assets based on effective asset management principles.
- Priority for investment to maintain existing facilities that have a viable lifespan before investing in new facilities. This requires a comparison of the costs and benefits of facility renewal against new construction.
- Pursue all opportunities to develop recreation infrastructure by leveraging upper level government and other funding programs that arise over time.

Objectives:

- Balance the need for local organization of recreation and facility planning with benefits of coordinated township-wide planning and oversight.
- Encourage community involvement in the development and operating of programs.

living

Goal 2:

Promote health,

wellness, and active

Goal 3:

Facility renewal and investment

Goal 4:

Support, promote and partner for access to facilities

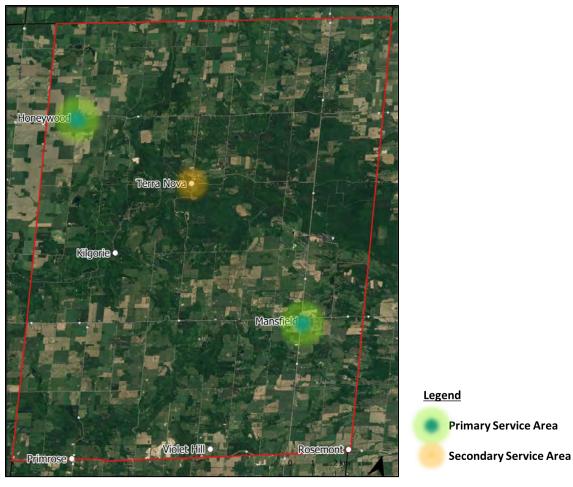
3.4 Approach to Planning and Service Levels

The recommendations of this Master Plan cover a range of considerations for the provision of indoor and outdoor recreation facilities as well as parks, open space, and trails, specifically as it relates to capital investment and development and the implementation of projects over the 10-year life of this Plan. The recommendations have been informed by a variety of inputs, and are the product of a balanced assessment of the following long-term capital planning and asset management factors:

- Defined levels of service for each class or category of facility dependent on the nature and scale of use of amenities (i.e. township, community and/or neighbourhood level of service, as appropriate);
- Current and projected population-based standards of provision and the implications of forecasted resident growth on current levels of service;
- Capital implications of aging infrastructure and options to enhance the delivery and operation of assets through future investment and other efficiencies; and
- Community "needs and wants" as expressed through public engagement. Community needs and wants are those that are expressed by members of the public, stakeholders, and community groups. They reflect the aspirations of the community as communicated through the public engagement activities associated with the Master Plan process.

Due to the geographic reach of the Township, there is a need to establish appropriate levels of service for the settlement areas as well as for the more rural areas. This provides a framework to guide future planning and municipal investment in recreation. At present, recreational facilities are focused in Honeywood (at the NDCC) and Mansfield – the identified location for future growth within the Township. Therefore, this Master Plan recognizes Mansfield and Honeywood as primary service areas, offering the broadest range of recreational facilities and services. The third settlement area of Terra Nova, the location of the Township offices, is recognized as a secondary service area providing fewer facilities and/or services related to recreation. This echoes the policies within the official plan to provide sufficient parks, open spaces, and recreational opportunities in or near settlement areas within the Township.

Exhibit 8: Service Area Nodes



3.5 Approach to Asset Management

The Township has an existing Asset Management Plan (AMP) developed in 2016 which covers the typical hard municipal infrastructure such as bridges, roads, and buildings. With a recognition that in many parts of Ontario, existing infrastructure is degrading faster than it is being repaired or replaced, the Province implemented the Asset Management Planning for Municipal Infrastructure Regulation, O. Reg. 588/17, which came into effect in January 2018.

To improve the ways in which the Township plans for its infrastructure, including its recreation infrastructure in the future, the existing AMP needs updating. In this regard, planning for the operation, maintenance, renewal, replacement, and disposal of municipal infrastructure should be expanded to also focus on recreation and community facilities, open space, and parks within the Township's portfolio.

Recommendations: Service Levels

- 1. Maintain the current distribution of recreation amenities in the Township with Honeywood and Mansfield as primary service areas, and Terra Nova as a secondary service area. Future asset management priorities should also be considered.
- 2. Implement and update the 2016 Asset Management Plan, as per O. Reg. 588/17, retaining a specific and enhanced focus on recreation and community facilities, open space, and parks in addition to the traditional emphasis on hard infrastructure.
- 3. The location of any major recreation infrastructure (e.g. sports fields, community centres, etc.), as well a future replacement and/or expansion of existing facilities, should represent the most appropriate location based on considerations of land ownership, site suitability, co-location with other municipal recreation infrastructure, and capital costs associated with servicing and development.

4 Service Delivery and Programming

4.1 Current Model of Service Delivery

The Township is the primary provider of indoor and outdoor publicly accessible recreation facilities. Mulmur's Recreation Department currently plays a role in the direct delivery of dropin programming (public skating) within the NDCC and is responsible for the maintenance and management of outdoor recreation assets (e.g. playgrounds, ball diamonds, etc.).

The Township currently supports a Community Development Model for the provision of recreation services, balancing its operation with facilitating programs and services led by other organizations/non-profits at municipal facilities and other public and private facilities. The delivery of services in Mulmur is also supported by several agencies and key stakeholders, including:

- Upper Grand District School Board;
- Nottawasaga Conservation Authority;
- Dufferin County (Forest Tracts);
- Ontario Parks (Boyne Valley Provincial Park, Pine River Provincial Fishing Area); and
- Others, including Mansfield Ski Club, Mansfield Outdoor Centre, Rawhide Adventures, Toronto & North York Hunt, and Unicamp of Ontario.

While this model is effective, evolving the role that the Township plays in the provision of recreation will be important going forward.

4.2 Effective Partnerships

While the provision of recreation services has traditionally relied on municipal governments, communities are increasingly entering into partnership agreements with community groups and the private sector to maximize cost efficiencies. Partnerships continue to be an important aspect to the provision of recreation services in Mulmur.

Currently, the Township partners with community-based organizations that utilize Township facilities to provide recreation programs and services, providing recreational opportunities for a range of residents. These community partners/organizations include:

Hockey / Skating

Ice sports are provided through a variety of leagues and organizations, including Honeywood Minor Hockey, Shelburne Minor Hockey, Ladies Hockey League, Honeywood Figure Skating Club, among others.

Baseball

Ball leagues that program at the Township's ball diamonds include Mansfield Minor Ball and Mansfield Mens League.

Township of Melancthon

The Township of Mulmur currently partners with the Township of Melancthon to collectively operate the North Dufferin Community Centre, through a Management Board. A cost-sharing agreement is currently in place, where capital and operating costs are shared equally by each municipality. Continuing this cost-sharing agreement with Melancthon is important going forward.

Recommendations: Service Delivery & Effective Partnerships

- 4. Maintain a Community Development Model for the delivery of recreation in the Township. Under this model, where volunteer and agency groups have historically serviced the recreation programming needs of the community, the Township should continue to support these initiatives through the provision of access to facilities for activities.
- 5. The Township should give consideration to staffing requirements necessary to successfully implement the Township's recreation mandate. Specifically, consider expanding the job description of the NDCC Management role to encompass a broader range of job responsibilities including responsibility for indoor and outdoor recreation, community development of programming opportunities and co-ordination of all recreation and leisure services provided and/or facilitated by the Township. This permanent, full-time job description includes management of the NDCC and events at the Township's facilities.
- 6. Investigate opportunities for new and/or expanded partnerships to improve service levels, enhance program delivery, and leverage public funding.
- 7. Continue the cost-sharing agreement with the Township of Melancthon for the operation and maintenance of the NDCC / a new multi-use recreation facility in Honeywood.

4.3 Identified Programming Needs

Existing programs offered by the Township are limited to drop-in public skating activities at the NDCC. Respondents to the public survey indicated that they mostly participate in public skating (38%), hockey (22%), and learn to skate programs (16%) in Mulmur. Yoga was also a common program with 7% of respondents having participated over the past year – this is provided in neighbouring communities.

30% of survey respondents (n=198) indicated that there are programs they would like to access that are not currently offered by the Township. Engagement with the community at large resulted in numerous suggestions for an expanded suite of recreational programs. Suggestions for programming, to be offered either by the Township or local community organizations, included the following:

Fitness Programs	General Interest Programs
Gymnastics	 Technology / Computers for Older
• Fitness for Older Adults, such as chair Pilates	Adults
and chair yoga	 Safety and First Aid
 Aerobics for all ages 	Cooking
Drop-In Pickleball	Gardening
Dance Classes	 Arts and Crafts for all ages
Cycle Club for Teens, Adults	Bridge, Cards
• Yoga, Zumba, Tai Chi	Shuffleboard
Boxing, Martial Arts	Book Club
Learn to Skate for Teens, Adults	
Walking / Hiking Club	

A lack of awareness of the programs that are currently offered was identified by survey respondents as the primary barrier limiting their participation in recreation programming. This was followed by a lack of desired programming being offered (36% of respondents), distance / location of facilities or programs (22%), and a lack of appropriate facilities (22%) to host such programs.

With a growing population of older adults, the opportunity exists to offer intergenerational programs in Mulmur that encourage participation and interaction from all age groups. Going forward, it will also be important to focus on providing programming opportunities and spaces for Mulmur's youth. Opportunities to strengthen programming through municipal partnerships will also need to be explored to take advantage of synergies between neighbouring municipalities, Dufferin County, the public library, or others, to bolster programming opportunities within the Township. As a first step, these initiatives could be explored and/or implemented by a summer student hired by the Township as a pilot project.

Recommendations: Programming Needs

- 8. Work with community groups and local partners to expand the suite of traditional and non-traditional programs offered through new or expanded partnerships (e.g. Library, County, sports groups, Ontario Parks, and other agencies), ensuring programming for all age groups, with a special focus on youth and seniors. This can help to enhance the utilization of existing recreation infrastructure.
- 9. As programming levels increase, develop a methodology to track program registrations and assess the rate of take-up for programs offered by the Township or its partners. Continuous tracking can help determine the complement of programs that should be offered in the future.

4.4 Marketing and Communications

In response to consultation that identified a lack of awareness of programs available to the community, the Township can take a lead role in helping promote the recreational opportunities available to residents. The Township should seek to promote communications and awareness of available programs, drop-in activities, and other events undertaken by third parties using the Township's facilities.

The opportunity exists to improve marketing and communication methods for the promotion of services exist through the development of a community services directory on the Township's website and in print form (e.g. Community Guide). In addition to a service directory, Community Guides often provide other important municipal information to residents, such as waste collection schedules, planned construction projects, and so on. This should also include a listing of available space for rent within parks, community centres, and sports fields that can be provided to the community for specialized events or activities.

Recommendations: Marketing & Communications

10. Develop a 'Community Guide' for the Township that includes recreation and leisure resources. The guide should include a community calendar of events and provides details on all programs offered in Mulmur (municipal / non-municipal), complete with contact information of organizers for programs that are not directly delivered by the Township. This should be an online / digital information tool with hardcopies located in key municipal facilities or distributed directly to residents and provided on an annual or semi-annual basis.

4.5 Fees & Cost Recovery

The Township of Mulmur establishes user rates for facility rentals on an annual basis. The current user fee structure subsidizes access to recreation for key groups, including minor participation. At present, the Township does not have a formal User Fee Policy in place to guide levels of cost recovery and subsidization.

In order to ensure continued fair and equitable pricing, a comprehensive review of user fees should be completed to confirm, validate and prioritize an approach to pricing going forward that is in keeping with best practice and to address the appropriateness of the current level of cost recovery of the Recreation Department and the current user fees being charged. Municipal cost recovery for recreation is estimated at 21% based on the Township's 2019 Operating Budget, which is relatively low.

Recommendations: Fees & Cost Recovery

11. Review, on an annual basis, the user fees and pricing schedule for facility and park rentals and programming fees (as appropriate). Rate setting should be informed by principles for cost recovery and subsidization, as determined by the Township.

5 Overview of Assets

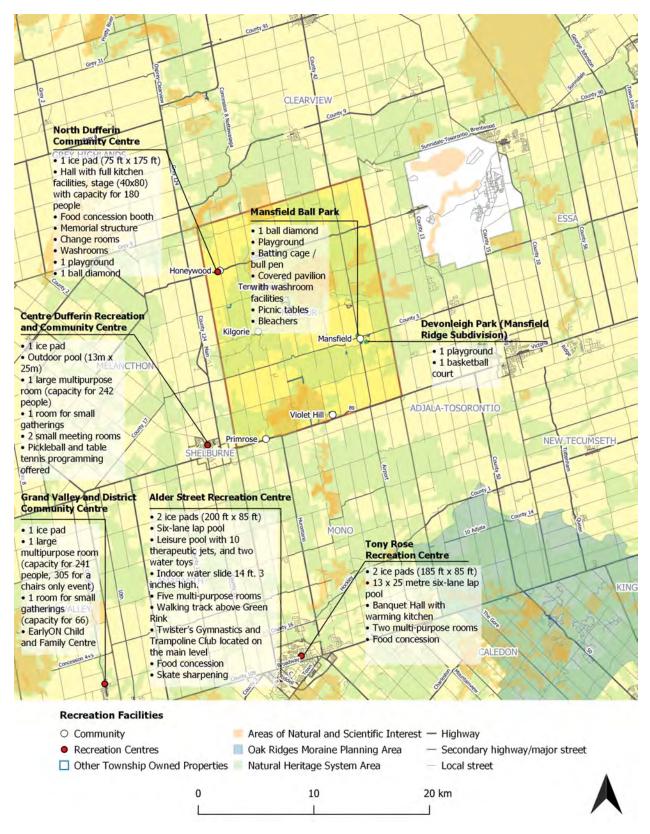
The Township of Mulmur is in proximity to larger population centres, such as Orangeville, that provide a wide variety of indoor and outdoor recreational assets for use by residents. These hubs service both their local community as well as the broader regional population by providing larger-scale facilities with a variety of amenities that are not found in Mulmur (e.g. indoor pools, multi-surface arenas, multi-purpose rooms, outdoor amenities).

The Township of Mulmur's municipal recreation asset base provides services on a more localized level, and consists of the following:

Indoor Recreation Facilities	1 ice pad2 community rooms	NORTH DUFFERIN COMMUNITY CENTRE
Outdoor Recreation Amenities	 2 ball diamonds 1 basketball court 3 playgrounds 	
Parkland and Trails	 3 municipal parks totalling 7.1 hectares 130 km of trails (not Township owned) 	

The exhibit on the following page shows the locations of both the local and regional recreation assets in proximity to, and within, the Township of Mulmur.

Exhibit 9: Township and Regional Recreation Facilities



6 Indoor Recreation Facilities

6.1 North Dufferin Community Centre (NDCC)

The NDCC, built in 1965, is approximately 27,424 square feet in size, in a two-storey structure. The facility consists of an undersized ice surface (75ft x 175ft) with associated changerooms, washrooms and spectator seating, and the Nordruff Room, located on the second floor, which has a stage, kitchen facilities, and washrooms. A standard NHL ice rink measures 200 feet by 85 feet wide.

The community centre is situated in Honeywood, in the northwest portion of the Township. The centre is located adjacent to the Fire Hall and outdoor space, which includes a ball diamond, playground, and memorial structure. At present, the NDCC is a community hub for recreation as it is the only indoor recreation facility in the Township.

While the facility is in the Township of Mulmur, the Township of Melancthon (directly to the west) shares the operating and capital cost requirements, as it is an important community centre for their residents as well.

6.1.1 Utilization

To calculate the prime-time utilization rate of the ice surface and Norduff Room at the NDCC, the following assumptions were employed:

- Weekday evenings (4:00pm to 10:00pm)
- Weekend days and evenings (8:00am to 10:00pm)

Ice Surface

The ice surface is primarily used by local sport groups, including Honeywood Minor Hockey Association, Honeywood Mens Recreational Hockey, Shelburne Minor Hockey, Ladies Hockey, Honeywood Hockey Moms, Fiddlers, Hillbillies, and Honeywood Figure Skating Club. The Hockey Training Institute also booked time at the facility over the past few years, however the group has since moved out of Mulmur and it is assumed that they will no longer be using the NDCC. Additionally, free public skating is offered on Sundays, and the dry floor has been used for ball hockey in the past (not at present).

Based on data provided by the Township, utilization of the ice surface has remained relatively steady over the past 4 seasons; however, it is consistently low – around 50%.

Ice Surface (NDCC)	2016	2017	2018	2019
Prime Time Hours Booked	822	757	723	887
Weeks Operational (Ice In)	26	27	26.5	30
Prime Time Hours Available	1508	1566	1537	1740
Prime Time Utilization Rate (%)	55%	48%	47%	51%

Exhibit 10: Prime Time Utilization Rate for NDCC Ice Surface

Note: Prime time hours available vary annually based on the number of weeks the ice is operational.

Norduff Room

The Norduff Room (hall on 2nd floor) is typically rented for banquets, weddings, family reunions, meetings, and used by clubs. Based on the data provided by the Township, the utilization of the Norduff Room is low (less than 5%), however, it is important to note that low utilization rates (often less than 10% or 15%) are common for community hall facilities that are in rural locations, close to larger population centres, and in need of upgrades.

A review of recent utilization rates for similar facilities in comparable communities shows that use of the Norduff Room is in line with the rates experienced elsewhere. For example, the Town of Erin's most rural community hall has an annual utilization rate of 2%, while the more urban hall facilities ranged from 5% to 16% annually. Similarly, the Township of Scugog has a variety of hall facilities (urban/rural, stand-alone, and as part of a larger arena complex), with utilization rates ranging from less than 1% to 21%.

6.1.2 Standard of Provision

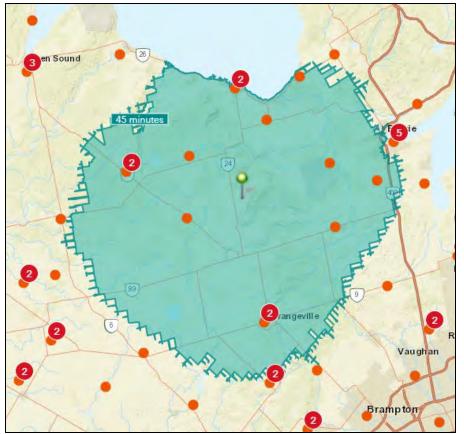
As a shared facility between the two municipalities, the standard of provision as it relates to ice has been calculated on a population basis to include the populations of both municipalities. With one ice pad in the Townships, the existing population-based service level for indoor ice provision is 1 pad per 6,486 residents.

This Master Plan recognizes that the NDCC is an important arena within the regional ice circuit. When considering ice on a regional scale (those arenas within a 45-minute drive of the NDCC), ice is provided at 1 sheet per 9,438 residents. Arenas have historically been provided in smaller, rural communities throughout Ontario, and therefore typically result in a high standard of provision when compared to larger communities.

Exhibit 11: Regiona	I Supply of Ice Arenas
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			_		ndard of
Municipality	Pads	Facility/ies	Population	Pro	ovision
Town of New Tecumseth	2	Alliston Arena, Beeton Arena	41,439	1 per	20,720
		Alder Street Arena, Tony Rose			
Orangeville	4	Memorial Arena	28,900	1 per	7,225
		Collingwood Arena, Eddie Bush			
Collingwood	2	Memorial Arena	21,793	1 per	10,897
Essa Township	2	Angus Arena, Thornton Arena	21,083	1 per	10,542
Wasaga Beach	1	Wasaga Arena	20,675	1 per	20,675
Clearview	1	Stayner Arena	14,151	1 per	14,151
		Flesherton & District Arena,			
Grey Highlands	4	Markdale Arena	9,480	1 per	2,370
Shelburne	1	CDRC	8,126	1 per	8,126
Southgate 1		Dundalk Arena	7,190	1 per	7,190
Mulmur / Melancthon 1 NDCC		NDCC	6,486	1 per	6,486
Total	19		179,323	1 per	9,438

Exhibit 12: Map of Regional Ice Supply



6.1.3 Building Condition

A high-level visual review of the NDCC building was conducted by WGD Architects to determine the general state of repair and functionality. This review was conducted as part of a more detailed Efficiency Review for the NDCC (provided to the Townships under separate cover).

General observations indicate that the facility is generally tired and, in many respects, does not meet user needs. This is especially true for accessibility. By 2025 municipalities are required to provide accessible public facilities. This relates to circulation, water closet facilities and spectator viewing for the arena. In general, the facility is due for major additions and alterations to make it a more usable facility for the community.

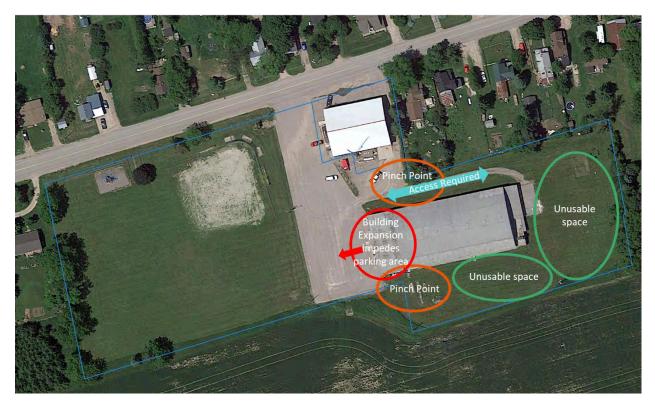
The Township had previously developed a listing of specific repairs and improvements required for the NDCC building with an associated order of importance – this was provided for review as part of the assessment. The review of condition conducted for the current work generally supports the required repairs and improvements identified by the Township. An order of magnitude cost estimate for the necessary replacement and repairs totals over \$2 million in hard construction costs.

6.1.4 Site Observations

Through the development of the Efficiency Review for the NDCC, several issues related to the existing site and siting of the building were observed, including:

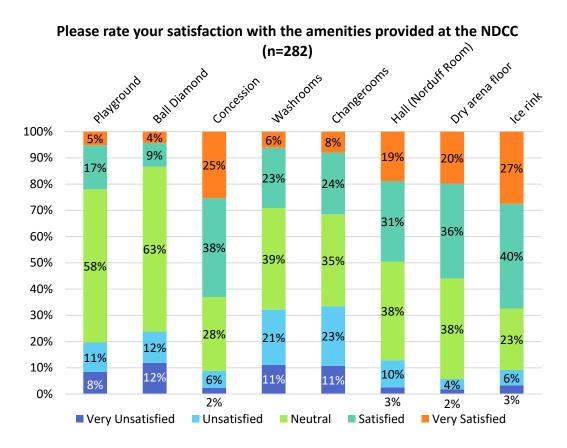
- Restricts use of outdoor amenity space on the east side of the arena;
- Pinch points at the north and south limits of the site where the arena lies;
- Requirements for access to the ice plant located on the east side of the arena limits expansion capabilities to some degree; and
- Any future expansion of the building would need to occur on the west side, impeding the currently limited parking area and outdoor space for recreational activities.

Exhibit 13: NDCC Site Observations

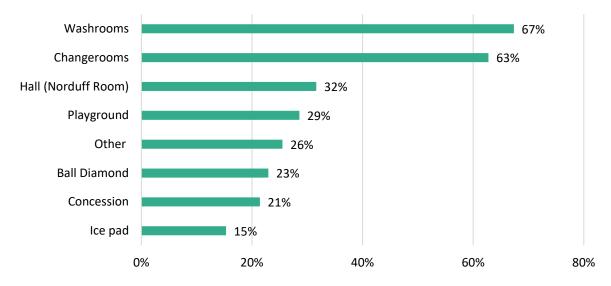


6.1.5 What We Heard

The ice rink had the highest level of satisfaction, with 67% of respondents indicating they were either 'satisfied' or 'very satisfied'. This was followed by the concession with 63% of respondents being 'satisfied' or 'very satisfied', and the Norduff Room with 50% of respondents being 'satisfied' or 'very satisfied'. The changerooms and washrooms, as well as the outdoor amenities had higher levels of neutrality and/or dissatisfaction.



80% of respondents (n=238) felt that upgrades or improvements were needed at the NDCC. Washrooms and changeroom improvements were identified by the most people as areas of upgrading.



What existing amenities would you like to see upgraded/expanded? Please check all that apply. (n=196)

Access to, and accessibility within the facility, as well as equipment and space improvements were identified as key barriers affecting resident's participation in activities and programs at the NDCC. In order to enable improved access and participation at the NDCC, respondents provided a variety of suggestions, many of which centred around general facility modernization and accessibility issues, including:

- Improved lobby area;
- Additional spectator seating in the ice rink;
- Expanded / reorganized parking lot with drop off area; and
- Accessible washrooms, elevator to access second floor, automatic door openers, etc.

6.1.6 Operating Financials

Based on a 5-year average, the NDCC has operated with a \$86,000 deficit (before Township contributions). Rental revenues have remained relatively stable, with prime-time rentals increasing since 2016. While wages have increased, other expenses such as insurance and hydro have decreased over the past 5 years.

It is noted that the contributions provided by both municipalities have increased significantly over the past 5 years to support the operation of the facility. It is commonplace for municipal recreation facilities to operate with a deficit.

	2016 Actual	2017 Actual	2018 Actual	2019 Actual	2020 Budget	5-Year Average
Revenues	\$ 144,241	\$ 133,148	\$ 129,457	\$ 113,734	\$ 131,506	\$ 130,417
Expenses	\$ 217,471	\$ 183 <i>,</i> 458	\$ 209,592	\$ 234,607	\$ 236,361	\$ 216,298
NOI Before						
Contributions	\$ (73,230)	\$ (50,310)	\$ (80,135)	\$ (120,873)	\$ (104 <i>,</i> 855)	\$ (85,881)
Twp.						
Contributions	\$ 44,500	\$ 64,740	\$ 50,554	\$ 110,048	\$ 104,854	\$ 74,939
NOI After						
Contributions	\$ (28,730)	\$ 14,430	\$ (29,581)	\$ (10,825)	\$ (1)	\$ (10,941)

Exhibit 14: Historic Operating Financials, 2016-2020

6.1.7 The Strategy for the NDCC

This Master Plan supports the retention of indoor ice in Mulmur. The goals of this Plan provide for the development of opportunities for target groups, such as children and youth as part of the quality of life equation to retain and attract young families to the Township – a loss of indoor ice would contradict this objective.

Based on the existing standard of provision, utilization and what we heard from the community, there is no need for additional ice to be provided within the Township. However, with an undersized rink at present, replacing the ice to be a full-size pad (85ft x 200ft), addressing the needs for new / expanded changerooms, and enhanced lobby space is warranted. The need for improved parking and the community space (Norduff Room) to be accessible by all members of the community and meet AODA requirements are of equal importance.

Beyond ice, the NDCC is an important hub for the community as it is the only indoor recreation facility in the Township. There is an opportunity to provide balanced services with additional programming at this hub, thereby developing recreation in Mulmur in general. Therefore, building additional / improved community space as part of a multi-use recreation facility will be important for the community going forward.

While a more detailed Efficiency Review of the NDCC has been completed under separate cover, the presumption is that the Township will invest in a new building and develop the services and programming offered in an appropriate way to activate the facility. Therefore, it is recommended that the Township replace the existing NDCC with a new multi-use recreation facility / community centre. The NDCC Efficiency Review Report focuses on the Honeywood location to ensure its proximity to the Township of Melancthon residents (which currently shares the cost of operating the facility), with the facility's preferred siting in an alternative location on the property. This would allow for the development of an NHL size ice pad, appropriately sized changerooms, and the inclusion of community space to be located on the ground floor, without compromising any elements of design requirements, and enable the existing ice pad to be used in the interim until the new facility is fully operational. Renovation of the existing facility in its existing location would not appropriately address the concerns identified.

The Master Plan recognizes the need to service Mulmur's growing population in Mansfield - the Township will need to consider this when determining the best location for a new multi-use recreation facility. However, if a new multi-use recreation facility is to be a cost-shared proposition in the future, the location in which it is developed will need to reflect this consideration. Extending the existing cost sharing agreement to the new facility would be required if it is located in Honeywood, but also including the outdoor amenities provided at the site in such an agreement should be explored.

Recommendations: North Dufferin Community Centre

- 12. Immediately initiate the development of a) funding strategy to assess and secure sources of capital funding for a new replacement single-pad multi-use recreation facility. A range of sources should be explored, including all levels of government and potential non-profit partners; and b) operational business case for a new multi-use community centre.
- 13. Following the development of a funding strategy and operational business case for a new multi-use recreation facility, initiate the design progression required to move the project towards implementation. This includes detailed program requirements (to be confirmed through a public engagement process, and discussions with staff and Council), schematic design, and design development phases.
- 14. The Township should seek to design, develop, and commission a new multi-use recreation facility and community centre within 5 years.
- 15. With the successful implementation of a new multi-use recreation facility, decommission the existing NDCC building.

6.2 Community Room at Township Offices

In addition to the Norduff Room at the NDCC, there is a community room on the lower level of the Township office building, located in Terra Nova. This space, approximately 3,000 sq. ft. in size, is used on an occasional basis for community meetings, special events and other public uses.

The potential exists to increase the utilization of this space through expanding the programs offered within the Township and could be used for a wide variety of activities such as fitness classes, arts and crafts programs, and community group meetings. This may require some upgrades and/or retrofitting the space to be appropriate for such programs.

Recommendations: Community Room at Township Offices

- 16. Expand the promotion of the community room at the Township Offices as a viable and affordable location for events and programming rentals.
- 17. Evaluate the potential for increased revenue opportunities through enhanced programming (municipal or non-municipal) that are suitable for the community room at the Township Offices.

6.3 Other Indoor Recreation Facilities

In addition to the arena and community rooms, a high-level assessment of other indoor recreation facilities that are not currently provided by the Township was undertaken to review future opportunities over the plan period and beyond.

Gymnasiums

Gymnasiums are often provided and controlled by local school boards (e.g. Primrose Elementary School) or places of worship, however these facilities are often not designed to the standard required for adult game play. While requirements for a gymnasium is not evident, engagement activities identified the need for appropriate indoor space to take part in unstructured sports and recreation activities as part of a multi-use community centre.

As Mansfield is expected to be the primary location for future population growth, the opportunity exists for the development of a multi-use community centre to serve Mansfield residents locally. A facility of this type could potentially include a municipal standard gymnasium and other dry uses such as multi-purpose rooms, complemented by outdoor amenities depending on the configuration of an identified site. This is a long-term proposition, which will likely occur beyond the timeframe identified in this Plan.

Indoor Pools

The current supply of pools within the region provides a variety of indoor aquatics options for Mulmur residents based on needs. Survey respondents indicated that they use indoor pools provided in Orangeville, Brampton, Collingwood, Wasaga Beach and at Base Borden.

While some survey respondents (12) identified that they would like to see an indoor pool in Mulmur, the population base does not support the development of an indoor pool (typically provided at 1 pool per 30,000 to 40,000 residents). Therefore, the development of an indoor pool in Mulmur is not recommended over the Plan period.

Fitness Studios / Multi-Purpose Rooms

In order to offer a suite of programs to residents, having the appropriate space(s) to hold the programs is important. The need for appropriate space for a variety of programs (fitness or otherwise) was identified by 9 survey respondents, as well as workshop attendees. Survey respondents indicated that they access these facilities in Creemore (for yoga, tai chi, and pickleball), Orangeville, Shelburne, Alliston, Wasaga Beach and Everett.

The opportunity exists for inclusion of multi-purpose space as part of a renewed / revitalized NDCC and/or through the development of a new facility in Mansfield in the future.

Youth and Senior Space

Space for youth and older adults can be dedicated or non-dedicated space. Providing nondedicated space for youth and older adults enables increased interactions with all generations.

From a regional perspective, Orangeville currently provides dedicated space for both youth and older adults, while Shelburne provides older adult space for residents. Engagement activities identified the need for more opportunities for both youth and older adult programming to be offered in Mulmur. These programs could be provided within multi-purpose space as part of a renewed / revitalized NDCC and/or at a future facility in Mansfield.

Walking Track

Indoor walking tracks are increasingly being included as part of new ice and/or gymnasium spaces. Walking clubs for older adults often utilize these facilities during the non-prime house, animating the facility during the day which often have low utilization.

Weight / Cardio Room

Weight / cardio room are typically supplied by private providers. The current supply of weight / cardio rooms in region (both public and private) provides options for Mulmur residents. Survey respondents indicated that they currently access these facilities in Orangeville, Shelburne, Owen Sound, Wasaga Beach, Alliston, and Base Borden.

3 survey respondents indicated that they would like to see a weight / cardio room in Mulmur, however these facilities require oversight staffing and are therefore not recommended to be offered by the Township.

Recommendations: Prospect for a New Community Centre

18. Contingent on the replacement ice arena and multi-use recreation facility being located in Honeywood, over the Plan period and as the population grows in Mansfield, continue to monitor community demand for flexible indoor recreation space that can accommodate a variety of structured and unstructured activities in Mansfield. This would likely be a dry use facility (no ice, no pool) as a long-term proposition (beyond the Plan period). The facility could include a multi-use activity court / gymnasium, flexible community space for programming and rentals, and/or meeting rooms.

7 Parkland & Trails

7.1 Parkland Supply

The Township owns and maintains parkland for recreational uses in 3 locations totaling 7.1 hectares:

Park Name	Features	Мар
Honeywood Park	 Size: 3.19 ha 1 ball diamond (unlit junior) Playground Memorial Structure Adjacent to NDCC and Fire Hall 	
Mansfield Ball Park	 Size: 1.61 ha 1 ball diamond (unlit senior) Playground Park Building (concession, washrooms, picnic pavilion) Benches 	
Devonleigh Park (Mansfield Subdivision)	 Size: 2.33 ha Basketball Court Playground Walking path Open lawn Benches 	

There is also maintained open space behind the Township offices in Terra Nova that, while not designated parkland, has the potential to be used for recreation activities or other amenities. It is also important to note that there is a naturalized parcel of land (not currently maintained as parkland) owned by the Township in Violet Hill.

Other Township- Owned Open Space	Features	Мар
Township Offices	 Size: 1.0 ha Maintained open space only No amenities 	Maintained open space
Kingsland Ave., Violet Hill	 Size: 3.7 ha Naturalized / forested parcel No amenities 	Violes Atili 0

Beyond the municipal supply, there are 809 hectares of Dufferin County Forest Tracts, and over 500 hectares of Ontario Parks properties that are publicly accessible for recreational purposes.

7.2 Parkland Standard of Provision

Based on the three properties designated as parkland, the current standard of provision of parkland is 2.0 hectares per 1,000 residents. This is a comparable standard to other municipalities of similar characteristics. If the open space at the Township offices and in Violet Hill is included, the standard of provision would increase to 3.4 hectares per 1,000 residents.

	Total	Area	Current Standard	Comparable Target
				2.0 - 2.5 ha per 1,000
Parkland	3	7.1 ha	2.0 ha per 1,000 population	population in rural locations

To maintain a minimum standard of 2.0 ha per 1,000 population over the Plan period, an additional 0.7 hectares of parkland will be required by 2030 based on population growth estimates.

7.3 Parkland Development & Design

The design and development of parks has traditionally been led by the Township. Certain park projects and specific facility development may also involve developer and/or community volunteer contributions to fundraising and resourcing for design and construction of specific park projects.

Section 2.4.3 of this report summarizes the key trends and practices related to the design and development of parkland. Through implementation, these trends can serve to enhance the overall user experience and contribute to resident's quality of life. Ease of access to, and inclusivity within, parks, open space and trails encourages use by a broad range of users. Designing a linked and easily navigable network of parks and trails, incorporating a variety of amenities and barrier-free designs, designing for active and passive uses as well as structured and unstructured play, and providing the appropriate parking facilities (vehicular, bicycle or otherwise) are important considerations for the Township in the future. As parks are developed and/or redeveloped, all park, trail and open space amenities must be designed to AODA standards.

It is becoming common practice to engage with the community throughout the park design and development process to ensure the amenities that are identified as needed are considered for inclusion. The Township should investigate ways in which the community can be involved as it relates to park development and/or redevelopment.

As part of the planning for a new multi-use recreation facility in Honeywood to replace the NDCC, and due to the relocation of the building to another location on the site, the park area designated for outdoor recreation will need to be relocated and designed appropriately. The opportunity for the Townships of Mulmur and Melancthon to work together to develop and operate / maintain the outdoor areas, in addition to the indoor facility, should be explored.

Recommendations: Parkland

- 19. Maintain a minimum parkland provision standard of 2.0 hectares of parkland per 1,000 residents over the course of the Plan period. This results in an additional 0.7 hectares of parkland by the year 2030 based on estimated population growth.
- 20. Maintain existing parkland within the settlement areas as outdoor recreation hubs for their respective communities.
- 21. As new subdivisions are planned and designed, the Township should ensure that each neighbourhood has appropriate access to parkland and/or open space.
- 22. Ensure that new parks are designed with the user's comfort, safety, and accessibility in mind, through use of CPTED (or similar) principles, as well as adhering to AODA Design Standards.
- 23. Encourage and facilitate the community's participation in park design, development and renewal projects by obtaining public input during the planning and design process, fostering partnerships and joint ventures in park development/renewal, and promoting awareness of park projects and initiatives through effective public communications.

7.4 Trail Network

There are approximately 130 kilometres of trails within Mulmur, however none are under Township ownership. The local trail network is comprised of 80 kilometres of trails within Dufferin County Forest Tracts, and 50 kilometres of Bruce Trail which connects to a broader network of trails across Ontario.

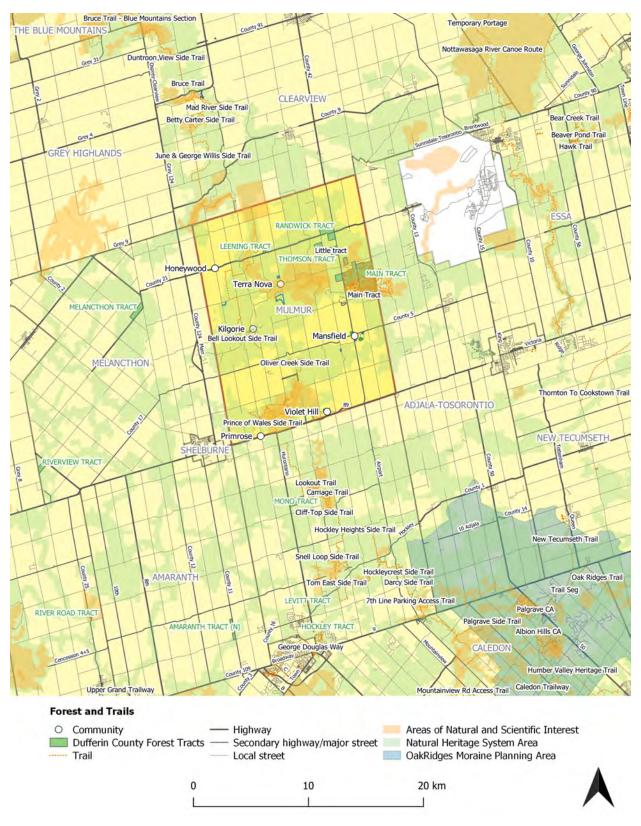
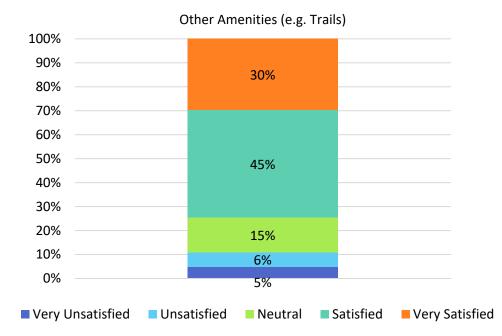


Exhibit 15: Mulmur's Local and Regional Trail Network

67% of survey respondents (n=209) indicated that they use other amenities not owned by the Township, a majority of which identified use of the Bruce Trail and/or the trails within the Dufferin County Forest Tracts.

In general, respondents were satisfied with the trails provided in Mulmur. Specific comments regarding improvements to the Dufferin County Forest Tract Trails included:

- Increasing the shared use of single-track trails to include equestrian, bicycle, pedestrian, dog walkers, etc., and providing sharing etiquette (through signage) for users; and
- Improved signage, trail maps, loop identifiers and markers, and visitor information.



Please rate your satisfaction with Other Amenities that are not Municipally-Owned, Including Trails

With a growing older adult population across the province, walking for leisure or exercise is increasing as a top recreational activity being undertaken. Trails and active transportation routes are therefore a key consideration as part of the overall recreational network in Mulmur.

Trails in Mulmur are used by not only residents of the Township but also visitors and tourists. Ensuring that adequate trail-related information is available to visitors as well as residents will be important going forward. Use of technology such as smart phone applications (app), could be employed to provide trail routing information, trail etiquette, and locations for parking, that could be accessed from anywhere. It is understood that Dufferin County is currently in the process of developing such an app; Mulmur should work to support this effort. Additionally, subdivision planning is an opportunity to create connectedness within and beyond neighbourhoods and to allow access to parkland, open space and the broader regional trail network. Requiring these key connections as a condition of the development process should be set out through Official Plan policies.

Recommendations: Trail Network

- 24. Work with Dufferin County and local stakeholders, trail groups and the community to identify required improvements and barrier-free access opportunities within the Dufferin County Forest Tracts, as well as to determine locations for trail-related amenity improvements (e.g. parking, signage, portable washrooms, etc.).
- 25. Develop policies in the Township's Official Plan to require the dedication of land for pedestrian and bicycle pathways as a condition of the subdivision of land, as provided for under the Planning Act (s. 51(25)(b)).

8 Outdoor Recreation Amenities

Mulmur's indoor recreation facilities are complemented by an inventory of outdoor assets, providing residents with the opportunity to engage in both active and passive recreation and leisure pursuits. These facilities are concentrated in the Mansfield and Honeywood settlement areas.

8.1 Ball Diamonds

Supply & Utilization

There are currently 2 ball diamonds in the Township's supply, one located at Mansfield Ball Park and one located adjacent to the NDCC in Honeywood.

It is understood that the Mansfield Ball Diamond is booked by baseball groups, namely Adult Men's Baseball and Mansfield Minor Baseball, for regular practices and games during the summer months. Based on data provided by the Township, the diamond is understood to be well used, with bookings accounting for nearly 50% of available time on weekday evenings and weekends (prime time hours²).

Exhibit 16: Mansfield Ball Diamond Prime Time Utilization, 2017-2019

	2017	2018	2019
Adult Men's Baseball	58	56	60
Mansfield Minor Baseball	305	292	237
Total Prime Time Hours Booked	363	348	297
Total Prime Time Hours Available	795	742	636
Prime Time Utilization Rate (%)	46%	47%	47%

Note: The total hours available differs from year to year based on the number of weeks the ball diamond is available for play, as maintained by the Township.

The ball diamond at the NDCC was built in 1978 and is not currently used for any formal practices or game play.

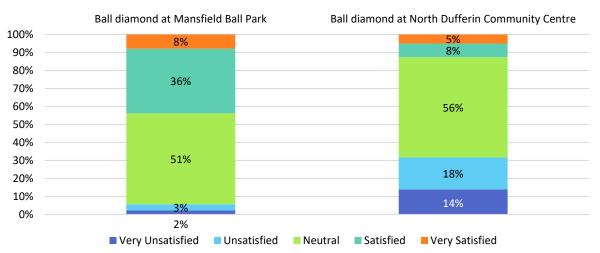
Standard of Provision

With 2 ball diamonds in the current supply, the Township is providing ball diamonds at a standard of 1 diamond per 1,739 residents. Based on population growth estimates, the standard can be expected to decrease to 1 diamond per 2,145 residents by 2031. Typically, ball diamonds are targeted to be provided at a standard of 1 per 3,000 to 3,500 residents. This is deemed to be an appropriate target for Mulmur considering local conditions and other external variables.

² Prime time hours can be defined as weekday evenings between 4pm and 9pm, and all day on weekends (8am to 9pm).

What We Heard

Engagement activities indicated the need for upgrades and/or refurbishment of both existing diamonds to improve usability by the community – many comments related to the improvement of the NDCC ball diamond were general in nature due to its poor current state, while specific suggestions for improvement included outfield diamond maintenance and lighting at Mansfield Ball Park.



Please rate your satisfaction with ball diamonds (n=168)

Respondents to the public survey indicated that they also use ball diamonds outside of Mulmur, most notably in Shelburne, Hornings Mills, Badjeros, Orangeville, Dundalk, Lisle and Grand Valley.

Based on population standards, utilization rates and what we heard from the community, there is no need for additional ball diamonds over the Plan period. With Mansfield Ball Diamond being the main ball facility in the Township, this asset should be maintained and potentially improved for player satisfaction. Working with local user groups, the Township should continue to monitor demand and ensure field conditions meet the requirements for game play.

As observed on site, and identified through engagement activities, the ball diamond in Honeywood is aged with infield/outfield limits not well defined as a result of inactivity and is a smaller size facility than the diamond in Mansfield and therefore can not easily accommodate youth and adult play. In general, this speaks to a lack of demand in this location and is impacted by the relative distance from the more populous areas in the Township's southern portion. It is recommended that the Township decommission the ball diamond in Honeywood to enable the development of a new multi-use recreation facility on the site, which is envisioned to be complemented by alternative outdoor recreation opportunities, and/or alternative recreation amenities, as appropriate.

Recommendations: Ball Diamonds

- 26. Continue to maintain the ball diamond at Mansfield Ball Park in good condition for continued use by the community over the Plan period. Explore the feasibility of undertaking improvements to the ball diamond at Mansfield Ball Park including field leveling, netting replacement, track maintenance, the provision of shaded spectator seating areas, and batting cage improvements. This process should commence immediately and include engagement with current ball diamond user groups.
- 27. Require ball diamond user groups to provide registration numbers on an annual basis. The collection of this data will enable the Township to monitor and assess ball diamond utilization and capacity more accurately on an on-going and periodic basis over the longer-term.
- 28. Assess the feasibility of investing in lighting at the Mansfield Ball Park to enable extended seasonal and evening play / increase the capacity of this facility.
- 29. Formally decommission the ball diamond at Honeywood Park.

8.2 Basketball Courts

Supply & Utilization

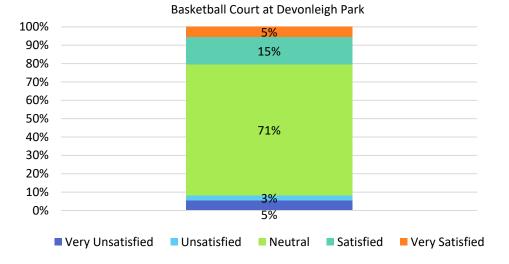
There is currently one basketball court in the Township located at Devonleigh Park in the Mansfield Subdivision, installed in 2011. Use of this amenity is understood to be on a casual basis, as is typical for municipal outdoor basketball courts.

Standard of Provision

Standards for basketball courts are typically based on the youth population – those aged 10-19 years. With one basketball court, the Township currently provides 1 court per 430 youth. If the percentage share of youth is to remain consistent to 2030, and with no change in the supply, the standard of provision is expected to decrease to 1 court per 722 youth by 2030, which is within an acceptable range. Comparable targets in similar communities is typically 1 basketball court per 800 youth.

What We Heard

Through consultation, it is understood that residents also use basketball courts / nets in Shelburne and Orangeville. Respondents to the public survey indicated that the nets at Devonleigh Park are in need of repair / replacement, and some would like to see an additional basketball court in Mulmur, potentially in Honeywood at the NDCC site.



Please rate your satisfaction with basketball courts (n=73)

Based on population standards and engagement activities there is no need for additional basketball courts over the Plan period.

Recommendations: Basketball Courts

30. Continue to maintain the basketball court at Devonleigh Park in good condition for continued use by the community over the Plan period. Plan for net repair / replacement in the short-term to improve usability of this amenity.

8.3 Playgrounds

Supply

There are currently 3 playgrounds within the Townships supply, at the NDCC, Mansfield Ball Park, and Devonleigh Park. This is supplemented by a playground at Primrose Elementary School which is maintained by the local school board.

Standard of Provision

Within an urban context, playgrounds are often targeted to be provided within 500 to 800 m of major residential areas without any major barriers impeding access (i.e. railways, major roads, waterways, etc.). With Mulmur being largely rural in nature, playgrounds have historically been provided within the settlements areas and co-located with other amenities (e.g. at the NDCC and Mansfield Ball Park). More recently, with newer development in the Mansfield area (Mansfield Subdivision), parkland, and subsequently playground amenities, have been provided to serve these residents. This methodology and standard of provision is recommended to continue as new development occurs.

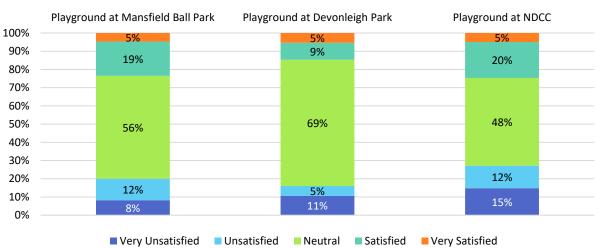
Condition

The playgrounds at the NDCC and Devonleigh Park are nearing end of life (installed in 2006), while playground at Mansfield Ball Park has approximately 5 years left in useful lifespan (installed in 2011).

What We Heard

Respondents to the public survey identified the need for playground upgrades at NDCC and Mansfield Ball Park. The location of both playgrounds were identified as unsafe – with the NDCC playground being too close to the road, and the Mansfield Ball Park playground being situated far from the road near the wooded area.

Based on survey results, the highest level of dissatisfaction was with the NDCC playground, while respondents noted that the playground in Devonleigh is not suitable for toddlers, did not have enough variety, and there is no swing set.



Please rate your satisfaction with playgrounds (n=241)

Survey respondents indicated that they also use playgrounds located in Alliston, Orangeville, Shelburne, Collingwood and Hornings Mills. Some of these facilities, especially those located in the larger communities, provide a broader variety of play structures for children of all ages and abilities, and are often co-located with other recreation amenities for children and youth within parks.

Strategy for Playgrounds

The Township should continue to maintain existing playgrounds in good condition for community use, addressing current standards for safety and accessibility of play structures through the development of a playground replacement strategy. Typically, when a play structure reaches the 14-year mark, replacement should begin to be planned for.

With the anticipated development of a new multi-use recreation facility in Honeywood to be located on the eastern side of the site (where the playground is currently located), the playground will need to be decommissioned in the short-term to enable building construction to occur. The playground should be replaced in an appropriate location on site; this should be determined through a detailed site planning exercise.

Recommendations: Playgrounds

- 31. Develop a playground replacement strategy through appropriate asset management planning. Any play structure that has reached a 14-year age trigger should be phased for replacement immediately.
- 32. The Township should seek to replace the playground at Devonleigh Park immediately, considering a range of user ages and abilities in the design. Engagement with the local community should be undertaken to ensure that local needs are met.
- 33. Decommission the playground at Honeywood Park (NDCC site) in the short-term. A new playground is recommended to be developed elsewhere on the site. If Honeywood is the chosen site for a new multi-use recreation facility, the planning for this facility (and the site as a whole) should be undertaken with the community's engagement.
- 34. When the play structures at the Mansfield Ball Park require replacement, consider relocating it within the park to improve safety of users. This should occur in the medium-term.
- 35. Review and consider trends and innovations in playground design and development, with a potential for alternatives to traditional playground structures (i.e. naturalized playgrounds, etc.). This may help to reduce maintenance requirements in the future.
- 36. Develop additional playgrounds on newly acquired parkland as part of future subdivision planning to serve new neighbourhoods as they are developed.

8.4 Other Outdoor Recreation Amenities

Similar to the analysis undertaken for indoor recreation facilities, a high-level review of other outdoor recreation amenities that are not currently provided by the Township was completed to assess future opportunities over the plan period and beyond.

Soccer / Multi-Use Fields

At present, soccer is typically accommodated in nearby communities, with survey respondents indicating that they use soccer fields in Shelburne, Orangeville, Clearview, and at Base Borden. It should be noted that there is a junior size soccer field at Primrose Elementary School, however the quality of the field is unknown at this time.

The popularity of emerging field sports, such as cricket, ultimate frisbee, rugby, etc., is growing across the province, and is typically concentrated in larger urban areas. The demand for dedicated fields for these emerging sports is currently being met elsewhere and there is no demand for the Township to provide these amenities.

While there was no express demand identified through community engagement for soccer fields, opportunities exist to provide flexible / unstructured field space to accommodate a variety of activities at the renewed / revitalized NDCC site or alternative location (e.g. Mansfield). Additionally, there is outdoor space at the Township offices that have the potential to accommodate smaller-size mini soccer field(s), however, sports fields are often best provided in conjunction with other outdoor recreation amenities (e.g. playgrounds, sport courts, etc.).

Tennis & Pickleball Courts

There are no tennis courts currently being provided by the municipality, and therefore tennis is accommodated in nearby communities. Survey respondents indicated that they use courts in Creemore, Orangeville, Alliston, and Mono.

Pickleball is widely recognized as one of the fastest growing sports in North America. This sport can be played indoors in a gym type setting or outdoors on court facilities (2 pickleball courts generally fit on 1 tennis court).

Multi-use court facilities that can accommodate a variety of court sports such as tennis, pickleball, and basketball are a growing trend in outdoor recreation and should be explored by the Township as new parkland is developed and/or redeveloped.

Splash Pads

Splash pads are currently provided in the nearby communities of Alliston, Orangeville, Everett, and Thronton. While there are instances where small rural municipalities have decided to invest in splash pads, these facilities are typically provided at a standard of 1 splash pad per 2,500 to 5,000 children. With a number of splash pads located within a short drive and with a

limited population base in Mulmur, the development of a splash pad is not recommended over the Plan period.

Outdoor Pools

Survey respondents indicated that they travel to use the outdoor pools located in nearby communities, namely Shelburne and Stayner. Today, outdoor pools are often provided based on the historical existence of these facilities within a municipality, with few municipalities developing new outdoor pools. An outdoor pool is not recommended to be developed over the Plan period.

BMX / Skateboard Parks

At present, skateboard and/or BMX facilities are provided in Orangeville, Shelburne, Collingwood, and Dundalk. BMX and/or Skateboard parks provide unique recreation opportunities for children and youth and are typically provided at a community level in areas of concentrated populations, often at a standard of one per 5,000 youth (aged 10-19 years). While Mulmur's current and future population base does not necessarily meet this threshold, providing recreational opportunities for youth, as a target population, is often an important focus for municipalities. Therefore, the potential exists to explore opportunities to provide skateboard / BMX facilities in Mansfield as part of new parkland and/or indoor recreation facility development.

Outdoor Ice-Skating Rinks

Outdoor ice-skating rinks are typically provided when there is demand from the local community and are often developed in communities where local groups will assist with the operations and maintenance requirements.

At present, outdoor ice rinks are provided in nearby Orangeville, Shelburne, Collingwood, and Barrie. While only a limited number of survey respondents identified that they would like to see the development of an outdoor ice rink at Devonleigh Park, the Township could explore the feasibility to develop an outdoor rink through partnership with a local community group(s) for operation and maintenance.

Outdoor Exercise Equipment

Outdoor exercise equipment (e.g. trim trail) provides opportunities for recreation for all ages and abilities and is often developed when there is local demand. These facilities, when colocated with other outdoor or indoor (e.g. walking track) recreational amenities, can be appealing features for recreation users.

Recommendations: Other Outdoor Recreation Amenities

- 37. As new parkland is developed in Mansfield, consider planning for the development of new multi-use courts in the medium or long term for local use. A multi-use court facility can accommodate a variety of court sports, including tennis, pickleball, and basketball.
- 38. Investigate the feasibility of developing a skateboard / BMX park to improve the offer of recreation amenities for youth in Mulmur. This would best be suited to be located in Mansfield, where new subdivisions, and therefore parkland, are being developed.
- 39. Work with local community groups to determine the feasibility and willingness to develop and maintain / operate an outdoor ice rink at Devonleigh Park or an alternative location in Mulmur.
- 40. Explore opportunities for the development of outdoor exercise equipment. Appropriate locations for developing outdoor exercise equipment may include at the Township Offices (if co-located with other amenities) or at a preferred location in Mansfield.

9 Implementation Strategy

This Master Plan is designed to direct municipal decision-making to address priorities for planning and investment in parks and recreation. Recommendations related to the development of new facilities and repurposing of existing ones require detailed consideration of how these required changes will come about – that means further design and concept planning, but also an assessment and technical feasibility of repurposing. All of which will require public review and approval.

The Township will need to further evaluate and investigate the feasibility of implementing individual recommendations/actions through formal study (as may occasionally be required) as well as on an annual basis as part of the municipal planning and budgetary process.

9.1 Reviewing & Updating the Plan

While a range of staff support and partnerships will be required to implement the recommendations, commitment and administrative oversight from senior management will be critical for effective implementation.

Individual recommendations crosscut a range of municipal divisions including Recreation, Public Works, Planning, and Finance. The development of an Interdepartmental Working Group is recommended to provide an appropriate mechanism for regularly reviewing and evaluating progress and successful achievement of targets of this Plan and will enable accountability.

Annual progress in the implementation of this Master Plan should be reviewed to determine, and re-adjust as necessary, the timing of recommendations to align with shifts in the municipal planning environment, actual population growth and any changes in facility utilization or provision.

9.2 Detailed Phasing Framework

This section summarizes the general timeframe for implementing recommendations of this Plan, organized in terms of their anticipated timing and suggested priority level. Some actions commence with due diligence (as in the case of facilities) moving through to full implementation. Other recommendations are immediate requirements – this is particularly true of those policy and administration related requirements which set the tone for future recreation planning priorities.

The timing assigned to individual recommendations is considered to an estimate and provides a general indication of when the need to implement the actions could be considered, with consideration of other future variables.

9.2.1 Recommendations (2020-2030)

			Additic	onal Recom	mendatio	ns
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
1	Maintain the current distribution of recreation amenities in the Township with Honeywood and Mansfield as primary service areas, and Terra Nova as a secondary service area. Future asset management priorities should also be considered.					
2	Implement and update the 2016 Asset Management Plan, as per O. Reg. 588/17, retaining a specific and enhanced focus on recreation and community facilities, open space, and parks in addition to the traditional emphasis on hard infrastructure.			Year3		
3	The location of any major recreation infrastructure (e.g. sports fields, community centres, etc.), as well a future replacement and/or expansion of existing facilities, should represent the most appropriate location based on considerations of land ownership, site suitability, co-location with other municipal recreation infrastructure, and capital costs associated with servicing and development.					
4	Maintain a Community Development Model for the delivery of recreation in the Township. Under this model, where volunteer and agency groups have historically serviced the recreation programming needs of the community, the Township should continue to support these initiatives through the provision of access to facilities for activities.					
5	The Township should give consideration to staffing requirements necessary to successfully implement the Township's recreation mandate. Specifically, consider expanding the job description of the NDCC Management role to encompass a broader range of job responsibilities including responsibility for indoor and outdoor recreation, community development of programming opportunities and co-ordination of all recreation and leisure services provided and/or facilitated by the Township. This permanent, full-time job description includes management of the NDCC and events at the Township's facilities.			Year 2		
6	Investigate opportunities for new and/or expanded partnerships to improve service levels, enhance program delivery, and leverage public funding.					

			Additio	onal Recom	mendatio	ns
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
7	Continue the cost-sharing agreement with the Township of Melancthon for the operation and maintenance of the NDCC / a new multi-use recreation facility in Honeywood.					
8	Work with community groups and local partners to expand the suite of traditional and non- traditional programs offered through new or expanded partnerships (e.g. Library, County, sports groups, Ontario Parks, and other agencies), ensuring programming for all age groups, with a special focus on youth and seniors. This can help to enhance the utilization of existing recreation infrastructure.					
9	As programming levels increase, develop a methodology to track program registrations and assess the rate of take-up for programs offered by the Township or its partners. Continuous tracking can help determine the complement of programs that should be offered in the future.				Year 4	
10	Develop a 'Community Guide' for the Township that includes recreation and leisure resources. The guide should include a community calendar of events and provides details on all programs offered in Mulmur (municipal / non-municipal), complete with contact information of organizers for programs that are not directly delivered by the Township. This should be an online / digital information tool with hardcopies located in key municipal facilities or distributed directly to residents and provided on an annual or semi-annual basis.			Year 2		
11	Review, on an annual basis, the user fees and pricing schedule for facility and park rentals and programming fees (as appropriate). Rate setting should be informed by principles for cost recovery and subsidization, as determined by the Township.					
12	Immediately initiate the development of a) funding strategy to assess and secure sources of capital funding for a new replacement single-pad multi-use recreation facility. A range of sources should be explored, including all levels of government and potential non-profit partners; and b) operational business case for a new multi-use community centre.		Year 1	+ Year 2 as required		

			Additio	onal Recom	mendatio	ns
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
13	Conditional on the development of a funding strategy and operational business case for a new multi-use recreation facility, initiate the design progression required to move the project towards implementation. This includes detailed program requirements (to be confirmed through a public engagement process, and discussions with staff and Council), schematic design, and design development phases.			Year	2 - 4	
14	The Township should seek to design, develop, and commission a new multi-use recreation facility and community centre within 5 years.				Years 5-6	
15	With the successful implementation of a new multi-use recreation facility, decommission the existing NDCC building.					Year 7
16	Expand the promotion of the community room at the Township Offices as viable and affordable location for events and programming rentals (Priority but "hold" due to health restrictions)		Hold	Year 2		
17	Evaluate the potential for increased revenue opportunities through enhanced programming (municipal or non-municipal) that are suitable for the community room at the Township Offices.		Hold	Year 2		
18	Contingent on the replacement ice arena and multi-use recreation facility being located in Honeywood, over the Plan period and as the population grows in Mansfield, continue to monitor community demand for flexible indoor recreation space that can accommodate a variety of structured and unstructured activities in Mansfield. This would likely be a dry use facility (no ice, no pool) as a long-term proposition (beyond the Plan period). The facility could include a multi-use activity court / gymnasium, flexible community space for programming and rentals, and/or meeting rooms.					Years 7+
19	Maintain a minimum parkland provision standard of 2.0 hectares of parkland per 1,000 residents over the course of the Plan period. This results in an additional 0.7 hectares of parkland by the year 2030 based on estimated population growth.					

			Additic	onal Recom	mendatio	ns
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
20	Maintain existing parkland within the settlement areas as outdoor recreation hubs for their respective communities.					
21	As new subdivisions are planned and designed, the Township should ensure that each neighbourhood has appropriate access to parkland and/or open space.					
22	Ensure that new parks are designed with the user's comfort, safety, and accessibility in mind, through use of CPTED (or similar) principles, as well as adhering to AODA Design Standards.					
23	Encourage and facilitate the community's participation in park design, development and renewal projects by obtaining public input during the planning and design process, fostering partnerships and joint ventures in park development/renewal, and promoting awareness of park projects and initiatives through effective public communications.					
24	Work with Dufferin County and local stakeholders, trail groups and the community to identify required improvements and barrier-free access opportunities within the Dufferin County Forest Tracts, as well as to determine locations for trail-related amenity improvements (e.g. parking, signage, portable washrooms, etc.).			Year 3		
25	Develop policies in the Township's Official Plan to require the dedication of land for pedestrian and bicycle pathways as a condition of the subdivision of land, as provided for under the Planning Act (s. 51(25)(b)).			Year 2		
26	Continue to maintain the ball diamond at Mansfield Ball Park in good condition for continued use by the community over the Plan period. Explore the feasibility of undertaking improvements to the ball diamond at Mansfield Ball Park including field leveling, netting replacement, track maintenance, the provision of shaded spectator seating areas, and batting cage improvements. This process should commence immediately and include engagement with current ball diamond user groups.					

			Additio	onal Recom	mendatio	ns
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)
27	Require ball diamond user groups to provide registration numbers on an annual basis. The collection of this data will enable the Township to monitor and assess ball diamond utilization and capacity more accurately on an on-going and periodic basis over the longer-term.					
28	Assess the feasibility of investing in lighting at the Mansfield Ball Park to enable extended seasonal and evening play / increase the capacity of this facility.			Year 3		
29	Formally decommission the ball diamond at Honeywood Park.			Year 2		
30	Continue to maintain the basketball court at Devonleigh Park in good condition for continued use by the community over the Plan period. Plan for net repair / replacement in the short-term to improve usability of this amenity.					
31	Develop a playground replacement strategy through appropriate asset management planning. Any play structure that has reached a 14-year age trigger should be phased for replacement immediately.		Year 1			
32	The Township should seek to replace the playground at Devonleigh Park immediately, considering a range of user ages and abilities in the design. Engagement with the local community should be undertaken to ensure that local needs are met.		Year 1			
33	Decommission the playground at Honeywood Park (NDCC site) in the short-term. A new playground is recommended to be developed elsewhere on the site. If Honeywood is the chosen site for a new multi-use recreation facility, the planning for this facility (and the site as a whole) should be undertaken with the community's engagement.			Year 3		
34	When the play structures at the Mansfield Ball Park require replacement, consider relocating it within the park to improve safety of users. This should occur in the medium-term.				Year 5	
35	Review and consider trends and innovations in playground design and development, with a potential for alternatives to traditional playground structures (i.e. naturalized playgrounds, etc.). This may help to reduce maintenance requirements in the future.					

			Additional Recommendations					
#	Recommendation	Ongoing	lmmediate (Year 1)	Short-Term (Year 2-3)	Medium Term (Year 4-6)	Long Term (Year 7-10)		
36	Develop additional playgrounds on newly acquired parkland as part of future subdivision planning to serve new neighbourhoods as they are developed.							
37	As new parkland is developed in Mansfield, consider planning for the development of new multi-use courts in the medium or long term for local use. A multi-use court facility can accommodate a variety of court sports, including tennis, pickleball, and basketball.				Year 6			
38	Investigate the feasibility of developing a skateboard / BMX park to improve the offer of recreation amenities for youth in Mulmur. This would best be suited to be located in Mansfield, where new subdivisions, and therefore parkland, are being developed.				Year 4			
39	Work with local community groups to determine the feasibility and willingness to develop and maintain / operate an outdoor ice rink at Devonleigh Park or an alternative location in Mulmur.			Year 2				
40	Explore opportunities for the development of outdoor exercise installations. Appropriate locations for developing outdoor exercise installations may include at the Township Offices (if co-located with other amenities) or at a preferred location in Mansfield.			Year 3				

9.3 Capital Cost Implications

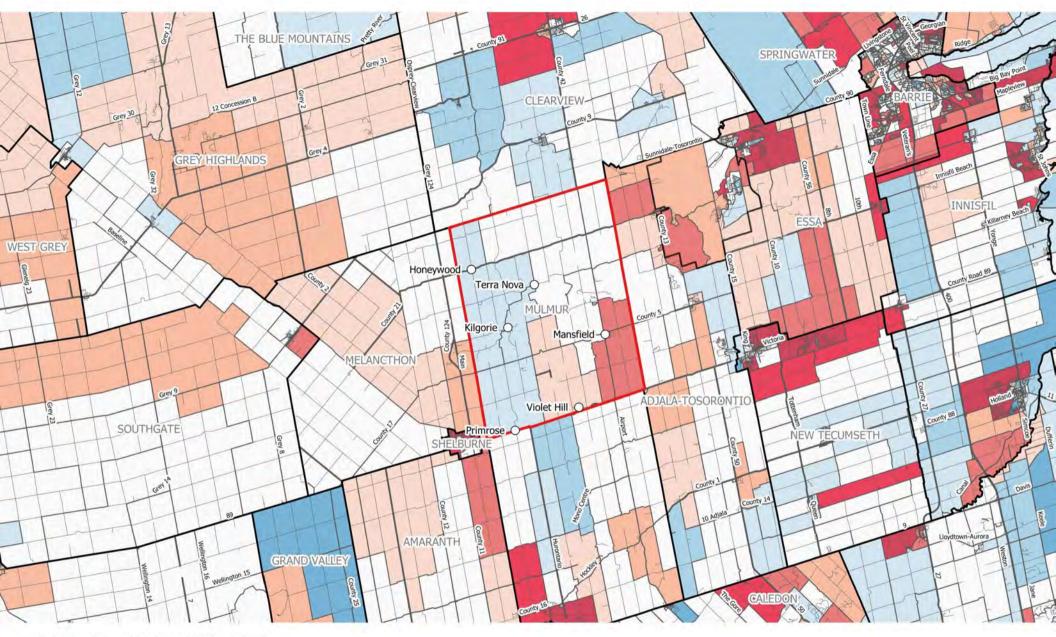
For the Township to plan effectively over the long-term related to recreation facilities and programs, the following provides an indication of the anticipated capital cost implications associated with those notable recommendations for which capital (one-time) costs apply. The relative capital costs are shown in general terms – actual costs will need to be developed by Township staff through implementation plans and long-range budgeting processes.

It is important to note that many of the recommendations have other resource implications related to staff time, and operations and maintenance considerations. Capital Cost Implications:

\$ - under \$50,000 \$\$ - \$50,000 - \$1M \$\$\$ - over \$1M

#	Action	Capital Cost Implications
2	Update Asset Management Plan to include Recreation Assets	\$
11	Funding Strategy for new Multi-Use Recreation Facility	\$
12	Design Process for new Multi-Use Recreation Facility	\$\$
13	Develop new Multi-Use Recreation Facility	\$\$\$
25	Mansfield Ball Diamond General Improvements (depending on level	\$+
	of improvements undertaken)	
27	Mansfield Ball Diamond Lighting	\$\$
29	Devonleigh Park Basketball Net Repair / Replacement	\$
31	Devonleigh Playground Replacement	\$\$
35	Develop new playgrounds as neighbourhoods develop	\$\$
36	Multi-Use Court Facility	\$\$
37	Skateboard / BMX park	\$\$
39	Outdoor Exercise Equipment	\$

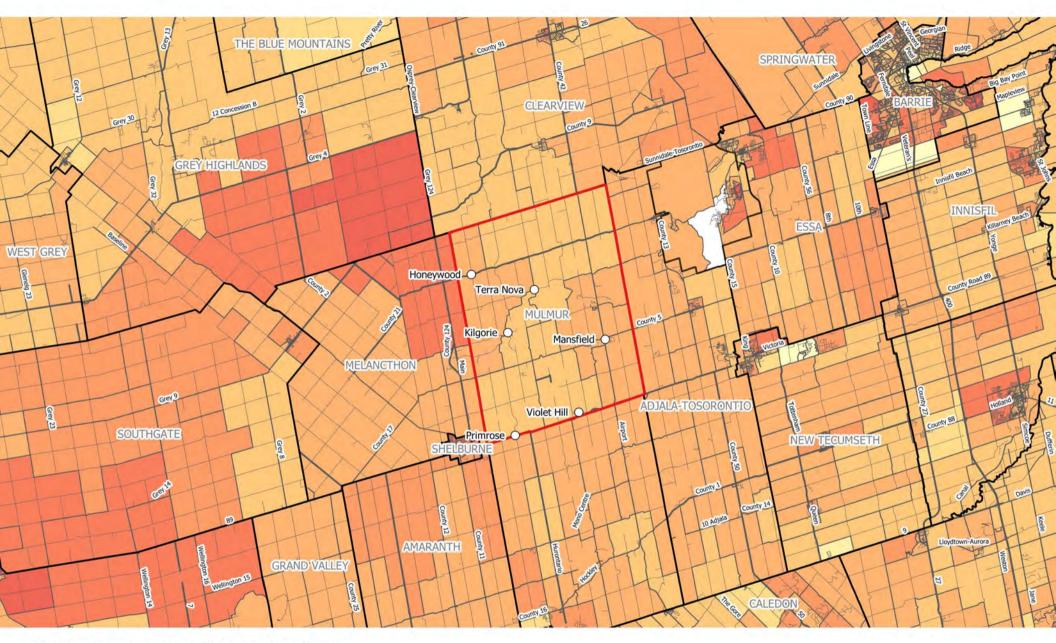
Appendix A: Demographic Mapping



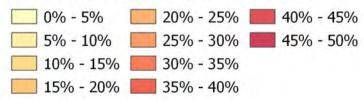
Population change, 2006-2016



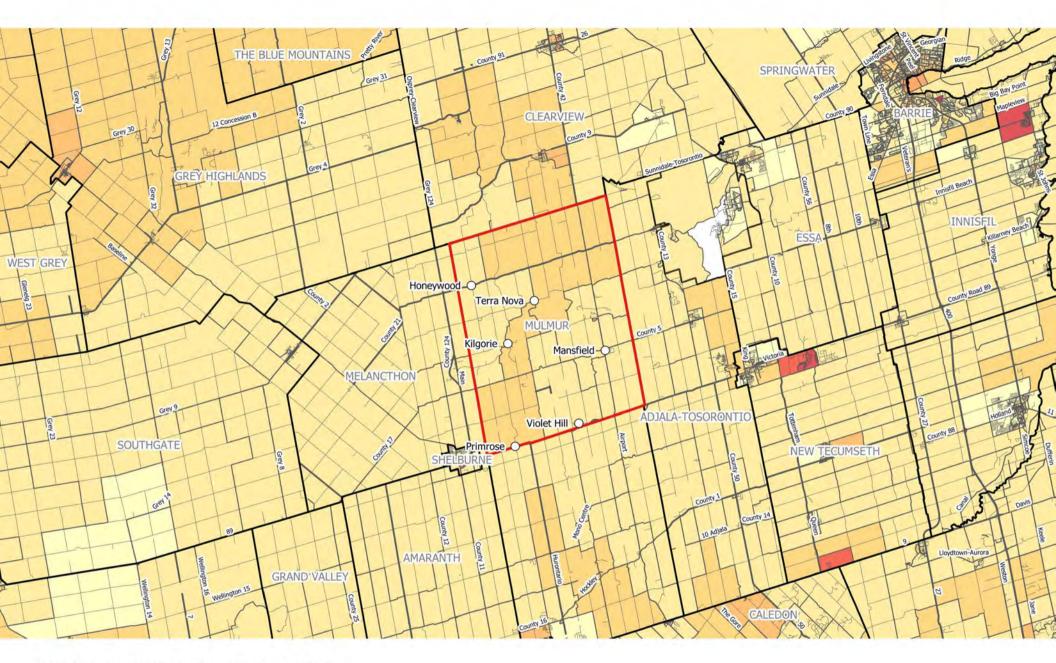




Under 19, percent total population, 2016



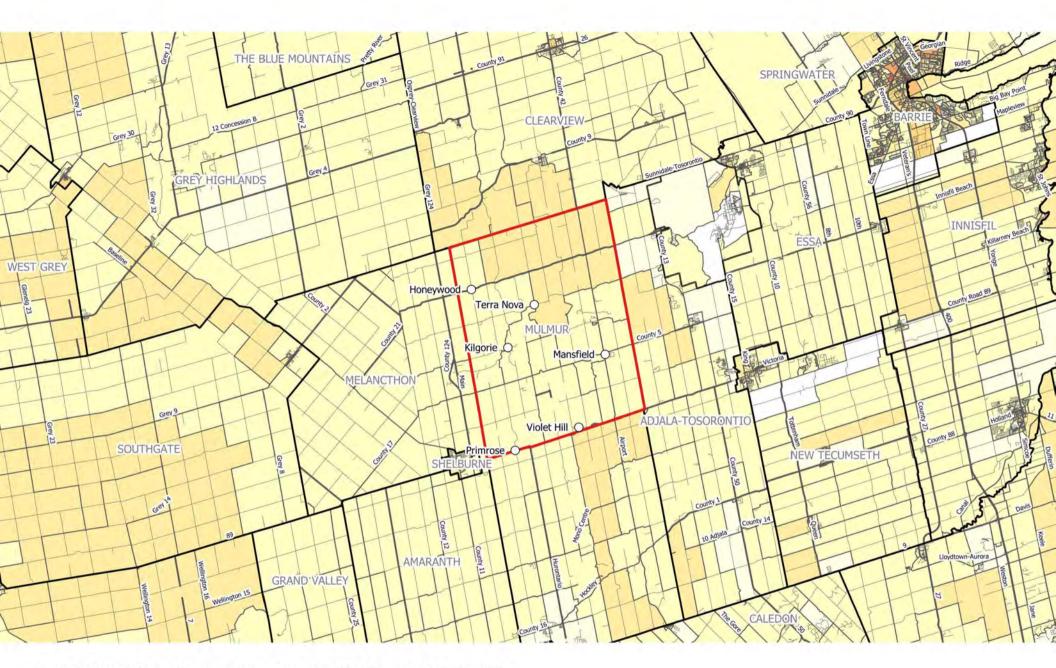




Over 65, percent total population, 2016







Population within the Low-income cut-off, after tax (LICO-AT)





20 km





STAFF REPORT

TO:	COUNCIL
FROM:	Tracey Atkinson
MEETING DATE:	April 7, 2021
SUBJECT:	Energy Efficient Tools in Development Approvals

PURPOSE:

The purpose of this report is to provide some background regarding tool that can be used to encourage or mandate energy efficiency in new construction. This report pulls on knowledge from the Building Department and Planning departments only.

BACKGROUND:

The Township approved the Energy Plan on November 4, 2020.

Moved by: Boxem and Seconded by: Clark

THAT Council approved the report of Tracey Atkinson CAO, dated November 4, 2020.

AND THAT Council approved the energy plan, of Burnside Engineering, dated June 2020, and that implementation of said plan be considered as resources are available. **CARRIED**

The Dufferin Climate Action Plan was adopted by County Council in March 2021.

The Township has received a pre-consultation application for subdivision lands within Mansfield.

STRATEGIC PLAN ALIGNMENT:

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

FINANCIAL IMPACTS:

There are limited financial implications to the municipality. However, requiring developers to build beyond the Building Code requirements may have a financial impact on developers which may provide further delays to providing additional housing in

Mansfield (to make more efficient use of the water system and bring down the costs to existing residents) and to provide affordable housing.

ANALYSIS:

Building Code

Part 12 of the Building Code gives both a "performance path" and "prescriptive path" for compliance.

An example for residential is highlighted in clause (a) which allows for designers to provide an alternative "performance" design if the design exceeds 15% of the EnerGuide standard or the "prescriptive" Code requirements of insulation, windows, efficiency of furnaces etc. Chapter 3 of SB-12 also allows for performance design that has been established by Energy Star and R2000.

12.2.1.1.(3)

3) Except as provided in Sentence (4), the energy efficiency of a *building* or part of a *building* of *residential occupancy* that is within the scope of Part 9 and is intended for occupancy on a continuing basis during the winter months shall,
(a) meet the performance level that is equal to a rating of 80 or more when evaluated in accordance with NRCan, "EnerGuide for New Houses: Administrative and Technical Procedures", or

(b) conform to Chapters 1 and 2 of MMA Supplementary Standard SB-12, "Energy Efficiency for Housing".

12.2.1.2. Energy Efficiency Design After December 31, 2016

(1) This Article applies to *construction* for which a permit has been applied for after December 31, 2016.

(3) Except as provided in Sentence (4), the energy efficiency of a *building* or part of a *building* of *residential occupancy* that is within the scope of Part 9 and is intended for occupancy on a continuing basis during the winter months shall,
(a) be designed to exceed by not less than 15% the energy efficiency levels required by Sentence 12.2.1.1.(3), or

(b) conform to Chapters 1 and 3 of MMA Supplementary Standard SB-12, "Energy Efficiency for Housing".

(4) This Article does not apply to,

(a) a farm building,

(b) a *building* that does not use electrical power or fossil fuel,

(c) a manufactured *building* described in Article 9.1.1.9., or

(d) a seasonal recreational *building* described in Section 9.36. or 9.38.

The Building Code gives options for compliance but each one of the options could be chosen, thereby not mandating the higher energy efficiency, but providing R2000 as an option.

More changes to the Building Code are anticipated, but the timing is unknown at this time. Recent changes to encourage home construction and affordability have to be weighed against mandating climate change and energy efficiency goals by the Provincial and Federal governments.

Community Improvement Project Area

Section 28 of the Planning Act allows the identification and collection of funds for a community improvement, which is defined to include "improvement of energy efficiency". This is a very strong tool that requires landowners to financially contribute to a project, without choice.

Subdivision Review

Section 51 of the Planning Act allows municipalities to approve subdivisions and subsection 24 sets out criteria for considering a draft plan, which regard shall be had, including "(a) the effect of development of the proposed subdivision on matters of provincial interest...." and "(I) the extent to which the plan's design optimizes the available supply, means of supplying, efficient use and conservation of energy...", Through the review of a subdivision the Township must have regard for energy efficiency in the design. Unfortunately, given the topography and small parcel size of some developments, the design options can be limited. There may not be significant choice in road orientation, for example to alight houses most efficiently for roof-top solar. Regard for passive design, building orientation and natural cooling and protection features of trees can be accomplished through most projects.

It is noted that the same criteria of subsection 24 apply to the consent (severance) planning process.

Subdivision Agreements

Section 51 of the Planning Act further allows municipalities to apply conditions (in subsection 25) or enter into a subdivision agreement (in subsection 26). These tools enable the municipality to make requirements beyond the Building code, but does require agreement from the developer, and is also appealable to LPAT.

Negotiating subdivision agreements is a process of give and take, and often comes down to feasibility and profit margins. For example, a municipality may be successful in negotiating upgraded windows or insultation if they lessen the requirements for landscaping or boulevard trees. A municipality could also reduce Development Charges in lieu of certain energy efficiencies.

There is case law and examples of where agreements have been entered into and subsequent changes to legislation lessened the developers obligations.

Design Standards

Design standards must be enabled through the policies of the Official Plan and are implemented through the site plan control and/or subdivision process. Design standards may include a combination of requirements and voluntary guidelines. For example, the zoning by-law may require a minimum landscaping requirement, whereas voluntary guidelines may encourage roof-top gardens, energy efficiency construction, renewable energy, net-zero footprint.

Official Plan

If a municipality is considering using agreements and conditions as a means of increasing energy efficiency of private dwellings, it is important that this direction and desire be present in the Official Plan policies. Policies that require an energy efficiency or climate change report with the submission of an application provides a greater emphasis during the review process and typically includes recommendations for implementation. This inclusion through Official Plan policies highlights the requirements at the onset of a project so that developers can assess feasibility and built it into their pricing model before purchasing development lands.

Zero Emission Building Framework, City of Toronto

The City of Toronto approved a Zero Emission Buildings Framework, on December 7, 2018, that includes encouragements and requirements and builds their existing development approval requirements. It is noted that this framework applies to (<u>https://www.toronto.ca/wp-content/uploads/2017/11/9875-Zero-Emissions-Buildings-Framework-Report.pdf</u>)

"In summary, under the Framework, new developments in Toronto will be required to reach select levels of performance in three primary metrics:

• TOTAL ENERGY USE INTENSITY, to encourage higher efficiency buildings and lower utility costs;

• THERMAL ENERGY DEMAND INTENSITY, to encourage better building envelopes, improve occupant comfort and enhance resilience; and

• GHG INTENSITY, to encourage low-carbon fuel choices and reduce building emissions.

To supplement the performance targets, a set of new or updated prescriptive requirements have also been recommended to help ensure modelled performance targets are realized in practice. These requirements extend to the following areas:

- RENEWABLE ENERGY GENERATION: Buildings designed to either accommodate connection to solar technologies, or to supply their 7 total energy load with 5% from renewable energy sources or 20% with geoexchange, will help Toronto to meet its renewable energy generation targets.
- DISTRICT ENERGY CONNECTION: Buildings designed to enable connection or actually connect to a district energy system (where one exists or is slated for development) will help the City of Toronto to reduce emissions from the buildings sector.
- AIR TIGHTNESS TESTING REQUIREMENTS: Requiring buildings to conduct whole building air tightness testing helps to improve the quality and airtightness of the building envelope, as well as the performance gap between building design and performance.
- BUILDING COMMISSIONING REQUIREMENTS: Fundamental commissioning and enhanced commissioning requirements help to ensure that buildings are constructed and operated properly, improving overall building energy performance.
- SUBMETERING: Submeters installed by floor/defined use or by appliance/tenant will help to give a clear picture of building energy use.

• BUILDING LABELING AND DISCLOSURE: Requirements for buildings to annually report their energy consumption aligns with Provincial requirements, while naming the City of Toronto ensures the City can track and help to improve buildings' energy performance over time." (page 7-8)

RECOMMENDATION:

It is recommended:

THAT Council receive the report of Tracey Atkinson for information only, and that further consideration of energy efficiency policies be examined through the next Official Plan update.

Respectfully submitted,

<u>Tracey Atkínson</u> Tracey Atkinson, BES MCIP RPP, Dipl M.M. Planner



MANSFIELD NORTH RECREATION AREA

<u>Purpose</u>: The purpose of this memo is to provide background to the Mansfield North Recreation Area and provide excerpts of the applicable sections of the Official Plan.

Background: The Mansfield North Recreation Area was introduced through the approval of the Official Plan by the Ministry of Municipal Affairs on April 24, 2012. The previous Official Plan for the Township of Mulmur was approved by the Minister on September 2, 1997. The Official Plan was reviewed in 2004 (and consolidated) and then again in 2009. The 2009 review resulted in the 2012 approved Official Plan (Council adopted the Official Plan on March 2, 2010).

<u>Status:</u> The 2012 Official Plan approval created a framework for development that was recreational based, such as the ski hill and outdoor center as well as a stop-holder for a future "Master Plan". It included overarching support for recreation-related development, tourism and recreation-related housing in an area outside of the serviced settlement areas.

5.2 Recreation and recreation-related developments, including recreation-related housing, may be permitted within the Mansfield North Recreation Area as roughly depicted on Schedule A1, to be more accurately defined in a subsequent recreation area master plan for the area. It is intended that such development that is located on lands that are not already designated for residential purposes in that area shall generally be carried out in accordance with a Recreation Area Master Plan and Master Servicing Plan, to be prepared for that area. Site-specific amendments to this Plan may also be considered for proposals that help achieve the purposes and objectives of this Plan.

5.39 New intensive recreational developments and associated activities shall generally be encouraged to locate within Settlement Areas (where they are oriented toward and serve a local community) or in the Mansfield North Recreation Area (where they are oriented toward the land or a broader recreational or tourism market).

Ministry of Municipal Affairs modification on the 2010 version appear to mainly address protection of prime agricultural lands, which were not identified in close proximity to the Mansfield North Recreation Area.

5.39Recreational uses shall not be permitted in prime agricultural areas. Recreational uses may not be permitted in areas where significant natural resources or features or important scenic features exist, unless it has been demonstrated through appropriate studies that the impacts on the resources or features are minimal and acceptable and/or can be appropriately mitigated. Within the Mansfield North Recreation Area, recreational, recreation-related and even recreation-related residential developments may be considered to contribute positively to the character of this area.

The Official Plan also contained policies to ensure that appropriate studies were required should a development be proposed.

5.39...All proposals for new active and intensive recreational uses shall be supported by appropriate technical background studies, as deemed necessary by the Township, addressing such matters as impacts on surface and groundwater resources, traffic impacts, land use compatibility issues and the preservation of rural character. Unless specifically exempted, all recreational uses shall be subject to the requirements and penalties outlined in the Township's Noise By-law.

Where permitted, golf courses shall be designed and maintained to minimize impacts on the natural and physical environment. The Township shall encourage proponents to develop and operate all new golf courses in accordance with the current Audubon International Manual for Naturalizing Golf Courses.

The Official Plan set out an opportunity on one parcel of land within the Mansfield North Recreation Area, and specifically designated and zoned it for Estate Residential development. The map on the left shows the 2004 Official Plan mapping, with the Estate Residential designation in purple. The excerpt on the right shows the current designation, where only one large vacant parcel remains in purple.



7.0.4Only existing estate residential subdivisions, smaller areas where infilling may occur within such areas, as well as one of the larger, yet undeveloped parcels designated and zoned Estate Residential as of June 16, 2006 and located in the south portion of the East Half of Lot 16, Concession 6 EHS, are included in the Estate Residential designation in this Plan.

If this larger parcel is not developed for permitted Estate Residential purposes, it may be developed for recreation, recreation-related or recreation-related residential purposes, provided adequate justification under the Provincial Policy Statement and the Growth Plan for the Greater Golden Horseshoe is provided.

This may occur either by site-specific amendment to this Plan or in accordance with a Recreation Area Master Plan for all or some smaller portion of the area identified as the Mansfield North Recreation Area, in accordance with Section 8.5.

The 2012 Official Plan introduced a new area, similar to a settlement area, called the Mansfield North Recreation Area, and identified it on the Schedule (map). The new area included objectives, criteria for the designation, permitted uses, policies for development and direction for zoning.

8.5 Mansfield North Recreation Area

Lands included within the Mansfield North Recreation Area are defined on Schedule A1.

8.5.1 Objectives

1)To generally encourage new recreation and recreation-related developments and uses, particularly large-scale and active uses and activities, to locate within this area;

2)To provide for the continuation, and expansion where appropriate, of existing uses and for new recreation-related developments and uses;

3)To provide a policy framework for the preparation of a Recreation Area Master Plan for the area, including a master servicing strategy, to guide and direct recreation and related developments and uses in the area;

4)To protect the significant natural resources and features of the area and, where practical, minimize and mitigate impacts on the scenic qualities and the rural character of the area.

8.5.2 Criteria for Designation

1)The primary focus of this area is the Mansfield Ski Club, a downhill ski resort, with a number of other recreation lands with facilities and attractions in close proximity, including the 120 ha. Mansfield Outdoor Centre, a 600 +/- ha. tract of Dufferin County Forest, and private lands associated with the Pine River valley;

2)With the exception of a few, small, isolated pockets of predominantly marginal farmland and one existing, smallscale farming enterprise, the lands included within this area are generally neither used for, nor particularly well suited for agriculture;

3)Lands adjacent to existing recreational and residential developments and uses, and areas which may be appropriate for less intensive and passive public or private recreational activities and/or serve as a buffer for future, similar developments and uses between such uses and the surrounding agricultural/rural areas;

4) Lands in the vicinity of the Mansfield Ski Club, designated Estate Residential on Schedule A1.

8.5.3 Permitted Uses

Uses permitted in the Mansfield North Recreation Area shall be those uses permitted in the various designations for specific lands within the area, as shown on Schedule A1.

8.5.4 Additional Policies

A broad area with similar features and potential for possible, compatible recreation, recreation-related and limited recreation-related residential purposes has been identified as the Mansfield North Recreation Area on Schedule A1, primarily to facilitate a comprehensive planning study effort, and to provide for appropriate buffering between such uses and adjacent rural/agricultural areas.

It is not intended that all of the lands within the Mansfield North Recreation Area are to be developed or used for recreational and related purposes contemplated herein. To the contrary, the vast majority of the area is intended to continue to be maintained as public and private open space and as natural and environmental protection areas.

Lands not suitable for recreation and related purposes, or for other purposes identified in a Recreation Area Master Plan or permitted in an approved site-specific amendment to this Plan, will generally remain in a "Rural" land use designation, or where environmental features and/or physical constraints exist, within a "Natural Area" designation, as appropriate.

This Plan recognizes that some recreational development, by their nature, may have an impact on the visual and scenic resources of the landscape, and may also have an impact on the rural character of the area. Within the Mansfield North Recreation Area, recreational, recreation-related and recreation related residential developments shall not generally be considered to negatively impact on, or be out of character with this area.

Where new recreational developments and uses are proposed, facilities should nevertheless be designed and located so as to reduce their visual impacts, and impacts on rural character to the extent practical. Depending on the location and nature of the proposal, a visual impact assessment or landscape analysis, with recommendations for reducing and mitigating such impacts, may be required.

One of the larger, yet undeveloped parcels designated and zoned Estate Residential as of June 16, 2006 and located in the south portion of the East Half of Lot 16, Concession 6 EHS, is included in the Estate Residential designation in this Plan.

If this larger parcel is not developed for permitted Estate Residential purposes, it may be developed for recreation, recreation-related or recreation-related residential purposes, provided adequate justification under the Provincial Policy Statement and the Growth Plan for the Greater Golden Horseshoe is provided.

This may occur either by site-specific amendment to this Plan or in accordance with a Recreation Area Master Plan for all or some smaller portion of the area identified as the Mansfield North Recreation Area.

The boundaries of the Mansfield North Recreation Area are provided for general guidance only at this time, and may be revised to include other adjacent lands, or to exclude lands within the area currently identified. A determination of the area to be included in the study shall be made at the request for proposal stage for the required study, based on the level of interest by landowners, the location of their lands, the lands involved in any development proposal(s) triggering the need for the study, the scope of the work and the resulting costs and benefits, among other factors.

The Township shall direct the required studies and collect the funds necessary to complete the studies through frontending agreements with landowners that may potentially benefit, and/or through best efforts cost recovery agreements and/or through the imposition of area specific Development Charges.

Additional and more detailed polices outlined in the Recreation Area Master Plan study, may be incorporated by amendment to this Plan, or at the time of a municipal comprehensive review.

The policies of Section 5.39 pertaining to recreational development and activities shall have particular application to lands within the Mansfield North Recreation Area, and the master plan may add and modify those provisions to suit this area.

It is generally intended that new large-scale developments and uses on lands not already designated for the purpose within this area be permitted once a Recreation Area Master Plan and a Master Servicing Plan have been completed.

However, the requirement of a Recreation Area Master Plan is not intended to frustrate or prevent good and desirable development and land use proposals from moving forward. The Township may scope, or waive the requirement of the Recreation Area Master Plan accordingly, at its discretion.

In order to realize the goals and objectives of this Plan for this area, the Township may also consider site-specific amendments to this Plan, if the Recreation Area Master Plan has not been initiated or completed, or proves to be too onerous or expensive, or it is deemed unnecessary to comprehensively plan a larger area to accommodate a desirable site-specific proposal.

8.5.5 Zoning

Estate Residential lands not developed for estate residential purposes may only be re-zoned following approval of, and in conformity with another designation applied in a site-specific amendment to this Plan, or in a recreation area master plan.

A new zoning category, or categories, with standards and requirements appropriate for any recreation-related development or recreation-related residential development may be created to reflect the characteristics and appropriately regulate any such approved development(s).

Lastly, the 2012 introduced a place-holder for a Master Plan, that could be developed and incorporated at a later date. Master Plans are developed after extensive studies are undertaken that lead to a Plan that further designates specific land uses and areas within a larger geographic area. For example, a Master Plan could identify different densities of residential development, open spaces, golf courses, trail development, infrastructure, stormwater pond locations, road networks, and other specific recreation uses.

8.5.A Mansfield North Recreation Area Master Plan (To be incorporated at a later date)

<u>Next Steps:</u> Section 26 of the Planning, R.S.O. 1990, CHAPTER P.13 requires that the Township update its Official Plan every 5 to 10 years, and hold an open meeting to discuss revisions that may be required.

Updating official plan

26 (1) If an official plan is in effect in a municipality, the council of the municipality that adopted the official plan shall, in accordance with subsection (1.1), revise the official plan as required to ensure that it,

(a) conforms with provincial plans or does not conflict with them, as the case may be;

- (b) has regard to the matters of provincial interest listed in section 2; and
- (c) is consistent with policy statements issued under subsection 3 (1). 2015, c. 26, s. 24 (1).
- (1.1) The council shall revise the plan no less frequently than,
- (a) 10 years after it comes into effect as a new official plan; and
- (b) every five years thereafter, unless the plan has been replaced by another new official plan. 2015, c. 26, s. 24 (1).

(1.2) For the purposes of establishing the 10-year and five-year periods mentioned in subsection (1.1), a plan is considered to have come into effect even if there are outstanding appeals relating to those parts of the plan that propose to specifically designate land uses. 2015, c. 26, s. 24 (1).

Consultation and special meeting

(3) Before revising the official plan under subsection (1), the council shall,

(a) consult with the approval authority and with the prescribed public bodies with respect to the revisions that may be required; and

(b) hold a special meeting of council, open to the public, to discuss the revisions that may be required. 2006, c. 23, s. 13.

As part of the Official Plan review, the policies of the Official Plan need to be reviewed to determine conformity to Provincial Plans, consistency with policy statements and regard to provincial interest. In addition, it should be reviewed to ensure it is still appropriate and a reflection of the Township of Mulmur's long term plan.



REPORT TO COUNCIL

TO:COUNCILFROM:Tracey Atkinson, PlannerMeeting Date:May 5, 2021Subject:Official Plan Workplan

PURPOSE:

The purpose of this report is to provide an outline of the tasks and process that must be undertaken to complete the Township's Official Plan Amendment.

BACKGROUND & TIMING:

The purpose of the Official Plan project is to bring the current Official Plan into full conformity with the upper-tier official plan and full conformity with the Growth Plan following the County's Municipal Comprehensive Review (MCR) process. The MCR Process that the County is undertaking, in co-operation with local municipalities, is a series of studies and activities including background research, public consultation, and policy formulation. It is anticipated that the MCR Process will be completed and adopted by County Council for approval by the Minister under the Planning Act, by 2022. Lower-tier municipalities are required to bring their official plans into conformity with the applicable upper-tier official plan and the Growth Plan, within one year of the County MCR being approved and in effect. The timely initiation and completion of the MCR Process is also necessary in view of local municipal plan amendments and planning applications in Dufferin that are pending the completion of the County's MCR.

The current MCR timelines anticipate the County amendment to be available later this year (Q3-Q4 2021). Mulmur Township will have an opportunity to review the draft amendment and give early consideration to its local implementation. The consultants for the MCR proposed Council adoption in December 2021 followed by submission to the Ministry in early 2022. The next step will be a general policy update to be considered in 2023 following Provincial and Municipal elections. Many of the policies will require implementation through a zoning by-law amendment. The process for the zoning amendment process should dove-tail with the Official Plan process.

The aim is to complete the majority of the project prior to the October 2022 municipal election.

FINANCIAL, STAFFING, LEGAL, OR IT CONSIDERATIONS:

The largest cost of undertaking an Official Plan amendment is the staffing time. The majority of work will be undertaken by in-house planning expertise, which may necessitate additional staff to offset workloads. Additional costs, include consulting services to review policies and update mapping. The Township currently relies on consultants for certain website/social media engineering, legal and digital mapping (GIS).

Budget for staffing and consultants can be funded through existing development charge reserves. The Development Charges Study included \$80,000 and \$40,000 respectively for Official Plan and Zoning By-law updates, being the anticipated cost to hire a consulting firm to undertake the studies. The actual cost to the Township utilizing existing staff and minimizing consultant requirements will significantly decrease the project costs.

A significant portion of costs associated with completing the Official Plan Process, including any additional staff to offset workloads, will be funded by the Township's development charges and therefore not impact the current tax levy.

OFFICIAL PLAN AMENDMENT CONTENT:

The Township is required to bring its Official Plan into conformity within one year of the County MCR conformity with Growth Plan, which is required in 2022 and implement other new Provincial Plans (i.e., the *Greenbelt Plan, 2017*, and the *Niagara Escarpment Plan, 2017*). The MCR process of the 2019 Growth Plan requires an integrated approach to planning for the next 20 years, addressing such matters as:

- Growth forecasts and allocations, which includes Mulmur's residential and employment growth to 2041 and appropriately designating sufficient lands to match the target growth. It will identify minimum density policies for new development, for people and jobs.
- Intensification targets within Built up areas; intensification target for the delineated built-up area based on maintaining or improving upon the minimum intensification target contained in the current County Official

Plan and provide clarity on the applicability within serviced and privately serviced communities in Mulmur.

- Delineate employment areas and provide a density target appropriate to Mulmur's servicing levels and anticipated development types
- Greenfield area density targets: It may also include alternative targets for certain areas if requested and approved by the Province.
- Settlement boundary expansions if applicable and as supported through the lands need assessment and servicing review
- Natural heritage systems: updated policy and mapping to implement the Provincial Natural heritage system
- Agricultural systems: updated policy and mapping to implement the agricultural systems approach and mapping
- Infrastructure long range infrastructure planning and associated policy updates
- Mansfield Water System review of current policies applicable to the existing and possible expansion of the water system
- Implementation of the County transportation master plan as informed by additional Mulmur input where appropriate, and to include information on active transportation and long-term transportation goals. A review of the energy plan implications and recommendations will also be undertaken
- Update conservation policies (water conservation, water demand management, water recycling, air quality, waste management (as applicable to lower tier)
- It is anticipated that the following will also be included in the policy updates:
 - Cultural Heritage/Archaeology;
 - Sustainability and Climate Change;
 - Affordable Housing and Community Infrastructure;
 - Housing Mix and Type;
 - Aggregate Resources and Management.

The Township has contributed to the County MCR and provided information and/or direction related to a number of the studies. The Township Official Plan amendment is intended to implement the policy direction and provide local guidance to subsidize the high-level policy direction.

The Official Plan amendment will also address matters of a Mulmur-specific nature, such as implementing goals and actions from its strategic plan. The Township has an interest in the following:

• Implementation of the Mulmur Energy Plan

- o Implementation of the Mulmur Recreational Master Plan
- Aging in Place Policies
- Rural Character Definition
- Viewshed Protection policies
- On-Farm diversified Use promotion
- Home Industry policies
- Servicing Policies for Mansfield
- Tree planting policy for steep slopes
- Cannabis
- Technical Severances policies
- Energy Efficiency (see April 2021 Energy Efficiency report of Tracey Atkinson)
- Simplifying the Plan by extracting the NEC policies and depending on the stand-alone document, as amended.

Implementation of the Official Plan amendment would be through amendments to the Zoning By-law.

CONSULTATION AND ENGAGEMENT:

This section provides a work plan for the planning and consultation tasks to undertake the planning process and ultimately result in an update to the Official Plan, which will be implemented as a comprehensive Official Plan Amendment (OPA), per Provincial requirements.

- 1. This work plan proposes local engagement and consultation which capture all key project participants and stakeholders and allow for different forms of engagement tailored toward the expertise, interests, and responsibilities of these different groups:
- 2. **Council Meetings** Council meetings will provide a formal opportunity and transparency to present key milestones throughout the project.
- Committee Workshops comprised of representatives from formal Committees of Council, like the Economic Development Committee, Road Safety Committee, Communication Committee and Recreational Committee, – these meetings will allow for tailored discussion between related to each focus area, in order to enhance policy development on related matters and areas of expertise.
- 4. **Stakeholder Round-tables** project stakeholders will be invited to participate and provide expertise on specific topics, including agriculture, natural heritage, and rural character.
- 5. **Open Houses** targeted to the general public, these broader consultation opportunities will provide updates and obtain input through discussions, comment forms, as appropriate; these meetings will satisfy all *Planning Act*

requirements.

- County/Provincial Meetings the County and/or Province will be consulted directly at key milestones to meet MCR conformity and Provincial requirements and ensure a streamline approval process.
- 7. **Online Engagement**: An online presence will be established for the Project on the Township's website. The Township's social media channels will be used to encourage public engagement.
- 8. **Formal Public Meeting**: A formal public meeting will be held in accordance with the requirements of the *Planning Act*.

RECOMMENDATION:

THAT the report of the Tracey Atkinson, CAO/Clerk/Planner, regarding Official Plan Amendment Workplan be received;

AND THAT the costs of undertaking the Official Plan amendment and Zoning by-law update be funded through the Development Charges Reserve.

Respectfully Submitted;

Tracey Atkinson

Tracey Atkinson CAO/Clerk/Planner

Attachments:

Attachment 1 – Timeline



BACKGROUND	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Post - Election
Finalize Workplan with Council	2021	2021	2021	2022	2022	2022	Liection
Meeting with Communication Committee (to finalize consultation and engagement process)							
OPA and ZBL Specific Policy Overview Report							
Planning Framework Review							
Formal Housekeeping Meeting, Open House to commence project (September 2021)							
PUBLIC EXPERTISE & MULMUR SPECIFIC POLICY DEVELOPMENT							
Meeting with EDC							
Meeting with Road Safety Committee							
Meeting with Recreational Committee/Rec Roundtable							
Agricultural Roundtable							
Aging in Place Roundtable							
Natural Heritage Round Table (including Climate Change & Energy Efficiency)							
Rural Character & Viewshed Round Table							
County/Provincial Consultation							
Presentation of Public Engagement Findings to Council							
Draft Mulmur-Specific OP Policies							
NEC and NVCA Consultation							
GROWTH PLAN & MCR IMPLEMENTATION POLICY DEVELOPMENT							
Review of County MCR Amendment (Dec 2021)							
Engineer and Legal Review							
Draft OP/OPA							
County/Provincial Consultation							
Mapping Updates							
Statutory Open House							
APPROVALS							
Statutory Public Meeting							
Adoption of Official Plan (or Amendments) and Circulation							
Passing of Implementing By-law							
Link OP and Zoning Mapping to Text							



REPORT TO COUNCIL

TO:	COUNCIL
FROM:	Tracey Atkinson, Planner
Meeting Date:	February 2, 2022
Subject:	Official Plan Workplan

PURPOSE:

The purpose of this report is to advise Council on the status of the County's Municipal Comprehensive Review (MCR) and the Townships Conformity Review and Official Plan project. This report also seeks direction regarding settlement expansions.

BACKGROUND & TIMING:

The consultants for Dufferin County for the MCR on schedule to acquire approval by the Minister by July 2022. The County schedule is as follows:

- January 27 Community Development and Tourism Committee presentation of draft Land Needs Analysis Report
- February 2 Deadline to submit revised Land Needs Analysis Report for County Council agenda
- February 10 County Council meeting to adopt recommendation of Committee
- End of February/March Finalize Land Needs Analysis Report and remainder of Conformity Report for circulation
- March/April Prepare draft Conformity Amendment for Circulation and Public Consultation.
- April/May Public consultation period (Statutory Open House and Public Meeting)
- May/June Revise Amendment based on feedback from Province, Stakeholders and the Public
- June Present Amendment to Council for Adoption

Local municipalities are required to bring their official plans into conformity with the applicable upper-tier official plan and the Growth Plan, within one year of the County MCR being approved and in effect.

Many of the policies will require implementation through a zoning by-law amendment. The process for the zoning amendment process should dove-tail with the Official Plan process.

The original timeline included completion of the majority of the Mulmur Official Plan project prior to the October 2022 municipal election. A report on the policies has not been completed as originally intended, to allow an opportunity to consider public engagement comments in conjunction. The timeline is attached to this report, identifying tasks that have been completed to date.

MCR & SETTLEMENT EXPANSION:

The MCR report has presented to the County at Committee on January 27, 2022. A copy of the report is available on the County of Dufferin website.

Some of the growth projection highlights include:

- The Growth Plan mandates the County Official Plan to accommodate a total of 95,000 people and 39,000 jobs by 2051 (Schedule 3 of the Growth Plan).
- The majority of growth will be directed to settlement areas with a delineated built boundary, existing or planned water and wastewater system and ability to support complete communities (Orangeville, Grand Valley, Shelburne)
- Limited growth is directed to community settlement areas that are rural, not serviced by municipal water or wastewater systems, such as those in Mulmur.
- The County study projected an increase in population of 625 people (3814 to 4439) to 2051. This is equivalent to 252 houses.
- Approximately 212 houses should be accommodated within the existing settlement areas in Mulmur, and 40 houses outside of settlement areas, such on existing severed lots. Of the 212, only 121 are anticipated to fit within the settlement area, thereby resulting in a potential dwelling capacity shortage of 91 units.
- Projected land supplies are based on 2.5 units per gross hectare of land.
- Mulmur has sufficient land and servicing capacity (existing or planned) to accommodate growth to 2031. This provides enough time to complete the work necessary to justify expansion of the rural settlements.
- The County study projected an increase of 363 jobs (905 to 1268) to 2051. The projection includes 70 jobs of no fixed workplace and 110 work from home jobs. This results in 182 jobs that require employment land to fulfill the 2051 projection.

- Mulmur has a supply of "industrial" type land sufficient for 415 jobs (24.4 net ha) and 41 "employment" type jobs
- Mulmur has dry (unserviced) employment lands that are already designated, and provides a surplus of 375 jobs (22.1 net ha).
- (Excerpt from Dufferin Draft Land Needs Analysis Report, January 2022) 5.6.8 MULMUR

Mulmur may exhaust its Settlement Area land supply by 2038 and may be short by up to 91 dwelling units relative to demand by 2051. Assuming a residential density of 2.5 dwelling units per net hectare, Mulmur may require Settlement Area expansions sufficient to provide 36 hectares of residential growth area. There is sufficient industrial employment area land supply in Mulmur to accommodate projected needs.

The MCR is in draft, and Mulmur will have an opportunity to provide comments with respect to settlement expansion, specifically the expansion of additional residential lands in Mansfield. A settlement expansion needs to be supported by a number of studies, including (but not limited to) an agricultural impact assessment, natural heritage study and servicing. The agricultural and natural heritage studies need to be completed before specific lands are identified. The servicing component is not as time sensitive, and can be addressed through policy until the servicing is further explored and evaluated.

(Excerpt from Dufferin Draft Land Needs Analysis Report, January 2022) 2.3.1.4 Settlement boundary expansion

Section 2.2.8 of the Growth Plan, 2020 contains policies regarding **settlement area boundary expansions**. Settlement areas represent urban areas and rural settlements within municipalities that are built up areas where development is concentrated, and which have a mix of land uses and lands which have been designated in an official plan for development in accordance with the policies of the Plan. As per Section 2.2.1, settlement areas are to be the focus of growth. Section 2.2.8 of the Plan requires settlement area boundaries to be delineated in official plans. A settlement area boundary expansion may only occur through a municipal comprehensive review where requirements of the Plan has been demonstrated as follows:

- based on the minimum intensification and density targets in this Plan and a land needs assessment undertaken in accordance with policy 2.2.1.5, sufficient opportunities to accommodate forecasted growth to the horizon of this Plan are not available through intensification and in the designated greenfield area
- the proposed expansion will make available sufficient lands not exceeding the horizon of this Plan, based on the analysis provided for in policy 2.2.8.2 a), while minimizing land consumption; and
- the timing of the proposed expansion and the phasing of development within the designated greenfield area will not adversely affect the achievement of the minimum intensification and density targets in this Plan, as well as the other policies of this Plan.

Where the need for a settlement area boundary expansion has been justified in accordance with the above criteria, the feasibility of the proposed expansion will be determined and the most appropriate location for the proposed expansion will be identified.

The Township has received a complete draft plan of subdivision application for the Armstrong property, located directly North of Mansfield. The designated lands include the majority of the parcel, but excludes a small portion of lands at the North-East extent. The Township has received a pre-consultation application and had an initial consultants meeting for another significant parcel of land within the Mansfield settlement boundary.

If Mulmur desires to expand the settlement boundary as part of the County MCR, the appropriate studies need to be undertaken and the expansion incorporated into the MCR, which is scheduled to be finalized mid 2022. It is recognized that completion of the settlement expansion background work may delay the County MCR approval. The County also recognizes that due to the timing of this request, that assistance may need to be provided to the Municipality. Clarity as to the form of support has not been provided at this time.

RECOMMENDATION:

THAT the Council of the Township of Mulmur will consider an expansion to the settlement boundary of Mansfield,

AND FURTHER THAT Mulmur requests clarification from the County of Dufferin regarding the necessary studies, timing and financial matters related to completing the settlement expansion as part of the current Municpal Comprehensive Review project.

Respectfully Submitted;

Tracey Atkinson CAO/Clerk/Planner

Attachments:

Attachment 1 – Timeline



BACKGROUND	Q2 2021	Q3 2021	Q4 2021	Q1 2022	Q2 2022	Q3 2022	Post - Election
Finalize Workplan with Council	\checkmark						
Meeting with Communication Committee (to finalize consultation and engagement process)	\checkmark						
OPA and ZBL Specific Policy Overview Report							
Planning Framework Review	\checkmark	\checkmark					
Formal Housekeeping Meeting, Open House to commence project (September)		\checkmark					
PUBLIC EXPERTISE & MULMUR SPECIFIC POLICY DEVELOPMENT							
Meeting with EDC			\checkmark				
Meeting with Road Safety Committee			\checkmark				
Meeting with Recreational Committee/Rec Roundtable			\checkmark				
Agricultural Roundtable			\checkmark				
Aging in Place Roundtable			\checkmark				
Natural Heritage Round Table (including Climate Change & Energy Efficiency)			\checkmark				
Rural Character & Viewshed Round Table			\checkmark				
County/Provincial Consultation							
Presentation of Public Engagement Findings to Council							
Draft Mulmur-Specific OP Policies							
NEC and NVCA Consultation							
GROWTH PLAN & MCR IMPLEMENTATION POLICY DEVELOPMENT							
Review of County MCR Amendment (Dec 2021)							
Engineer and Legal Review							
Draft OP/OPA							
County/Provincial Consultation							
Mapping Updates							
Statutory Open House							
APPROVALS							
Statutory Public Meeting							
Adoption of Official Plan (or Amendments) and Circulation			_				
Passing of Implementing By-law			_				
Link OP and Zoning Mapping to Text							



STAFF REPORT

TO:	COUNCIL
FROM:	Tracey Atkinson, CAO/Planner
MEETING DATE:	March 2022
SUBJECT:	OFFICIAL PLAN –POLICY DIRECTION REPORT

PURPOSE:

The purpose of this report is to summarize Mulmur specific policies to be further reviewed in relation to future Official Plan Amendments. This report also includes a summary of the public comments received through the Round Table series.

BACKGROUND:

Mulmur Council received the Official Plan workplan on May 5, 2021, which included an overview of the Mulmur specific policies to be reviewed as part of the Official Plan update project.

STRATEGIC PLAN ALIGNMENT:

The proposed amendments to the Official Plan will align with the Township's Strategic Plan. A more specific reference is provided in the May 5, 2021 report.

FINANCIAL IMPACTS:

See report dated May 5, 2021.

ANALYSIS:

The Official Plan has been reviewed to identify areas that are not in conformity with the Township Strategic Plan, County Official Plan and Provincial planning legislation, plans and policies. In addition, a series of focused round tables were facilitated to engage with the public on current topics. Each of the land use planning related actions of the strategic plan are identified and reviewed with respect to Official Plan policy or Zoning regulations.

A summary of the anticipated major amendment areas was provided in the May 5, 2021 Planning Report.

Prior to advancing on the development of draft policies with the Ad Hoc Planning Advisory Committee, it is recommended that Council consider the following matters:

1. Does Council want to continue with its current zoning and building permit process?

The Niagara Escarpment uses a development permit system (DPS), which is guided by its Plan, and does not have a zoning by-law containing setbacks and regulations. As a result, each application is assessed on its own merits. This process allows attention to site specific impacts opposed to applying general setbacks and standards to address viewsheds and character. Moving to a DPS would require a full-time planner as the site-specific review often requires a site visit, view-shed analysis, circulations, public engagement, appeal process and more detailed over-all review. A DPS approach also introduces uncertainty to potential purchaser and existing landowners and takes significantly longer than the typical weekly turn-over of municipal approval on building permits and property information reports and realtor inquiry responses.

2. What is Council's direction related to over-night tourism opportunities and economic development accessory to commercial, recreation and agricultural businesses? Opportunities?

The Township currently allows second dwellings and accessory units which may be used for over-night guests. There are also additional opportunities within some of the designations to allow for hotels, motels, and accessory accommodation. Through the recent round table series, concerns were expressed regarding vacant owners, housing standards with bunkies/tents/rvs, and short-term rentals impacting housing stock available as affordable units. Continuing to permit second units to be developed and used for either permanent or temporary housing and accommodation provides flexibility to the landowner to provide housing for their growing children, parents (seniors), affordable rental housing or income generating tourism while maintaining a principle dwelling to oversee the additional use.

3. What is the minimum acceptable dwelling size?

Public comments on minimum dwelling size were received during the Round Table series. A variety of opinions and arguments were presented and are noted in the Round Table Summary. Minimum floor area policies and implementation through zoning may impact: tax base, affordable housing, housing for seniors and climate change. Allowing for a smaller second unit provides opportunities for a range of housing tenure and affordability without impacting the Township tax base.

4. Are there any significant changes that Council directs relating to second dwellings? Does Council want more restrictions to the locations or scale?

The Township has legalized existing second dwellings and permitted a range of second units through agreements. The agreements have included site plan drawings indicating the location of the unit, infrastructure, servicing and access/driveway. There were discussions at the time of the previous Official Plan

amendment related to separation distances between second units and principle dwellings. There have also been discussions more recently regarding the size of second units.

5. What is Council's vision for the Mansfield North Recreation Area (Mansfield Outdoor Centre, Rec-related residential)

The Mansfield North Recreation Area focusses on the Ski Club and Outdoor Centre and provides a framework for a secondary plan (master recreation area master plan) and to allow for limited residential growth related to the recreational use. The long-term development goals for the area should be discussed. It is recognized that the current plan is silent on servicing and infrastructure, and responsibility agreements, and any full-time residential development area.

6. How does Council want to balance tree planting with agricultural land base preservation?

Through the Round Table series it was clear that there are opposing views related to planting/maintaining trees on agricultural parcels. The Official Plan contains a general section on protecting Forest Resources, but also protection for Prime Agricultural Resources. Clarity is required related to the preservation of Agricultural land versus increasing forest resources, which may be seen to be conflicting priorities. Additional review is required related to opportunities to encourage tree planting on slope and less fertile lands.

7. Who should have to do viewshed studies?

The Official Plan currently protects views related to a Scenic Value Schedule and deals primarily with viewsheds in relation to the Niagara Escarpment. Major new developments within the viewshed feature mapping with potential for significant impacts are required to undertake a visual impact assessment. The current policy has a weighting requirement with respect to the benefits of the proposal as well.

8. Does Council wish to commission any Master Plans, such as a Master Stormwater Management Plan, Servicing Master Plan/Master Servicing Strategy, Master Plan for Mansfield Recreation Area Master Transportation Plan, Master Trail Plan, Active Transportation Plan?

A Master Plan is a document and policy guide, often supported by a mapping schedule that helps create a vision, strategy or coordinated approach to infrastructure design. Often a municipality will undertake master plans in advance of development applications to lay the groundwork and set forth a strategy and coordinate infrastructure development. The Master Plan is then implemented through the Official Plan policies, schedules and zoning by-laws. Through Official Plan implementation, it requires development applications, such as Plans of Subdivision, to be consistent or conform to Master Plan.

9. With respect to On-Farm diversified uses, how should Mulmur balance economic development with farm-land preservation?

The Province created Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (Pub 851) which details uses permitted by the Provincial Policy statement on prime agricultural lands. The publication speaks to agriculture related uses as well as on-farm diversified uses, and provides examples as well as implementation examples. On-farm uses must be limited in area, secondary in nature and not hinder agricultural operations.

10.Should the Niagara Escarpment Plan be embedded in the Township's Official Plan?

Mulmur Township is within the jurisdiction of three Provincial Plans, being the Growth Plan, Niagara Escarpment Plan, and Greenbelt Plan. In accordance with Section 26(1) of the Planning Act, the municipality is required to ensure that the Official Plan: "conforms with provincial plans or does not conflict with them, as the case may be". As such, the Official Plan includes policies to implement the Provincial Plans and, in some cases, duplicates verbatim certain policies or directives. The current Official Plan duplicates complete sections of the 2005 Niagara Escarpment Plan, which has now been replaced by the 2017 plan. Embedding the NEC plan into the Township's Official Plan creates the possibility of non-conformity as the Township has no authority with respect to amendments or replacements of the Niagara Escarpment Plan or planning area.

RECOMMENDATION:

WHEREAS the Township of Mulmur has a variety of high-quality resources and competing interest;

AND WHEREAS the Township believes in cutting red-tape while protecting what is important and irreplaceable;

AND WHEREAS Council is committed to being financially responsible to its ratepayers, and believes that developers should pay for the cost of studies related to development applications;

NOW THEREFORE, COUNCIL provides the following direction in relation to the drafting of the Official Plan Amendment:

- 1. THAT Mulmur continue to use zoning in place of a development permit system, reflecting staffing levels and processing time;
- 2. THAT Mulmur support economic development including over-night tourism opportunities associated with a commercial, recreation or agricultural business;

- 3. THAT the minimum dwelling size for a principle building continue to reflect a substantial massing, but provides for flexibility in considering the attached garage areas, but that basement units and secondary units not be restricted in size.
- 4. THAT the Second Dwelling policies be updated to require a second dwelling be part of a define cluster of buildings;
- 5. THAT Mansfield North Recreational Area continue to provide flexibility and allow for residential units associated with a recreational area but that it be clarified that such development will not be considered based on entering into any servicing responsibility agreements;
- 6. THAT Forest Resources be protected and tree planting be encouraged, especially on steep slopes, poorer lands and to provide wind breaks for roads, but that Prime Agricultural Areas be protected, primarily for crop production, with the exception of steep slopes and hedgerows/windbreaks and road windbreaks;
- THAT Viewshed studies not apply to green energy, golf courses, ski hills, settlement areas and agricultural infrastructure, and only be required where there is a Planning Act application where the development is intended to be greater than 10.5m in height or a significant number of buildings, and is within a high scenic value area;
- 8. THAT the Township do not initiate any master plans or secondary plans as part of the current Official Plan amendment;
- 9. THAT On-Farm diversified uses be further restricted in accordance with the OMAFRA guidelines to provide additional protection for prime agricultural lands, and surrounding landowners and that on-farm diversified policies also be applied to rural lands; and
- 10. THAT staff be directed to remove the embedded Niagara Escarpment Plan from the Township's Official Plan to ensure conformity.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP CAO/Clerk/Planner



STAFF REPORT

TO:Ad-Hoc Planning Advisory Committee (APAC)FROM:Tracey Atkinson, PlannerMEETING DATE:March 21, 2022SUBJECT:Pursuing Responsible Growth: On-Farm Diversified Uses

PURPOSE:

The purpose of this report is to provide the Committee with information implementing Mandate Goal #2: Pursue responsible growth in residential and employment areas. More specifically, this report speaks to updating the On-Farm Diversification and Home Industry policies in the Township's Official Plan (Prosperous, Goal 2, Action 2).

BACKGROUND:

The current Official Plan does not contain policies with respect to On-Farm Diversified Uses as the land-use was not introduced until 2020 through the new Provincial Policy Statement (PPS).

The PPS provides high-level direction that allows "on-farm diversified uses" on rural lands and prime agricultural areas within municipalities.

Section 2.3.3: Proposed agriculture-related uses and on-farm diversified uses shall be compatible with, and shall not hinder, surrounding agricultural operations. Criteria for these uses may be based on guidelines developed by the Province or municipal approaches, as set out in municipal planning documents, which achieve the same objectives.

6.0 Definitions..... On-farm diversified uses: means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agritourism uses, and uses that produce valueadded agricultural products. Ground-mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.

At the March 2, 2022 regular Council meeting, the following motion was carried:

.....THAT on-farm diversified uses be further restricted in accordance with OMAFRA guidelines to provide additional protection for prime agricultural lands, and surrounding landowners and that on-farm diversified policies also be applied to rural lands.

Of specific note, the Provincial Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas (Pub 851) includes restricting on-farm diversified uses to 2% of the farm parcel and to a maximum of 1 hectare and that the building floor area be limited (eg. 20% of the 2%). A copy of the full guidelines is available at the following link:

http://www.omafra.gov.on.ca/english/landuse/facts/permitteduseguide.pdf

THE ROLE OF COMMITTEES:

The Ad-Hoc Planning Advisory Committee's (APAC) role is to assist staff in determining the types of businesses that could be contemplated as "on-farm diversified" businesses on agricultural properties and "home industry businesses" within the Township (outside of the NEC).

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP Dipl M.M. Planner



STAFF REPORT

TO:Ad-Hoc Planning Advisory Committee (APAC)FROM:Tracey Atkinson, PlannerMEETING DATE:March 21, 2022SUBJECT:Implementing Aging in Place

PURPOSE:

The purpose of this report is to provide the Committee with information implementing Mandate Goal #2: Pursue responsible growth in residential and employment areas. More specifically, this report speaks to updating the policies related to providing opportunities for housing and services for seniors so that our residents may be able to age in place (Prosperous, Goal 2, Action 4).

BACKGROUND:

Section 5.4 of the current Official Plan contains policies with respect to providing a range of housing types:

- provide for an appropriate range of housing types and densities to meet projected requirements of current and future residents
- maintain the ability to accommodate residential growth for a minimum of 10 years
- maintain land with servicing capacity sufficient to provide at least a 3 year supply of residential units.
- ensuring that a minimum of 25 percent of residential housing within settlement areas is affordable to low and moderate income households. This shall also be achieved by permitting forms of housing appropriate for each settlement area, to meet the social, health and well-being needs of current and future residents, including special needs requirements, and through residential intensification and redevelopment.

The 2020 Provincial Policy provides the following direction on housing:

1.1.1 b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of

worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;

1.1.2 Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years, informed by provincial guidelines. However, where an alternate time period has been established for specific areas of the Province as a result of a provincial planning exercise or a provincial plan, that time frame may be used for municipalities within the area.

A Place to Grow: Growth Plan for the Greater Golden Horseshoe, 2020 includes the following:

2.2.6.5 Municipalities will maintain at all times where development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units. This supply will include, and may exclusively consist of, lands suitably zoned for intensification and redevelopment.

THE ROLE OF COMMITTEES:

The Ad-Hoc Planning Advisory Committee's (APAC) role is to assist staff in determining

- 1) the types of businesses that need to be encouraged to located within Mulmur to provide services to seniors that will allow them to stay residents in Mulmur as they age; and
- 2) how to promote affordable housing and housing to allow for aging in place on private services (and therefore larger lots with higher infrastructure costs)

Respectfully submitted,

<u>Tracey Atkínson</u>

Tracey Atkinson, BES MCIP RPP Dipl M.M. Planner



STAFF REPORT

TO:Ad-Hoc Planning Advisory Committee (APAC)FROM:Tracey Atkinson, PlannerMEETING DATE:March 21, 2022SUBJECT:Pursuing Responsible Growth: Home Industry

PURPOSE:

The purpose of this report is to provide the Committee with information implementing Mandate Goal #2: Pursue responsible growth in residential and employment areas. More specifically, this report speaks to updating the Home Industry policies in the Township's Official Plan (Prosperous, Goal 2, Action 2).

BACKGROUND:

The current Official Plan contains the following definition with respect to Home Industries:

Home Industry: means a small scale use, providing a service primarily to the local community or area and which is accessory to a residential use or agricultural operation, performed by one or more residents of the household on the same property. A home industry is conducted primarily in an accessory building and may include a carpentry shop, a metal working shop, a welding shop, an electrical shop or blacksmith's shop, etc.

The Official Plan does not specify all of the areas where Home Industries should be permitted. The zoning by-law sets out the specific zones where the uses are permitted, being the majority of the lands within the rural and agricultural area.

Home Industries are not the same as Home Occupations, which are generally located within a dwelling unit, with minimal visibility and impact.

Home Occupation: means an occupation, which provides a service as an accessory use primarily carried out within a dwelling or in an addition to the dwelling, performed by one or more residents of the household on the same property. Such occupations may include services performed by an accountant, architect, auditor, dentist, medical practitioner, engineer, insurance agent, land surveyor, lawyer, realtor, planner, hairdresser, desk top publisher or word processor, computer processing provider, teacher or day care provider.

THE ROLE OF COMMITTEE:

The Ad-Hoc Planning Advisory Committee's (APAC) role is to assist staff in determining the types of businesses that could be contemplated as home industries in the rural and agricultural areas of the Township, generally on lots larger than an acre and outside of the NEC.

Respectfully submitted,

<u>Tracey Atkínson</u>

Tracey Atkinson, BES MCIP RPP Dipl M.M. Planner



REPORT TO COUNCIL

TO:	COUNCIL
FROM:	Tracey Atkinson, Planner
Meeting Date:	April 6, 2022
Subject:	Land Needs Analysis and Settlement Expansion

PURPOSE:

The purpose of this report is to advise Council on the status of the County's Land Need's Assessment and engage with the County related to the expansion of settlements.

BACKGROUND:

Letter attached from the Dufferin County Director of Development & Tourism, dated February 28, 2022.

The following motion was approved by Mulmur Council on February 2, 2022, and forwarded to the County.

THAT the Council of the Township of Mulmur will consider an expansion to the settlement boundary of Mansfield,

AND FURTHER THAT Mulmur requests clarification from the County of Dufferin regarding the necessary studies, timing and financial matters related to completing the settlement expansion as part of the current Municpal Comprehensive Review project.

ANALYSIS:

The County's is seeking information related to the Township's intent and existing documentation related to settlement expansion. Each of the information requests are detailed below.

1. How do the projections outlined in the LNA meet with your vision of the community over the next 10, 20, and 30-year periods (i.e. would the community like to exceed growth projections, or are the projections too aggressive, etc.)?

As per the Township's motion, of February 2, 2022, the Township of Mulmur has expressed an interest in accommodating the growth projected through the Land Needs Analysis, and recognize that full accommodation of such growth would require an expansion to the settlement boundary.

2. Are servicing expansions planned that would ensure continued uninterrupted growth?

Mansfield is the Township's largest settlement hamlet, and is the only settlement with a municipal water system. It is noted that a full build-out of the existing settlement area is anticipated to require an additional well and additional storage capacity. While the Township has not commissioned any engineering studies regarding expanding water services and infrastructure, it is understood that such infrastructure could be planned and developed without impacting the rate of growth.

3. Are there constraints (or opportunities) to land development or servicing that should be additionally considered?

The Township is not aware of any significant development or servicing constraints. The Township currently has three wells and one water tower servicing Mansfield. The Township recognizes that there are prime agricultural lands and rural lands abutting the current boundary. It is noted that current provincial servicing hierarchy policies may be a limited factor.

4. What efforts has your Municipality taken (or plans to take) that would increase the speed at which development can take place (i.e. zoning to permit more as-of-right development)?

The Township of Mulmur has commenced its Official Plan update and Conformity Review. An Ad Hoc Planning Advisory Committee was struck, and staff have facilitated eight topic specific roundtables. The Township of Mulmur's strategic plan includes removing red-tape.

5. For Municipalities where the LNA outlines a need for an expansion to settlement boundaries, can you outline the specific geography where you'd like to see those expansions take place (or would be best suited)?

Mansfield is the Township's largest settlement hamlet and is the only settlement with a municipal water system. It is appropriate for Mansfield to be the focus of future growth for this reason. The specific lands in proximity to be considered should be informed through appropriate technical studies which have not been commissioned to date.

RECOMMENDATION:

THAT Council receive the Land Needs Analysis and Settlement Expansion report of Tracey Atkinson, COA/Clerk/Planner and direct staff to forward the report and motion to the County of Dufferin.

Respectfully Submitted;

Gracey Atkinson Tracey Atkinson, BES MCIP RPP Dipl M.M. CAO/Clerk/Planner

APPENDIX 2 – STATUTORY NOTICES

<u>Community Round Table Information Sessions</u>

- September 16: Home Businesses, Economic Development & Removing Red Tape
- September 29: Second Dwellings & Cottages
- October 13: Recreation & Playing Around in Mulmur
- October 20: Protecting the Environment
- October 27: What is Rural Character & View Shed Protection
- November 8: Road Safety & Infrastructure
- November 10: Farm Protection & Opportunities
- November 17: Seniors & Aging in Place

Will you want to live, work & play in Mulmur in 2041?

758070 2nd Line E Mulmur, ON L9V0G8 | 705 466 3341 | Toll Free 1 866 472 0417 (from 519 only) | www.mulmur.ca



BECOME INVOLVED! If you would like to become involved in the Official Plan update, contact <u>planning@mulmur.ca</u>

REPORTS AND INFORMATION! For Official Plan reports, draft documents and information visit: <u>https://mulmur.ca/town-hall/strategic-plan</u>

STAY INFORMED! Keep up-to-date on ongoing projects and monthly Council meetings. Join our <u>email list</u>.



PUBLIC MEETING & OPEN HOUSE

FOR A PROPOSED ZONING BY-LAW AMENDMENT AND UPDATED OFFICIAL PLAN

Open House will be held in person at the Township office, (lower level) in Terra Nova on

Saturday, September 24, 2022

10:00am - 11:30am (lower level)

The statutory public meeting will be held in person and electronically Wednesday, September 7th, 2022 at 9:00am.

To join Electronically Vid Phone Connection: http 1 647 374 4685 Canada Me 1 647 558 0588 Canada

Video Connection: https://us02web.zoom.us/s/84829988171 Meeting ID: 848 2998 817

all are welcome

Why are we updating the Planning Documents?

The Township has initiated a review and update of the Official Plan to be compliant and in conformity with Provincial plans and policies, in accordance with the Planning Act requirements and to ensure that its policies address evolving community interests and strategic goals with respect to growth and development.

The Township's Official Plan guides planning decisions for the community and provides direction on how growth and land use should be managed. Ontario's land use planning system applies a provincial policy-driven framework that requires the Township's Official Plan and any municipal planning decisions to align with provincial planning policies.

- Does it reflect the goals and objectives for our community?
- Is the plan still effective?
- What is working, what isn't?
- Are there areas to strengthen language or be more inclusive?
- Does it support our economic development and strategic goals?
- Does it reflect our community priorities with respect to growth and development?

758070 2nd Line E Mulmur, ON L9V 0G8

infoemulmur.ca 705-466-3341



The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 17, 26 and 34 of the Planning Act (1990) to consider various amendments to the Zoning By-law and an Open House to consider amendments and to initiate the Provincial Conformity Exercise and 10 Year Update.

Anyone wishing to address Council with respect to the proposed amendments will be given an opportunity to do so at the public meeting on September 7, 2022. At the Open House on September 24 2022 you will have an opportunity to learn more about the Official Plan review project and how you can participate.

PURPOSE AND EFFECT OF THE OFFICIAL PLAN AMENDMENTS

The proposed Official Plan Amendment would:

- Update the complete application requirements
- Allow delegation of authority to staff on minor zoning application
- Update the Rural Character Policy, Scenic Resources, Viewsheds and Dark Sky
- Include an On-Farm Diversified Use policy consistent with the Provincial guidelines
- Replace the specific Niagara Escarpment Plan (NEP) policies with a high-level policy
- Update the Implementation and Interpretation sections to reflect current tools and legislation
- Simplify and remove duplication from within the Plan

PUBLIC MEETING FOR ZONING BY-LAW AMENDMENTS

The proposed Zoning By-law Amendment would amend the Zoning By-law to address the following matters:

- Simplify the provisions relating to accessory buildings, structures, implement sheds and signs
- Update the provisions related to second dwellings and clarification on requirements, and include maximum floor areas
- Provide consistency with home industry and maximum building sizes
- Provide additional regulations related to on-farm diversified uses, home industry and home occupations
- Removal of duplication with stand-alone by-laws including backyard hens and site plan
- Provide clarity regarding where assembly halls are permitted
- Update definitions

LANDS AFFECTED

No key map is provided as the Amendments affects all lands within the Township. Please note that certain amendments will impact the schedules (maps) to the Official Plan.

ADDITIONAL INFORMATION

A copy of the proposed amendment is available for review at the municipal office during regular office hours and on our website. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Council and the Corporation of the Township of Mulmur to the Appeal Tribunal. Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes.

From:	Tracey Atkinson
То:	<u>Amy Knapp: Peters, Kim (NDMNRF); Grant, Kay (MMAH); Silva Yousif; Rogers, Joanne;</u> municipal.circulations@ugdsb.on.ca
Cc:	Tracey Atkinson
Subject:	Mulmur Official Plan Update Project
Date:	May 10, 2022 12:56:12 PM

Hi Agencies and Ministries,

The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections17, 26 and 34 of the Planning Act (1990) to consider various amendments to the Zoning By-law and an Open House and Public Meeting to consider amendments to the Official Plan and to initiate its Provincial Plan Conformity Exercise and 10 Year Update. The date of the meeting has not been set yet, but I anticipate it will be this fall before the municipal election.

In anticipation, I would like to commence consultations with yourselves, to discuss various amendments that staff are proposing, as well as to ensure that we are addressing any of the concerns that you may have.

The proposed Official Plan Amendment that we are currently working on, and hoping to complete during this term of Council would:

- 1. Update the complete application requirements
- 2. Require mandatory pre-consultation on certain files
- 3. Allow delegation of authority to staff on minor zoning application
- 4. Update the Rural Character Policy
- 5. Add a Dark-sky and viewshed policy
- 6. Include an On-Farm Diversified Use policy consistent with the Provincial guidelines
- 7. Remove the specific verbatim policies of the Niagara Escarpment Plan (NEP) and replace with a policy that the Niagara Escarpment Plan, 2017, as amended or replaced, applies to all lands within the NEP Area, and that where there is conflict between the Official Plan and NEP, the most restrictive policy applies.
- 8. Update Part C, Implementation and D, Interpretation to reflect current tools and legislation.

After the election and the County MCR is approved by the Ministry we anticipate preparing a new Official Plan which will include the policies of the proposed Amendment (hopefully approved policy), but will also update large sections of the plan to address the MCR and Provincial conformity.

A formal notice of the public meeting and open houses will be sent once dates are set, but I would like to start the conversation now.

Thank you in advance.

Sincerely,

Tracey Atkinson, BES MCIP RPP Dipl M.M. | CAO | Clerk | Planner

Township of Mulmur | 758070 2nd Line E Mulmur, ON L9V 0G8



The Corporation of the Township of Mulmur will hold a Public Meeting pursuant to Sections 17, 26 and 34 of the Planning Act (1990) to consider various amendments to the Zoning By-law and an Open House to consider amendments and to initiate the Provincial Conformity Exercise and 10 Year Update.

Anyone wishing to address Council with respect to the proposed amendments will be given an opportunity to do so at the public meeting on October 5, 2022. At the Open House on September 24[,] 2022 you will have an opportunity to learn more about the Official Plan review project and how you can participate.

PURPOSE AND EFFECT OF THE OFFICIAL PLAN AMENDMENTS

The proposed Official Plan Amendment would:

- Update the complete application requirements
- Allow delegation of authority to staff on minor zoning application
- Update the Rural Character Policy, Scenic Resources, Viewsheds and Dark Sky
- Include an On-Farm Diversified Use policy consistent with the Provincial guidelines
- Replace the specific Niagara Escarpment Plan (NEP) policies with a high-level policy
- Update the Implementation and Interpretation sections to reflect current tools and legislation
- Simplify and remove duplication from within the Plan

PUBLIC MEETING FOR ZONING BY-LAW AMENDMENTS

The proposed Zoning By-law Amendment would amend the Zoning By-law to address the following matters:

- Simplify the provisions relating to accessory buildings, structures, implement sheds and signs
- Update the provisions related to second dwellings and clarification on requirements, and include maximum floor areas
- Provide consistency with home industry and maximum building sizes
- Provide additional regulations related to on-farm diversified uses, home industry and home occupations
- Removal of duplication with stand-alone by-laws including backyard hens and site plan
- Provide clarity regarding where assembly halls are permitted
- Update definitions

LANDS AFFECTED

No key map is provided as the Amendments affects all lands within the Township. Please note that certain amendments will impact the schedules (maps) to the Official Plan.

ADDITIONAL INFORMATION

A copy of the proposed amendment is available for review at the municipal office during regular office hours and on our website. Persons unable to attend the public meeting may provide written comments up until the time of the public meeting. If you wish to be notified of the decision on the proposed application, you must make an oral or written request to the Township of Mulmur. If a person or public body does not make oral submissions at the public meeting or make written submissions to Mulmur Township before the by-law is passed, the person or public body is not entitled to appeal the decision of Council and the Corporation of the Township of Mulmur to the Appeal Tribunal. Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the Appeal Tribunal unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

Meeting links and information can be found at <u>www.mulmur.ca</u>. Please note that comments and opinions submitted on these matters, including the originator's name and address, become part of the public record, may be viewed by the general public and may be published in a Planning Report and will be included in the Council agenda and minutes.

APPENDIX 3 – MINUTES OF PUBLIC MEETING

- 5.0 DISCUSSION ARISING OUT OF THE MINUTES NONE
- 6.0 DISCLOSURE OF PECUNIARY INTERESTS NONE
- 7.0 PUBLIC QUESTION PERIOD NONE
- 8.0 PUBLIC MEETINGS

8.1 Official Plan Amendment and Zoning Bylaw Amendment Statutory Public Meeting (9:15am)

Moved by Cunningham Seconded by Boxem

THAT Council recess the regular meeting at 9:13 a.m. to hold a public meeting in accordance with our procedural by-law and pursuant to Section 17, 26 and 34 of the Planning Act, as amended, to present and obtain public input on the Municipality's proposed Official Plan Amendment and Housekeeping Zoning By-law Amendment.

CARRIED.

A question was received from Keith Lowry regarding attracting encouraging and supporting small businesses.

Council recognized the struggles small business face and spoke to the installation of high-speed internet and the positive work of the Economic Development Committee.

Tracey Atkinson, Planner, spoke to the roles of the Official Plan and Zoning By-law with respect to home industry, home occupations, and site plan control.

A comment was received from Jan Benda, which emphasized environmental diversity as the greatest asset of the Township and expressed a desire to encourage environmentally based businesses. Benda sought clarification on Council's strategy to implement the objectives of the Official Plan.

Tracey Atkinson, Planner, confirmed the amendment is the first step of a larger process and that the concept of a garden township will need to be incorporated within the remaining sections of the Official Plan.

Cheryl Russel applauded the work of staff and the AD-Hoc Planning Committee.

Leah Pressey sought clarification regarding the use of the term 'accommodation' and commented on the establishment of a permanent planning committee.

Council confirmed that the establishment of committees will be the task of the new Council.

A question was received from James Godbold on how Council plans to keep people in their homes and attract a younger generation who can afford to live here.

Tracey Atkinson, Planner, referred to policies relating to second dwellings and apartment units for affordable housing as well as multi-unit capacities and dwellings in Mansfield to reach an affordable market.

A question was received from Lisa Swinton regarding development charges on second dwellings and the financial implications for Mulmur with respect an increased demand on services without charges to support it.

Tracey Atkinson, Planner, spoke to changes in the Development Charges Act.

Gili Alder Nevo thanked the Township.

Council discussion ensued regarding the attraction of small business, tax implications, managed forest, the need for improved telecommunications and new developments.

Tracey Atkinson, Planner clarified the difference between on-farm diversified use and home industry and the use of site plan control.

Moved by Hawkins and Seconded by Clark

THAT Council adjourns the public meeting and returns to the regular meeting at 10:11 a.m.

Council recessed at 10:11 a.m. and returned at 10:27 a.m.

9.0 DEPUTATIONS AND PRESENTATIONS

- 10.0 PUBLIC WORKS NONE
- 11.0 RECREATION NONE
- 12.0 TREASURY NONE

13.0 ADMINISTRATION

13.1 2022 Joint Compliance Audit Committee

Roseann Knechtel, Deputy Clerk presented the proposed by-law appointing members to sit on the 2022 Joint Compliance Audit Committee.

Moved by Boxem Seconded by Cunningham

APPENDIX 4 – COPIES OF CORRESPONDENCE

Letter from Jim MacDougall, November 4, 2021

Some notes on how Mulmur should consider future development applications for Recreational Zoned intending to incorporate Accommodation Units.

Township of Mulmur Comprehensive Zoning By-Laws

ACCOMODATION UNITS

Means a dwelling unit that is only used for vacation purposes and does not provide year-round habitation. An accommodation unit does not form a principal dwelling.

It should be made more explicit how the township intends to apply the language in the definition "...does not provide year-round habitation,..."

I do appreciate that the MSC is a unique entity in Mulmur – as it has a significant existing membership and is offering the "Accommodation Units" to its members only. The risk is that another party uses this precedent to offer residential use buildings for new developments – where the primary intent is to offer year round housing – and have them become a member of the golf club or the hiking club.

It doesn't seem reasonable to encourage or allow year round habitation for individuals who could move into an Accommodation Unit under the guise of Recreation. This seems to stretch the definition of Accommodation Unit beyond its intended purpose.

This appears to be supported by the language in 3.12.2 – "ancillary short term (temporary) residential accommodation. I would argue that the MSC is a unique example of where this was reasonable but that the type of "Accommodation Units" proposed at the MSC should NOT set a precedent as being acceptable on other properties zoned for Recreation. A stricter definition of "Accommodation Units" should be adopted / amended.

3.12.2 HIGH IMPACT RECREATIONAL USES

Except where permitted by this by-law, the following activities, developments and uses, as well as all other uses of a similar nature shall be prohibited, and may only be permitted by site-specific amendment to this by-law:

- Outdoor education centre;
- Camping Establishment
- Fishing or hunting camp or club;
- Resort;
- Golf course;
- Shooting Range
- Paintball or paintball range;
- Auto racing or any other form of motorized vehicle racing or race track;
- Public or commercial motorcycle or ATV riding or racing, race course or trail; and
- Related and ancillary short term (temporary) residential accommodation.

By-Law # 28-18

19

July 4, 2018 (Consolidated Nov 2019)

Note: Outdoor recreational

permitted in many zones and include a variety of uses.

facilities and activity centers are

Mulmur OP

8.6.3 PERMITTED USES

Uses permitted in the Recreation designation include:

- a. Uses permitted in all designations (Section 5.38)
- b. Existing recreational developments, activities and uses;
- c. Public parks including fairgrounds on land owned or under the control of government authorities;
- d. Recreational development and related activities in accordance with Section 5.39;
- e. Ancillary residential uses including accommodation facilities for patrons and employees, and existing trailer parks, and;
- f. Ancillary commercial uses providing goods and services to the patrons of the recreational facility or use.

Similarly the OP appears to anticipate accommodation facilities for patrons and employees – not purchasers of Life Leases or similar exclusive use long term year round accommodation.

Examples of other approaches to defining Accommodation Units

Township of Clearview Zoning By-law 06-54

ACCOMMODATION UNIT OR TEMPORARY RESIDENTIAL USE

Means a room or suite of rooms used or maintained as part of a tourist resort or use for the accommodation of the traveling or vacationing public, and which does not contain a kitchen.

Huntsville

Huntsville Zoning By-law 2008-66P Consolidated September 2019

2.29 COMMERCIAL ACCOMMODATION UNIT shall mean a rental unit within a tourist establishment to be rented out for the purposes of catering to the needs of the travelling public by furnishing sleeping accommodation with or without food. Such rental shall be in the form of normal daily rental, or interval ownership which shall include forms of rental such as time-sharing or Interval ownership, Fee Simple, and which shall have a turnover frequency exceeding 12 times per year.

Excerpt from an email shared in October 2021.

"this whole municipal re-zoning process and recreational zoning classification seems like a loophole that MSC is taking advantage of to put residential condos where some form of seasonal recreational occupancy was anticipated. David - (the Mulmur lawyer) how can you be comfortable that this proposal is in fact for "Accommodation Units"?

ACCOMODATION UNITS

Means a dwelling unit that is only used for vacation purposes and does not provide year-round habitation. An accommodation unit does not form a principal dwelling.

These units are being advertised by MSC as offering "*Modern Conveniences Nestled In A 4-Season Paradise*" and they <u>can</u> be occupied year round. The only requirement is that the owner have another property elsewhere.

In my humble non-legal opinion, these condos do "provide year-round habitation" and thus are NOT Accommodation Units.

The definition says three things:

- 1. that the dwelling unit is only used for vacation purposes OK, if they show MSC they have another address
- 2. that the dwelling unit does not provide year-round habitation, **NOT OK**
- 3. that the unit does not form a principal dwelling. OK, if they show MSC they have another address

Two out of three ain't bad but it does not meet the definition of Accommodation Unit.

I don't know what type of development would satisfy that definition. MOC has a trailer park and cabins for rent in the summer - which are certainly Accommodation Units.

Maybe the Slte Plan Agreement can require that these Accommodation Units are vacant for a month a year - say April 15 - May 14 for "spring cleaning". That would reduce the attractiveness of people then quietly using these as principal residences. I don't know there may be other precedents used in other municipalities to ensure that the proposed project satisfies the definition of Accommodation Unit.

How does this make sense? Is there any recourse here? I wish I had said this yesterday to let council mull this over and have the discussion.

I worry about the precedent it sets for the entire municipality. If you build a golf course on rural lands - then it gets zoned recreational - then you can build another suite of year round condos under the guise of Accommodation Units, when they are in fact residential properties - or multi-residential properties... stacked condos on formerly rural lands ?!

It just seems like a sneaky way to build residential units on land that was not intended for such purposes. Just because they are second homes they are still residential units...

Sorry to go on - I just found this on the StatsCan website as their definition of "year-round habitation" for the purposes of the census: https://www23.statcan.gc.ca/imdb/p3Var.pl?Function=Unit&Id=100236

A dwelling may be classified as unoccupied or occupied by a person or a group of persons. Unoccupied dwellings must meet three criteria indicating they are suitable for year-round habitation in order to distinguish them from seasonal homes or cottages. They must have a source of heat or power (as evidenced by chimneys, power lines, oil or gas pipes or meters, generators woodpiles, electric lights, heat pumps or solar panels). They must have access to a source of drinking water throughout the year as evidenced by faucets, drain pipes, wells or water pumps. They must provide shelter from the elements as evidenced by complete and enclosed walls and roof and by doors and windows that provide protection from wind, rain and snow. Unoccupied dwellings that do not meet these criteria are deemed to be seasonal and are not included in the count of private dwellings.

I guess my ask is that council ask David (the lawyer) - how do we reconcile this proposed development as providing Accommodation Units as a dwelling unit that does not provide for year-round habitation, when the 4-season paradise condo development clearly does provide for year-round habitation? Should we not impose some form of limit to the year-round habitation in order to satisfy this definition - through the Site Plan Agreement or otherwise? Hi Tracey,

My only comment would be with respect to the statement "in the vicinity". To me that implies close to or surrounding, and not necessarily directly "in". If you look directly to the Purpose of the NEP it would read to provide for the maintenance of the Niagara Escarpment *and* land in its vicinity.

Thanks,

Lisa

Lisa Grbinicek, RPP, MCIP

Senior Strategic Advisor | Niagara Escarpment Commission 232 Guelph Street, Georgetown, Ontario, L7G 4B1 289 839-0304 | <u>www.escarpment.org</u>



Nlagara Escarpment Commission An agency of the Government of Ontario

As part of providing <u>accessible customer service</u>, please let me know if you have any accommodation needs or require communication supports or alternate formats.

The NEC offices are now open to the public in a limited capacity. In order to ensure a safe and secure environment for staff and clients, the NEC **requires** that you make an appointment to meet with staff in person. Alternatively, the NEC will continue to provide services via telephone and email. Updates can be found on our website: <u>https://escarpment.org/covid-19-update/</u>

From: Tracey Atkinson <tatkinson@mulmur.ca>
Sent: June 24, 2022 3:25 PM
To: Grbinicek, Lisa (NDMNRF) <lisa.grbinicek@ontario.ca>
Cc: Peters, Kim (NDMNRF) <Kim.Peters@ontario.ca>
Subject: RE: Mulmur Official Plan Update Project

CAUTION -- EXTERNAL E-MAIL - Do not click links or open attachments unless you recognize the sender.

Again, greatly appreciated. I misunderstood completely! I have made two more changes as shown below:

The lands within the Niagara Escarpment Plan Area are protected through the Niagara

Escarpment Plan and the Greenbelt Plan. The Township will ensure that future development within and in the vicinity of the Niagara Escarpment Plan Area will be compatible with the natural Escarpment environment and protect this important World Biosphere.

Lands are within the Niagara Escarpment Plan Area are identified on Schedule A1 to the Official Plan. The NEC should be contacted to determine if a property is within the Niagara Escarpment Area of Development Control.

Where there is a conflict between the policies of this Plan and those of the Niagara Escarpment Plan, the policies of the Niagara Escarpment Plan shall prevail. Where this Plan contains policies that are considered to be more rigorous or restrictive than those of the Niagara Escarpment Plan, and are not considered to be in conflict with the Niagara Escarpment Plan, the more restrictive or rigorous policies of this Plan would then apply.

ROUNDTABLE SUMMARY

The following is a summary of the subject matter, comments and questions received at the Official Plan Roundtable series. Round tables were hosted on the following topics:

- September 16 Home Business, EcDev & Removing Red Tape
- September 29 Second Dwellings & Cottages
- October 13 Recreation and Playing Around in Mulmur
- October 20 Protecting the Environment
- October 27 Rural Character & View Shed Protection
- November 8 Road Safety & Infrastructure
- November 10 Farm Protection & Opportunities
- November 17 Seniors & Aging in Place

The summary table includes excerpts from the meeting notes, reflecting questions that were asked and comments received on various topics. Some of the comments that were received will help inform other decision making by Council outside of the Official Plan project. Other comments received from the public will need to be further assessed, and in some cases will require Council direction, prior to drafting policies. The table is intended to summarize public input, streamline discussions and identify where direction is required.

Home Business & Economic Development

COMMENTS RECEIVED FROM THE	Is this something that can be addressed in the Official Plan?		Is Council
ROUND TABLE MEETING	NO	YES	direction
	Can it be addressed elsewhere within	How can this be addressed in the Official	required?
	the Township's authority	Plan?	
TOURISM, ECONOMIC	Strategic Plan	Permitted Uses	
DEVELOPMENT – balancing local	Zoning Amendment required to		
needs with economic development and	implement OP		
recreation for visitors, should Mulmur			
increase sporting and tourism			

opportunities, encourage environmentally friendly tourism and nature focused, EDC linked to recreation, trail networks	Transportation Master Plan can include trail mapping. County Active transportation Plan		
TECH CENTRE – permit tech centres and youth opportunities, EDC	EDC Strategic Plan	 Employment permitted land uses 	
HOME BUSINESSES – parking, noise in subdivisions, signage, company vehicle parking, hybrid office workers	Zoning Amendment required to implement OP and control parking	Home Business versus home industry policiesNoise study requirements	
FOOD TRUCKS	Hawkers and Peddlers By-law and application		
INTERNET is a restriction for businesses, can Township office provide internet, internet hub, Dufferin Biz relationship	Strategic Plan Communication Engagement policy (engagement of resident, promotion of towers, removing red-tape) Federal Authority	 Permitted uses could include hub 	
RESTAURANT – how to attract more	EDC Zoning Amendment required to implement OP	 Permit restaurants in various designations 	
MANSFIELD – what is the long term plan	County MCR for settlement expansion Township Growth Conformity Exercise	Update Schedule A settlement boundary and land use designation	

Removing Red Tape

COMMENTS RECEIVED FROM THE	Is this something that can be addressed in the Official Plan?		Is Council
ROUND TABLE MEETING	NO	YES	direction
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	- required?
NOMINCLATURE & TERMINOLOGY	Zoning Amendment required to implement OP	 Provincial terminology and definitions 	

Consultation Process – can public be consulted on applications?	Planning Act Regulations complied with. PA does not require circulation on site plan applications.		
 MAPPING Small font size Interactive mapping Info package Publicize it Natural Heritage Mapping – comes from province, don't they tell you what needs to be done? Yes. Do we strengthen it? 		Mapping Updates	
EDUCATION – communicate the provisions and policies to the public following process			
DEVELOPMENT PERMIT SYSTEM versus Site Plan Control		 Official Plan can move to a Development Permit System if directed by Council 	Direction required.

Second Dwellings & Cottages

COMMENTS RECEIVED FROM THE	Is this something that can be addressed in the Official Plan?		Is Council
ROUND TABLE MEETING	NO YES		direction
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	- required?
SHORT TERM RENTALS – are they permitted? Inspections, parking, noise, servicing, tourism versus affordable housing, onsite supervision, short term rental on residential properties, camping sites, multiple bunkies equivalent to campgrounds	Servicing issues	 Permitted uses Housing policies 	Direction required
SECOND DWELLING – demolition and replacement rules, site plan	5	 Second Dwelling Policies 	Direction required

applicability,	legalizing illega	I structures,
bunkies,	cabins,	increased
enforcement	, affordable	housing,
minimum lot	sizes,	-

Recreation and Playing Around in Mulmur

COMMENTS RECEIVED FROM THE	Is this something that can be addressed	d in the Official Plan?	Is Council	
ROUND TABLE MEETING	NO	YES	direction	
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	- required?	
RECREATIONAL USES – permitting in smaller hamlets, disbursed	Recreational Master Plan	 Recreation policies 		
ENTERTAINMENT & ACTIVITIES – dance, cards, theatre, storytelling groups	Programing Zoning Amendment required to implement OP	 Official Plan permitted uses 		
MANSFIELD OUTDOOR CENTRE	Some uses are "Grandfathered" Zoning Amendment required to implement OP	 Mansfield North Recreation Area permitted uses and development/expansion/residential policies 	Direction regarding residential development in Rec area	
LARGE RECREATIONAL LAND USE		 Rural Character Definition (exclusions) 		

Protecting the Environment

COMMENTS RECEIVED FROM THE	Is this something that can be addressed in the Official Plan?		Is Council
ROUND TABLE MEETING	NO	YES	direction
	Can it be addressed elsewhere within	How can this be addressed in the Official	required?
	the Township's authority	Plan?	
TREE RENTENTION & PLANTING -	Tree Preservation By-law	Climate Change policies	How does
requiring tree lining, arches of trees,		• Tree Retention Plan submission requirements	Council want
	County Forest management and funding	Landscaping Plan submission requirements	to balance

 mitigation for erosion and compaction on trails Offset trees that are taken down, replant equal number of trees to maintain coverage Preserve certain trees that are in fencerows Preserve trees through natural heritage – along the same lines as cultural heritage Regardless of if trees are in existent when development occurs, make it part of the Site Plan and development process 			preservation of farmland versus tree planting?
BRANDING "Its in our nature"		 Formatting and Cover page Natural Heritage Policy update 	
AGGREGATE EXTRACTION - concerns		 Aggregate Mapping Study requirements for new extraction Policies related to extraction below water table 	
 NATURAL HERITAGE PRIORITIES Wetlands. Add buffering zone to local wetlands as well Woodlands – Tree Bylaw, Significant Woodlands (who identifies if it is significant) – Development would trigger it. Protect more than those that are significant. Tree Swapping, cut and re-plant. Can we go beyond all minimums? Wetlands prioritizing Farmers – remove 2 ha of trees but have to replant elsewhere. Council has taken those steps. 150 year old trees vs 	Tree Cutting By-law NVCA regulated NEC mapping	 Natural Heritage Policies Mapping 	

saplings. Don't have the same climate mitigation affects	Tree Planting programs (NVCA)	
Pine River		
• Ecosystems as a whole – not individual features.		
Encourage Tree Planting		
• Expand protection, not maintain.		
Buffering for Butternut Trees.	Decident time can be directed to MND for	
 Butternut mapping 	Resident tips can be directed to MNR for	
Resident tipline	mapping inclusion and County Forester.	

Rural Character & View Shed Protection

COMMENTS RECEIVED FROM THE ROUND TABLE MEETING	Is this something that can be addressed in the Official Plan? NO YES		Is Council direction
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	- required?
LIGHT POLLUTION		 Dark Sky Policy Development Permit System Direction for site plan control and subdivisions Lighting Plan submission requirement 	
 CLIMATE CHANGE – increased rainfall and runoff consideration in design Regulating house design, smart housing design 		 Climate Change policies Infrastructure policies (consideration in engineering submissions) Energy Conservation Plan submission requirement 	
TOWERS: Can towers and infrastructure be underground or blend in like trees	Communication is a Federal Authority	Rural Character Definition	
HERITAGE: preserve infrastructure, concrete versus steel bridges.	Strategic Plan Procurement Asset Management Plan	Rural Character Definition	

Cultural Heritage and preservation of		
buildings. Reintroduced preservation		
and the cultural heritage committee.		
RURAL CHARACTER	Rural Character Definition	
Rural Character is Mulmur.		
• Trees, hills		
 Shopping and services developed in a meaningful way so that it fits into the 		
landscape.		
• fields, landscapes, barns etc. but it is also recreational areas, homes, etc		
• Forested buffers to any development		
and aggregate resources and storage		
areas.		
Open views to streams		
Passive recreational uses and trails		
Open meadows		
Animals / Wildlife		
 Slower pace of life 		
Rural character is quiet		
Gravel roads		
Should emphasize forests and country landscapes		
Materials and masses of buildings to fit better into the landscape		
Include dark sky and restrict lighting		
• Right now it talks about what it is not,		
not what it is		
Tree preservation		
• Cell phone towers (that look like trees)		
Agricultural structures that don't look like industrial buildings		

• Greenspaces around agricultural so			
houses are not backing onto farm land			
Tree screening			
 Planned buffer areas 			
RURAL CHARACTER - What is not		 Rural Character Definition 	
rural character?			
• Wont be about looks, it will be about			
what impacts and exists within our ecological systems			
• Natural gradation of trees, not rows (re-wilding book)			
Retreat Centres and health centres			
• Rural tourism – recreation and health			
• windmills			
parking lots			
• Focus on impact of ecological			
systems and how it interacts with the			
environment that it is in, not what we			
see			
DESIGN GUIDELINES	Design Guidelines	Rural Character Policies	
• Development to look like ski chalets,	5		
ski village look,			
Redo arena to look like ski chalet			
 Avoid gas stations and mega stores 			
• Allow building in hamlets to be close to			
road to preserve character			
• Site plan control on all commercial			
zones.			
VIEWSHEDS - preserve waterway		 Viewshed Policy and Definition 	What will the
viewsheds		Viewshed Study requirements	triggers be
			for studies

Road Safety & Infrastructure

COMMENTS RECEIVED FROM THE	Is this something that can be addresse	d in the Official Plan?	Is Council direction
ROUND TABLE MEETING	NO	YES	
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	- required?
SEASONAL ROADS - Habitation on seasonal roads?	Liability	Road policies prohibit	
STORMWATER - master plan, infiltration trenches, passive design	Master Stormwater Management Plan	 Infrastructure Policies (future Master SWM Plan) 	Can this be a addressed at the subdivision level
SIDEWALKS & TRAILS: Include walking and biking into infrastructure development. Hamlets – sidewalks. Mansfield – to get to the baseball diamond crossing Airport Road. Medians instead of sidewalks. Sidewalk or Trail from Primrose School to Superburger/Champ Burger. Public Transportation – Trail from Shelburne to Champ Burger. Walking trails around SWM Ponds Walking on gravel roads is not safe for seniors. Seniors should have walking groups in Mansfield or in parks. Walking loops need benches, walking is good for mental wellbeing, TiaChi, outdoor equipment for seniors	Transportation Master Plan Programing, park development Implementation of Recreational Master Plan	Infrastructure Policies (future Transportation Master Plan)	
OFF-ROAD VEHICLES - Motercycle and ATV issues with road noise, routes,	County Trails – Dufferin County Authority Transportation Master Plan	 Official Plan Transportation Policy 	Does Twp need a

designated routes for off-road vehicles and horses/pedestrians. See Simcoe County forest approach		Master Road/Trail plan?
SUBDIVISION DESIGN	 Infrastructure Policy 	
 Use trees to narrow vistas and control speed Boulevards, sidewalks and centre medians Limit concrete 		

Farm Protection & Opportunities

COMMENTS RECEIVED FROM THE	Is this something that can be addressed	d in the Official Plan?	Is Council
ROUND TABLE MEETING	NO	YES	direction
	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	required?
PRESERVE AGRICULTURE – impacts of non-ag use of prime ag lands, and long term impacts of fallow and reforestation	Tax incentive program	 Rural Lot Creation policies provision for lot area versus Conservation Land Tax Incentive qualifications 	Should second dwelling placement be
House placement location?	Zoning Amendment required to implement OP Development Permit system	 Second dwelling house location 	further restricted?
SURPLUS DWELLING SEVERANCES – is this a problem?		 Agricultural Severance Policies. (See PPS) 	
ON-FARM DIVERSIFIED USES – reduce the number of uses permitted, reduce the size of building	Zoning Amendment required to implement OP	 Ag-Diversification Policy 	
CANNABIS FACILITIES – concerns of odour, water use, industrial use opposed to agricultural crop, industrial processing	Zoning Amendment required to implement OP	 Employment, Agricultural and Rural Land Use Policies Odour study submission requirements 	

EVENT BARNS – are they on-farm diversified use or agricultural and what is the public process	v	 Agricultural, Rural and On-farm diversified use policy 	Does Council want event barns? How big should on-farm diversified uses be?
 SEVERANCE POLICIES Keep settlement boundaries the same Second dwellings are becoming family compounds. More multi-generation in our households Maximum setbacks instead of minimum setbacks 		 Severance Policies Urban Expansion (motion Feb 2/2022) 	

Seniors, Aging in Place & Housing

COMMENTS RECEIVED FROM THE	Is this something that can be addressed	d in the Official Plan?	Is Council	
ROUND TABLE MEETING	NO	YES	direction	
	Can it be addressed elsewhere within	How can this be addressed in the Official	required?	
BUSINESSES GEARED TO SENIORS: All medical, aliement specialist, are outside of the municipality, Check permitted uses in Primrose business park, Home based businesses	the Township's authority Zoning Amendment required to implement OP	 Plan? Official Plan permitted uses Home Based Business Policies 		
RANGE OF HOUSING Group homes Senior clusters Senior compounds Number of kitchens in shared communities	Building code	 Housing Policies 		

Sidewalks Maintenance Armstrong subdivision Townhouses – stairs Bungalow, bungalofts – large accessible doors, single floor design Semi detached shared garage walls and driveways Material is not important. Functionality is important MINIMUM HOUSING SIZE • 700 sq ft • Maybe we don't need a minimum as people will choose a minimum • Cost implications of building and lots • Quality of the space versus size • Bachelor size, open concept • "homes for life" to allow portions for rental and aging in place type structure, "lock-outs" • Tax implications of house floor area versus affordability • Climate change implications	Zoning Amendment required to implement OP Tax implications	Affordable Housing Policies	What is the minimum acceptable size?
GROWTH PROJECTIONS – source of data	Growth Plan County MCR	 Growth Management Policies 	
GROUP HOMES, LONG TERM CARE	Zoning Amendment required to implement OP	Permitted Uses	Direction required

Public Engagement Outside of Official Plan Framework

COMMENTS RECEIVED FROM THE	Is this something that can be addressed	s this something that can be addressed in the Official Plan?	
ROUND TABLE MEETING	NO	YES	

	Can it be addressed elsewhere within the Township's authority	How can this be addressed in the Official Plan?	Is Council direction required?
SPEED: Can speed limits be reduced to	Public Works Department		
address rural character?			
Can the Public have input on road classifications?	Provincial requirements		
Can Public have input in infrastructure	Provincial requirement		
replacement vs rehabilitation and looks?	Engineering recommendations		
Climate change benefits of reduced	Strategic Plan		
speeds.	Procurement		
Speed limits and speed bumps			
Do not upload roads to County.	Council/County Council		
Protect unmaintained road			
allowances			
	County of Dufforin outbority within		
COUNTY FOREST USE –	County of Dufferin authority within		
horsebacking riding, hunting, walking,	Dufferin Forests		
mushroom picking, equine, ATV,			
snowmobiles, etc HUNTING	County outbority in County Foracta		
	County authority in County Forests		
Maintaining grass on shoulders PARKING – Bruce Trail Parking	Public Works Department - operational Public Works operations		
5	Bruce Trail Parking Lot Agreement		
impacting farm equipment	Signage and Enforcement		
FENCING – impact of snowsteam from	Public Works operations		
plows on wire fences			
NDCC FACILITY – use, programming,	NDCC Board		
accessibility, outdoor rink, community	Recreational Master Plan		
space, ball diamond			
SERVICES FOR SENIORS	Strategic Plan		
• Fall prevention course (November			
Fall prevention month)			

 Senior geared courses Accessible transportation (pick-up bus for usage? Private? Clearview survey formalized route or special pick-up, Uber, taxi, seniors driving seniors, seniors network, consideration for other age groups) New Tec – community transportation 	County is taking lead on transportation and transit options	
program for medical, groceries, etc geared to seniors (see website)		
 Township of Prince – bus facility Services to support the people – 		
healthcare, transportation (paramedics at home, home delivery of groceries) these services need to		
be promoted.		
ACCESSIBILITY FOR SERVICES	Communication Plan	
 Front counter height and chair 		
 Newsletters – more details about 		
what is happening		
Coffee time in basement to start		
communication and relationship		
building		
Hubs of connection Think of small events and neighbour		
 Think of small events and neighbour activities, street party with BBQ – 		
send to event committee		
Need pavilion in a central area (city		
square)		
Townhall weekend meeting		
Mayor highlight video recordings		
Recording of council meetings		

 "you are invited" Community townhall meeting updates more than 2 per year, hamlet tables 		
DEVELOPMENT CHARGES	Development Charge By-law	
PRIMROSE BUSINES PARK -		
attraction, encouraging ED? Is there	accordance with PA. Timelines and EDC	
anything outside of Primrose for	unknown.	
industrial development		

From: Lingard, Norman <norman.lingard@bell.ca>
Sent: September 19, 2022 2:07 PM
To: Roseann Knechtel <rknechtel@mulmur.ca>
Subject: Proposed Official Plan & Zoning By-law Amendment

Good afternoon,

Thank you for circulating Bell Canada on the proposed Official Plan and Zoning By-law Amendment for the Township of Mulmur. Bell appreciates the opportunity to engage in infrastructure and policy initiatives across Ontario.

While we do not have any specific comments or concerns pertaining to this initiative at this time, we would ask that Bell continue to be circulated on any future materials and/or decisions related to this matter.

Please forward all future documents to <u>circulations@wsp.com</u> and should you have any questions, please contact the undersigned.

Have a great week.

Yours truly,

Norm Lingard Senior Consultant – Municipal Liaison Network Provisioning norman.lingard@bell.ca | 🕿 365.440.7617





Official Plan Questionnaire

What is your vision for Mulmur?

he council must inform residents By Mail, 'if agressive businesses are planning to move close to their weighourhoods.

What do you currently like about the Township's Official Plan?

- really like the Garden Township Man because I will feel that I can frust the Township 5 decisions over every little detail. I want the Council to work for the residents! (not the businesses)

What do you think should be changed?

No more bars or places that promote the sale of Alcohol : or vapang. Maghe, bike lawes on river road the Councillors should not have a feeling of being the Would you like to be added to the Circulation List? IN YES X NO 1 2 1. . . . a relaxed feeling of Name: Row Parsons Contentment along with their Residents Email: d Mailing address: Malmur, Oart. P.S. - How about an Indoor Pool. Mer Terra Wova - MAHA; Haw



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ – 2022

BEING A BY-LAW TO AMEND BY-LAW NO. 28-18, AS AMENDED, THE COMPREHENSIVE ZONING BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR.

WHEREAS the Council of the Corporation of the Township of Mulmur is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O.1990 c.P. 13, as amended;

AND WHEREAS Council hosted a public meeting on September 1, 2021, September 7, 2022 and October 5, 2022;

AND WHEREAS Council is satisfied that Notice of the Public Meeting have been given in accordance with the *Planning Act,* R.S.O.1990, c.P. 13, as amended, and that no further notice is required;

AND WHEREAS Council is satisfied that the proposed amendments are appropriate and in accordance with the Official Plan in effect at the time, as well as applicable Provincial policies and plans;

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

- 1. Section 3.2.1.2 Large Accessory Buildings as Principal Uses is hereby amended by replacing 120m² with 140m² wherever it appears.
- 2. Section 3.2.3 Regulations for Accessory Buildings and Structures is amended by replacing 10 m² with 15 m² wherever it appears in section 3.2.3 and replacing the table with the following:

Provisions applying to Accessory Building and/	Zon	е										
or Accessory Structure	Countryside Area (A)	Rural Residential	Hamlet Residential	Estate Residential	Rural Commercial	General Commercial	Business Park Gateway Core, Transition	Highway Commercial	Industrial	Recreational	Institutional	Open Space
Required to meet zone requirements	~	•	•	~	~	~	•	~	>	•	~	~

	1								-	1	1	
Permitted in front of Principal Building	~											~
provided it meets minimum front yard and												
exterior side yard setbacks of zone												
Maximum total number of all accessory	2	2	1	1	2	1	1	1	1			
buildings or structures having a gross floor												
area of 15 m ² or less, not including <i>non</i> -												
commercial wind turbines and non-												
commercial solar panels												
Maximum total number of all accessory	2	2	1	1	2	1	1	1	1			
buildings and structures greater than 15 m ²												
Maximum gross floor area as a percentage of	100	100	75	75	100	40	40	40	40			75
the floor area of the largest dwelling												
(including attached garage to a dwelling) or												
main building (%)												
Maximum gross floor area of all accessory	140	140	140	140	140							140
buildings and structures (m ²)												
Maximum height (m)	6	6	4.5	4.5	6	6	6	6	6	6	6	4.5
Ground floor area of accessory buildings and	~	~	~	~	~	~	\sim	~	~	~	~	~
structures shall be Included in calculation of												
total lot coverage												
Minimum interior side or rear yard setback, to	a ma	iximu	im of	f the	mini	mum	require	men	t for	the p	orinc	ipal
building on the lot where:												
Gross floor area is less than 20 m ²	1.5	n										
Gross floor area is between 20 m ² and	3m											
40 m ²												
Gross floor area between 40 m ² and		m										
60 m ²												
Gross floor area is greater than 60 m ²	6m											
Drevisions explains to Cisps	7.00	-										

Provisions applying to Signs	Zon	e										
	Countryside Area (A)	Rural Residential	Hamlet Residential	Estate Residential	Rural Commercial	General Commercial	Business Park Gateway Core, Transition	Highway Commercial	Industrial	Recreational	Institutional	Open Space
Maximum total number of signs	2	2	1	1	1	1	1	1	1	2	1	1
Maximum face areas of a sign accessory to	3	3	1	1	3	3	3	3	3	3	3	3
and providing advertising or identification in												
relation to the property or a land uses in												
Mulmur, unless otherwise specified. (m ²)												
Sign shall maintain a minimum setback of 4 m to	o all l	ot lin	es ar	nd sh	all be	e perr	nitted ir	n the	front	t yaro	d.	
No sign shall be illuminated.												

- 3. Section 3.2.5 Signs is deleted in its entirety.
- 4. Section 3.3 Dwelling Units, Additional Single Dwellings & Attached Accessory Dwelling Units is amended by deleting section 3.3.2 and 3.3.3. and is replaced with the following:

3.3.2 Detached Additional Single Dwellings

Where an additional detached single dwelling is permitted, such dwelling shall comply with the following provisions:

- i) Minimum lot size shall be 2.0 ha.
- *ii)* The gross floor area of the additional single dwelling shall be no more than 50% of the gross floor area of the principal single detached dwelling, and no more than 80 m², and shall not exceed the lot coverage for all accessory structures in subsection 3.2.3.
- *iii)* Such dwelling shall only be permitted where there is a site plan agreement between the owner and Township.
- *iv)* A detached accessory dwelling unit shall not be permitted if there is already more than one dwelling unit.

3.3.3 Attached Accessory Dwelling Unit

Where an attached accessory dwelling unit is permitted, the following provisions shall apply;

- v) Minimum lot size shall be in accordance with section 3.10.2.3, Existing Undersized Lots of Record.
- vi) Water and septic services shall be adequately sized to allow for the accessory dwelling unit.
- vii) Accessory dwelling unit and main dwelling shall be attached either through a common ceiling/floor or wall having a minimum face area of 12 m². A common breezeway or any other form of roof connection or hallway shall not be considered attached.
- viii)An attached accessory dwelling unit will not be permitted if there is already a second dwelling unit.
- 5. Section 3.3.9, Dwelling Units in Non-Residential Buildings shall be amended by adding the following at the end of the subsection:

Where an accessory attached dwelling unit is permitted to be located within non-residential building, such dwelling unit shall be located behind or above the non-residential use.

- 6. Section 3.6, Home Industry is amended by deleting subsection iii) and replacing subsection i) with the following:
 - i) All development shall be subject to site plan control.

7. Section 3.7, Home Occupations is amended by deleting subsection ii) and adding the following to the end of subsection vii:

"A catering business shall be permitted but a restaurant, including take-out shall not be permitted. Pick-up of frozen foods and bulk bakery items prepared on site, is permitted."

- 8. Section 3.8.3, Backyard Hens is deleted in its entirety and the remaining sections renumbered accordingly.
- 9. Section 3.8.4 On-Farm Diversified Uses is deleted and replaced with the following:

3.8.4 ON-FARM DIVERSIFIED USES

Where permitted, on-farm diversified uses shall be subject to the following provisions:

- *i)* The on-farm diversified use (including lands for buildings, structures, landscaping, servicing, buffering, parking) may occupy no more than 2% of the property on which the uses are located, to a maximum of 1 ha.
- ii) Maximum ground floor area of all buildings and structures building shall be 20% of the 2% of the lot area, to a maximum of 200 m2.
- *iii)* The floor area of farm building that existed prior to 2012 may be used in the on-farm diversified use and calculated at 50% floor area towards the maximum 20% of the 2% lot area.
- iv) All on-farm diversified uses shall be subject to site plan approval.
- v) Except as otherwise permitted as an agricultural use, including but not limited to agri-tourism and farmer's market, all business use shall be conducted within a completely enclosed structure.
- vi) No outdoor storage shall be permitted.
- vii) An assembly hall any other event facility will only be considered through a site specific amendment, to this by-law, or a special event permit.
- 10. Section 4.1.1, Permitted Uses is amending by replacing the second permitted use, being an "Additional Single dwelling ASD (1)

Accessory	dwelling	unit	in	а	detached	Х	X
structure (1) in accord	lance	with	ı se	ection 3.3		

- 11. Section 4.2.1 is hereby amended by deleting "or habitable pool house" from subsection ii.
- 12. Section 4.8, Recreational, 4.9, Institutional, 4.10.1 Business Park Gateway, 4.10.2 Business Park Core, and 4.10.3. Business Park Transition are amended by adding "assembly hall" to subsection Permitted Uses.

- 13. *Marijuana Growing Facility* and *Medical Marijuana Facility* shall be replaced with *Cannabis Facility* wherever they appear.
- 14. The definition for Agricultural Use in section 5 shall be amended by adding "including the growing of cannabis and hemp" after "biomass".
- 15. Section 5, Definitions, is hereby amended by adding the following definitions in alphabetic order:

Assembly Hall: means a large room or building where people can congregate, hold meetings, weddings or multiple uses, but shall not include a Place of Worship.

Catering Business: means a business that prepares food and/or beverage and does not include any on-site consumption of food and beverages. A catering business shall comply with all regulations and licensing requirements.

Take-Out Restaurant: means a restaurant or business that offers individual meals or beverages to be purchased and are ready to consume immediately

16. The following definitions in section 5 shall be deleted and replaced with the following:

CANNABIS FACILITY: means the growing of cannabis (marijuana) as authorized by the Government of Canada, either outdoor or within a building or structure. A cannabis facility may also include accessory research, accessory processing and accessory cannabis retail as licensed by the AGCO.

ON-FARM DIVERSIFIED USES: means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agri-tourism uses, and uses that produce value-added agricultural products. Ground mounted solar facilities are permitted in prime agricultural areas, including specialty crop areas, only as on-farm diversified uses.

IMPLEMENT SHED: means a building having a minimum gross floor area of 140 m², other than a dwelling unit that is capable of being used for some agricultural purpose or purposes, the non-commercial storage of products or commodities produced on a farm, hay or straw storage, the storage of farm machinery and equipment or any other similar purpose incidental to a permitted agricultural use on the lot. Such building shall be accessory to a crop operation having a minimum of 15 ha of tillable land or accessory to a livestock facility. This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended, the By-law shall come into effect upon the approval of the Local Planning Appeal Tribunal.

READ A FIRST, SECOND and THIRD TIME, and finally passed this 5th day of OCTOBER, 2022

JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. -2022

BEING A BY-LAW TO RESCIND VARIOUS BY-LAWS IN THE TOWNSHIP

WHEREAS section 11 of the Municipal Act, 2001, S.O. 2001, c.25, provides that a lower tier municipality may pass by-laws regulating matters within the spheres of jurisdiction set out therein;

AND WHEREAS the Council of the Corporation of the Township of Mulmur has enacted by-laws that duplicate subject matter and are no longer considered relevant;

AND WHEREAS the Council of the Corporation of the Township of Mulmur is desirous to maintain an up-to-date records management system;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- 1. That the following by-laws and all amendments made thereto are hereby rescinded
 - a. No. 29-2009: Emergency Management By-law
 - b. No. 18-2012: Public Works Tariff of Fees By-law
 - c. No. 02-2019: Annual Allowance for Council By-law

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of October, 2022.

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JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2022

BEING A BY-LAW TO AMEND BY-LAW NO. 28-18, AS AMENDED, THE ZONING BY-LAW FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR WITH RESPECT TO CON 2 W E PT LOT 31 RP 7R4087 PART 5, TOWNSHIP OF MULMUR, COUNTY OF DUFFERIN (HUMPHREY).

WHEREAS the Council of the Corporation of the Township of Mulmur is empowered to pass By-laws to regulate the use of land pursuant to Section 34 of the *Planning Act*, R.S.O.1990 c.P. 13, as amended;

AND WHEREAS an application to re-zone CON 2 W E PT LOT 31 RP 7R4087 PART 5 has been received, to change the zoning of the lands from the Rural Residential (RR) Zone to the site specific Rural Residential Exception Thirteen (RR-13) Zone.

AND WHEREAS Council has deemed that the application is a complete application and is satisfied that Notice of both the Receipt of a Complete Application and of the Public Meeting have been given in accordance with the *Planning Act,* R.S.O.1990, c.P. 13, as amended, and that no further notice is required;

AND WHEREAS Council is satisfied that the proposal to re-zone the lands accordingly is appropriate and in accordance with the Official Plan in effect at the time the application was made, as well as applicable Provincial policies and plans;

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

- 1. Schedule "A" to Zoning By-law No. 28-18, as amended, is hereby further amended by re-zoning CON 2 W E PT LOT 31 RP 7R4087 PART 5, in the Township of Mulmur from the Rural Residential (RR) zone to the Rural Residential Exception Thirteen (RR-13) Zone, as shown on Schedule "A" attached hereto and forming part of this By-law.
- 2. Section 4.2.3, Rural Residential Exceptions of Zoning By-law No. 28-18, as amended, is hereby further amended by adding the following:

4.2.3.11 Rural Residential Exception Thirteen (RR-13) Zone (Roll 6-10000)

Notwithstanding the provisions of section 4.2.2 for the Regulations for Permitted Rural Residential Uses, to the contrary, on lands zoned Rural Residential Exception Thirteen (RR-13) the minimum front yard (south) setback shall be 13m and the minimum rear

yard (north) setback shall be 9m. In all other respects, the provisions of this By-law shall apply.

This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended, the By-law shall come into effect upon the approval of the Ontario Land Tribunal.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of OCTOBER 2022.

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JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK

SCHEDULE A

TO BY-LAW _____ - 2022

Property Description

CON 2 W E PT LOT 31 RP 7R4087 PART 5, Township of Mulmur, in the County of Dufferin



Lands to be rezoned from the Rural Residential (RR) Zone to the Rural Residential Exception Thirteen (RR-13) Zone



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2022

BEING A BY-LAW TO ESTABLISH A COUNCIL-STAFF RELATIONS POLICY FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR

WHEREAS section 5(3) of the *Municipal Act, 2001 S.O. 2001, c.25*, as amended, provides that a municipal power shall be exercised by by-law;

AND WHEREAS section 9 of the *Municipal Act, 2001* provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

AND WHEREAS section 270(1) of the *Municipal Act, 2001* requires that a municipality shall adopt and maintain policies with respect to the relationship between members of council and the officers and employees of the municipality;

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

1. THAT the Council-Staff Relations Policy substantially in the form attached hereto as Schedule "A" be hereby implemented.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of OCTOBER 2022.

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JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK

By-law -2022



Council Staff Relations Policy

1. Policy Statement

1.1 The Township of Mulmur recognizes the importance of Council-Staff relations and encourages communication between staff and Council. The relationship between Council and staff is a vital component of an effective municipal government and it is important to respect one another's roles so they can service the public in an effective and efficient manner. The Township is committed to a respectful and productive relationship between and amongst Council, Members of Council and Staff of the Township, in furtherance of their respective roles established by statute, the municipal by-laws and policies, corporate administrative direction, and operating conventions.

2. Purpose

- 2.1 The *Municipal Act, 2001* requires Council to adopt and maintain a policy with respect to the relationship between Members of Council and the Officers and employees of the Township.
- 2.2 The purpose of this Policy if to guide the nature of business interactions between Members of Council and Staff and to provide a mechanism to address workplace matters between the parties.

3. Scope and Application

- 3.1 This policy applies to Members of Council and all Staff of the Township of Mulmur and is intended to complement related Council Policies including but not limited to the Procedural By-law, Council Code of Conduct, Employee Code of Conduct, Use of Corporate Resources, Accountability and Transparency, and Workplace Violence and Harassment.
- 3.2 This policy is to be applied wherever and whenever interactions occur, including onsite at Township facilities or external to Township facilities, both during or outside of regular hours of work.
- 3.3 If there is a discrepancy between this policy and the Procedural By-law or the Council Code of Conduct, the Procedural By-law or the Council Code of Conduct will prevail.

4. Definitions

Act means the *Municipal Act, 2001*, S.O. 2001, as amended which for the purposes of the Policy, outlines the roles and responsibilities of Members of Council and officers and outlines the requirement for such Policy.



Chief Administrative Officer (CAO) means the Chief Administrative Officer of the Township of Mulmur.

Clerk means the Clerk of the Township of Mulmur.

Code of Conduct means that Code of Conduct for Council, Local Boards and Committee Members.

Council means the Council of the Corporation of the Township of Mulmur.

Department Head means the head of a department for the Township of Mulmur.

Integrity Commissioner means the independent accountability officer of the Township, appointed by Council to exercise a range of important functions under the Act. The Integrity Commissioner is responsible for providing education and advice to Members of Council, and presiding over complaint investigations.

Mayor means the Head of Council as defined in the Act, as elected to represent the Township.

Meeting means any regular, special or other Meeting of a Council or a Committee.

Member(s) means any person duly elected or appointed to serve on the Council of the Corporation of the Township of Mulmur.

Officer(s) means certain staff (e.g., Chief Administrative Officer, Chief Building Official, Clerk, Fire Chief, Treasurer, etc.) who have duties or accountability provisions set out in specifical legislation.

Procedural By-law means the Procedural By-law of the Township of Mulmur.

Staff means all employees and volunteers who perform work for or delivers services on behalf of the Township, and excludes Council, Board and Committee Members.

Township means the Corporation of the Township of Mulmur



5. Guiding Principle

- 5.1 This policy shall be interpreted and applied in accordance with the principle that, in all respects, Members and Staff shall:
 - a) relate to one another in a courteous, respectful and professional manner;
 - b) respect their roles and responsibilities and the roles and responsibilities of others;
 - c) work together to produce the best results and outcomes for the Township and always take into account the collective and public interest of the Township;
 - d) demonstrate a commitment to accountability and transparency among Council staff and the general public;
 - e) Act in a manner that enhances public confidence in local government.

6. Roles of Council and Responsibilities of Members

- 6.1 It is the role of Council to:
 - a) represent the public and to consider the well-being and interests of the Township as a whole;
 - b) develop and evaluate the policies of the Township;
 - c) determine which services the Township provides;
 - d) ensure the accountability and transparency of the operations of the Township;
 - e) maintain the financial integrity of the Township; and
 - f) carry out the duties of Council under the Act and all other applicable legislation.
- 6.2 The role of Council means that:
 - a) Council as a whole is the governing body and that is comprises a collective decision-making body;
 - b) Members are representatives of the entire Township; and,
 - c) Staff serve the whole of Council rather than any individual Member.
- 6.3 Members acknowledge and agree to observe the following:
 - a) Members shall contact the Clerk regarding any procedural matters;
 - b) Members shall contact the Clerk to request any information regarding meeting agendas or minutes;
 - c) Members shall contact the relevant department head or designate for any specific department inquiries;



Council Staff Relations Policy

- d) discussions with Staff may be communicated to others within the organization and a Member cannot compel staff to confidentiality;
- e) Members have the same right to access information as members of the public, and that they cannot access records or information otherwise protected from disclosure by the *Municipal Freedom of Information and Protection of Privacy Act* or in accordance with the process set out in that statute;
- certain Staff are statutory officers and have specific statutory authorities, duties, powers and responsibilities that cannot be interfered with or derogated from; and
- g) Members shall comply with all approved policies relating to Council.
- 6.4 Members are encouraged to:
 - a) request input from Staff prior to making policy decisions;
 - b) discuss issues with Staff and advise them of questions prior to meetings, whenever possible, for better informed debate and evidence based decision making;
 - c) request advice from the Clerk about the appropriate wording of motions, amendments in accordance with the Procedural By-law; and
 - d) consult with the appropriate department head prior to responding to public concerns or requests to ensure accurate information regarding Township policies, service levels, budgets and work plans.
- 6.5 Members of Council should refrain from:
 - a) directing, instructing, or influencing Staff other than by giving appropriate direction by way of resolution from Council as a whole; and
 - b) attending technical meetings between Staff and consultants, applicants, contractors or legal advisors.

7. Roles and Responsibilities of Staff

- 7.1 It is the role of Staff to:
 - a) implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions and directions;
 - b) manage day-to day activites;
 - c) undertake research and provide advice to Council on the policies and programs of the municipality; and
 - d) carry out other duties required under the Act, other applicable legislations and any other duty assigned by the Township.



Council Staff Relations Policy

- 7.2 Staff acknowledge and agree that:
 - a) Council is the collective decision-making and governing body of the Township and is ultimately responsible to the electorate for the good governance of the Township;
 - b) Staff shall diligently and impartially implement Council's decisions and establish administrative practices and procedures to carry out Council's decisions and any duties specifically assigned to them by Council;
 - c) Staff shall provide Council with information based on professional expertise, research and good judgement in a professional and timely manner;
 - d) that all Members are equal and shall be treated as such and always with courtesy, respect and professionalism;
 - e) Staff shall notify their department head or CAO about inquiries from Members who will provide appropriate and timely follow-up to such inquiries as necessary;
 - f) Staff shall not speak publicly on any matter respecting any Council decisions or policies without authorization to do so, and shall refrain from publicly criticizing decisions of Council or Members; and
 - g) Staff shall at all times comply with any Council approved policies relating to Staff.
- 7.3 It is expected that Staff will:
 - a) ensure that Council is apprised of known issues that may impact their decision-making process in a timely manner;
 - b) provide advice based of political neutrality and objectivity utilizing their professional expertise;
 - c) notify Council in a timely fashion of changes to legislation and any unintended or unexpected impacts of policy decisions;
 - d) give effect to the lawful decisions, policies and procedures of the Council, whether or not the staff member agrees with or approves of them; and
 - e) provide all Members with the briefing materials, reports and information requested by an individual Member of Council.

8. Monitoring and Compliance

- 8.1 The CAO and/or Clerk shall be responsible for receiving complaints and/or concerns related to this Policy.
- 8.2 Upon receipt of a complaint and/or concern, the CAO and/or Clerk shall notify:
 - a) In the case of staff, the Department Head and/or Supervisor;



Council Staff Relations Policy

- b) In the case of the CAO, Member of Council; or
- c) In the case of a Member of Council, the Integrity Commissioner.
- 8.3 The CAO shall investigate all complaints under this policy related to Staff and take such action as is deemed appropriate in the circumstances and in accordance with all other applicable policies.
- 8.4 Members shall investigate all complaints under this policy related to the CAO and take such action as is deemed appropriate in the circumstances and in accordance with all other applicable policies.
- 8.5 The Integrity Commissioner shall receive all complaints under this policy related to Members and investigate in accordance with the process as set out in the Council Code of Conduct. The Integrity Commissioner shall proceed on the basis that only sections 6.3, 6.4 and 6.5 of this policy set out obligations that could be contravened, and only breaches of those sections would constitute breaches of the Code of Conduct. The Integrity Commissioner may receive and investigate concerns related to the other sections of this policy, and make appropriate recommendations, but may not make a finding that any of those other sections has been contravened.

9. Responsibilities

9.1 Members and Staff are required to adhere to this policy and its governing provisions, including all other existing applicable policies and procedures adopted by the Township.



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____-2022

BEING A BY-LAW TO ADOPT A CODE OF CONDUCT FOR MEMBERS OF COUNCIL AND LOCAL BOARDS OF THE TOWNSHIP OF MULMUR

WHEREAS Section 223.2 (1) of the *Municipal Act, 2001,* c. 25, as amended requires that a municipality shall establish codes of conduct for members of the municipality and of its local boards;

AND WHEREAS Section 11 of the Municipal Act, 2001, as amended authorizes municipalities to pass by-law regarding accountability and transparency of the municipalities and its operations;

AND WHEREAS Section 5 (3) of the Municipal Act, 2001, provides that a municipal power, including a municipality's capacity rights, powers and privileges under section 9, shall be exercised by by-law;

AND WHEREAS the Council of the Corporation of the Township of Mulmur deems it expedient and necessary to establish a Code of Conduct for Council, Local Boards and Committees;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- 1. THAT Council does hereby adopt a Code of Conduct attached substantially in the form attached hereto as Schedule "A" and forming part of this by-law
- 2. THAT By-law 19-2019 being Council's Complaint Protocol is hereby repealed.
- 3. THAT this by-law shall come into force and effect immediately upon the final passing thereof.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of OCTOBER 2022.

JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK

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1. Policy Statement

1.1 This written **Code of Conduct for Members of Council, Local Boards and Committees** helps to ensure that the *Members* of *Council, Local Boards* and *Committees* of the Township of Mulmur share a common basis for acceptable conduct. *The Code* is designed to provide a set of rules on ethical conduct and a supplement to the legislative parameters within which the *Members* must operate. These standards serve to enhance public confidence in the *Township's* decision making and operations and ensure that Mulmur's elected and appointed representatives operate from a base of integrity, impartiality, transparency, courtesy and professionalism.

2. Background

- 2.1 The *Municipal Act* requires each municipality to establish a code of conduct for members of its council and its local boards.
- 2.2 The Township *Code of Conduct* operates along with and as a supplement to the existing statues governing the conduct of *Members*, including but not limited to:
 - Municipal Act;
 - Municipal Conflict of Interest Act;
 - Municipal Elections Act, 1996;
 - Municipal Freedom of Information and Protection of Privacy Act;
 - Provincial Offences Act;
 - Human Rights Code;
 - Occupational Health and Safety Act; and
 - Criminal Code (Canada).

3. Scope and Application

- 3.1 This Code of Conduct applies to all Members of Council, including the Head of Council. This Code also applies to all Members of Local Boards and Committees of the Township, whether or not a Member of a Local Board or Committee is also a Member of Council.
- 4. Definitions

Chief Administrative Officer (CAO) means the Chief Administrative Officer of the Township.

Closed/In-Camera Meeting means any *Meeting* of *Council*, *Committee* or *Local Board* that is closed to the public in accordance with the *Municipal Act*.

Clerk means the Clerk of the Township.



Code of Conduct (the Code) means this Code of Conduct for Members of Council, Local Boards and Committees, including the appended Complaint and Application Protocol

Committee means a committee of Council, a board other than a *Local Board*, and a task force or working group constituted and appointed by Council, excluding a joint committee or legislated board that has its own policies and procedures.

Confidential Information means:

- a) Information in the possession of, or received in confidence by the *Township*, that it is prohibited from disclosing, or has decided to refuse to disclose, under the *Municipal Freedom of Information and Protection of Privacy Act*;
- b) A matter that has been debated or discussed at a *Closed/In-Camera Meeting*, or marked as "confidential", unless the matter is subsequently discussed in Open Session, or it is authorized to be released by *Council*;
- c) Information concerning litigation, negotiation, or personnel matters; and
- d) Reports of consultants, draft documents and internal communications, which, if disclosed, may prejudice the reputation of the *Township*, its *Staff*, or its effective operation.

Corporate Resources means means real property, goods and/or services owned, controlled, leased, acquired, or operated by the *Township* including but not limited to *Staff* services, facilities, parks, materials, equipment, monetary funds, technology, *Township* IT system and resources, databases, distribution lists, websites, social media, intellectual property, and supplies.

Council means the Council of the Township.

Gift, Favour or Hospitality means any gift, commission, hospitality, entertainment, reward, advantage or benefit of any kind.

Integrity Commissioner (Commissioner) means the independent accountability officer appointed under section 223.3 of the *Municipal Act*. The Integrity Commissioner is responsible for providing education and advice to *Members* of *Council* and conducting investigations.

An investigation means the same as an inquiry under section 223.4 or section 223.4.1 of the *Municipal Act*. In this Code, the words "investigation" and "inquiry" are interchangeable.

Local Board means a "local board" as defined in section 223.1 of the *Municipal Act*.



MCIA is the *Municipal Conflict of Interest Act.* In this Code, the terms are interchangeable.

Meeting means any regular, special or other meeting of a *Council*, *Local Board* or *Committee*.

Member means any person duly elected or appointed to serve on *Council* and any member of a *Local Board* or *Committee* of the *Township*.

Municipal Act means the Municipal Act, 2001, as amended.

Private Interest is defined in section 10.2.

Procedural By-law means the Procedural By-law of the Township.

Relative means, in relation to a *Member*:

- a) Spouse, including by not limited to common-law spouses and partners;
- b) Child, parent, sibling, grandchild, grandparent, aunt, uncle, niece or nephew, including all in-law and step relations;
- c) Adult or minor in a relationship where the adult has demonstrated a settled intention to treat the minor as a child of the adult's family, including a former minor if the relationship continues after the minor reaches the age of majority; and
- d) Any person who lives with the *Member* on a permanent basis.

The Staff means all employees and volunteers who perform work for or deliver services on behalf of the *Township*, but excludes *Council*, *Local Board* and *Committee Members*.

Township means the Corporation of the Township of Mulmur.

5. General Principles

- 5.1 This Code shall be interpreted according to the following principles:
 - a) *Members* hold positions of privilege and therefore shall discharge their duties in a manner that recognizes a fundamental commitment to the wellbeing of the community and integrity of the *Township*.
 - b) Members shall respect the role of Council as set out in the Municipal Act.
 - c) *Members* shall observe decorum and conduct themselves as outlined in the *Procedural By-law.*
 - d) *Members* shall act ethically.
 - e) *Members* shall perform their functions with integrity, accountability and transparency.
 - f) *Members* shall comply with all applicable legislation, by-laws and *Township* policies.



- g) *Members* acknowledge that the public has a right to open government and transparent decision-making.
- h) *Members* shall serve the interest of their constituents and the *Township* in a conscientious and diligent manner and shall approach decision-making with an open mind.
- i) *Members* shall support the mission, vision and values of the *Township*.

6. General Rules of Conduct

- 6.1 Every *Member* has the duty and responsibility to treat the public, the Staff and other *Members* in a respectful manner, without abuse, bullying, harassment or intimidation.
- 6.2 A *Member* shall ensure that the *Township* work environment is free from discrimination and harassment. A *Member* shall not use indecent, abusive, or insulting words or expressions toward any other Member, any member of the *Staff*, or any member of the public. A *Member* shall not speak in a manner that is discriminatory to any individual based on that person's race, ancestry, place of origin, creed, gender, sexual orientation, age, colour, marital status, or disability.
- 6.3 A *Member* shall comply with the Council-Staff Relations Policy. Contravention of that policy is deemed to be a contravention of this Code and may be investigated and enforced as a contravention of the Code.
- 6.4 A *Member* shall refrain from public criticism of other *Members*, the *Staff*, or any other person, that questions professional reputation, competence or credibility.
- 6.5 A *Member* shall not extend preferential treatment to any individual or organization.
- 6.6 A *Member* shall not attempt to influence any outcome or decision involving a *Relative*.
- 6.7 A *Member* shall not allow the prospect of future employment by a person or entity to adversely affect the *Member's* performance of duties to the *Township*.

7. Conduct at Meetings and Public Events

- 7.1 *Members* shall conduct themselves with decorum and professionalism at all *Council, Committee, Local Board* and other *Meetings* in accordance with the provisions of the applicable *Procedural By-law*, this Code, and other applicable law.
- 7.2 Responsibility for upholding rules of decorum and enforcing the *Procedural Bylaw* rests with the presiding officer of a *Meeting*, not the *Integrity Commissioner.*



7.3 *Members* may be requested to make public presentations outside of *Council*, *Committee*, *Local Board* and other *Meetings* or to attend public events as representatives of the *Township*. At any such event, every Member shall act with dignity and decorum, in a manner befitting a representative of the *Township*.

8. Media and Public Communication

- 8.1 *Members* shall respect the decision-making process of *Council* by accurately communicating the decision reached by majority of *Council*, Board or *Committee*. A *Member* has the right to explain reasons for disagreeing with or voting against a decision but must neither impede the *Staff* from implementing the majority decision, nor encourage contravention of a *Township* by-law or policy. Communication shall be governed by the principle that a *Member* has the right to disagree with a decision but must respect that a decision has been made.
- 8.2 Information related to decisions and resolutions of *Council*, Boards or *Committees* shall generally be communicated to the community by the *Staff*.
- 8.3 It is not the intent of the *Code of Conduct* to restrict the ability of a Member to express a personal opinion on matters of general interest. In such case, the Member must make it clear that the comment is being made in the capacity of private citizen, and not as representative of the *Township*.
- 8.4 The use of social media in any form by a Member constitutes communication with the public that is governed by this Section 8. *Members* shall identify in any social media communication that the views expressed by the Member are the views of that Member personally and do not represent the views of the *Township*.
- 8.5 A *Member* shall not take a position, before a court or tribunal or in any other legal proceeding, that is opposed to the position of the *Township* in the proceeding and shall not assist a party that opposes the *Township's* position in the proceeding. Exception: A *Member* may participate personally as a party to a legal proceeding that involves the *Member* but shall not participate in *Township* decision-making concerning the proceeding and shall not use the *Member*'s office or the influence of office in connection with the proceeding.

9. Confidentiality and Use of Information

- 9.1 *Members* shall hold in strict confidence all *Confidential Information* acquired as a direct or indirect result of the *Member's* role with the *Township*. *Confidential Information* shall not be disclosed except when required by law, or when authorized by *Council* or the *CAO*.
- 9.2 *Members* shall keep confidential any information:



- a) Disclosed or discussed at a *Meeting* of *Council*, *Committee*, *Local Board Meeting* or part thereof, that was closed to the public.
- b) That is circulated to *Members* that is marked confidential. Any closed session agenda package and any documentation marked confidential shall be kept securely until no longer required in the course of business and shall at that time be destroyed by the Member or returned to the *CAO* for destruction, no later than the end of that term of *Council*.
- c) That is communicated orally during a Closed/In-Camera Meeting.
- 9.3 The obligation to keep information confidential applies even after an individual ceases to be a *Member*, and non-compliance by a former *Member* is subject to investigation and enforcement under this Code as if the former *Member* were a *Member*.
- 9.4 A *Member* shall not use information acquired in the execution of the *Member*'s duties that is not available to the general public for the personal or financial gain of the *Member* or a *Relative*, or for any other purpose unrelated to the *Member*'s official functions.
- 9.5 A *Member* who receives a request for *Township* information shall refer it to the *Clerk* to be addressed in conformity with the *Municipal Freedom of Information and Protection of Privacy Act.*

10. Private Interests

- 10.1 The *Municipal Conflict of Interest Act* identifies a limited range of interests that *Members* must disclose and on which they may not engage in decision-making. It is the responsibility of each Member, not the *Staff*, to determine whether the Member has an MCIA pecuniary interest in a matter before *Council*, a *Local Board* or a *Committee*. Council has determined that this Code shall apply to additional interests not covered by the MCIA.
- 10.2 Specifically, the following are Private Interests of a Member and are subject to this Code:
 - a) a direct or indirect pecuniary interest of a *Relative* of the *Member* (other than a pecuniary interest already covered by the MCIA);
 - b) a direct or indirect pecuniary interest of a close personal friend of the *Member*;
 - c) a non-pecuniary interest of a *Relative* of the *Member*, and
 - d) a non-pecuniary interest of:
 - i. a body of which the *Member* is a member;
 - ii. the *Member*'s employer;
 - iii. an entity that contracts for the Member's services;
 - iv. an entity on whose board (or governing committee) the Member sits.



- 10.3 Under section 10.2, an indirect pecuniary interest is one that would be an indirect interest under section 2 of the MCIA if section 2 of that Act applied to the *Relative* or close personal friend.
- 10.4 A *Member* shall not borrow money from a person that regularly does business with the *Township* unless such person is an institution or company whose shares are publicly traded and that is regularly in the business of lending money.
- 10.5 A *Member* shall not act as a paid agent before *Council*, a *Committee*, a *Local Board*, or any other agency or body of the *Township*.
- 10.6 A *Member* is disqualified from voting on a matter in which the *Member* has a *Private Interest*.
- 10.7 Each *Member* shall:
 - a) Publicly disclose every *Private Interest* in a matter before *Council*, a *Local Board* or a *Committee*;
 - b) Neither participate in discussions concerning, nor vote on, a matter before *Council*, a *Local Board* or a *Committee* in which the *Member* has a *Private Interest;*
 - c) Not seek not to influence the vote, a *Staff* recommendation, or anyone's decision under delegated authority, on a matter in which the *Member* has a *Private Interest*; and
 - d) Leave that portion of a *Closed/In-Camera Meeting* in which a matter in which the *Member* has a *Private Interest* is considered.
- 10.8 In the case of a *Private Interest* under the Code and in the case of a pecuniary interest under the MCIA, a *Member* shall not, once a Code, *Private Interest* or an MCIA pecuniary interest in a matter is identified, have any involvement in the matter including:
 - a) participating in discussions or meetings (whether or not they are *Meetings* as defined in this Code) about the matter;
 - b) facilitating another person's meeting with the *Staff* or with another *Member* about the matter, or making an introduction for that purpose; and
 - c) providing advice to any person that would materially advance the matter.

11. Influence on the Staff

- 11.1 The purpose of this Section 11 is to ensure a positive working relationship between *Members* and *Staff* through a mutual respect for each other's roles and responsibilities.
- 11.2 Respecting the fact that the *Staff* work for the *Township* and are charged with making recommendations and advice based on political neutrality that reflects



their professional expertise and objectivity, a *Member* shall not attempt by undue influence to compromise a *Staff* member's neutrality or objectivity.

- 11.3 Acknowledging that only *Council* as a whole, in the duly called *Meeting* with a quorum present, has the capacity to direct the *Staff*, a *Member* shall not give direction to any *Staff* member.
- 11.4 Recognizing that the CAO is the only *Staff* person directly reporting to *Council*, a *Member* shall direct any concerns concerning the *Staff* through the CAO.
- 11.5 A *Member* shall not:
 - a) Maliciously or falsely injure the professional or ethical reputation of a *Staff* member;
 - b) Compel a Staff member to engage in partisan political activities or be subjected to threats or discrimination for refusing to engage in such activities; or
 - c) Use, or attempt to use, the *Member*'s authority or influence to intimidate, threaten, coerce, command, or influence any *Staff* member or to interfere with *Staff* duties.
- 11.6 A *Member* shall not interfere or attempt to interference in the independence of law enforcement, including by-law enforcement. A Member may use the *Council* and *Committee* process to address general, not case-specific, operational issues of law enforcement, and to pursue changes to law or policy.

12. Use of Corporate Resources

- 12.1 No Member shall use or permit the use of *Corporate Resources* other than for purposes connected with the discharge of municipal duties or associated community activities of which *Council* has approved.
- 12.2 The following uses of *Corporate Resources* are permitted:
 - reasonable and incidental personal use of equipment such as computers, cell phone, tablets, printers, scanner, copiers, email, file storage, or any other equipment or technology owned by the *Township* where no additional costs relating to such use are incurred and the use is of limited duration and frequency; and
 - b) use of *Township* property and facilities universally known to be available to other residents upon request and on equal terms.
- 12.3 *Members* shall comply with any other Township policies governing the use of *Corporate Resources* including but not limited to the Corporate Recourse Election Policy. Each such policy shall be administered and enforced as provided in the policy, and not by the Integrity Commissioner.



12.4 A *Member* shall not, on behalf of the *Member*, a *Relative*, or a close friend, seek or gain financial or personal benefit from the use of municipal intellectual property, computer programs, technological innovations, or other patentable items, while a *Member* or thereafter. All such property remains the exclusive property of the *Township*.

13. Gifts, Favours and Hospitality

- 13.1 An objective of this Section 13 is to ensure *Members* make, and are perceived to make, *Council* decisions based on impartial and objective assessment of each situation, free from influence of *Gifts, Favours and Hospitality*.
- 13.2 A *Gift, Favour or Hospitality* offered or provided to a *Relative*, friend or associate (business or otherwise) of a *Member*, for the benefit of the *Member*, is deemed to be offered or provided to the *Member*.
- 13.3 A Gift, Favour or Hospitality does not include:
 - a) A token, souvenir, mementoe or hospitality received in recognition for service on a *Committee* or *Local Board*, for speaking at an event or for representing the *Township* at an event;
 - b) A political contribution that is offered, accepted, reported, and within limits, in accordance with applicable law;
 - c) Food and beverage at a meeting, banquet, reception, ceremony or similar event;
 - d) Food, lodging, transportation, or entertainment provided by another level of government, by another local government, or by a local government board or commission;
 - e) A stipend from a board or commission on which the Member serves as a result of an appointment by *Council*;
 - Reimbursement of reasonable expenses incurred, and an honorarium received, in the performance of activities connected with municipal associations;
 - g) A gifts of a nominal value that is received as an incident of protocol or social obligation that normally and reasonable accompanies the responsibility of the office; or
 - h) A service provided without compensation by a person volunteering time.
- 13.4 Any stipend paid to a *Member* is intended to fully remunerate the *Member* for service to the *Township*.
- 13.5 A *Member* is prohibited from soliciting, accepting, offering or agreeing to accept any *Gift, Favour or Hospitality*, from a person, group or organization having dealings with the *Township*, that is connected directly or indirectly with the performance of duties of office or that could be reasonable construed as being given in anticipation of future, or recognition of past, special consideration by the *Member*.



13.6 Where it is not possible to decline a prohibited *Gift, Favour or Hospitality*, the *Member* shall report it to the *CAO*. It shall become the property of the *Township* and the *CAO* may determine that it be retained by the *Township* or be disposed for charitable purposes in the *CAO*'s sole discretion.

14. Role of the Integrity Commissioner

- 14.1 The *Integrity Commissioner* shall be appointed by By-law and operate independently of *Council*. The authority, powers, responsibilities and functions of the Integrity Commissioner are set out in Part V.1 of the *Municipal Act*, and references to them in this Code are for convenience only. Should a reference in the Code be inconsistent with the Act, it is understood that the Act governs.
- 14.2 The *Municipal Act* provides that the *Integrity Commissioner* may delegate in writing to any person, other than a *Member* of *Council*, any of the *Integrity Commissioner*'s powers and duties under Part V.1 of the Act. Upon exercising the discretion to make a delegation, the *Integrity Commissioner* shall disclose to the *Clerk* the delegation, its duration, and the basis of the *Integrity Commissioner*'s assessment that the delegate is qualified and capable.
- 14.3 As provided by the *Municipal Act*, if the *Integrity Commissioner*, when conducting an inquiry, determines that there are reasonable grounds to believe that there has been a contravention of any other Act, other than the *Municipal Conflict of Interest Act*, or of the *Criminal Code* (Canada), the Commissioner shall immediately refer the matter to the appropriate authorities and suspend the inquiry until any resulting police investigation and charge have been finally disposed of, and shall report the suspension to *Council*.
- 14.4 The *Integrity Commissioner* shall prepare and submit to *Council* an Annual Report that shall include at a minimum:
 - a) A break-down of costs incurred for the following categories of work performed (advice/investigations/dispute resolution/training);
 - A summary of the nature of requests for advice received and advice given, and without disclosing confidential information that could identify a person concerned;
 - c) A summary of inquiries not conducted, terminated, or resolved; and
 - d) Any recommendations for improvements to this Code or processes or any procedure, rule or policy of the *Township* governing the ethical behavior of the *Member*.

15. Requests for Advice

- 15.1 The *Municipal Act* provides that a *Member* may, in writing, request written advice from the *Integrity Commissioner* with respect to:
 - a) The obligations of the Member under the Municipal Conflict of Interest Act;



- b) The obligations of the Member under this Code; and
- c) The obligations of the *Member* under a procedure, rule or policy of the *Township* governing the ethical behavior of the *Member*.
- 15.2 Without disclosing its nature, a *Member* shall promptly inform the *Clerk* of the fact that a request has been made to the *Integrity Commissioner*.
- 15.3 A *Member* may only request from the *Integrity Commissioner* advice about the obligations of the requesting *Member*, and not about the obligations of another *Member*.
- 15.4 *Members* should be mindful of the cost to the *Township* to obtain the advice of the *Integrity Commissioner* and should exercise their *Municipal Act* right to do so in a responsible manner.
- 15.5 *Council* and *Members* should understand that the *Integrity Commissioner* is an accountability officer of the Township who operates independently, and that the giving of such advice does not create a solicitor-client relationship between the *Integrity Commissioner* and *Members*.
- 15.6 The *Municipal Act* prohibits the *Integrity Commissioner* from divulging a request or the advice given in response to a request, except with the *Member*'s consent or in the narrow circumstances identified in the Act. The *Integrity Commissioner* shall, however, include in the appropriate invoice the name of a Member who made a request and the amount of time spent responding, without indicating the nature of the request.
- 15.7 *Council* may take into account the volume and pattern of expenditures on requests for advice in asking the *Integrity Commissioner* to provide education to *Council* or individual *Members* about *Members*' obligations under this Code and the *Municipal Conflict of Interest Act*.

16. Enforcement, Penalties and Remedial Measures

- 16.1 Every *Member* shall comply with this Code. Any breach of this Code may be investigated by the *Integrity Commissioner* in accordance with this Code, and *Council* shall determine whether to impose a penalty on a *Member* found to have breached any provision of this Code or to adopt a remedial measure.
- 16.2 The *Municipal Act* authorizes *Council* to impose one or more of the penalties listed below, if so desired, on a *Member* that has contravened this *Code of Conduct*:
 - a) A reprimand; or
 - b) Suspension of the remuneration paid to the *Member* in respect to the *Member*'s services as a *Member* of *Council*, *Local Board* or *Committee*, as the case may be, for a period of up to 90 days.



- 16.3 The *Integrity Commissioner* may also recommend that *Council* adopt one or more of the following remedial measures:
 - a) Request for a written and/or verbal public apology;
 - b) Return of property or reimbursement of its value or of monies spent;
 - c) Removal from membership on any Committee or Local Board;
 - d) Removal as chair of a *Committee* or *Local Board*; and
 - e) Other remedial measures that the *Integrity Commissioner* believes are reasonably necessary to carry out the objectives of this Code.

17. No Reprisal or Obstruction

- 17.1 Every *Member* must respect the integrity of this *Code of Conduct* and inquiries and investigations conducted under it and shall co-operate in every way possible in securing compliance with its application and enforcement.
- 17.2 Any reprisal or threat of reprisal against a complainant or any other person for providing relevant information to the *Integrity Commissioner* or any other person is prohibited.
- 17.3 It is a violation of this *Code of Conduct* to obstruct the *Integrity Commissioner* in the carrying out of any of the Integrity Commissioner's responsibilities, including without limitation destroying relevant communications.
- 17.4 In response to a complaint or on the Integrity Commissioner's own initiative, after giving the Member an opportunity to be heard, the Integrity Commissioner may report to Council a finding of a contravention of this Section 17.

18. Complaint and Application Protocol

- 18.1 Any person who has reasonable grounds to believe that a *Member* has breached this Code may proceed with a complaint and request an investigation.
- 18.2 A complaint must be submitted within 90 days after the alleged violation occurred or the alleged violation came to the attention of the complainant. No complaint may be filed under any circumstances where the alleged violation occurred more than 6 months prior to the complaint being filed.
- 18.3 The Complaint and Application Protocol forms part of this Code as Appendix One.



APPENDIX ONE

COMPLAINT AND APPLICATION PROTOCOL

1. Application

- 1.1 <u>Code of Conduct</u>: This Protocol applies to inquiries and requests for inquiries under section 223.4 of the *Municipal Act*.
- 1.2 <u>Municipal Conflict of Interest Act</u>: Section 223.4.1 of the Municipal Act governs applications for inquiries into whether Members have contravened the MCIA. For convenience, this Protocol summarizes the provisions of that section.

2. Responsibilities

- 2.1 The *Municipal Act* provides that, among other functions, the *Integrity Commissioner* shall be responsible for:
 - a) Application of *the Code*, as well as any other ethical rules, procedures and policies for *Members*;
 - b) Application of sections 5, 5.1 and 5.2 of the *Municipal Conflict of Interest Act* (MCIA) for *Members*.

CODE OF CONDUCT COMPLAINTS

3. Complaint Procedure

- 3.1 All complaints (requests for inquiries) of alleged breaches of *the Code* shall be submitted to the *Clerk* on the form provided in Appendix Two. The *Clerk* shall forward each complaint form to the *Integrity Commissioner*.
- 3.2 Every complaint (request for inquiry) must clearly include:
 - a) The *Member* to whom the complaint relates;
 - b) The nature of the alleged contravention;
 - c) The specific provision(s) of *the Code* allegedly contravened;
 - d) Names of any witnesses to the alleged contravention; and
 - e) Written material in support of the alleged contravention.

4. Informal Complaints

- 4.1 Any individual who believes behaviour or activity by a *Member* contravenes *the Code* may address the behaviour or activity by doing one or more of the following:
 - a) Inform the *Member* that the behaviour or activity appears to contravene *the Code*.
 - b) Encourage the *Member* to acknowledge and to agree to stop the prohibited



behaviour or activity and to avoid future occurrences of it.

- c) Where the *Member* agrees to cease the behaviour, confirm in writing to the *Member* that the response is satisfactory, or, if applicable, that the response is not satisfactory.
- d) Document the incidents including dates, times, locations, other individuals present, and any other relevant information.
- e) Request the *Integrity Commissioner* to assist in informal discussion with the *Member* about the alleged behaviour or activity in an attempt to resolve the issue.
- f) Consider the need to pursue the matter in accordance with the formal complaint procedure, or in accordance with any other applicable judicial or quasi-judicial process or complaint procedure.
- 4.2 Individuals are encouraged, but not required, to pursue the informal complaint procedure as the first means of remedying behaviour or an activity believed to violate *the Code*.
- 4.3 With the consent of both the complaining individual and the *Member*, the *Integrity Commissioner* may participate in any informal process. The parties involved are encouraged to take advantage of the *Integrity Commissioner*'s potential role as a mediator of issues relating to an informal complaint. The informal process is not a precondition to pursuing the formal complaint procedure.

5. Integrity Commissioner's Classification and Decision to Investigate

- 5.1 Upon receiving the complaint, the *Integrity Commissioner* shall conduct an initial classification to determine whether the complaint is within the *Commissioner's* jurisdiction and whether the *Commissioner* should commence an investigation. The *Integrity Commissioner* may request additional information from the complainant prior to making an assessment.
- 5.2 The *Integrity Commissioner* may not assist in drafting the content of a complaint, but the *Commissioner* may:
 - a) invite a Complainant to clarify, or
 - b) permit a Complainant to amend or resubmit any complaint, including a complaint that does not meet the requirements of this Protocol.
- 5.3 The complaint is deemed to be received by the *Commissioner* when it is clarified, amended or resubmitted, as the case may be.
- 5.4 Under the *Municipal Act*, the decision to commence in inquiry lies in the *Integrity Commissioner*'s discretion.
- 5.5 A complaint, or part of it, lies outside the *Commissioner's* jurisdiction if the subject matter of the complaint, or part, relates more properly to another law or



to other complaint process or dispute resolution procedure.

- 5.6 The *Integrity Commissioner* shall only commence an investigation of a complaint, or part of it, that on its face contains allegations that if substantiated would constitute a breach of one or more provisions of *the Code*, and then only in relation to such provision(s).
- 5.7 The *Commissioner* has the discretion to decline to commence an investigation if on its face the complaint appears to be frivolous, vexatious or not made in good faith, and subsequently the *Commissioner* may terminate an investigation if at any time the *Commissioner* forms the opinion that the complaint is frivolous or vexatious or that the Complainant is not acting in good faith.
- 5.8 If the Complainant is a *Member*, where the *Integrity Commissioner* declines to commence or terminates an investigation on the ground that the complaint is frivolous or vexatious or that the Complainant is not acting in good faith, the *Integrity Commissioner* may report that fact to *Council* and name the *Member*.
- 5.9 If on its face the complaint, or part, relates more properly to another law or to other complaint process or dispute resolution procedure then the *Integrity Commissioner* shall respond to the Complainant in writing as follows:
 - a) If the allegation might relate to an offence under the *Criminal Code* or another criminal statute then the Complainant shall be informed that such allegation, if the Complainant wishes to pursue it, should be brought to the attention of the police.
 - b) If a complaint or part is more appropriately handled under the *Municipal Freedom of Information and Protection of Privacy Act* then the Complainant shall be informed that the matter falls under the responsibility of the *Clerk* and shall be given the *Clerk's* contact information.
 - c) If the complaint or part seems to fall under another *Township* policy then the complainant shall be informed how to pursue the matter under the other policy.
 - d) If for any other reason the complaint or part is not within the jurisdiction of the *Integrity Commissioner*, then the Complainant shall be so informed and given such additional reasons and/or referred to such agencies or authorities as the *Integrity Commissioner* considers appropriate.
 - e) If the complaint or part relates to a matter that is already subject to another process, including but not limited to a court proceeding under a human rights complaint, an arbitration hearing, or another court or tribunal proceeding, then the *Integrity Commissioner* may, in the *Commissioner*'s sole discretion, suspend any investigation pending the result of the other process.

6. Settlement, Withdrawal and Other Opportunities for Resolution

6.1 Following receipt and review of a formal complaint, or at any time during an



investigation where the *Integrity Commissioner* believes that an opportunity to resolve the matter may be successfully pursued, and both the Complainant and the Respondent agree, efforts may be pursued to achieve an informal resolution at the discretion of the *Integrity Commissioner*.

- 6.2 If a complaint is withdrawn, settled or informally resolved, ordinarily the *Commissioner* will not report to *Council* except as part of the annual report described in the Code.
- 6.3 When the Integrity Commissioner is of the opinion that it is reasonable to do so, the Commissioner may exercise the discretion to report to *Council* on a complaint that has been withdrawn, settled or informally resolved. In exercising discretion the Commissioner may consider factors that include:
 - a) the terms of any settlement agreement;
 - b) whether a report would bring closure to public allegations against a Respondent;
 - c) the parties' views on reporting; and
 - d) whether reporting would be in the public interest.

7. Investigation (Inquiry)

- 7.1 Except where the *Integrity Commissioner* exercises powers under sections 33 and 34 of the *Public Inquiries Act*, the investigation process shall be as follows:
 - a) Within 3 business days after receiving the complaint, the *Integrity Commissioner* shall decide whether to investigate the complaint or part of it.
 - b) The *Integrity Commissioner* shall inform the *Clerk* that an investigation is being commenced, and provide the Commissioner's file number for the investigation.
 - c) The *Integrity Commissioner* shall, the same day, issue to the Respondent and the Complainant a notice that identifies the allegation(s) and Code section(s) being considered in the inquiry and includes a copy of the complaint and all supporting documentation. The notice shall invite the Respondent to provide a written response to the allegation(s) within 7 business days.
 - i. To protect the right of a full and fair opportunity to respond, the Respondent shall be given the entire complaint, including the Complainant's name but not the contact information of a Complainant who is not a *Member*.
 - ii. In exceptional circumstances and only where the *Integrity Commissioner* is satisfied that a fear of intimidation or reprisal is well-founded, the *Integrity Commissioner* may redact information that would identify the Complainant or a witness, provided that the Respondent receives sufficient disclosure to understand the allegation(s) and to receive a full and fair opportunity to respond.



Where the Complainant is a *Member* of *Council* the Complainant's identifying information will not be redacted.

- d) Within 3 business days after receiving the Respondent's response, the *Integrity Commissioner* shall send the response to the Complainant with an invitation to reply within 7 business days.
- e) Within 3 business days after receiving the Complainant's reply, the *Integrity Commissioner* shall send the reply to the Respondent with a final chance to respond within 7 business days.
- f) After reviewing the complaint, the responses and replies, the *Commissioner* may speak to anyone, access and examine any other documents or electronic materials, and may enter any *Township* work location relevant to the complaint for the purpose of investigation and potential resolution.
- g) Within 45 calendar days after the complaint is received, or such longer period as the *Commissioner* deems necessary, the *Commissioner* shall draft a report containing the findings of the investigation, including draft conclusions about whether the Respondent contravened *the Code* and, where applicable, a draft recommended penalty, and submit it to the Respondent for representations and comments within 7 business days. If the Commissioner has not made a finding that the Respondent contravened the Code then this step (sharing a draft report with the Respondent) shall be omitted.
- h) Within 7 business days after receiving the representations and comments of the Respondent, and taking them into account, the *Integrity Commissioner* shall finalize the report and deliver it to the:
 - i. Clerk, for delivery to Council.
 - ii. Complainant.
 - iii. Respondent.
- 7.2 The *Integrity Commissioner* may make interim reports to *Council* where necessary and as required to address any instances of interference, obstruction, delay or retaliation encountered during the investigation.
- 7.3 The *Commissioner* has the discretion to extend any of the time frames and deadlines in this Protocol

8. Timing of Complaints in Relation to Municipal Elections

- 8.1 For convenience, this Section 8 of the Protocol summarizes requirements of the *Municipal Act*. In the case of any inconsistency, the Act governs.
- 8.2 A complaint must be investigated, and a report submitted to *Council* on or before Nomination Day in the year of a municipal election.
- 8.3 Investigations of complaints that are not completed as of Nomination Day in an election year shall be terminated on Nomination Day.



- 8.4 The complainant, or the *Member* or former *Member* who was the subject of the complaint terminated under this section may ask to re-commence the complaint within 6 weeks of Election Day by submitting a written request to the *Integrity Commissioner*, who may, provided the request is received within 6 weeks from Election Day, recommence the investigation. If a request is not made within 6 weeks of Election Day, then the investigation will shall not be re-commenced.
- 8.5 In addition, on or after Nomination Day until the end of Election Day in the year of a municipal election:
 - a) no complaint shall be filed;
 - b) the *Integrity Commissioner* shall not report to the Municipality about an ongoing investigation; and
 - c) the Municipality shall not consider whether to impose any penalty on a *Member* subsequent to an investigation.

9. Report and Recommendation(s)

- 9.1 After completing the investigation, the *Integrity Commissioner* shall prepare a report which shall make findings of fact and conclusions as to whether a breach of this *Code* occurred. If the report finds a contravention of the Code it shall make recommendations to *Council*.
- 9.2 The *Integrity Commissioner* shall forward the final report to the *Clerk* of the *Township*, who shall include it in the next regular agenda of *Council*.
- 9.3 The Respondent shall have the right of reply when the report is considered by *Council*.
- 9.4 If the report finds a contravention of the Code, then subsection 5(2.1) of the MCIA governs the procedure to be followed when the matter under consideration is whether to suspend the remuneration paid to the Member. According to that subsection, the *Member* may take part in the discussion of the matter, including making submissions to *Council* or the *Local Board*, as the case may be, and may attempt to influence the voting on any question in respect of the matter, whether before, during or after the meeting. However, the *Member* is not permitted to vote on any question in respect of the matter. In the case of a *Meeting* that is not open to the public, the *Member* may attend the *Meeting* or part of the *Meeting* during which the matter is under consideration.
- 9.5 Unless the *Integrity Commissioner* has reported that, in the *Commissioner*'s opinion, the *Member* has contravened this Code, the prospect of suspension of remuneration does not arise.
- 9.6 Where the Integrity Commissioner determines that there has been no



contravention of this *Code* or that a contravention occurred although the *Member* took all reasonable measures to prevent it, or that a contravention occurred that was trivial or committed through inadvertence or an error of judgment made in good faith, the *Integrity Commissioner* may so state in the report and may make appropriate recommendations.

9.7 Where a *Member* has sought and followed advice from the *Integrity Commissioner* and is subsequently the subject of a complaint, the *Integrity Commissioner* may refer to the earlier advice and, provided that the facts as set out in the earlier advice are still applicable, determine in a summary manner that there has been no breach of this *Code*.

APPLICATIONS ALLEGING BREACHES OF THE MCIA

10. Applications Related to the *Municipal Conflict of Interest Act*

- 10.1 Inquiries and applications for inquiries into alleged MCIA contraventions are governed by section 233.4.1 of the *Municipal Act* and not by *Township* policy or by-law. For convenience, that section is summarized below. In the event of an inconsistency, the *Municipal Act* governs.
- 10.2 An elector as defined in the MCIA, or a person demonstrably acting in the public interest, may apply in writing to the *Integrity Commissioner* for an investigation concerning an alleged contravention of section 5, 5.1 or 5.2 of the *Municipal Conflict of Interest Act* by a *Member*.
- 10.3 The written application shall be made to the Integrity Commissioner. The application shall set out the reasons for believing that the Member has contravened section 5, 5.1 or 5.2 of the MCIA. The application shall also include a statutory declaration (similar to a sworn statement, and made before a commissioner for taking affidavits) attesting to the fact that the Applicant became aware of the contravention not more than six weeks before the date of the application or, in the case where an applicant became aware of the alleged contravention during the period of time described in section 10.6 of this Protocol, a statutory declaration attesting to the fact that the Applicant became aware of the alleged contravention during that period of time.
- 10.4 No application may be submitted more than 6 weeks after the Applicant became aware of the alleged contravention.
- 10.5 An application for an investigation in an election year may only be submitted prior to Nomination Day or after Election Day.
- 10.6 In the event that an Applicant becomes aware of the alleged contravention within the period of time starting 6 weeks before Nomination Day in an election year, the complainant may apply to the *Integrity Commissioner* within 6 weeks after the day after Election Day.



- 10.7 Where an investigation has not been completed before Nomination Day in an election year, the *Integrity Commissioner* shall terminate the investigation on that day. Another investigation in respect of the matter shall not be commenced unless the Applicant, or the *Member* whose conduct is at issue, applies in writing to the *Integrity Commissioner*, within six (6) weeks after voting day in a regular election, for the inquiry to be carried out.
- 10.8 The *Integrity Commissioner* shall complete the investigation within 180 days of receipt of the Application, unless the investigation is terminated due to the timing of a municipal election.

11. Decision and Reasons

- 11.1 The *Municipal Act* provides that:
 - a) Upon completion of the inquiry, the *Commissioner* may, if the *Commissioner* considers it appropriate, apply to a judge under section 8 of the MCIA for a determination as to whether the *Member* has contravened the MCIA.
 - b) The *Commissioner* shall advise the Applicant if the *Commissioner* will not be making an application to a judge.
 - c) After deciding whether or not to apply to a judge, the *Commissioner* shall publish written reasons for the decision.
 - d) The *Commissioner*'s costs of applying to a judge shall be paid by the *Township* or a *Local Board*, depending on whether the *Member* contravened the MCIA as a *Member* of *Council* or as a *Member* of a *Local Board*.
- 11.2 At the same time as the *Integrity Commissioner* publishes written reasons for the decision, the *Integrity Commissioner* shall provide a copy to the *Clerk* who shall place them on the agenda of the next regular *Meeting* of *Council*.
- 11.3 Under the *Municipal Act*, the decision of the *Commissioner* to apply to a judge is not subject to *Council* approval. The Act does not, however, prevent the *Commissioner* from briefing *Council* on anticipated costs and receiving *Council*'s views on the pending application. At the first reasonable opportunity after the publication of written reasons for the decision, the *Integrity Commissioner* shall appear personally to present to *Council* a for-information report on costs of the application and to receive such input as Council may wish to provide, it being understood that the *Integrity Commissioner* is not bound by the views of *Council* and maintains carriage of the application to a judge in the *Commissioner*'s sole discretion.

PROVISIONS APPLICABLE TO BOTH COMPLAINTS AND APPLICATIONS

12. Confidentiality and Public Disclosure

By-law -2022



CODE OF CONDUCT

- 12.1 To ensure that a complaint or application is investigated (or settled or informally resolved) in a fair manner that respects the rights of the Complainant or Applicant, the Respondent and witnesses, until the final complaint report is delivered to *Council* or until reasons for the decision on an application are published, as the case may be, the parties shall maintain the confidentiality of the complaint or application process, including but not limited to the confidentiality of the complaint or application, responses, replies and other communications from the Complainant or Applicant, the Respondent and the *Integrity Commissioner*.
- 12.2 This Protocol forms part of the Code and, consequently, a breach of the Protocol is a breach of the Code. In response to a complaint or on the *Integrity Commissioner*'s own initiative, after giving the *Member* an opportunity to be heard, the *Integrity Commissioner* may report to *Council* a finding that a *Member* has contravened section 12.1, above.
- 12.3 The Integrity Commissioner may also take into account a Complainant's contravention of section 12.1 in exercising the discretion to terminate an inquiry into a complaint under the Code.
- 12.4 The *Municipal Act* requires that the *Integrity Commissioner* and every person acting under the instructions of the *Commissioner* shall preserve confidentiality with respect to all matters that come to the *Commissioner*'s knowledge in the course of the *Commissioner*'s duties, except as required by law in accordance with Part V.1 of the *Municipal Act*.
- 12.5 Subject to the *Municipal Act*, the *Integrity Commissioner* shall retain all records related to the complaints, applications, and investigations.
- 12.6 All reports from the *Integrity Commissioner* to *Council*, as well as any reasons for decision following an application alleging contravention of the MCIA, shall be made available to the public on the *Township* Website on a single Web page that is easily accessible.



APPENDIX TWO

CODE OF CONDUCT COMPLAINT FORM

Name:	
Address:	
Phone:	
Email:	

I, _____, believe that the following Member , of the Township of Mulmur Council or Local Board, has contravened with the Township of Mulmur Code of Conduct for

Council and Local Boards.

Breached Section(s) of the Code of Conduct:

Details:

Please include as much information as possible, including date(s), time(s), location(s) of conduct, supporting documentation, details and names of all persons involved, name(s) of witness(es)If you require more space, please attach to this complaint. If you wish to include attachments to support this complaint, please identify them and attach them to this complaint.

I, _____, believe that the facts as set out in this complaint are true to the best of my knowledge and belief and do hereby request the Integrity Commissioner for the Township of Mulmur to conduct an inquiry pursuant to the Township's Code of Conduct.

Signature



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2022

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR FOR OCTOBER 5, 2022

WHEREAS Section 5(1) of the *Municipal Act*, 2001, as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS Section 5 (3) of the *Municipal Act*, 2001, as amended, provides that municipal powers shall be exercised by by-law;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

- 1. All actions of the Council and Committees of Council of the Corporation of the Township of Mulmur for the aforementioned date in respect to every report, motion, by-law or other action passed and taken by Council or Committees of Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed by its separate by-law.
- 2. The Mayor of the Township and the proper officers of the Corporation of the Township of Mulmur are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 5th day of OCTOBER 2022.

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JANET HORNER, MAYOR

TRACEY ATKINSON, CAO/CLERK