



COUNCIL MINUTES October 6, 2021 9:00AM

Council Present: Mayor Horner, Deputy Mayor Hawkins, Councillors Boxem, Clark and Cufaro

Staff Present: Tracey Atkinson – CAO/Clerk/Planner, Heather Boston - Treasurer, Roseann Knechtel - Deputy Clerk

1.1 CALL TO ORDER

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

2.0 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 Cufaro and Seconded by Boxem

THAT Council approve the agenda.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

4.0 MINUTES OF THE PREVIOUS MEETING

Moved by Hawkins and Seconded by Cufaro

THAT the Minutes of September 1, 2021 are approved.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

5.0 DISCUSSION ARISING OUT OF THE MINUTES - NONE

6.0 DISCLOSURE OF PECUNIARY INTERESTS - NONE

7.0 FIFTEEN MINUTE QUESTION PERIOD

Mayor Horner announced the retirement of Warren Snell, Public Works Supervisor. Warren began his career with the Township in 1979. Quick to smile and easy going, he is going to be missed around the office and on the roads. We wish him a long and happy retirement.

Cheryl Russel – NDCC Architectural/Engineering for Design: The Treasurer reported that a contract was awarded to Dickinson & Hicks for NDCC Architectural/Engineering for Design. Could you please explain what services will be provided for \$18,500 and if this will include "an intrusive assessment of the building – structure, systems and materials"? Will Melancthon pay 50% or is Mulmur covering it all?

Response: Melancthon will be paying 50% of the cost. The scope of services include:

- Architectural and Engineering services for the assessment of existing facility to determine the extent of construction needed for the proposed expansion and renovation to the existing building.
- Preliminary design concept for proposed renovation and addition to suit program requirements. Structural, Mechanical and Electrical systems and materials to be assessed and reviewed by Engineers and report/recommendations to be provided.

Cheryl Russel – Joint Recreation Agreement: Has Melancthon Council met and passed the joint recreation agreement?

Response: Melancthon Council meets to discuss the joint recreation agreement on October 7, 2021.

8.0 PUBLIC MEETINGS

Mansfield Ski Club Site Plan Phase One (9:30am) David Germain LLP, Thomson Rogers & Gord Feniak, RJ Burnside

Mayor Horner welcomed David Germain of Thomson Rogers, Gord Feniak of RJ Burnside and members of the public to the non-statutory public meeting regarding the Mansfield Ski Club Site Plan Phase One development.

Tracey Atkinson, Planner explained the site plan agreement that is being considered is to allow Mansfield Ski Club to develop 48 new accommodation units. The Township staff, consulting Engineer and Township solicitor are satisfied that the proposed development, with a site plan agreement, meets the

requirements of the Township Official Plan and applicable legislation. The applicable agencies have provided the required permits, sign-offs and approvals to move forward with a site plan approval. Subject to the site plan agreement being approved by Council and registered on title, a By-law would be considered at the November 3rd meeting to consider removing the holding provision to allow the proposed development.

Gord Feniak of RJ Burnside, provided high level overview of the servicing, grading and drainage and confirmed the requirements for Phase 1 have been adequately satisfied.

David Germain of Thomson Rogers, confirmed that the terms of the agreement are acceptable to both the applicant and the Municipality.

Council received and responded to written and verbal questions from the public regarding the following topics:

- Effluent monitoring
- Timing of construction to satisfy the Environmental Assessment
- Monitoring and Reporting
- Permitted times for construction
- Roadside Parking
- Traffic Studies
- Commercial establishments
- Lighting pollution
- Occupancy / Leasing of units
- Security Deposits
- Access for the general public
- Benefits to the local community

Council discussion ensued regarding the impacts on taxation, land lease enforcement, wastewater discharge and capacity limits, zoning, liability, viability and the long-term plan for the Mansfield Ski Club.

Mayor Horner thanked everyone for their input and announced that a decision will be made later in the meeting.

9.0 DEPUTATIONS AND INVITATIONS - NONE

10.0 PUBLIC WORKS - NONE

11.0 TREASURY

11.1 Retirement and Long Service Award Policy

Heather Boston, Treasurer, presented the proposed changes of the Retirement and Long Service Award Policy.

Moved by Hawkins and Seconded by Cufaro

THAT Council receive and approve the Staff Appreciation, Retirement and Long-Term Service Awards Policy as presented.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

11.2 Council Conferences and Courses

Heather Boston, Treasurer, provided an explanation to the establishment and rationale of the policy.

Moved by Clark and Seconded by Boxem

THAT Council receive the Conference & Course Policy report, dated October 6, 2021, from the Treasurer.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

Moved by Boxem and Seconded by Clark

THAT Council direct staff to amend the Conference & Course Policy to include a requirement for written reporting back to Council following attendance at Conferences, Courses and Meetings;

AND THAT Council direct staff to bring back a report to the November meeting to consider opportunities for Mulmur Township to be a leader in climate change and possible involvement with the Ontario Climate Caucus and the National Elected Climate Caucus network.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

11.3 Cheque Signing Policy

Heather Boston, Treasurer, presented the proposed amendments to the Cheque Signing Policy and confirmed that Mulmur has strong segregation of duties to satisfy the auditors.

Moved by Clark and Seconded by Cufaro

THAT Council approve the amended Cheque Signing Policy as presented.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

11.4 2022 NVCA Budget

Moved by Boxem and Seconded by Cufaro

THAT Council approve the 2022 Nottawasaga Valley Conservation Authority operating budget of \$43,062.81 and capital budget of \$2,238.15 as presented.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

12.0 ADMINISTRATION

12.1 Intelivote Agreement

Roseann Knechtel, Deputy Clerk, provided an overview to the voting contract with Intelivote Systems Inc. and confirmed that staff will verify the process to address technical issues experienced during the last election.

Moved by Clark and Seconded by Hawkins

THAT Council authorize staff to enter into an agreement with Intelivote Systems Inc. for the 2022 municipal election.

	Yea	Nay
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Councillor Boxem	Y
Councillor Clark	Y
Councillor Cufaro	Y
Deputy Mayor Hawkins	Y
Mayor Horner	Y

CARRIED.

12.2 NDCC Auditor Identified Risks and Joint Recreation Agreement

Heather Boston, Treasurer, presented the proposed changes to the Joint Recreation Agreement.

The NDCC Board received the draft agreement at their meeting held on September 29, 2021 but did not discuss it. Discussion ensued regarding deferring the signing of the agreement to provide the NDCC Board another opportunity to review the changes.

Moved by Clark and Seconded by Hawkins

THAT Council receive the report titled NDCC Auditor Identified Risks and Joint Recreation Agreement;

AND THAT Council support the draft amended agreement as presented;

AND FURTHER THAT Council defer passing the bylaw approving entering into a joint recreation agreement until the next Council meeting.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

12.3 Fireworks Report

Roseann Knechtel, Deputy Clerk, provided an overview to fireworks regulations in Dufferin and Simcoe County.

Moved by Boxem and Seconded by Clark

THAT Council receive the report titled Fireworks Regulations;

AND THAT Council direct staff to return to Council at a later date with recommendations for inclusion in Noise By-law #28-2020 or the development of a bylaw regulating the use of fireworks in the municipality.

Yea	Nay
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Councillor Boxem	Y
Councillor Clark	Y
Councillor Cufaro	Y
Deputy Mayor Hawkins	Y
Mayor Horner	Y

CARRIED.

12.4 Shelburne District Fire Board Report

Roseann Knechtel, Deputy Clerk, provided an overview to the Town of Shelburne Service Delivery Review and possible dissolution of the Shelburne & District Fire Board.

Moved by Cufaro and Seconded by Boxem

WHEREAS Mulmur is interested in working with the affected municipalities to discuss the proposed dissolution of the Shelburne & District Fire Board;

NOW THEREFORE Council defer meeting with the impacted municipalities until a complete proposal for dissolution has been presented for discussion.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

12.5 COVID-19 Policy Report

Tracey Atkinson, CAO presented the actions being taken by staff to address the Provincial Passport requirements and recommendations from the Wellington Dufferin Guelph Public Health.

Discussion ensued regarding the return to in-person meetings for Council and Committees and the development of an employee vaccination policy.

Moved by Boxem and Seconded by Cufaro

THAT Council receive the report of Tracey Atkinson entitled COVID Vaccinations and Policies;

AND THAT the Safety Plan be updated on a continual basis as required, but that it not be updated to include an employee vaccination policy at this time.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	

Councillor Cufaro Y
Deputy Mayor Hawkins Y
Mayor Horner Y

CARRIED.

13.0 PLANNING

13.1 Zoning and Site Plan Agreement: Mansfield Ski Club

14.0 COMMITTEE MINUTES AND SUB-COMMITTEE REPORTS

- 14.1 Dufferin County Council – September 9, 2021**
- 14.2 Shelburne & District Fire Board Minutes – June 1, 2021**
- 14.3 Shelburne & District Fire Board Minutes – September 7, 2021**
- 14.4 NDCC Board of Management Minutes – August 17, 2021**
- 14.5 Community Communications Committee – September 14, 2021**
- 14.6 Community Communications Committee – 2021 Annual Report**
- 14.7 Economic Development Committee – September 16, 2021**
- 14.8 MM Fire Board Minutes – September 21, 2021**
- 14.9 Joint Recreation Subcommittee Minutes – September 22, 2021**
- 14.10 Mansfield Parks Advisory Committee – September 27, 2021**

Moved by Hawkins and Seconded by Clark

THAT Council receive the Committee Minutes and Sub-Committee Reports as copied and circulated.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

15.0 INFORMATION ITEMS (REPORTS, LETTERS)

- 15.1 NVCA Board Meeting Highlights: August & September 2021**
- 15.2 NVCA Media Release: 2022 Tree Planting**
- 15.3 Staff Memo: Phragmites Actions**
- 15.4 Staff Memo: NDCC Design**
- 15.5 Staff Memo: Dufferin PSB Submission**
- 15.6 Ontario News Release: Construction Noise Notice**
- 15.7 Ontario News Release: Youth Addictions Treatment and Recovery**

- 15.8 Town of Kingsville: Eye Care in Ontario Motion**

Moved by Clark and Seconded by Boxem

THAT Council receive the information items as copied.

AND THAT Council endorse item 15.8

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

16.0 CLOSED SESSION – Following Public Meeting

- 16.1** Solicitor Advice: Bylaw Enforcement Liability
- 16.2** Solicitor Advice: TRC Calls to Action
- 16.3** Solicitor Advice: NDCC Liability
- 16.4** Committee Applications

Moved by Cufaro and Seconded by Hawkins

THAT Council adjourn to closed session at 11:22 am for three (3) matters pursuant to Section 239 (2)(f) advice that is subject to solicitor-client privilege and one (1) matters Section 239 (2)(b) personal matters about an identifiable individual

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

Moved by Hawkins and Seconded by Clark

THAT Council do rise out of closed session at 12:28 pm and into open session with the following motions, reports, directions:

THAT Council provide direction to staff regarding by-law enforcement as discussed;

AND THAT Council appoint Catherine Carpenko to sit on the Mulmur Community Events Committee.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	

Deputy Mayor Hawkins Y
Mayor Horner Y

CARRIED.

17.0 ITEMS FOR FUTURE MEETINGS

- 17.1 Indigenous and Cultural Mindfulness Training: November 24, 2021
- 17.2 Phragmites Information
- 17.3 Fireworks Regulations
- 17.4 Council Course and Conference Policy Amendment
- 17.5 Climate Caucus Involvement
- 17.6 Bylaw Enforcement Policy Amendment

18.0 NOTICE OF MOTION - NONE

19.0 PASSING OF BY-LAWS

- 19.1 Housekeeping Bylaw
- 19.2 Bylaw to Enter into Site Plan Agreement (Mansfield Ski Club)
- 19.3 Bylaw to Enter into a Joint Recreation Agreement (NDCC)
- 19.4 Confirmatory By-Law

Moved by Clark and Seconded by Hawkins

THAT By-Law 19.2 be approved.

	Yea	Nay
Councillor Boxem		N
Councillor Clark	Y	
Councillor Cufaro		N
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

Moved by Boxem and Seconded by Cufaro

THAT By-Law 19.1 and 19.4 be approved.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

19.0 ADJOURNMENT

Moved by Clark and Seconded by Hawkins

THAT Council adjourns the meeting at 4:00 p.m. to meet again on Wednesday November 3, 2021 at 9:00 a.m. or at the call of the Chair.

	Yea	Nay
Councillor Boxem	Y	
Councillor Clark	Y	
Councillor Cufaro	Y	
Deputy Mayor Hawkins	Y	
Mayor Horner	Y	

CARRIED.

Janet Horner

Tracey Atkinson

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Janet Horner, Mayor

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Tracey Atkinson, Clerk