



**COUNCIL MINUTES  
May 1, 2024 – 9:00 AM**

Council Present: Mayor Horner, Deputy Mayor Hawkins, Councillors Clark, Cunningham, and Lyon

Staff Present: Tracey Atkinson, Heather Boston, Roseann Knechtel, Chris Wolnik

**1.0 CALL TO ORDER**

The Mayor called the meeting to order at 9:00 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 Cunningham and Seconded by Lyon**

THAT Council approve the agenda.

**CARRIED.**

**4.0 MINUTES OF THE PREVIOUS MEETING**

**Moved by Hawkins and Seconded by Clark**

THAT the minutes of April 3, 2024 are approved.

**CARRIED.**

**5.0 DISCUSSION ARISING OUT OF THE MINUTES - NONE**

**6.0 DISCLOSURE OF PECUNIARY INTERESTS**

Mayor Horner and Councillor Cunningham declared pecuniary interest to item 10.4 Committee and Board Council Appointments.

**7.0 PUBLIC QUESTION PERIOD**

Cheryl Russel inquired about broadband installation and monetary contributions from the Township of Melancthon for the NDCC renovations. Staff and Council

confirmed dates for broadband installation remain unknown and discussions on financial contributions were deferred at the last Melancthon Council meeting.

Ross Bailie inquired about budget impacts for improvements of the NDCC roof. Staff advised that there are enough funds in reserves to cover the costs.

Jim deMelo sought clarification on funding of the Mansfield water system. Staff confirmed it is paid by the users with capital connection fees for new users.

## **8.0 PRESENTATION**

### **8.1 Mulmur Police Services Board Recognition**

Council recognized Cheryl Russel and Jeff Sedgwick for their service and contributions to the Mulmur Police Services Board.

## **9.0 PUBLIC MEETINGS**

### **Moved by Lyon and Seconded by Cunningham**

THAT Council recess the regular meeting at 9:33 a.m. to hold a public meeting in accordance with Mulmur's procedural by-law and pursuant to Section 12 of the Development Charges Act, and Section 34 of the Planning Act, as amended, to present and obtain public input on the Armstrong Subdivision, General Housekeeping Zoning By-law Amendment, and the proposed Development Charges By-law and underlying background study.

**CARRIED.**

### **9.1 Armstrong Subdivision**

Council welcomed Greg Barker and the team from IPS Consulting who presented the draft plan of subdivision and zoning for the Armstrong Estates Subdivision. The development proposes 43 single detached dwelling with lot sizes ranging in 0.2-0.4 ha in size and 28 semi-detached dwellings geared towards aging demographics featuring 2 bedrooms, 2 parking spaces, communal septic systems, condo agreements and additional overflow parking.

The following public comments were received:

- Leah Pressey: desire to see commercial zoning and maintain topography, clarification sought on water capacity, sidewalks and affordability.
- Annette Benoit: the need for Airport Road upgrades to accommodate the increased traffic with lights and turning lanes.

- Joan Vanduzer: concerns with funding the water system upgrades, supports commercial zoning and requested the installation of fencing to protect neighbouring farmlands.
- Jim deMelo: concerns with water capacity, water system upgrades and future water rates. Encourages the supply of natural gas.
- Brian Whitney: on-street parking opportunities, dust/garbage control during construction and ongoing maintenance of sidewalks.

IPS Consulting addressed resident concerns noting conformity with the Township's Official Plan, studies completed to date, the current EA for the water system. Staff confirmed sidewalk maintenance would be the responsibility of the Township and that on-street parking can be regulated through Council's Traffic By-law.

The following Council comments were received:

- Concerns with future parking issues
- Conversion of the semi-detached units to more than 2 bedrooms
- Concerns with access and traffic onto Airport Road and County Road 17
- Accessibility in the semi-detached units
- Plans for environmentally friendly development

The applicant confirmed accessibility and conversion considerations noting builder responsibilities for green development.

Council recessed at 10:40 a.m. and returned at 10:50 a.m.

## **9.2 Development Charges**

Council welcomed Nancy Neale from Watson and Associates who presented an overview of the development charge background study. The draft proposal adjusts the Township's residential development charge to \$15,575 and non-residential charge to \$3.21 per square foot. Rates may be further adjusted based on the proposed Provincial legislative changes of Bill 185.

The following public comments were received:

- Cheryl Russel: sought clarification on development charges on secondary dwelling units.
- Ted Metz: sought clarification on current development charges.

Nancy Neale confirmed that development charges apply to third units and secondary units that are greater in size.

Council discussion ensued on development charge exemptions, the timing for payments, annual housing forecasts and emergency services allocations.

## **9.3 Housekeeping By-law Amendment**

Tracey Atkinson and Roseann Knechtel presented the proposed amendments to the Township's Zoning By-law.

Public comment was received from Cheryl Russel who thanked staff for their housekeeping efforts.

**Moved by Cunningham and Seconded by Clark**

THAT Council adjourns the public meeting and returns to the regular meeting at 12:47 p.m.

**CARRIED.**

Council recessed at 12:48 p.m. and returned at 1:32 p.m.

**10. REPORTS FOR DECISION**

**10.1 Cheque Signing Policy**

**Moved by Lyon and Seconded by Cunningham**

THAT Council approve the cheque signing policy as presented.

**CARRIED.**

**10.2 Health and Safety Program Support**

Discussion ensued on potential savings and programs offered through WSIB.

**Moved by Lyon and Seconded by Cunningham**

THAT Council direct staff to give notice to the County of Dufferin that the Township of Mulmur will be internalizing their Health and Safety program and are no longer in need of the upper tier staff support, effective May 31, 2024;

AND THAT Council direct staff to join the Workplace and Insurance Board Health and Safety Excellence program and bring forward an implementation progress report at a future Council meeting.

**CARRIED.**

**10.3 NDCC Fundraising Structure**

Discussion ensued on the terms of reference, per diems and reporting requirements. Direction was given to staff to amend the draft terms of reference to include end terms, vision and mission.

**Moved by Clark and Seconded by Cunningham**

THAT Council approve the NDCC Fundraising Structure and Terms of Reference;

AND FURTHER THAT the selection of community members for a campaign cabinet and fundraising task-force be considered in Closed Session.

**CARRIED.**

**10.4 Committee and Board Council Appointments**

Discussion ensued on Council member availability and committee interests.

Mayor Horner and Councillor Cunningham declared a pecuniary interest and left the room.

A recorded vote was requested by Councillor Clark.

**Moved by Lyon and Seconded by Clark**

THAT Council appoint the following Council members to sit on the various boards, committees and groups for the remaining term of Council:

- North Dufferin Community Centre Campaign Cabinet (1): Mayor Horner (Alternate: Councillor Cunningham) with no per diems
- Mulmur-Mono-Melancthon Police Services Board (1): Councillor Cunningham
- Economic Development Committee (1): Councillor Lyon
- Headwaters Collaborative Steering Group (1): Mayor Horner
- Mansfield Parks Committee (1): Councillor Cunningham
- Mulmur-Melancthon Fire Board (2): Deputy Mayor Hawkins / Councillor Lyon
- Nottawasaga Valley Conservation Authority (1): Councillor Clark
- Ontario Climate Caucus (1): Councillor Clark
- Provincial Offences (1): Councillor Lyon
- Rosemont District Fire Board (2): Deputy Mayor Hawkins / Councillor Clark
- Shelburne & District Fire Board (2): Deputy Mayor Hawkins / Mayor Horner
- Shelburne Library Board (1): Councillor Clark

**CARRIED.**

	<u>YAY</u>	<u>NAY</u>
<b>Mayor Horner</b>		
<b>Deputy Mayor Hawkins</b>	Declared Pecuniary Interest	
<b>Councillor Clark</b>	Y	N
<b>Councillor Cunningham</b>	Declared Pecuniary Interest	
<b>Councillor Lyon</b>	Y	

**CARRIED.**

Direction was given to the Clerk to provide note in the minutes that Councillor Clark's vote against the above motion was with respect to per diems.

Mayor Horner and Councillor Cunningham returned to the room.

## **11.0 COMMITTEE MINUTES AND REPORTS**

- 11.1 Dufferin County Fire Chief Meeting Notes: February 13, 2024**
- 11.2 Shelburne Public Library Board Minutes: February 20, 2024**
- 11.3 Ontario Climate Caucus Meeting Notes: March 2024**
- 11.4 Dufferin County Council Minutes: March 14, 2024**
- 11.5 Shelburne District Fire Board Minutes: March 18, 2024**
- 11.6 Mansfield Parks Advisory Committee Minutes: March 21, 2024**
- 11.7 Dufferin County Council Minutes: April 11, 2024**
- 11.8 Economic Development Committee Minutes: April 17, 2024**
- 11.9 Mansfield Parks Advisory Committee Minutes: April 23, 2024**

**Moved by Cunningham and Seconded by Hawkins**

THAT Council receives the Committee Minutes copied and circulated.

**CARRIED.**

## **12.0 REPORTS FOR INFORMATION**

- 12.1 1<sup>st</sup> QTR Planning Report**
- 12.2 1<sup>st</sup> QTR Financials**
- 12.3 2023 Annual Statement of Development Charge Reserve Funds**
- 12.4 Emergency Preparedness Funding Opportunities**
- 12.5 User Fee By-law**
- 12.6 Traffic By-law Amendment**
- 12.7 Spring Town Hall Poster**
- 12.8 Strategic Plan (Second Draft)**
- 12.9 2019-2024 Strategic Plan Achievements**
- 12.10 OPA #5 Notice of Decision**
- 12.11 County of Dufferin Notice of Adoption OPA #4**
- 12.12 Green Development Standards Info Slides**
- 12.13 Watson & Associates: Assessment of Bill 185, Cutting Red Tape to Build More Homes Act, 2024 and the Proposed Provincial Planning Statement, 2024**
- 12.14 NVCA Board Meeting Highlights: March 2024**
- 12.15 Emergency Management Ontario Correspondence**
- 12.16 Upper Grand District School Board: Long Term Accommodation Plan**

**Moved by Cunningham and Seconded by Lyon**

THAT Council receives the information items as copied.

**CARRIED.**

**13.0 ENDORSEABLE MOTIONS**

**13.1 Town of Goderich: Phase-out of Water Well Testing**

**13.2 Township of Clearview: Bill C-63**

**13.3 Town of Fort Erie: Ontario Heritage Act**

**13.4 Hastings County: Sustainable Infrastructure Funding for Small Rural Municipalities**

**13.5 The City of Brantford: Home Heating Sustainability**

**13.6 Town of Shelburne: Eradicate Islamophobia and Antisemitism**

**13.7 Municipality of Huron Shores: Resume Assessment Cycle**

**Moved by Clark and Seconded by Cunningham**

THAT the following items be endorsed: 13.1, 13.3, 13.4 and 13.7.

**CARRIED.**

Council recessed at 3:30 p.m. and returned at 3:37 p.m.

**14.0 CLOSED SESSION**

**Moved by Cunningham and Seconded by Lyon**

THAT Council adjourn to closed session at 3:37 p.m. pursuant to Section 239 of the Municipal Act, 2001 as amended for one (1) matter relating to personal matters about an identifiable individual, including municipal or local board employee and one (1) matter related to advice that is subject to solicitor-client privilege, including communications necessary for that purpose under section 239(2)(b)(f).

**CARRIED.**

**14.1 Board and Committee Appointments**

**14.2 By-law Enforcement**

**Moved by Cunningham and Seconded by Hawkins**

THAT Council do rise out of closed session into open session at 4:53 p.m. with the following motion:

THAT Council appoint Cheryl Russel as the Committee Representative on the Mulmur-Mono-Melancthon Police Service Board;

AND THAT Krista Harley be appointed to the Mansfield Parks Advisory Committee;

AND THAT Council direct staff to extend invitations for the NDCC Campaign Cabinet and NDCC Fundraising Task Force as discussed;

AND FURTHER THAT staff to directed to proceed with by-law enforcement as discussed.

**CARRIED.**

**15.0 ITEMS FOR FUTURE MEETINGS**

- 15.1 Arena Funding Formula and User Fees (June 2024)**
- 15.2 Mono-Mulmur Townline Parking (June 2024)**
- 15.3 Council Meeting Recordings Pilot Program Results (June 2024)**
- 15.4 Fire Department Analysis (June 2024)**
- 15.5 Recreational Trailers and Property By-law Infractions (June 2024)**
- 15.6 Community Grant Application Form (July 2024)**

**16.0 PASSING OF BY-LAWS**

- 16.1 User Fee By-law**
- 16.2 Traffic By-law Amendment**
- 16.3 Zoning Housekeeping By-law**
- 16.4 Confirmatory By-Law**

**Moved by Hawkins and Seconded by Lyon**

THAT By-Laws 16.1 to 16.4 be approved.

**CARRIED.**

**17.0 ADJOURNMENT**

**Moved by Cunningham and Seconded by Lyon**

THAT Council adjourns the meeting at 4:56 p.m. to meet again on May 4, 2024 for the Spring Townhall Meeting and June 5, 2024 for the next regular meeting of Council, or at the call of the Chair.

**CARRIED.**

Janet Horner

Roseann Knechtel

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**MAYOR**

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**CLERK**