



**ELECTRONIC
COUNCIL AGENDA
FEBRUARY 3, 2020
9:00AM**

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Meeting ID: 848 2998 8171

Page #

1.1 Meeting called to order

1.2 Approval of the Agenda

Staff recommendation: THAT Council approve the agenda.

1.3 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. Carried.

7

1.4 Passing of the previous meeting minutes

Staff recommendation: THAT the Minutes of January 13, 2021 are approved.

1.5 Declaration of pecuniary interest

1.6 Fifteen-minute question period (all questions must be submitted to the Clerk at info@mulmur.ca, a minimum of 24 hours before the meeting date)

2.0 PUBLIC MEETINGS

2.1 Mansfield Ski Proposal (9:00 a.m.)

(Presentation by applicant followed by response to questions in the following order: Written Questions to be read by the Clerk with the question being directed to the appropriate person for response, questions submitted virtually by member raising their hand and waiting for the Clerk to acknowledge, questions by members calling in via phone. Participants will be asked to state their name and address.

17 Response Matrix (from January 13, 2021 Meeting)
24 Letter of Concern from David Knight
25 Letter to Petition received - Inappropriate development - Mansfield Ski Club
26 Letter from Kyle Seebach, MP -dated January 8 - Pine River Valley Residents Group

27 **2.2 Z6-2020 Poirier Garage Addition (10:00 a.m.)**
PLAN 7M35 LOT 46, PART LOT 10, CON 7 EHS
41 SOMERVILLE CRESCENT

Staff Recommendation: THAT Council approve the proposed by-law.

37 **2.3 Z7-2020 WOOLNOUGH Second Dwelling (10:15 a.m.)**
CON 6E E PT LOT 9 RP 7R2308 PART 1 RP 7R2747 PART 1
936488 AIRPORT RD

Staff Recommendation: THAT Council deny the proposed amendment based on the lot size of the property with the increased density by the additional residential use on the property and to preserve Rural Character. There are other opportunities within the zoning by-law that would preserve Rural Character and allow for affordable housing through an attached addition to the existing dwelling.

3.0 DEPUTATIONS AND INVITATIONS

54 **3.1 Dufferin Farmers Association and Ontario Federation of Agriculture (10:45 a.m.) – Ben Lefort and Bill McCutcheon**
Re: Overview of Cost of Community Services Methodology

Staff Recommendation: THAT Council received the delegation from the Dufferin Farmers Association.

4.0 PUBLIC WORKS – None

5.0 TREASURY

84 **5.1 Restatement of Mulmur's 2021 Budget per O.Reg. 284/09**

Staff Recommendation: THAT Council receive and approve the report of Heather Boston, Treasurer, Restatement of Mulmur's 2021 Budget per O.Reg. 284/09.

86 **5.2 Community Grant Applications**

THAT Council approves the following applications: Team Van Go \$500; Museum of Dufferin \$300; and Primrose Elementary School \$35.

89 **5.3 SDFD 2021 Operation and Capital Budget**

Staff Recommendation: THAT Mulmur Township Council approves the Shelburne & District Fire Department total net operating budget and total capital levy budget for 2021 in the amounts of 566,764.00 and \$185,000 respectively.

6 ADMINISTRATION

91 **6.1 Procedural By-law Revisions**

Staff Recommendation: THAT Council receive the proposed changes to the procedural By-law and direct staff to bring the By-law for final approval to the March 3, 2021 Council Meeting.

109 **6.2 Dufferin Climate Action Plan – Draft Letter**

Staff Recommendation: THAT Council receive the Dufferin Climate Action Plan Draft Letter

AND FURTHER THAT Council direct staff to sign and send the letter to the appropriate leaders.

110 **6.3 Eh!tel Network Incorporated**

Re: Request for Letter of Support and Municipal Consent – Draft Letter

Staff Recommendation: That Council receive the Draft Letter of Support and Municipal Consent;

AND THAT Council strongly supports the application by Eh!tel Networks Inc. for funding from the "Universal Broadband Fund" program. As this funding would build much needed broadband fibre optic infrastructure to the Mulmur community;

AND FURTHER THAT Council directs staff to send the letter of support, as prepared to Eh!tel Networks Inc.

111 **6.4 Town of Orangeville – January 11, 2021 - Proposed Tow Truck Licensing By-law Dufferin County - Local Municipalities – January 11, 2021**

THAT Report CPS-2021-004 from the Town of Orangeville regarding proposed Tow Truck Licensing By-law Dufferin County Local Municipalities be received;

AND THAT the Township of Mulmur wishes to participate in Stage 1 of the development of a uniform Tow Truck Licensing By-law and contributes \$1000.00 as requested.

116 **6.5 Citizen of the Year Nomination Information**

7 PLANNING

7.1 Kako Building Envelope Agreement (see Item 13 - by-laws)

Staff Recommendation: THAT the by-law to authorize the Township of Mulmur to enter into a development agreement for the Kako/ Gostovic building envelope be approved.

118 **7.2 Second Dwelling Provisions Report**

Staff Recommendation: THAT Council receive staff report dated February 3, 2021 regarding Second Dwelling Provisions and approve the recommendations contained within.

128 **7.3 SPA01-2021 - Thompson Second Dwelling Agreement**
(Please refer to Item 13. for the draft agreement)

Staff Recommendation: It is recommended that this application be considered for approval by Council.

8 COMMITTEE MINUTES AND SUB-COMMITTEE REPORTS

- 143 **8.0 Dufferin County Council (verbal update only)**
146 **8.1 Nottawasaga Valley Conservation Authority - Member Nomination**
150 **8.2 Economic Development Committee– Draft Minutes dated January 21, 2021**
153 **8.3 Mulmur Melancthon Fire Board - Draft Minutes dated December 14, 2020**
158 **8.4 Mulmur Melancthon Fire Board – Draft Minutes dated January 19, 2021**
164 **8.5 Shelburne District Fire Board – Draft Minutes dated December 1, 2020**
168 **8.6 North Dufferin Community Centre – Draft Minutes dated January 13 2021**
172 **8.7 Rosemont District Fire Department – Draft Minutes - December 2, 2020**
 8.8 Nottawasaga Valley Conservation Authority - 2021 Annual General Meeting Highlights - January 22, 2020 and Presentation from Keynote Speaker

9 INFORMATION ITEMS

- 214 **9.1 2020 Annual Investment Activity**
216 **9.2 Council Remuneration – Treasurer’s Statement**
217 **9.3 Annual Treasurer’s Statement of Development Charge Reserve Funds
2020**
220 **9.4 Draft Conference Template (Councillor Boxem)**
221 **9.5 West Grey Resolution dated January 13, 2021 - Protect, Support and
Recover from COVID-19 Act**
223 **9.6 Township of South West Oxford – Speeding on Provincial, County, and
Municipal Roadways**
224 **9.7 Perth County – January 19, 2021 – Extension of Grant Deadlines**
225 **9.8 Town of Bracebridge – January 22, 2020 – Infrastructure Funding**
227 **9.9 Headwaters Health Care Centre – Media Release dated January 8, 2021 -
Headwaters Health Care Centre staff receive COVID-19 vaccination**
229 **9.10 Ontario News – News Release dated January 4, 2021 - Ontario Supporting
Home-Based Food Businesses During COVID-19**
232 **9.11 Ministry of Municipal Affairs and Housing – Letter dated January 26, 2021
Re: Municipal Modernization Program – Second Intake**
234 **9.12 Funding Opportunities for Municipalities email dated December 21,
2020**
238 **9.13 inDufferin - Dufferin County Agriculture Virtual Round Table**
244 **9.14 Township of Mulmur – Letter of Support to County of Dufferin for RED
Funding**
245 **9.15 Township of Augusta – Resolution dated January 25, 2021 – Closure of
Fire College**

Staff Recommendation: THAT Council receives the information items as copied
and circulated and that the following items be
endorsed: _____

10.0 CLOSED SESSION (2:00pm) - none

11.0 ITEMS FOR FUTURE MEETINGS (may be provided by email to the Clerk)

Property Standards/Clean Yard By-law (2021)
Special Event By-law (Following up with the Ministry on process for graduated
set fines in By-laws)

12.0 NOTICES OF MOTION (if any)

13.0 PASSING OF BY-LAWS

Passing the following by-laws:

- | | |
|-----|--|
| 248 | 1) Kako Building Envelope Agreement |
| 256 | 2) Gray Second Dwelling Zoning By-law Amendment |
| 259 | 3) Poirier Zoning By-law |
| 262 | 4) Thompson Second Dwelling Agreement |
| 269 | 5) Revised User Fee By-law – Addition of Refreshment Vehicle/Stand and Pre-Consultation Fees |
| 274 | 6) Taxation By-law |
| 277 | 7) Procurement By-law |
| 286 | 8) Confirmatory By-Law |

Staff recommendation: THAT By-Laws 1 to ____ be approved.

14.0 MEETING ADJOURNMENT

Staff Recommendation: THAT Council adjourns the meeting at _____ to meet again on Wednesday February 17, at 9 a.m. for a Special Meeting of Council and at 2:00 p.m. for a Joint Meeting of Council with the Township of Melancthon, or at the call of the Chair.



**COUNCIL MINUTES
JANUARY 13, 2021
9:00 A.M.**

Present: Mayor Horner, Deputy Mayor Hawkins, Councillors Boxem, Clark and Cufaro (all through video conferencing).

Staff Present: Tracey Atkinson – CAO, Heather Boston, Treasurer, John Willmetts – Public Works (all through video conferencing).

1.1 Meeting called to order

The meeting was called to order at 9:07 a.m. by Mayor Horner. The meeting was held using electronic "Zoom" application. The session was held with the capacity of up to 100 users by video and/or audio. Delegates and approximately 10 public users were present for parts of the meeting.

1.2 Approval of the Agenda

Moved by: Cufaro and Seconded by: Clark

THAT Council approve the agenda.
CARRIED

1.3 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.

1.4 Passing of the previous meeting minutes

Moved by: Hawkins and Seconded by: Clark

THAT the Minutes of December 9, 2020 are approved.
CARRIED

1.5 Declaration of pecuniary interest - None

1.6 Fifteen-minute question period

Question Submitted by Cheryl Russel

Why were the recreation and internet survey results prematurely tabulated and reported to Council with the staff recommendation that the results be shared when residents have until January 21, 2021 to return their paper copies?

The following response was provided

We had a significant number of surveys during the Christmas break and then none since. We have been entering the paper copies as we received them. If we receive more we will update and provide Council with any significant updates, but internally we had some time sensitive needs for the data. Data that identifies the low serviced areas was needed urgently in relation to applications to extend services.

1.7 Business Recognition: Mansfield Pioneer Service Station

Council congratulated Prem Sharma on the opening of the Mansfield Pioneer Service Station.

2.0 PUBLIC MEETINGS

Moved by: Cufaro and Seconded by: Hawkins

That Council recesses the regular meeting at 9:16am to hold a public meeting pursuant to Section 34 of the Planning Act, our procedural by-law and at the direction of Council to consider: SPA4-2020 Kako Building Envelop, Z5-2020 Gray Second Dwelling and the 2021 Draft Budget.

CARRIED

2.1 SPA 4-2020 Kako Building Envelope Site Plan (9:10 a.m.)

SPA 4-2020 Kako Building Envelope Site Plan

The applicant introduced themselves to two of their neighbours who had no concerns. Request is to move 30m closer to the road. Original owners of the house to the west recently changed ownership. The home from the east will see the house regardless of the location due to the rolling topography.

Mr. and Mrs. Kako were in attendance. No residents were in attendance to speak for or against the application.

Moved by: Boxem and Seconded by: Hawkins

THAT Staff be directed to prepare a draft site plan agreement.

CARRIED

2.2 Z5-2020 Gray Second Dwelling (9:20 am)
CON 8 E W PT LOT 28 RP 7R4693 PART 2
958471 7th Line

The applicants were in attendance and provided their ownership history regarding their property development, discussions with the previous planner and their original site plan intentions to allow temporary dwelling accommodations in the garage during construction of a new house. The second house would either be a rental or for family expansion.

Discussion ensued regarding the precedents and overall implications regarding the lot size. Council discussed rural character and separation distances and setbacks to neighbouring properties.

Lisa Swinton posed a question regarding severance potential. Cheryl Russel stated that her house was provided the same opportunity to allow a studio to be used for habitation during the main house construction.

Moved by: Cufaro and Seconded by: Hawkins

THAT Council defer the application pending a staff report;

AND THAT said staff report include an analysis on minimum lot size, servicing, frontage and rural character regarding second dwellings.

CARRIED

2.3 2021 Draft Budget (9:30 a.m.)

Heather Boston, Treasurer provided an overview of the 2021 draft budget.

Council discussed the impacts of Covid-19 on the budget, including the impacts on recreation. Staff highlighted major increases and decreases in the budget.

Cheryl Russel asked questions regarding capital projects, including LED lighting. Staff advised that the LED lighting project is included in the 2021 budget to implement one of the energy plan recommendations. The proposed additional storage building for public is subject to Covid-19 funding and Development Charges.

Moved by: Clark and Seconded by: Boxem

That Council adjourns the public meeting and returns to the regular meeting at 11:15 a.m.

CARRIED

Moved by: Clark and Seconded by: Boxem

THAT Council receive the report of Heather Boston, Treasurer, 2021 Budget Draft #3;

AND THAT the 2021 Operating and Capital budgets be approved as presented.
CARRIED

Moved by: Horner and Seconded by: Clark

WHEREAS Covid-19 restrictions have reduced the usage of recreational facilities;

AND WHEREAS continued high rates of infection are being seen in our health region despite current lock-down;

AND WHEREAS Mulmur desires to maintain recreational facilities and provide programs scaled in accordance with Covid-19 restrictions, in a cost effective manner to its tax payers;

Now therefore be it resolved THAT Council request that the NDCC consider all options to minimize facility and operational costs during the current and anticipate extended lock-down status.
CARRIED

3.0 DEPUTATIONS AND INVITATIONS – none

4.0 PUBLIC WORKS

Public Works provided an updated regarding the January 12 Cycling meeting and the cycling meeting direction to utilize “share the road” approach. Public Works also provided an update regarding the 9th Sideroad given roads. Council expressed support for a bike trail and the promotion of natural routes. Discussion also ensued regarding the cost of signage opposed to engineering review.

Staff advised that the water leak in the North-East corner of Mansfield has been fixed.

The following motion was introduced

Moved by: Hawkins and Seconded by: Cufaro

THAT Council direct staff to prepare into an agreement with the Mansfield Presbyterian Church to purchase a 20m ROW at a cost of \$2.00 for a portion of the 9th Sideroad.
CARRIED

5.0 TREASURY

5.1 2021 Budget – Draft #3

Two motions were passed under the public meeting section (Item 2.3).

6.0 ADMINISTRATION

6.1 Senior of the Year and Outstanding Citizens (Verbal discussion)

6.2 2020 Highlights/2021 Goals publication (Verbal discussion)

Moved by: Boxem and Seconded by: Clark

THAT Council direct Jeanette MacFarlane to gather and feature the 2020 accomplishments in the January electronic Council highlight publication.

CARRIED

6.3 Strategic Plan Report – Priority 1: Prosperous

Direction was given to schedule a Special Council meeting for the strategic plan at 9:00 a.m. on February 17th at 9:00 a.m.

6.4 COVID-19 Policy

Moved by: Cufaro and Seconded by: Boxem

THAT Council approve the amended COVID-19 Policy, dated December 10, 2020;

AND FURTHER THAT the CAO and/or Mulmur Municipal Emergency Management Lead be delegated authority to further amend the policy as necessary.

CARRIED

6.5 Emergency Management - Mutual Aid Agreement

Moved by: Cufaro and Seconded by: Boxem

THAT Council do hereby receive and accept the Emergency Response Plan Annex for Mutual Assistance within Dufferin County;

AND FURTHER THAT Council authorize the CAO or designate to activate an agreement with respect to requesting assistance or providing assistance pursuant to the process/procedures outlined within the Emergency Response Plan Annex for Mutual Assistance Annex when deemed necessary.

CARRIED

6.6 Community Energy Plan Recommendations

Moved by: Clark and Seconded by: Boxem

THAT Council direct staff to assess the interest in a potential LIC program and consider passing the necessary by-laws and continue to research opportunities for residents to have access to loans in order to carry out Green Energy related projects;

AND THAT Mulmur Township promote existing tree planting programs and residents be directed to the NVCA for planting programs and local tree farms for tree purchases; and that staff continue to research grant opportunities;

AND THAT staff be directed to ensure that when tendering future pick-up trucks, the tendering process is also open to Electric vehicles;

AND THAT Council does not proceed with solar panels for the fire hall at this time due to limited usage, payback, and lack of current funding programs.

CARRIED

6.7 Survey Results – Recreation Master Plan

Discussion ensued on the first question, the total number of responses and next steps.

Direction given to staff to arrange for the Sierra Planning and Management to present the Plan at the March Council meeting.

Moved by: Clark and Seconded by: Cufaro

THAT Council receive the survey results for the Recreational Master Plan and direct the consultants to incorporate the community input into the final report and recommendations to be presented at the March 3 Council meeting.

CARRIED

6.8 Survey Results - Broad Band Survey

Staff advised that a total of 147 surveys received.

Moved by: Clark and Seconded by: Cufaro

THAT Council receive the survey results for the Broadband survey and that staff be directed to share the summary data with service providers.

CARRIED

6.9 Electronic Participation at Council and Committee Meetings

Moved by: Clark and Seconded by: Boxem

WHEREAS COVID-19 restrictions will be in place for some time still;

AND WHEREAS for transparency and accessibility for the public is necessary;

NOW THEREFORE BE IT RESOLVED THAT Council receive staff report regarding electronic participation at Council and Committee/Board meetings;

AND FURTHER THAT Council direct staff to prepare a draft amendment to the procedural by-law, to allow for electronic participation, at Council and Committee/Board Meetings to be brought forward to the February Council Meeting;

AND FURTHER THAT staff be directed to purchase the necessary audio video equipment for recording and uploading Council meetings for increased public awareness.

CARRIED

7.0 PLANNING

7.1 Fradley-Davis Second Dwelling Site Plan Approval

Moved by: Hawkins and Seconded by: Clark

THAT Council authorize the Mayor and Clerk to enter into a site plan agreement.

CARRIED

7.2 Mansfield Ski Club Accommodation Unit – Response Matrix

Moved by: Hawkins and Seconded by: Clark

THAT Council receive the response matrix and respond to any questions/concerns as part of the Public Meeting scheduled during the February 3rd Council Meeting.

CARRIED

7.3 Committee of Adjustment Decisions (verbal update)

The Planner provided an update on the surplus dwelling policies as per the Official Plan and an overview of the Committee decisions.

Direction was given to staff to provide a summary to the applicant of the surplus dwelling severances policies as indicated in the Official Plan.

8.0 COMMITTEE MINUTES AND SUB-COMMITTEE REPORTS

- 8.1 Dufferin County Council (verbal update only)
- 8.2 North Dufferin Community Centre – Draft Minutes dated December 16, 2020
- 8.3 Shelburne Public Library Board – Minutes dated November 17, 2020
- 8.4 NVCA Board Meeting Highlights – December 11, 2020
- 8.5 Mulmur-Melancthon Fire Board – Draft Minutes dated November 17, 2020
- 8.6 Community Communications Advisory Committee – Draft Minutes dated December 7, 2020

Moved by: Clark and Seconded by: Cufaro

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

CARRIED

9.0 INFORMATION ITEMS

- 9.1 Township of Mulmur Letter Regarding Conservation Authority Act Amendments dated December 15, 2020
- 9.2 Ministry of Municipal Affairs and Housing – Letter dated December 16, 2020 – Safe Restart Agreement Funding
- 9.3 Ministry of Agriculture, Food and Rural Affairs – Letter dated December 16, 2020 – Proposed Amendments to the Drainage Act
- 9.4 Ontario Newsroom – Email dated December 16, 2020 - Ontario Announces Working Group to Better Focus Conservation Authorities
- 9.5 Ministry of Children, Community and Social Services – Letter dated December 16, 2020 - [Five Year Poverty Reduction Strategy](#)
- 9.6 Ministry of Transportation – Letter dated January 4, 2021 - Regulatory Amendments effective January 1, 2021 relating to Off-road Vehicles on Municipal Highways
- 9.7 Ministry of Attorney General – Letter dated December 8, 2020 – Expanding the Use of Certified Evidence in Provincial Offences Act Courts
- 9.8 Workforce Planning Board of Waterloo Wellington Dufferin - November Rural Numbers for the Economic Region
- 9.9 Hamilton City Council – Letter dated November 24, 2020 - Cap on Gas Plant and Greenhouse Gas Pollution and the Development and Implementation of a Plan to Phase-Out Gas-Fired Electricity Generation
- 9.10 Hamilton City Council – Letter dated November 24, 2020 - Temporary Cap on Food Delivery Service Charges
- 9.11 Hills of Headwaters - The Hills of Headwaters Collaborative Ontario Health Team Celebrates First Year Anniversary
- 9.12 Petition - Development Application at Mansfield Ski Club
- 9.13 Municipality of Charlton and Dack – Resolution dated January 7, 2021 – Insurance Rates

Moved by: Cufaro and Seconded by: Hawkins

THAT Council receives the information items as copied and circulated and that the following items be endorsed: 9.9 and 9.13.
CARRIED

Staff were directed to add the cover Page of Item 9.12 to the February 3 Council agenda package.

10.0 CLOSED SESSION

Moved by: Clark and Seconded by: Cufaro

THAT Council adjourn to closed session at 2:18 p.m. pursuant to Section 239 (2) (e) of the *Municipal Act, 2001* S.O. 2001, Chapter 25, re litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board: By-Law Enforcement Matters and Motor Vehicle Accident and approval of closed session minutes dated November 4, 2020.

Moved by: Boxem and Seconded by: Cufaro

THAT Council do rise out of closed session into open session at 2:55 p.m.
CARRIED

10.0 ITEMS FOR FUTURE MEETINGS (may be provided by email to the Clerk)

Basement Kitchen Analysis
Property Standards/Clean Yard By-law (2021)
Fire Burn By-law
Special Event By-law (Following up with the Ministry on process for graduated set fines in By-laws)

12.0 NOTICES OF MOTION (if any)

13.0 PASSING OF BY-LAWS

Passing the following by-laws:

- 1) Borrowing By-law**
- 2) Gray Second Dwelling Zoning Amendment By-law - removed**
- 3) Fradley Davis Second Dwelling Agreement Authorizing By-law**
- 4) Refreshment Vehicle and Hawker and Peddler By-law**
- 5) Confirmatory By-Law**

Moved by: Boxem and Seconded by: Clark

THAT By-Laws 1, 3 to 5 be approved.
CARRIED

14.0 MEETING ADJOURNMENT

Moved by: Hawkins and Seconded by: Boxem

THAT Council adjourns the meeting at 3:03 p.m. to meet again on Wednesday February 3, 2021 or at the call of the Chair.

CARRIED

DRAFT

Pine River Valley Residents Group - Response Matrix
Mansfield Ski Club (MSC) – Stacked Townhouse Development Proposal

Background: We bring these issues to your attention in the hope that it will help Council to maintain their goal of “*preserving Mulmur’s unique rural character*”.

The project as currently zoned provides no benefit to Mulmur residents and MSC members do not support it.

It not only threatens the natural environment and puts drinking water safety at risk, it puts the financial burden of those threats as well as the need for infrastructure investment onto Town Council.

Issue	Mulmur Staff/Consultant Response
Zoning /Site Plan Agreement / Approval	
<p>We would like to be informed of all developments regarding this project including but not limited to:</p> <ul style="list-style-type: none"> - Changes to the application - Changes to the Site Plan Agreement - Any Council meetings dealing with it and the decisions made - Meetings with Lawyers, OPP consultation - Any permits granted <p>As we have explained, we weren’t properly consulted in the first place and cannot retroactively get on the email list of contacts.</p>	<p>The Township has followed the Planning Act notice requirements for this application. As new information has been available, the Township has continued to post the reports on the website under “current proposals”, going beyond the legislative requirements.</p> <p>There are no additional Planning Act notices anticipated that would trigger a mail-out. However, the Township will make a best effort to contact the group’s organizer with substantial information. Please check the website and agenda package for updated information.</p>
<p>Ideally, we would all like to see this re-zoning be revoked.</p> <p>It is not in residents’ best interests as it will impede Mulmur residents’ ability and right to reasonable safety and enjoyment of their homes and property.</p> <p>It puts the Township in the position of needing to spend a lot of money on the infrastructure that the rezoning would necessitate, money that is needed to maintain existing assets.</p> <p>It threatens the Pine River Watershed and the aquafer that residents depend on for drinking water. (See ‘Waterloo Biofilter Treatment system’ below)</p> <p>Flooding from the increase in storm water runoff also threatens the environment as well as residents’ property and dwellings. (See ‘Storm Water’ below)</p>	<p>The Township approved the zoning with a holding provision that includes conditions be fulfilled prior to final approval.</p> <p>Many of the conditions relate to servicing.</p> <p>Infrastructure will not be a responsibility of the Township. The site plan will be drafted to treat this as a development (such as a motel) as opposed to a residential subdivision.</p> <p>Water quality and quantity are addressed below.</p>

<p>Open up the appeal process</p> <p>- Community consultation was minimal at best and perhaps flawed because downstream residents who will be directly affected were not included in the process. This rezoning affects many, many residents and they all deserve to be consulted.</p>	<p>The appeal process is established by the Planning Act, and the Township does not have authority to create a different planning process in this regard.</p> <p>The Planning Act requires a sign posted on the property and a 120m mailing circulation which was done.</p>
<p>If development at the Mansfield Ski Club must go ahead, a much lower density proposal for commercial and residential buildings could potentially be more appropriate.</p>	<p>The proposal includes two phases that rely on different criteria being satisfied. The zoning permits the density subject to the criteria, and it is in effect.</p>
<p>If the Phase 1 proposal must go ahead, who is responsible for ensuring that the current septic system is up to the task of accommodating sewage from 12 additional year-round residences proposed in Phase 1?</p> <p>Phase 1 should not be approved absent approvals from MECP and NVCA for the overall planned and current zoning approved development.</p> <p>What will the effect of the storm water runoff from this relatively moderate Phase 1 expansion be? 12 homes are more than enough, 48 is a threat to residents and 93 risks disaster for downhill property owners.</p>	<p>The most recent submission (December 16, 2020) eliminated the concept of using the existing septic system for the first 12 Accommodation Units (they are not residences). This revision was a direct result of concerns raised by the Township.</p> <p>The following are required by the zoning H provision:</p> <ul style="list-style-type: none"> • Permit to Take Water issued by the Ministry of Environment, Conservation and Parks, for each phase. • To support Phase 2, additional wells shall be drilled, developed and tested. • An Environment Compliance Approval from the Ministry of Energy, Conservation and Parks for the water source, for each Phase, if applicable. • An Environment Compliance Approval from the Ministry of Energy, Conservation and Parks for the treatment and discharge of wastewater, for each Phase. • A development permit from the Nottawasaga Valley Conservation Authority, if applicable, for each phase. • A site development plan, for each Phase, has been approved by Council and such site plan agreement(s) has been registered, and among the standard conditions and drawing requirements, must also include: <ul style="list-style-type: none"> ▪ Location of all wells; ▪ the provision of fire access routes to the satisfaction of the applicable fire Chief and the County of Dufferin Building Department; and ▪ the provision of water supply to the satisfaction of the applicable fire Chief and the County of Dufferin Building Department. <p>The effect of stormwater water runoff is still under review. The December 16th submission was made to address concerns raised by the Township Engineer and NVCA, but review of that submission is still in progress.</p>
<p>Waterloo Biofilter Treatment system</p>	

<p>We would like to have Burnside review the effectiveness of the Waterloo biofilter system and recommend ongoing operation, maintenance and monitoring protocols to include:</p> <ul style="list-style-type: none"> - Require an experienced water and wastewater treatment operator be hired to manage the system - Require water testing to be done regularly with results posted publicly immediately, with a downstream resident notification system in place. - Requirement of the longest possible warranty from Waterloo. 	<p>The Ministry of the Environment, Parks and Culture will be primary reviewer and of the wastewater system for compliance with the Ontario Water Resources Act. The same act empowers the Ministry (not the Township) to regulate the qualifications of the system operator and the ongoing testing requirements. Notwithstanding the jurisdiction of MECP, the Township has asked Burnside to complete an overview of the Waterloo Biofilter proposal as part of its review. The warranty is a contractual matter between the Mansfield Ski Club and Waterloo Biofilter. The Township will require securities during the development stage but in the longer term, shutting down the occupancy will be the remedy if the Waterloo Biofilter fails to meet its treatment objectives.</p>
<p>Require that effluent from the Waterloo Filter system go into a septic or leaching bed at least 15 meters from river as the company says it is designed to do and not directly into the River as proposed. This would then be in keeping with the Ontario Building Code, which the current proposal is not.</p> <p>Hold MSC to account and do not let them game the permitting system to circumvent the need to use the Waterloo Bio Filter as it was intended.</p>	<p>The Waterloo Biofilter system is designed and approved by MECP for direct discharge to rivers (surface discharge). The company's website states: <i>Disposal options include sub-surface bed, shallow buried trenches, drip line irrigation, surface discharge and wastewater recycling for non-potable uses such as irrigation, toilet flushing and truck washing.</i> The Building Code does not apply either way to systems of this size. Whether they are surface, or subsurface discharge, it is the Ontario Water Resources Act that governs and not the Ontario Building Code Act.</p>
<p>Phase 1 Development issues</p>	
<p>Must have old wells and septic assessed to ensure new capacity.</p> <p>Do not approve Phase 1 to go ahead using present MSC infrastructure as a loophole to avoid MECP Environmental Compliance Approval and Permit to Take Water and NVCA approvals for the currently approved development.</p> <p>Ensure that these long-term permits are all in place before granting building permit or Site Plan Approval for Phase 1.</p> <p>This incremental approach risks being able to ensure proper management of long-term water impacts.</p>	<p>The old wells and septic are no longer part of the Development application.</p> <p>The Phase 1 Application now includes a submission to MECP for all long term systems.</p>
<p>Storm Water Run Off causing flooding</p>	
<p>We would like to have the existing stormwater management systems improved and have the MSC responsible for costs to</p>	<p>Mansfield Ski Club can only be held responsible if there is in fact an increase in stormwater flows.</p>

<p>manage increased stormwater flows created by this proposed development.</p> <p>This could include: Reinstating the existing storm water management pond and drainage channels as per originally approved Hillhaven development designs at Mountainview road.</p>	<p>Currently, they have provided reports under the seal of a professional engineer that indicate stormwater flows will not increase. Those reports are currently under review.</p> <p>To the extent that the existing stormwater facilities at Mountainview Road require reinstatement to the originally approved designs, this issue cannot be connected to a future development that has not yet been constructed. The Planning Act gives the Township authority to hold the developer responsible for impacts caused by its activity, but not for issues that have arisen prior to the development being started.</p>
<p>Hold MSC responsible for filtering, treating storm water to protect the environment from microplastic and to prevent the Township from being held liable.</p>	<p>The Township is liable if it commits a negligent act. Its Due Diligence, along with that of NVCA and MECP includes making sure that the storm water is treated to industry standards.</p> <p>The Township will rely on the professional engineering seal of the design engineer, as well as the Township Engineer's professional credentials to prevent the Township from being held liable.</p>
<p>Financial Risks</p>	
<p>Require that MSC have a Reserve Fund as other Municipalities have done with similar projects.</p> <p>This Reserve Fund would need to be large enough to cover:</p> <ul style="list-style-type: none"> - any emergency or ongoing maintenance issues with the water filtration and treatment system - Storm water runoff damage to other residents' properties - Upgrades to municipal assets such as roads etc. - Any other negative impacts from this development. <p>These costs could otherwise fall to Mulmur.</p>	<p>The Site Plan Agreement should be drafted to include financial securities.</p> <p>Note that an ongoing Reserve Fund (known as Financial Assurance) is held by other municipalities for projects that include full time residency. It does not apply in situations where the occupiers can be evicted and the wastewater system shut off.</p>
<p>Request that Council create a new, current asset management plan to Verify that current assets can be maintained before allowing more infrastructure costs to be created by the MSC.</p> <p>The asset management plan on file verified that all assets are underfunded at present. Residents as the taxpayers do not want additional costs.</p>	<p>The Township's AMP covers Township assets and ones that we are responsible for. This development is a private development that the Township is not required to maintain. The Township is not financial responsible for failed infrastructure.</p> <p>The Township's asset management plan includes building up reserve funds, which the Township will continue to do to help stabilise tax rates.</p>
<p>Access to MSC financial statements or the high-level financial plan to demonstrate that it can afford to install proper water</p>	<p>The Township will require securities as part of the site plan agreement, and inspection prior to the</p>

<p>treatment and stormwater management infrastructure and address issues that will arise over time.</p> <p>The proposed developer for the project is MSC itself through a wholly owned subsidiary Mansfield Property Development Ltd. (MPDL) and has no capital other than the purchase deposits and purchase payments that will be paid by the buyers. MSC has told members that a search was undertaken by the Club for a professional third-party Developer, but none could be found. So the Club set up a wholly owned subsidiary corporation to act as developer. There will be no money available for a maintenance and repair reserve fund in the absence of requiring one.</p> <p>- For example, we understood from MSC that: “The first property lost money and the second property made money with the final net loss of \$30,000.00 to the club.” So far, this development has lost money, leaving the Township at risk because MSC will not have the means to address any problems.</p>	<p>Township giving final approval and returning securities. Those securities are not intended to be enough to build the development but rather to bring it to a safe condition should it not proceed.</p> <p>The Township will only accept securities that are issued by financial institutions and 100% reliable. The Site Plan Agreement will be registered against the title of the lands, regardless of whether there are subsidiary companies or not. It will be non-transferable without the permission of the Township and any mortgage holders will be required to sign it as well.</p>
<p>Ask lawyers if MSC or MPDL goes insolvent what value are legal clauses or agreements when owners of units become creditors? Do the non primary clauses still stand if MSC or MPDL goes under?</p>	<p>If the development fails, just like other private hotels, the doors would close and the project/facility sits vacant. The Township has no obligation to take over a private development project. The site plan agreement will be reviewed by legal.</p>
<p>If the zoning cannot be changed, we would like Council to recognize and accept their responsibility as elected officials to protect residents from the environmental and financial risks of an under-funded development such as the MSC project.</p>	<p>The Township is aware of the environmental and financial risks of any development project, regardless of whether or not it is considered to be under-funded. On all projects the Township takes a “belts and suspenders” approach to ensure that environmental and financial risks are managed in the event of unexpected actions from developers.</p>
<p>Follow up from Information Shared to Date</p>	
<p>SPA and ZBLA Application Response Matrix states that many issues have been addressed in the “Morrison final reporting letter”. As constituents that will be directly affected by this development, we would like to see this letter so that we can be informed about the responses to issues identified in this matrix.</p>	<p>This report is on the Township’s website.</p>
<p>SPA and ZBLA Application Response Matrix says: “For zoning purposes, we do not recommend the Township approve the zoning until a long-term pumping test has been completed”. We would like to be informed about when this will happen and who will be doing it and what the results are.</p>	

- We would also like to see the issue identified in that Matrix about well placement be addressed and to be informed of the response.	
Rural Viewshed	
If this project is not cancelled or reduced to a more manageable size, it has been suggested that “More rural character suiting appearance” of the buildings and non-asphalted surfaces be required as well as more landscaping to hide the view of their 4 story townhomes so that it won’t look so urban.	The Township does not have urban design standards. Rural character is defined in the Official Plan but does not specify cladding. Please refer to Drawing L-1 which shows extensive landscaping proposed in areas that will help to screen the proposed buildings.
Site Plan Agreement and Accountability – Impacts on Mulmur Residents	
How do constituents find out what is in the Site Plan Agreement and how it will protect them from environmental and financial risks of this project?	This document will be made public when it is shared with Council at an open Council meeting. Staff will work with legal and engineering to draft the document in the interim.
What opportunity is there to have input into this agreement which sounds like it will have impact on all aspects of this development and thereby on residents?	The public is welcome to review the draft agreement and request a delegation to speak to Council at a Council meeting. Residents can also provide written comments to be included for Councils review.
How do concerned constituents get their concerns and suggestions to the Township engineer so that they can make recommendations for the Site Plan Agreement?	Written comments are forwarded from our office to the Township Engineer.
Mayor Horner indicated in the Council meeting that this project is “not approved yet”. This group does not support approval of this project. What opportunities are there to ensure that our concerns are addressed before it can be approved?	Your comments are being shared with Council and the review team.
We request that there be ongoing evaluation and permission required from council after each stage of development before the project can proceed.	Council approval is required to release the Holding provision and approve the site plan agreement.
Project Occupancy Concerns	
We understand that approvals to date have been premised on seasonal occupancy for this proposed development. How is seasonal occupancy defined and who will monitor it? There is also the issue of owners renting the property. MSC mentioned at the AGM that there will be an “occupancy agreement”. Mulmur council should have full access to this	This matter is partially dealt with through the zoning approval and definitions and will further be addressed through the site plan agreement, which will be reviewed by Legal. However to be clear, the term “season occupancy” has not been used by the Township. The operative terminology has been “Accommodation Units” which makes no reference to seasons. The gist

agreement. Zoning approvals were granted based on the assumption of seasonal occupancy. What is it and how can it be enforced directly with owners?	of the definition restricts the units from being primary residences.
<p>What authority does Mulmur have in regard to restricting owners' desires to rent their townhouses?</p> <p>What is the mechanism for Mulmur to ensure that these residences are used for seasonal use only rather than year-round full-time residency? What recourse would Mulmur have to restrict full time residency?</p>	<p>The Township does not currently restrict renting houses, cottages or AirBnB arrangements to its existing residents</p> <p>The application has been forward with the understanding that the Accommodation Units are strictly for the use of Ski Club members. In preparing the Site Plan Agreement, the Township's Lawyers will be directed to define that "use" as personal, such that "use" cannot be construed as being something that can be rented out to non-members.</p> <p>Answered above.</p>
We would like to request a report from OPP law enforcement where they investigate the issues of AirBnBs in Grey-Highlands and others like Georgina and the costs associated to Townships for calls out for noise etc.	This request can be made direct to the OPP.
<p>Tracey Atkinson referenced the zoning by-law, that will be "a legal document", to require purchaser to not reside in their property full time.</p> <p>And how will that be enforced?</p> <p>Who will be responsible for monitoring owners use?</p>	<p>The zoning by-law is enforceable through the Ontario Courts.</p> <p>The Township deals with enforcement of by-laws by complaints.</p> <p>The site plan agreement will contain monitoring requirements.</p>
Traffic Concerns	
<p>Re-zoning brings an increase in concerns about traffic volume and safety as well as noise and light pollution from that traffic and the increase in the number and density of residents.</p> <ul style="list-style-type: none"> - The traffic concerns raise issues about the need for infrastructure upgrades such as shoulder widths and guide rails on both 15th Sideroad and Airport road which will fall to the Township. - How do the new taxes from MSC pay for that because residents don't want to fund it. - It was recommended to undertake an engineering study for 15th Side Road and Airport Road to determine if additional left turn lane and/or traffic lights are needed due to increased traffic volumes from the significant increase in the number of new residents. 	The most recent submission (December 16, 2020) contained updated traffic information. It has not yet been reviewed. Any need for upgraded infrastructure that is directly related to the development will be paid by the applicant and not by the Township.

From: David L. Knight
Sent: January-23-21 3:56 PM
To: Info <info@mulmur.ca>
Subject: Skiways Proposal

I am concerned about the proposed development at the Skiways. My property is downstream.

I am not yet opposed, but that could come about.

At this time, I simply want council to know of my concerns. Using the Pine for water for snow-making and as a drain for effluent run-off are my principal concerns.

David Knight

RE: Inappropriate development by Mansfield Ski Club

Dear Mayor Horner and Mulmur Council,

The Mansfield Ski Club (MSC), under its new subsidiary, Mansfield Property Management (MPM) is proposing a deposit-funded development plan of six blocks of stacked townhouses, as well as two commercial retail blocks with residential lofts above. In total, 93 residential units would be created in their parking lot. The commercial and residential space would be available for year-round occupancy, Promotional information says purchasers may then rent their units out with approval by the board.

Mansfield Property Management is not a developer. It does not have the financial reserves to mitigate risks to the community and the environment. This development will add treated effluent to the Pine River, an important ecosystem which supports a diversity of fish, fauna, and wildlife in Mulmur, connects to the Nottawasaga River which flows through the internationally significant Minesing Wetlands. Many residents and visitors fish and swim in the Pine River or hike alongside in its surrounding fields and forests. In our current times, we recognize the importance of protecting water, our natural heritage assets and rural landscape.

Several neighbourhoods and properties in the vicinity of MSC already experience damage from stormwater runoff especially with the impact of climate change on precipitation resulting in heavy downpours over short periods of time.

If approved, this development will set a precedent for Mulmur and nearby communities—zoning can be changed and high density developments are welcome in a rural setting. We are not against development. We are concerned citizens who want to ensure our community and environment is not negatively impacted by high density, unsustainable expansion. In fact, we encourage environmentally sustainable site design, water conservation, environmental energy and material choices, and preserving the scenic beauty of Mulmur.

There are too many risks to the Pine River ecosystem, the surrounding neighbourhoods, and of a development that may fail within years and become a burden on the Township.

We ask Mulmur Council to reject this site application plan.



HOUSE OF COMMONS
CHAMBRE DES COMMUNES
CANADA

Kyle Seeback

Member of Parliament
Dufferin-Caledon

January 08, 2021

Pine River Valley Residents Group
c/o Lisa Swinton
33 Mountainview Road
Mulmur, ON
L9V 3H5

**Re: January 05, 2021 E-mailed Correspondence –
Development Application at Mansfield Ski Club**

Dear Residents,

Thank you for your e-mailed correspondence which I received on January 05, 2021, regarding the Mansfield Property Management's (MPM) development application for the Mansfield Ski Club. I appreciate you taking the time to write me as your Member of Parliament to ensure I'm aware of your concerns with the proposed development.

I can also appreciate the serious concerns you have for the environment with the proposed development plan. Protecting the environment is of paramount importance. My family owned property at the Mansfield Ski Club for almost two decades. It is a beautiful place and we should ensure its beauty and environment is protected.

I applaud you for taking on this initiative and hope that your concerns can be addressed. You've taken the appropriate course of action by sharing your concerns with Township of Mulmur Council and staff. I would encourage you to continue to share those concerns with Council, as this matter falls under municipal jurisdiction.

Thank you again for your correspondence and for ensuring I'm informed on important local issues.

Sincerely,

Kyle Seeback, M.P.
Dufferin-Caledon

Ottawa

Room 209, Justice Building, Ottawa, ON K1A 0A6
Tel.: 613-995-7813 Fax: 613-992-9789

Constituency

229 Broadway, Unit 2, Orangeville, ON L9W 1K4
Tel.: 519-941-1832 Fax: 519-941-8660

kyle.seeback@parl.gc.ca
www.kyleseeback.ca

DATE RECEIVED _____

Roll Number: 22-16-000-00 11 - 2292 -0000

Submission of the Application

- ☐ One application form for each parcel to be severed.
- ☒ **Application Fees**
- ☐ Pre-consultation with NVCA, NEC or Road Authority (if required)
- ☒ Sketch

Completeness of the Application

The information in this form **must** be provided by the applicant with the appropriate fee. If the information and fee are not provided, the application will be returned or refused for further consideration until the information and fee have been provided.

The application form also sets out other information that will assist the Township and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

SUMMARY OF FEES

Costs will be invoiced as received (plus a 10% Administration charge) and are required to be paid in full and will not be drawn from the security deposit.

MINOR ZONING AMENDMENT
NON REFUNDABLE FEE: \$1500

MAJOR ZONING AMENDMENT
NON REFUNDABLE FEE: \$2500
SECURITY DEPOSIT: Estimated by staff

*NVCA FEE IF IN REGULATED OR NHS AREA

1. Applicant and Ownership Information

Name of Legal Owner(s) <u>ANDRE POIRIER / LORNE POIRIER</u>		Telephone: <u>416-436-6701</u>	
Address <u>41 SOMERVILLE CRES. MANSFIELD</u>		Postal Code <u>L9N 3J2</u>	
Email <u>Andre.Poirier@SPEEDY.CA</u>			
Contact Information, if different than owner (this may be a person/firm acting on behalf of the owner)			
Name of Contact		Telephone:	
Address		Postal Code	
Email			
Mortgage, Line of Credit, Charges, or other encumbrances in respect of the subject land			
Name <u>N/A.</u>		Address	
DC #	Telephone/Fax	Email	

2. Location and Description of the Subject Land

Concession	Lot <u>46</u>	Registered Plan/Lot(s)/block(s) <u>PLAN 7M35</u>	
Street/Emergency No. <u>41</u>	Street/Road <u>SOMERVILLE CRES</u>	Reference Plan No.	Part Number(s)
Width of street/road. _____m	<input checked="" type="checkbox"/> Municipal year round maintained road	<input type="checkbox"/> MTO / County Road	<input type="checkbox"/> Seasonal / Private Road
Frontage (m) <u>38.5</u>	Entire Property	Affected Area (is amendment does not affect entire property)	

Depth (m)	103.93		
Area (hectares)	0.99AC		
3. Zoning and Official Plan Information			
Current zoning of subject lands: HR		Proposed zoning:	
Related applications under the Planning Act, in any:		Has subject lands even been subject of an application under the Planning Act? File #: Status:	
Nature & extent of the proposed zoning:			
Purpose/reason why the rezoning is requested: Addition to Existing Garage - SET BACK WEST side.			
Current Official Plan designation:		Provide an explanation of how the application conforms to the Official Plan	
4. Consistency with Policy Documents			
Does this application:			
Alter the Boundary of a settlement area?		<input checked="" type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Create a new settlement area?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Remove lands from an employment area?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
If yes, provide details of any Official Plan or Official Plan Amendment:			
Are the subject lands in an area where conditional zoning may apply? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
If yes, provide details of how this application conformed to Official Plan conditional zoning policies			
Is the proposed application consistent with the Provincial Policy Statement and any other Policy Statements issued under subsection 3(1) of the Planning Act:		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Name of individual having knowledge of the policy statements. A report may be required to accompany this application and support the above statement of consistency.		Signature	
Are the subject lands within the Niagara Escarpment Greenbelt Plan area?		<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are the subject lands within the Greater Golden Horseshoe Growth Plan area?		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

Does the proposed application conform to or does not conflict with the Provincial Plans, including Greenbelt Plan and Growth Plan:

☒ Yes

☐ No

Name of individual having knowledge of the policy statements. A report may be required to accompany this application and support the above statement of consistency.

Signature

5. Land Use

Date Property Acquired

MAY 2012.

Existing Use

Residential

Proposed Use

Residential

Existing and Proposed buildings and Structures

Type of Building or Structure		Set Backs (m)				Height (m)	Dimensions (m x m)	Area (m ²)	Date of Construction / Proposed Construction	Time use has continued (for existing buildings & structures)
		Front	Rear	Side	Side					
House	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed									
GARAGE	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed									
CARPORT.	<input type="checkbox"/> Existing <input checked="" type="checkbox"/> Proposed	83.2 m	20.7 m	4.69 m	25.9 m	4.533	6.7 m x 7.92 m	48.24 m ²	SPRING 2021.	
	<input type="checkbox"/> Existing <input type="checkbox"/> Proposed									
	<input type="checkbox"/> Existing <input type="checkbox"/> Proposed									
	<input type="checkbox"/> Existing <input type="checkbox"/> Proposed									

Water

- ☐ Private Well
☐ Communal Well
☒ Municipal Water
☐ Other: _____

Sewage Disposal

- ☒ Private Septic
☐ Communal Septic
☐ Other: _____

Storm Drainage

- ☐ Sewer
☒ Ditches
☐ Swales
☐ Other: _____

Tile Drainage

- ☒ No
☐ Yes, please mark on site plan location of tile runs

Does the proposed development produce greater than 4500 litres of effluent per day?

☐ Yes

☒ No

If yes, attach a servicing options report and hydro geological report

Are the lands part of a Nutrient Management Plan?

☐ Yes

☒ No

Please provide plan number _____ and date approved by OMAFRA _____

Are there any livestock facilities within 500 metres of the subject lands?

☐ Yes

☒ No

If yes, provide a Farm Data Sheet completed by each livestock facility owner for each of the livestock facilities. <http://mulmur.ca/departments/planning>

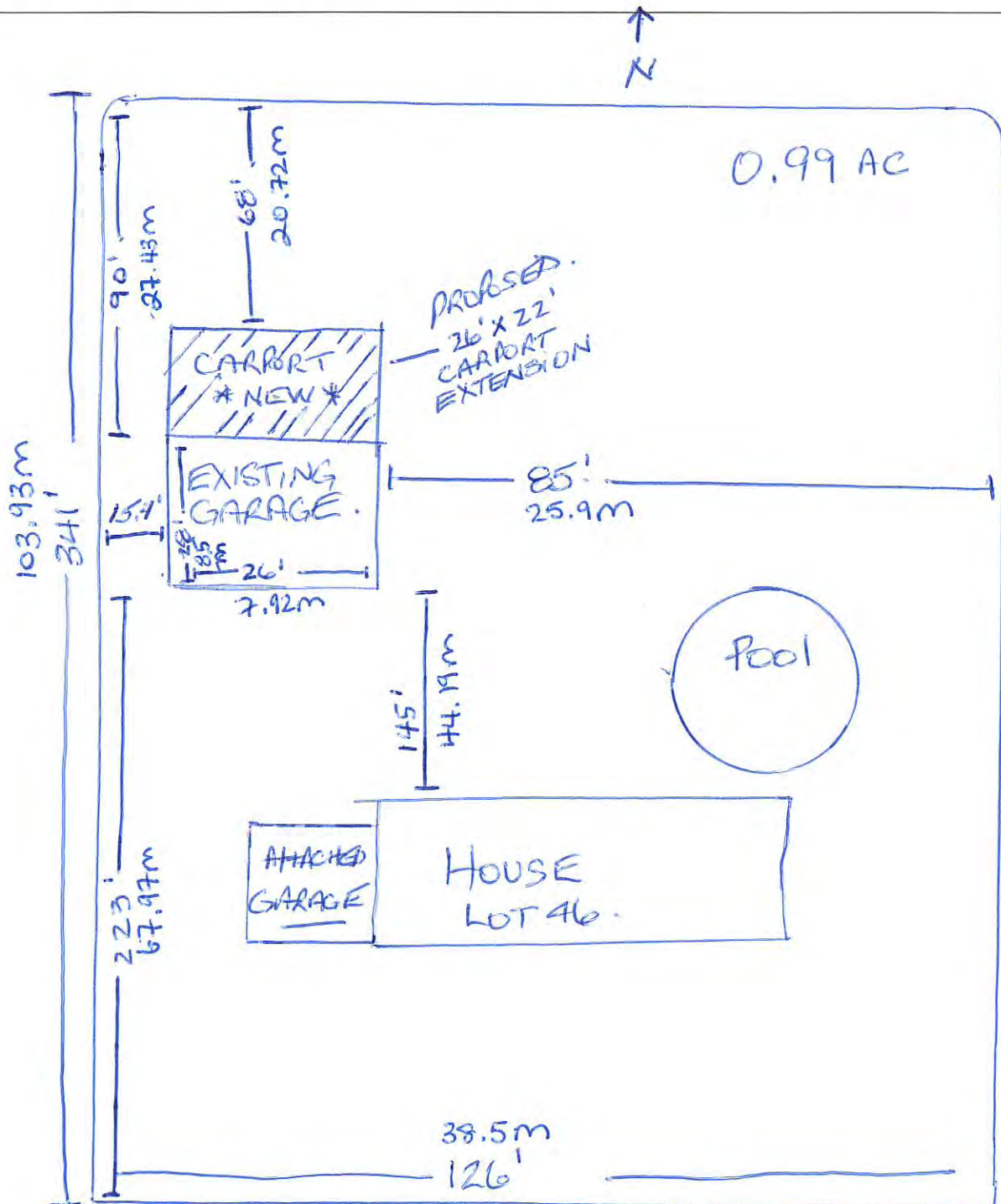
6. Other Information

Please provide any other information that may be useful to the Council or other agencies in reviewing this application, ie. health department, conservation authority, etc.

7. Sketch (please use metric units)

The application shall be accompanied by a sketch showing the following:

- ☐ The boundaries and dimensions of the subject land
- ☐ The location, size and type of all existing and proposed buildings and structure on the subject land, indicating the distance of the buildings or structures from the lot lines
- ☐ The approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
- ☐ The current use on land that is adjacent to the subject land
- ☐ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or right of way
- ☐ The location and nature of any easement affecting the subject land



AUTHORIZATION, DECLARATIONS AND ACKNOWLEDGEMENTS

OWNERS AUTHORIZATION

I, Andre Boirier, am the owner of the lands subject to this application hereby agree to the following:

1. Township staff or their representatives are authorized to enter my property for the purposes of evaluating this application.
2. I acknowledge and agree to pay all costs associated with the processing and evaluation of this application, including any peer reviews and consulting fees. These costs may be deducted from the deposit or invoiced directly, at the discretion of the Township. Should this application be appealed to the Local Planning Appeal Tribunal, I am aware that I will be responsible and agree to pay all fees related to the Local Planning Appeal Tribunal process.
3. For the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application, and further I authorize my agent for this application to provide any of my personal information that will be included in this application or collected during the processing of this application.
4. I authorized Andre Boirier to make this application on my behalf.

Dec 1, 2020
Date

[Signature]
Signature of Owner

[Signature]
Signature of Owner

SWORN DECLARATION OF APPLICANT

I, Funola Smith of the City of Brampton in the Province of Ontario make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the City of Brampton in the Province of Ontario
this 1st day of December 2020.

[Signature]
Commissioner of Oaths

[Signature]
Applicant

[Signature]
Applicant

**CORPORATION OF THE TOWNSHIP OF MULMUR
NOTICE OF COMPLETE APPLICATION AND
PUBLIC MEETING FOR A PROPOSED ZONING BY-LAW AMENDMENT
Z6-2020 POIRIER GARAGE ADDITION**

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 on February 3, 2021 at 10:00am using an electronic platform.

**This meeting is being conducted by means of Electronic Participation by a majority of members, as permitted by Section 238 (3.3) of the Municipal Act, 2001, as amended.
USING VIDEO AND/OR AUDIO CONFERENCING.**

To connect only by phone, please dial any of the following numbers. When prompted, please enter the meeting ID provided below the phone numbers. You will be placed into the meeting in muted mode. If you encounter difficulty, please call the front desk at 705-466-3341, ext. 0

+1 587 328 1099 Canada

+1 647 374 4685 Canada

+1 647 558 0588 Canada

To connect to video with a computer, smart phone or digital device and with either digital audio or separate phone line, download the zoom application ahead of time and follow the link below. Enter the meeting ID when prompted.

<https://us02web.zoom.us/j/84829988171>

Meeting ID: 848 2998 8171

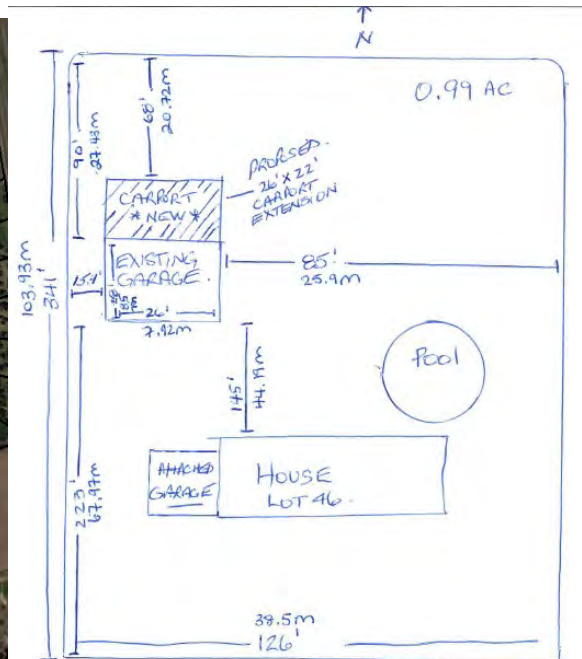
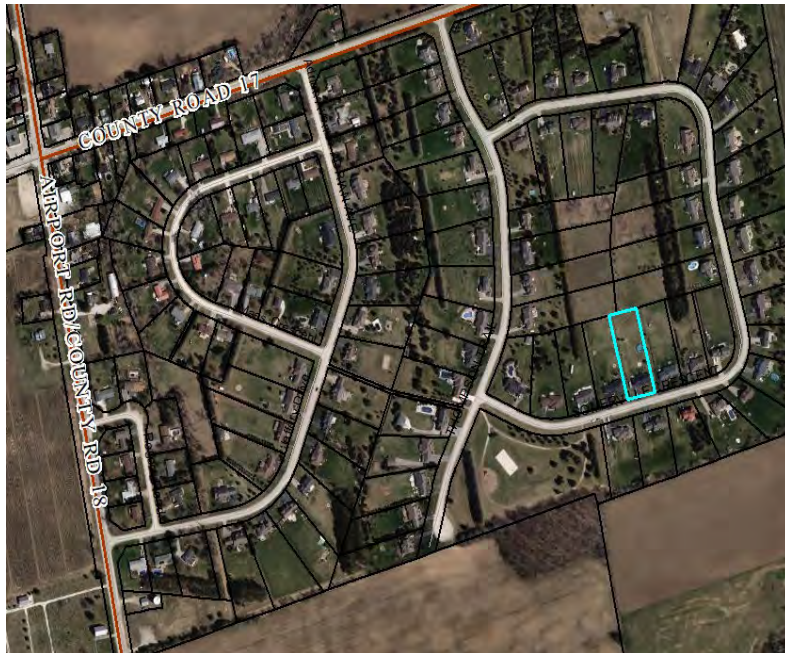
A copy of the proposed amendment is available for review at the municipal office during regular office hours. Anyone wishing to address Council with respect to the proposal may do so at the public meeting. Persons unable to attend the public meeting may provide written comments up until the time of the 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 Local Planning Appeal Tribunal (LPAT). Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the LPAT unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

PURPOSE OF THE AMENDMENT:

The proposed Zoning By-law Amendment would provide relief to the required interior side yard setback for an accessory building addition. The amendment would permit the garage carport to be built 4.7m from the western lot line, being in line with the existing garage whereas the bylaw requires 6m.

LANDS AFFECTED:

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



	DESCRIPTION
ROLL NUMBER	2216000001122920000
OWNER	ANDRE/LORRIE POIRIER
STREET ADDRESS	41 SOMERVILLE CRESCENT
LEGAL DESCRIPTION	PLAN 7M35 LOT 46 PART LOT 10, CON 7 EHS

For more information contact:
Tracey Atkinson, CAO/Planner
705-466-3341x222
tatkinson@mulmur.ca
DATED: January 12, 2021

Dustin Early, Planning Coordinator
705-466-3341 x 223
dearly@mulmur.ca



STAFF REPORT

TO: Council
FROM: Dustin Early and Tracey Atkinson
MEETING DATE: February 3, 2021
SUBJECT: Z6-2020 Poirer Garage Addition Setback

PURPOSE:

To assess the planning merits of a zoning by-law amendment application that would permit an accessory structure addition (garage carport) to be located approximately 4.7m from the west lot line whereas the by-law requires 6m.

BACKGROUND:

	DESCRIPTION
File No.	Z6-2020
Roll No.	2216000001122920000
Owner	POIRER ANDRE BERTRAND POIRER LORRIE ANN
Address	41 SOMERVILLE CRES
Legal Description:	PLAN 7M35 LOT 46 Part Lot 10, Concession 7 EHS
Official Plan:	Hamlet Residential
Zoning:	Hamlet Residential
NEC/Greenbelt:	n/a
NVCA Regulated:	no
Application Submission Date:	December 8, 2020
Public Meeting Date:	February 3, 2021

The owner desires to construct an addition to an existing accessory structure for storage accessory to a single detached dwelling.

The previously approved accessory structure (garage) was constructed in compliance with the zoning by-law provisions in effect at the time of its approval, but is located within the required 6 m setback provision of the current zoning by-law. The by-law previously require a 3.5m setback to Building an addition in accordance with the current by-law would result in an addition that would not be flush with the existing structure. The

proposed side yard setback would be 4.7 m from the west lot line. The proposed garage addition would see the accessory structure size increased to be approximately 121 m² (50' x 26') in total.

STRATEGIC PLAN ALIGNMENT:

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur

FINANCIAL IMPACTS:

No financial impact. Processing costs are generally covered by the application fee.

ANALYSIS:

The follow is a summary of the policy implications:

Planning Document	Policy Implications
County Official Plan	No specific references
Mulmur Official Plan	No specific references
Provincial Policy Statement	No specific references
Growth Plan	No specific references
NEC/Greenbelt	N/A
NVCA Regulations	N/A
Agricultural Land Base	No
Natural Heritage System	No

The Provincial Policy Statement, County Official Plan and local Official Plan contain high level policy direction and do not include direction related to yard setbacks.

The proposed development will allow for an accessory structure to be constructed as an addition to the existing garage. The proposed use is permitted in the Hamlet Residential zone. The proposed amendment would modify the side yard setback requirements.

From a site visit it was confirmed that the subject lands are located on a large in-town lot, with trees along the lot line that provide some buffering and separation between neighbouring uses.

The proposed amendment to allow the addition to be constructed in alignment with the existing structure is aesthetically pleasing and would not increase the impact on abutting uses.

AGENCY COMMENTS

Director of Public works provided verbal comment that Public Works have no issue with this application.

RECOMMENDATION:

It is recommended that this application be considered for approval by Council subject to any concerns raised by the public or through the agency circulation.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP
Planner

Dustin Early

Dustin Early
Planning Coordinator



Zoning By-Law Amendment Application

Under Section 34 of the Planning Act

DATE RECEIVED _____

Roll Number: 22-16-000-00 _____ - _____ -0000

Submission of the Application

- ☐ One application form for each parcel to be severed.
- ☐ **Application Fees**
- ☐ Pre-consultation with NVCA, NEC or Road Authority (if required)
- ☐ Sketch

Completeness of the Application

The information in this form **must** be provided by the applicant with the appropriate fee. If the information and fee are not provided, the application will be returned or refused for further consideration until the information and fee have been provided.

The application form also sets out other information that will assist the Township and others in their planning evaluation of the consent application. To ensure the quickest and most complete review, this information should be submitted at the time of application. In the absence of this information, it may not be possible to do a complete review within the legislated time frame for making a decision. As a result, the application may be refused.

SUMMARY OF FEES

Costs will be invoiced as received (plus a 10% Administration charge) and are required to be paid in full and will not be drawn from the security deposit.

MINOR ZONING AMENDMENT
NON REFUNDABLE FEE: \$1500

MAJOR ZONING AMENDMENT
NON REFUNDABLE FEE: \$2500
SECURITY DEPOSIT: Estimated by staff


*NVCA FEE IF IN REGULATED OR NHS AREA

1. Applicant and Ownership Information

Name of Legal Owner(s) Wyatt & Tamara Woolnough, Terri Matte, Wesley Wilkinson		Telephone: 647-473-0656	
Address 936488 Airport Road, Mansfield, ON		Postal Code L9V 0L5	
Email wjwoolnough@icloud.com			
Contact Information, if different than owner (this may be a person/firm acting on behalf of the owner)			
Name of Contact Antonio Domenico Giovinazzo o/a AG Design		Telephone: 647-607-9693	
Address 887 Dundas Street West, Toronto, ON		Postal Code M6J 1V9	
Email info@designag.ca			
Mortgage, Line of Credit, Charges, or other encumbrances in respect of the subject land			
Name Scotiabank (Mortgage)		Address 4 King Street West, 2nd Floor, Toronto, ON M5H 1A1	
DC #	Telephone/Fax 416-350-7400	Email	

2. Location and Description of the Subject Land

Concession	Lot		Registered Plan/Lot(s)/block(s)	
Street/Emergency No. 936488	Street/Road Airport Road	Reference Plan No.	Part Number(s)	
Width of street/road 20.12 m	<input type="checkbox"/> Municipal year round maintained road <input checked="" type="checkbox"/> MTO / County Road <input type="checkbox"/> Seasonal / Private Road			
Frontage (m) 138.72m	Entire Property		Affected Area (is amendment does not affect entire property)	

Depth (m)	196.04m	
Area (hectares)	2.80 ha	
3. Zoning and Official Plan Information		
Current zoning of subject lands: Countryside Area (A) Zone	Proposed zoning: Rural Residential (RR) Zone	
Related applications under the Planning Act, in any:	Has subject lands even been subject of an application under the Planning Act? File #: _____ Status: _____	
Nature & extent of the proposed zoning: Rural Residential (RR) Zone with an Agricultural Exception		
Purpose/reason why the rezoning is requested: To allow for the renovation of an existing building on the property to be converted to an ASD while still maintaining the agricultural distinction.		
Current Official Plan designation: Agricultural	Provide an explanation of how the application conforms to the Official Plan With the property's zoning becoming rural residential with an agricultural exception, it will accomplish one of the general purposes of the entire Official Plan; to preserve the rural character of the Township. In line with the definition of rural character (5.26 of the Official Plan), the change in zoning will mix agricultural uses and low density, randomly located dwellings in a predominantly rural and natural setting. The agricultural exception goes further and satisfies the objectives set out in the Agricultural designation which is currently applied to the property (6.1.1 of the Official Plan). The purpose why rezoning is requested is to allow for the renovation of an existing building on the property to be converted to an ASD while still maintaining the agricultural distinction. This will not have a substantial detrimental impact on the rural character of the Township as the renovation will not add lot coverage, floor area or height to the existing building.	
4. Consistency with Policy Documents		
Does this application: Alter the Boundary of a settlement area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Create a new settlement area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Remove lands from an employment area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide details of any Official Plan or Official Plan Amendment:		
Are the subject lands in an area where conditional zoning may apply? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide details of how this application conformed to Official Plan conditional zoning policies		
Is the proposed application consistent with the Provincial Policy Statement and any other Policy Statements issued under subsection 3(1) of the Planning Act: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Antonio Domenico Giovinazzo 		
Name of individual having knowledge of the policy statements. A report may be required to accompany this application and support the above statement of consistency.		Signature
Are the subject lands within the Niagara Escarpment Greenbelt Plan area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are the subject lands within the Greater Golden Horseshoe Growth Plan area?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Does the proposed application conform to or does not conflict with the Provincial Plans, including Greenbelt Plan and Growth Plan:

☒ Yes

☐ No

Antonio Domenico Giovinazzo



Signature

Name of individual having knowledge of the policy statements. A report may be required to accompany this application and support the above statement of consistency.

5. Land Use

Date Property Acquired November 13, 2020

Existing Use
RESIDENTIAL USE (ZONED AS COUNTRYSIDE)

Proposed Use
RESIDENTIAL USE (ZONED AS RURAL
RESIDENTIAL WITH AGRICULTURAL EXCEPTION)

Existing and Proposed buildings and Structures

Type of Building or Structure		Set Backs (m)				Height (m)	Dimensions (m x m)	Area (m2)	Date of Construction / Proposed Construction	Time use has continued (for existing buildings & structures)
		Front	Rear	Side	Side					
Principal Dwelling	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	8.91	166.95	79.89	44.47	7.62	10.08 x 18.97	203.59	EXISTING	SINCE PROPERTY ACQUISITION
Garage, Carport & ASD	<input checked="" type="checkbox"/> Existing <input checked="" type="checkbox"/> Proposed	44.37	134.28	25.55	98.07	5.64	16.58 x 15.95	212.48	PART OF EXIST. GARAGE TO BE CONVERTED TO ASD. DATE OF CONSTRUCTION SPRING 2021	SINCE PROPERTY ACQUISITION
Pool & Raised Deck	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	24.08	160.61	56.02	68.68	0.76	10.06 x 13.62	119.15	EXISTING	SINCE PROPERTY ACQUISITION
Metal Clad Barn	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	117.90	56.10	63.04	73.74	6.10	20.96 x 4.67	98.04	EXISTING	SINCE PROPERTY ACQUISITION
Dog Kennel	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	42.13	139.91	68.49	58.93	3.05	12.78 x 11.91	117.44	EXISTING	SINCE PROPERTY ACQUISITION
Metal Fence Enclosure	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	60.74	90.03	15.99	94.11	1.22	46.00 x 29.64	1326.58	EXISTING	SINCE PROPERTY ACQUISITION

Water <input checked="" type="checkbox"/> Private Well <input type="checkbox"/> Communal Well <input type="checkbox"/> Municipal Water <input type="checkbox"/> Other: _____	Sewage Disposal <input checked="" type="checkbox"/> Private Septic <input type="checkbox"/> Communal Septic <input type="checkbox"/> Other: _____	Storm Drainage <input type="checkbox"/> Sewer <input checked="" type="checkbox"/> Ditches <input type="checkbox"/> Swales <input type="checkbox"/> Other: _____	Tile Drainage <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, please mark on site plan location of tile runs
---	---	--	--

Does the proposed development produce greater than 4500 litres of effluent per day?

☐ Yes

☒ No

If yes, attach a servicing options report and hydro geological report

Are the lands part of a Nutrient Management Plan?

☐ Yes

☒ No

Please provide plan number _____ and date approved by OMAFRA _____

Are there any livestock facilities within 500 metres of the subject lands?

☐ Yes

☒ No

If yes, provide a Farm Data Sheet completed by each livestock facility owner for each of the livestock facilities. <http://mulmur.ca/departments/planning>

6. Other Information

Please provide any other information that may be useful to the Council or other agencies in reviewing this application, ie. health department, conservation authority, etc.

7. Sketch (please use metric units)

The application shall be accompanied by a sketch showing the following:

- ☒ The boundaries and dimensions of the subject land
- ☒ The location, size and type of all existing and proposed buildings and structure on the subject land, indicating the distance of the buildings or structures from the lot lines
- ☒ The approximate location of all natural and artificial features on the subject land and adjacent lands that in the opinion of the applicant may affect the application, such as buildings, railways, roads, watercourses, drainage ditches, river or stream banks, wetlands, wooded areas, wells and septic tanks
- ☒ The current use on land that is adjacent to the subject land
- ☒ The location, width and name of any roads within or abutting the subject land, indicating whether it is an unopened road allowance, a public travelled road, a private road or right of way
- ☒ The location and nature of any easement affecting the subject land

AUTHORIZATION, DECLARATIONS AND ACKNOWLEDGEMENTS

OWNERS AUTHORIZATION

Wyatt Wainough Teri Wesley
I, Tamara Wainough, Matte, Wilkinson, am the owner of the lands subject to this application hereby agree to the following:

1. Township staff or their representatives are authorized to enter my property for the purposes of evaluating this application.
2. I acknowledge and agree to pay all costs associated with the processing and evaluation of this application, including any peer reviews and consulting fees. These costs may be deducted from the deposit or invoiced directly, at the discretion of the Township. Should this application be appealed to the Local Planning Appeal Tribunal, I am aware that I will be responsible and agree to pay all fees related to the Local Planning Appeal Tribunal process.
3. For the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application, and further I authorize my agent for this application to provide any of my personal information that will be included in this application or collected during the processing of this application.
4. I authorized Antonio Domenico Giovinazzo o/a AG Design to make this application on my behalf.

Dec 1 2020
Date

Tamara Wainough
Signature of Owner

Antonio Domenico Giovinazzo
Signature of Owner

SWORN DECLARATION OF APPLICANT

I, Antonio Domenico Giovinazzo of the AG Design in the
City of Toronto make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

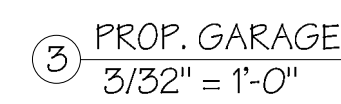
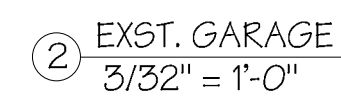
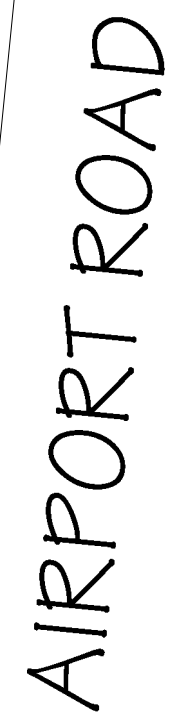
Sworn (or declared) before me at the _____ in the _____
this _____ day of _____ 20____.

Commissioner of Oaths

[Signature]

Applicant

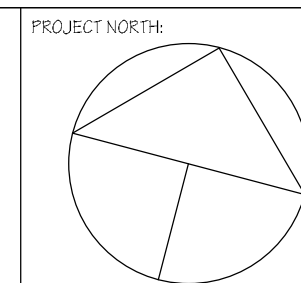
Applicant



MUSKOKA OFFICE: (705) 704-9615
1038 FIELDALE ROAD
HUNTSVILLE, ON P1H 2J6

Antonio Domenico Giovinazzo	1166
FIRM NAME	BC

NO.	DATE	REVISION
O	11/26/2020	ISSUED FOR ZONING



PROJECT:

936488 AIRPORT ROAD
MANSFIELD, ON LON 1M0

DRAWING TITLE:

SITE PLAN

DATE: NOV. 26, 2020		DRAWING NO: SP
SCALE: As indicated		
DRAWN BY: AG	PROJECT NO: 2016	42

**CORPORATION OF THE TOWNSHIP OF MULMUR
NOTICE OF COMPLETE APPLICATION AND
PUBLIC MEETING FOR A PROPOSED ZONING BY-LAW AMENDMENT
Z7-2020 WOOLNOUGH SECOND DWELLING**

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 on February 3, 2021 at 10:15am using an electronic platform.

**This meeting is being conducted by means of Electronic Participation by a majority of members, as permitted by Section 238 (3.3) of the Municipal Act, 2001, as amended.
USING VIDEO AND/OR AUDIO CONFERENCING.**

To connect only by phone, please dial any of the following numbers. When prompted, please enter the meeting ID provided below the phone numbers. You will be placed into the meeting in muted mode. If you encounter difficulty, please call the front desk at 705-466-3341, ext. 0

+1 587 328 1099 Canada

+1 647 374 4685 Canada

+1 647 558 0588 Canada

To connect to video with a computer, smart phone or digital device and with either digital audio or separate phone line, download the zoom application ahead of time and follow the link below. Enter the meeting ID when prompted.

<https://us02web.zoom.us/j/84829988171>

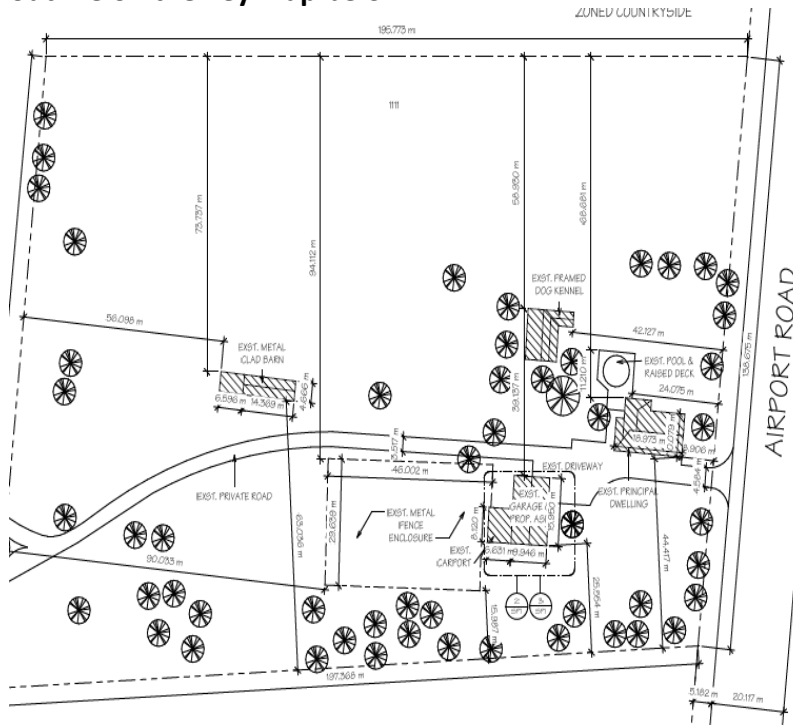
Meeting ID: 848 2998 8171

A copy of the proposed amendment is available for review at the municipal office during regular office hours. 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 Local Planning Appeal Tribunal (LPAT). Furthermore, the person or public body may not be added as a party to the hearing of an appeal before the LPAT unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

PURPOSE OF THE AMENDMENT:

The proposed Zoning By-law Amendment would rezone the subject lands from the Countryside (A) zone to a site specific exception zone. The proposed amendment would permit an additional second dwelling within an existing accessory building on a 2.8-hectare property that does not meet the minimum lot size required. The components of a second dwelling agreement may also be considered for incorporation into the site specific zoning.

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



	DESCRIPTION
ROLL NUMBER	2216000001154100000
OWNER	WYATT / TAMARA WOOLNOUGH
STREET ADDRESS	936488 AIRPORT RD
LEGAL DESCRIPTION	CON 6E E PT LOT 9 RP 7R2308 PART 1 RP 7R2747 PART 1

DATED: January 12, 2021

dearly@mulmur.ca



STAFF REPORT

TO: Council
FROM: Dustin Early and Tracey Atkinson
MEETING DATE: February 3, 2021
SUBJECT: Z7-2020 Woolnough Second Dwelling

PURPOSE:

To assess the planning merits of a zoning by-law amendment application that would change the zoning from the Countryside (A) zone to a site-specific exception zone. The proposed Zoning By-law Amendment would permit an additional dwelling within an existing accessory building on a 2.8 hectare property that does not meet the required minimum lot size to permit an additional single dwelling.

BACKGROUND:

	DESCRIPTION
File No.	Z7-2020
Roll No.	2216000001154100000
Owner	WOOLNOUGH WYATT WOOLNOUGH TAMARA
Address	936488 Airport Rd
Legal Description:	Con 6E E Pt Lot 9 RP 7R2308 Part 1 RP 7R2747 Part 1
Official Plan:	Agriculture
Zoning:	Countryside (A)
NEC/Greenbelt:	n/a
NVCA Regulated:	no
Application Submission Date:	December 7, 2020
Public Meeting Date:	February 3, 2021

The owner desires to renovate an existing accessory building (garage) to a secondary single detached dwelling on the subject lands. The current Countryside (A) zone only permits an additional single dwelling on lands greater than 8.0 hectares. The application proposes a rezoning from Countryside (A) to the Rural Residential zone which permits an additional single dwelling but would require an exception due to the lot area.

STRATEGIC PLAN ALIGNMENT:

4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term wellbeing of Mulmur.

FINANCIAL IMPACTS:

No financial impact. Processing costs are generally covered by the application fee.

ANALYSIS:

The follow is a summary of the policy implications:

Official Plan:

Planning Document	Policy Implications
County Official Plan	The application is consistent with the County of Dufferin Official Plan. The County approved OPA#2 to facilitate second dwelling development on certain lands within the Township.
Mulmur Official Plan	The Official Plan provides for second dwellings, either attached or detached, as specified in each designation, and provides clarity to the terminology. The Official Plan permits the proposed form of second dwelling subject to the provisions set forth in the zoning by-law.
Provincial Policy Statement	The 2020 Provincial Policy Statement (PPS) contains broad policy direction and policy direction on housing. The application is consistent with the PPS. Recent Provincial direction includes increasing opportunities for secondary units and affordable house.
Growth Plan	A Place to Grow contains policies on affordable housing and second units.
NEC/Greenbelt	N/A
NVCA Regulations	N/A
Agricultural Land Base	Yes
Natural Heritage System	No

The Provincial Policy Statement, County Official Plan and local Official Plan contain high level policy direction promoting the development of affordable units and a range of housing types.

The following is an excerpt from the Official Plan:

5.41 SECONDARY DWELLINGS, ADDITIONAL SINGLE DWELLINGS AND ATTACHED ACCESSORY DWELLING UNITS:

The Township supports the development of affordable housing through additional single dwellings (stand-alone and within detached accessory buildings) and attached accessory dwelling units in

appropriate locations within the Township, where single detached dwellings, semi-detached dwellings and townhouse dwellings, may be permitted. The development of additional single dwellings and attached accessory dwelling units will be considered subject to the following criteria:

- i) providing adequate services;
- ii) limiting future fragmentation and preserving rural character;
- iii) providing adequate parking, including a maximum of one additional parking space;
- iv) compatibility with adjacent land uses;
- v) maintaining appropriate lot coverage and yard setbacks;
- vi) providing appropriate minimum and maximum gross floor areas;
- vii) compliance with building standards in accordance with the Ontario Building Code;
- viii) consistency with any applicable urban design guidelines; and
- ix) other matters as deemed appropriate.

In Niagara Escarpment Commission Development Control Areas the policies of the Niagara Escarpment Plan apply.

The Zoning By-law will provide appropriate regulations for the provision of a variety of second dwelling units to implement the policies of this Plan.

Zoning:

The subject lands are zoned Countryside Area with a lot size of 2.8 hectares (6.92 acres). As per the zoning by-law, additional single dwellings are not permitted on properties with a lot size below 8.0 hectares, unless they are less than 50% of the floor area of the main dwelling and a maximum of 80m² and have an approved site plan agreement.

The following general provisions specifically address additional second dwellings on properties less than 8.0 hectares:

3.3.2 Additional Single Dwellings

Where an additional single dwelling is permitted, such dwelling shall only be permitted where there is a site plan agreement between the owner and Township, and where such agreement includes buffering, servicing, separation distances and access.

A guest cabin, second storey loft in any building or structure, or pool house having a floor area greater than 20 m², or accessory structure other than a garage or workshop, shall be considered an additional single dwelling, regardless of whether bedroom, kitchen facilities or bathrooms have been installed, and regardless of whether it is attached to a non-residential use or within an accessory structure.

Where a lot has less than 8 ha of land, such additional single dwelling shall comply with the following additional provisions:

- i) Minimum lot size shall be 1.0 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, and where such agreement includes buffering, servicing, separation distances and access.

From the information provided in the application, the existing garage is 212.48m² which is greater than the original principal residence (203.59m²).

A Upon review, it is noted that the existing principal residence does not meet the required Front Yard setbacks of 20m.

In the submitted application the proposed zoning requested is a Rural Residential with an agricultural exception. To maintain current compliance with accessory structure height it would be more acceptable that the zoning be kept Countryside with an exception to the above zoning issues not in compliance with the Countryside zone. This will maintain an agricultural focus intended by the residents.

SITE VISIT

From a site visit there are some concerns with the application. The existing building proposed for the second dwelling has an industrial appearance, but with chicken wire, grain silos and top ventilators akin to an agricultural building. The density of the lot with the additional dwelling may create a problem. At the time of site visit there were two work vans, two residential vehicles, two sign-up lift trucks. With the addition of a residential use it would be expected that a greater number of vehicles would be on the property. The proposed single dwelling would be just shy of a 20m distance from the existing dwelling separated by a limited parking space and a 40m distance to the neighboring dwelling with a limited partial tree buffer.

The lot has a frontage of approximately 130m, but the development is clustered on the southern portion, and the portion with the existing dwelling and proposed second dwelling would occupy the southern 60m of frontage. When viewed in relation to the dwelling on the lot to the south, there would be three dwellings within 100m of frontage on Airport Road. The proposed development may mimic strip development and be contrary to the Rural Character Official Plan policies.

There also appears to be two accessory buildings that show signs of active home industry use with an added stairway on the existing barn not shown in 2018 aerials. While the lot coverage is below the total permissible lot coverage, the configuration and uses feel dense. Additionally, the property has debris and materials throughout the lot that appear to be unused and could be in violation of the *Property Standards By-law* among other potential violations.

AGENCY COMMENTS

Public Works have no concerns (January 14, 2021 teleconference).







Cost of Community Services

- ✓ Cost of Community Service (COCS) studies were developed by the American Farmland Trust in the mid 1980's.
- ✓ COCS studies break a municipality's land base into several distinct categories and allocate all municipal revenues and expenditures to these land use categories
- ✓ Categories Include:
 - ✓ Residential
 - ✓ Commercial
 - ✓ Industrial
 - ✓ Farm
- ✓ COCS studies are very popular in the U.S but in Canada there have been only two completed COCS studies, one completed in Alberta and one in Ontario

Cost of Community Services

- ✓ COCS studies are a “snap shots in time” of each land use’s fiscal impact on a municipality in a particular year.
- ✓ COCS studies are very popular in the U.S but in Canada there have been only two completed COCS studies, one completed in Alberta and one in Ontario
- ✓ Specifically, this “snap shot” exhibits the total revenues and expenses associated with each type of land use.

Cost of Community Services

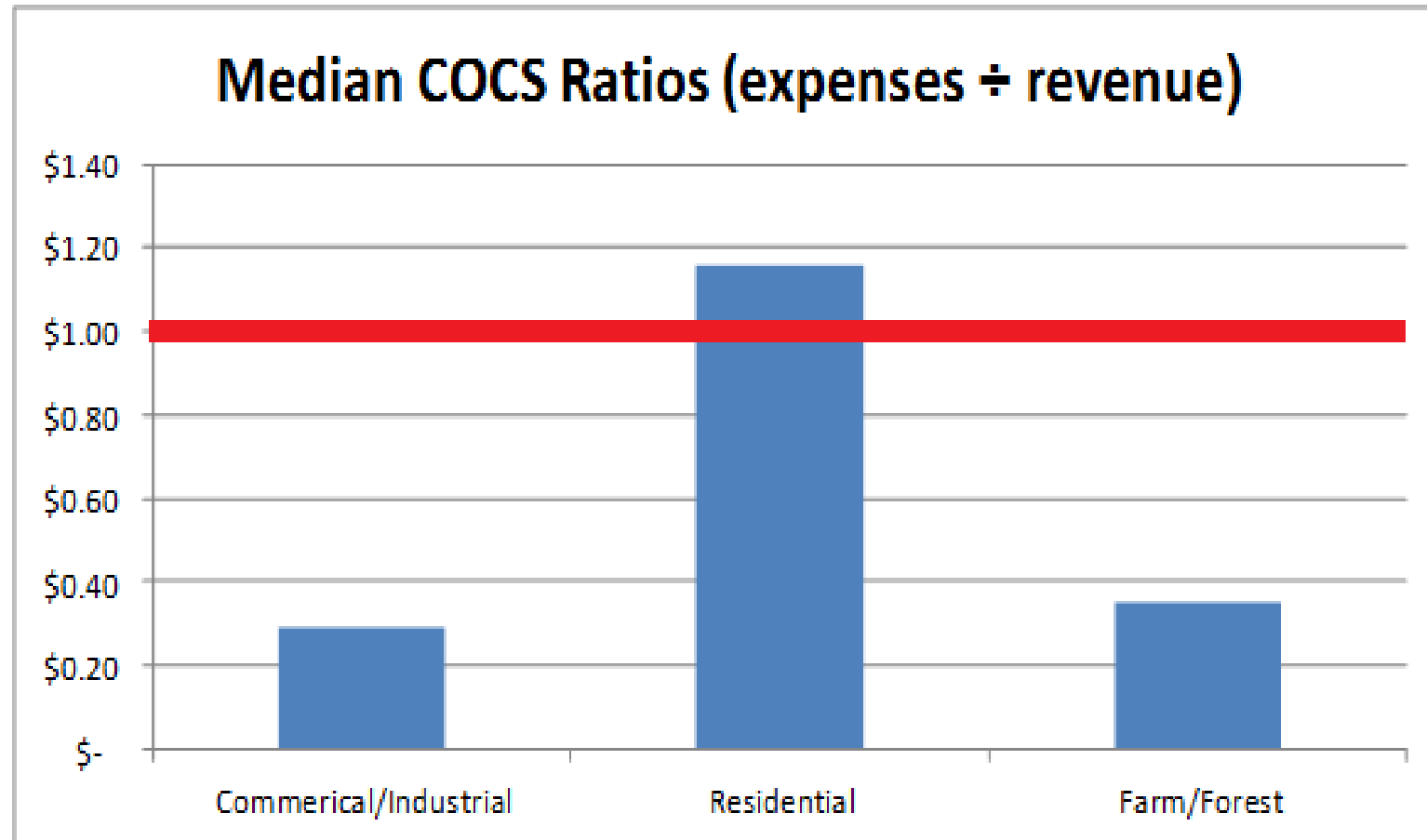
- ✓ COCS studies, generally have 4 steps:
 1. **Define Land Use Categories:** Residential, Farm/Forest and Commercial/Industrial.
 2. **Collect Data on Local Revenues and Expenditures:** Financial/Budget information, year end reports from each municipal department etc...
 3. **Allocate Revenue and Expenditures to each Land Use:** Based on the usage of each municipal service. Accomplished through analyzing municipal data and reports and correspondence with Municipal Staff
 4. **Calculate Revenue Expense Ratios for each Land Use:**

$$\frac{\textit{Sum of Expenses}}{\textit{Sum of Revenues}}$$

COCS Ratio

- COCS ratio = expenses ÷ revenue
- COCS ratio is calculated for each land use category
- A ratio greater than 1 indicates a particular land use category demands more in services than it brings in revenue to the municipality
- A ratio less than 1 indicates a particular land use category brings in more revenue to the municipality than it demands in services
- A ratio of 1 is the breakeven point

Median Results of the 151 COCS Studies



Mulmur Case Study

- In 2020, the Township of Mulmur agreed to conduct a COCS report

The case study had three objectives

1. Gather additional Ontario specific data on fiscal impacts of different land uses on rural municipalities.
2. Identify which municipal services the province should upload or provide additional funding to rural municipalities.

Step 1: Defining Land Use Categories

- ✓ Residential : All single and multifamily residences and apartment buildings, including farmhouses, residences attached to other kinds of businesses and rental units; all town owned property used for active recreation or social functions.
- ✓ Commercial/Industrial : All privately owned buildings and land associated with business purposes, the manufacturing of goods or the provision of services, excluding agricultural and forestry purposes.
- ✓ Farm/Forest: All privately owned land and buildings associated with farming and forestry; i.e., land classified under the farmland tax code (FT) and the managed forest tax code (TT).
 - ✓ Although the forest property class can be isolated on the revenue side, data provided by the municipality was not able to distinguish managed forest properties from farm.

Step 2: Collect all Municipal Data

- ✓ DFA/OFA met with mayor, the CAO and the head of public works to discuss our requirements for access to municipal data.
- ✓ Each department provided year end reports indicating which land use categories were making use of their departments resources.
- ✓ The Financial Information Return (FIR), is a standardized document that all municipalities in Ontario must submit to Ministry of Municipal Affairs and Housing (MMAH)

FIR- Mulmur's 2018 Assessment and Taxes

2018.01

FIR2018: Mulmur Tp

Asmt Code: 2216

MAH Code: 43606

Schedule 22

MUNICIPAL and SCHOOL BOARD TAXATION

for the year ended December 31, 2018

1. GENERAL PURPOSE LEVY INFORMATION

--	--

INSERT A ROW

	Phase-In Taxable Assessment	LT/ST Taxes	UT Taxes	Education Taxes	TOTAL
9299 TOTAL	933,352,734	3,846,590	2,881,998	1,395,733	8,124,321

			Property	Tax Rate		Percent of	CVA	Phase-In	Tax Rates				Municipal Taxes		Education	
	RTC RTQ	Tax Band	Class	Description	Tax Ratio	Full Rate	Assessment	Taxable Assessment	LT / ST	UT	EDUC	TOTAL	LT / ST	UT	Taxes	TOTAL
	1	2	3	4	5	6	7	8	9	10	11		12	13	14	15
	LIST	LIST				%	\$	\$	0.000000%	0.000000%	0.000000%	0.000000%	\$	\$	\$	\$
2001	0	Mulmur Tp														
0010	RT	0	Residential	Full Occupied	1.000000	100%	758,538,000	706,245,660	0.497364%	0.372642%	0.170000%	1.040006%	3,512,612	2,631,768	1,200,618	7,344,998
0110	FT	0	Farmland	Full Occupied	0.250000	100%	211,122,200	176,358,727	0.124341%	0.093161%	0.042500%	0.260002%	219,286	164,298	74,952	458,536
0140	TT	0	Managed Forest	Full Occupied	0.250000	100%	46,919,300	40,244,360	0.124341%	0.093161%	0.042500%	0.260002%	50,040	37,432	17,104	104,636
0210	CT	0	Commercial	Full Occupied	1.220000	100%	9,348,100	8,989,047	0.606784%	0.454623%	0.988609%	2.050016%	54,544	40,866	88,867	184,277
0240	CU	0	Commercial	Excess Land	1.220000	70%	608,900	551,100	0.424749%	0.318236%	0.692026%	1.435011%	2,341	1,754	3,814	7,909
0270	CX	0	Commercial	Vacant Land	1.220000	70%	379,000	277,000	0.424749%	0.318236%	0.692026%	1.435011%	1,177	882	1,917	3,976
0510	IT	0	Industrial	Full Occupied	2.198400	100%	439,100	435,540	1.093405%	0.819216%	1.340000%	3.252621%	4,762	3,568	5,836	14,166
0515	IH	0	Industrial	Full Occupied, Shared PIL	2.198400	100%	60,700	59,073	1.093405%	0.819216%	1.340000%	3.252621%	646	484	792	1,922
0545	IK	0	Industrial	Excess Land, Shared PIL	2.198400	70%	55,800	53,677	0.765384%	0.573451%	0.938000%	2.276835%	411	308	503	1,222
0710	PT	0	Pipeline	Full Occupied	0.842100	100%	39,500	37,250	0.418830%	0.313802%	0.881889%	1.614521%	156	117	329	602
2440	XT	0	Commercial, NConstr.	Full Occupied	1.220000	100%	119,600	101,300	0.606784%	0.454623%	0.988609%	2.050016%	615	461	1,001	2,077
													0	0	0	0
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9201	Subtotal						1,027,630,200	933,352,734					3,846,590	2,881,998	1,395,733	8,124,321

FIR Modification- Tax Allocation

Revenues (Lower Tier Only)	Total	Residential	Commercial/Industrial	Farm/Forest	Method Used For Allocation
Property Tax	\$3,045,040	\$2,485,317	\$327,316	\$232,407	Data obtained from Bayham's FIR2012
Other Taxes					
Supplementary Taxes	\$46,970	\$38,336	\$5,049	\$3,585	Fallback Allocation
Sewer and Water service Charges	\$46,626	\$45,693	\$933		Fallback Allocation
Sewer and Water connection Charges	\$87,654	\$85,901	\$1,753		Fallback Allocation
Municipal Drainage Charges	\$54,894	\$2,287		\$52,607	Correspondence with Municipal Staff
Railway Rights-of-way	\$8,638	\$7,050	\$928	\$659	Fallback Allocation
Education	\$1,367,221	\$874,325	\$410,582	\$82,314	Data obtained from Bayham's FIR2012
Payments in Lieu of Taxation (sheet 24A)					
Residential	\$140	\$140			Data obtained from Bayham's FIR2012
Commercial	\$44,267		\$44,267		Data obtained from Bayham's FIR2012
Total Payments in lieu of Taxation	\$44,407	\$140	\$44,267		
Total ST Taxes collected	\$3,334,229	\$3,539,050	\$380,246	\$289,258	

Schedule 40

CONSOLIDATED STATEMENT OF OPERATIONS: EXPENSES

for the year ended December 31, 2018

		Salaries, Wages and Employee Benefits	Interest on Long Term Debt	Materials	Contracted Services	Rents and Financial Expenses	External Transfers	Amortization	Total Expenses Before Adjustments	Inter-Functional Adjustments	Allocation of Program Support *	Total Expenses After Adjustments
		1	2	3	4	5	6	16	7	12	13	11
		\$	\$	\$	\$	\$	\$	\$	\$	\$	\$	\$
General government												
0240	Governance	64,322		22,834					87,156		14,457	102,213
0250	Corporate Management		4,905				285	22,483	27,673			27,673
0260	Program Support	546,361		105,912	52,435	1,818			706,586		-706,586	0
0299	Subtotal	611,283	4,905	128,746	52,435	1,818	285	22,483	822,015	0	-632,123	129,886
Protection services												
0410	Fire	182,638		83,136	10,718	61		74,930	357,543		79,262	436,805
0420	Police			-231	527,282				527,051		39,428	626,473
0421	Court Security								0			0
0422	Prisoner Transportation								0			0
0430	Conservation authority						42,809		42,809		7,890	50,699
0440	Protective inspection and control			12,830	-1,510				11,380		5,734	17,114
0445	Building permit and inspection services								0			0
0450	Emergency measures								0			0
0460	Provincial Offences Act (POA)								0			0
0498	Other								0			0
0499	Subtotal	182,638	0	101,795	536,490	61	42,809	74,930	938,783	0	192,374	1,131,157
Transportation services												
0611	Roads - Paved			3,110	15,661				18,771		3,443	22,220
0612	Roads - Unpaved	686,835		675,060	206,766			614,856	2,183,577		373,148	2,562,725
0613	Roads - Bridges and Culverts		21,909						21,909		4,364	26,273
0614	Roads - Traffic Operations & Roadside								0			0
0621	Winter Control - Except sidewalks, Parking Lots								0			0
0622	Winter Control - Sidewalks, Parking Lots Only								0			0
0631	Transit - Conventional								0			0
0632	Transit - Disabled & special needs								0			0
0640	Parking								0			0
0650	Street lighting								0			0
0660	Air transportation								0			0
0698	Other - Solar panels			1,235					1,235			1,235
0699	Subtotal	686,835	21,909	679,405	222,427	0	0	614,856	2,225,492	0	386,961	2,612,453
Environmental services												
0811	Wastewater collection/conveyance								0			0
0812	Wastewater treatment & disposal								0			0
0821	Urban storm sewer system								0			0
0822	Rural storm sewer system								0			0
0831	Water treatment								0			0
0832	Water distribution/transmission			20,338	104,863			114,435	240,242		43,585	283,827
0840	Solid waste collection								0			0
0850	Solid waste disposal			2,850	8,024				10,874		1,808	12,682
0860	Waste diversion								0			0
0898	Other								0			0
0899	Subtotal	0	0	23,788	112,893	0	0	114,435	251,116	0	45,644	296,509

Health services

FIR Modification- Allocations of Mulmur' s 2018 Operating Expenses

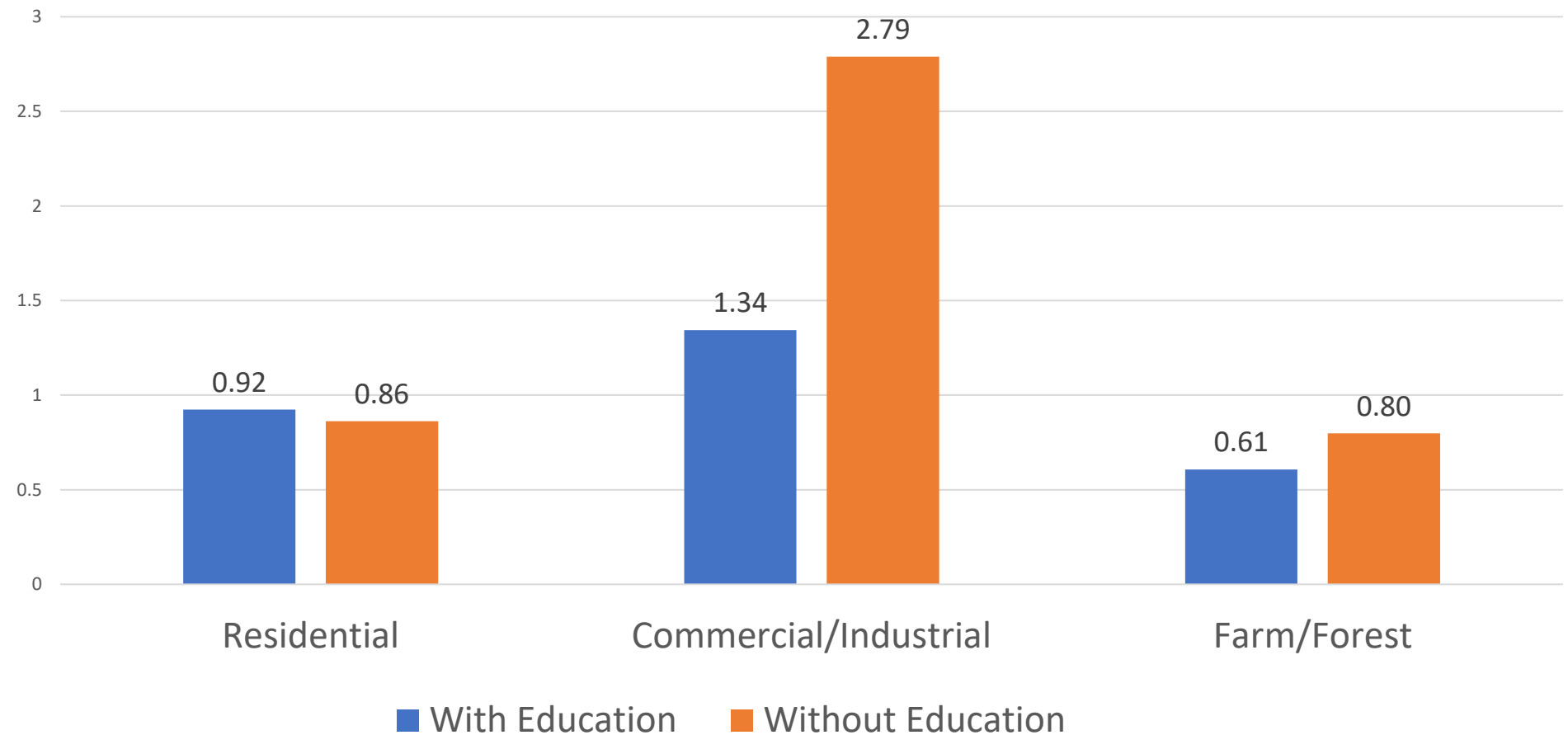
Municipal Expenses	Total	Residential	Commercial/Industrial	Farm/Forest	Method used for Allocation
Government					
General Governance	\$77,666	\$63,390	\$8,348	\$5,927	Fallback Allocation
Corporate Management	\$669,258	\$546,242	\$71,939	\$51,078	Fallback Allocation
Total General Governance	\$746,924	\$609,632	\$80,287	\$57,005	
Protection Services					
Fire Services	\$498,580	\$439,249	\$15,456	\$43,875	calls to service from each land use
Police Services	\$743,586	\$701,945	\$33,461	\$8,179	calls to service from each land use
Conservation Authority	\$75,761	\$61,835	\$8,144	\$5,782	Fallback Allocation
protective Inspection and Control	\$54,157	\$49,234	\$895	\$4,028	Correspondence with Municipal Staff
Building Permit and Inspection Services	\$92,113	\$83,739	\$1,523	\$6,851	Based on allocation of Permits
Total Protection Services	\$1,464,197	\$1,336,003	\$59,478	\$68,716	
Transportation Services					
Total Roads (paved)	\$2,376,304	\$2,091,148	\$47,526	\$237,630	Correspondence with Municipal Staff
Total Roads (unpaved)	\$75,219	\$66,193	\$1,504	\$7,522	Correspondence with Municipal Staff
Total Bridges and Culverts	\$26,547	\$23,361	\$531	\$2,655	Correspondence with Municipal Staff
Total Winter Control	\$86,655	\$76,256	\$1,733	\$8,666	Correspondence with Municipal Staff
Total Street Lighting	\$70,785	\$70,785			People Services allocated to residents
Total Transportation Services	\$2,635,510	\$2,164,088	\$275,682	\$195,740	
Environmental Services					
Waste Water Treatment & Disposal	\$889,396	\$871,608	\$17,788		Municipal Data
Water Treatment	\$102,823	\$100,767	\$2,056		Municipal Data
Water Distribution / Transmission	\$521,245	\$510,820	\$10,425		Municipal Data
Solid waste Collection	\$315,226	\$297,889	\$17,337		Municipal Data
Waste Diversion	\$221,289	\$197,279	\$24,010		Municipal Data
Total Environmental Services	\$2,049,979	\$1,978,362	\$71,617		
Health Services					

Step 3: Allocate all Revenues and Expenditures

- ✓ The COCS Methodology calls for Allocations of revenues and **expenditures to be allocated based on each land use's** proportional demand for municipal services.
- ✓ For example, for allocating expenditures and revenues related to fire protection services, we asked the local fire chief to compile a list of all of the calls to service in that year and indicate whether the response was sent to a residential, farm/forest or commercial/industrial land use.
- ✓ If there were 100 calls for service in the year and 85 went to residential, 5 to farm and forest, and 10 to commercial/industrial, then the allocation for fire expenditures and revenues would be 85% to residential, 5% to farm/forest and 10% to commercial/industrial.

Step 4: Calculate all Expense/Revenue Ratios

Final Land Use COCS Ratios



Breaking Down The Ratios: What the Ratios Do Tell us.

- ✓ The Expense/Revenue ratios tell us the expense the municipality incurred in providing services for every dollar of revenue associated with a particular land use.
- ✓ The Residential ratio of 0.92 tells us that for every dollar of municipal revenue generated in association with the residential category, the municipality spent \$0.92 providing services to the residential category.
- ✓ The commercial/industrial ratio of 1.34 tells us that for every dollar of municipal revenue generated in association with the commercial/industrial category, the municipality spent \$1.34 providing services to the commercial/industrial category.
 - ✓ The commercial ratio is an outlier and Mulmur has a very small commercial tax base (take this with a grain of salt.)
- ✓ The farm/forest ratio of 0.61 tells us that for every dollar of municipal revenue generated in association with the farm/forest category, the municipality spent \$0.61 providing services to the farm/forest category.

Breaking Down The Ratios: What the Ratios Do NOT Tell us

- ✓ The expense/Revenue should NOT be interpreted as a recommended Tax ratio for each land use.
- ✓ For example, the Farm/forest expense/revenue ratio of 0.61 does not imply that the farm/forest tax ratio should be 0.61.
- ✓ It is also important to keep in mind that this is a case study of a particular municipality using data from a particular year. It is not necessarily indicative of all municipalities for all years. While the results are in line with numerous reports done in the United States, more case studies in different municipalities throughout the province will be needed to gather more data.

Considerations & Limitations of COCS Studies

- ✓ Fallback Allocations
- ✓ Marginal Impacts
- ✓ Predictability
- ✓ Externalities

Fallback Allocations

- ✓ In certain circumstances, it is impossible or inappropriate to allocate particular budget items to a particular land use category. In these circumstances the COCS methodology **allows for the use of “fallback percentages”**
- ✓ Using Fall back allocations allows all revenue and expenditure items to be included, while preventing items that cannot be allocated from having any significant impact on final ratios

Figure 1: Fallback Percentages

<u>Land Use Category</u>	<u>Lower Tier Taxes Paid</u>	<u>Fallback Allocation</u>
Residential	\$3,512,612	91.4%
Commercial/Industrial	\$59,306	1.54%
Farm/Forest	\$269,326	7%
Total	\$3,846,590	-

Marginal Impacts

- ✓ COCS studies should not be used to argue the fiscal impact of marginal changes in land use.
- ✓ If a COCS study finds that the residential ratio for the residential category is 0.92 , this ratio does not predict the fiscal gain a municipality will incur from the development of an additional residential unit.
- ✓ COCS ratios look at the average impact of an entire land use and therefore only general observations about a particular land use as it exists in the year the study took place can be made.
- ✓ Many factors such as density and existing service routes can influence the marginal impact of development (and are not directly captured in COCS studies).

Predictability

- ✓ **COCS studies have been described as “snap shots in time” of each land uses fiscal impact on a municipality in a particular year**
- ✓ A discussion outlining any unusual or extenuating circumstances that may have impacted the results must be included in any COCS study.
- ✓ **Since the results are a “snapshot” they should not be used to make statements about the fiscal impacts of land use in other municipalities, or the fiscal impacts in future years.**
- ✓ However, if COCS Studies were to be adapted as a standard reporting procedure for municipalities, we would very quickly be able to make more definitive and predictive statements.

Externalities

- ✓ Property owners and residents are the intended recipients of municipal services. However, unintended recipients and 3rd party contributors, who are neither property owners in the municipality nor residents living in the municipality, remain external to the COCS categories.
- ✓ In the case of COCS studies, the externalities of primary interest are measurable, but remain as 3rd party effects because the unintended recipients and third-party contributors are not assigned a COCS category.
- ✓ Example of 3rd party effects would be the wear & tear on municipally funded roads, caused by non residents passing through.
- ✓ Grouping unintended recipients and third-party contributors into a COCS category would internalize these third-party effects.

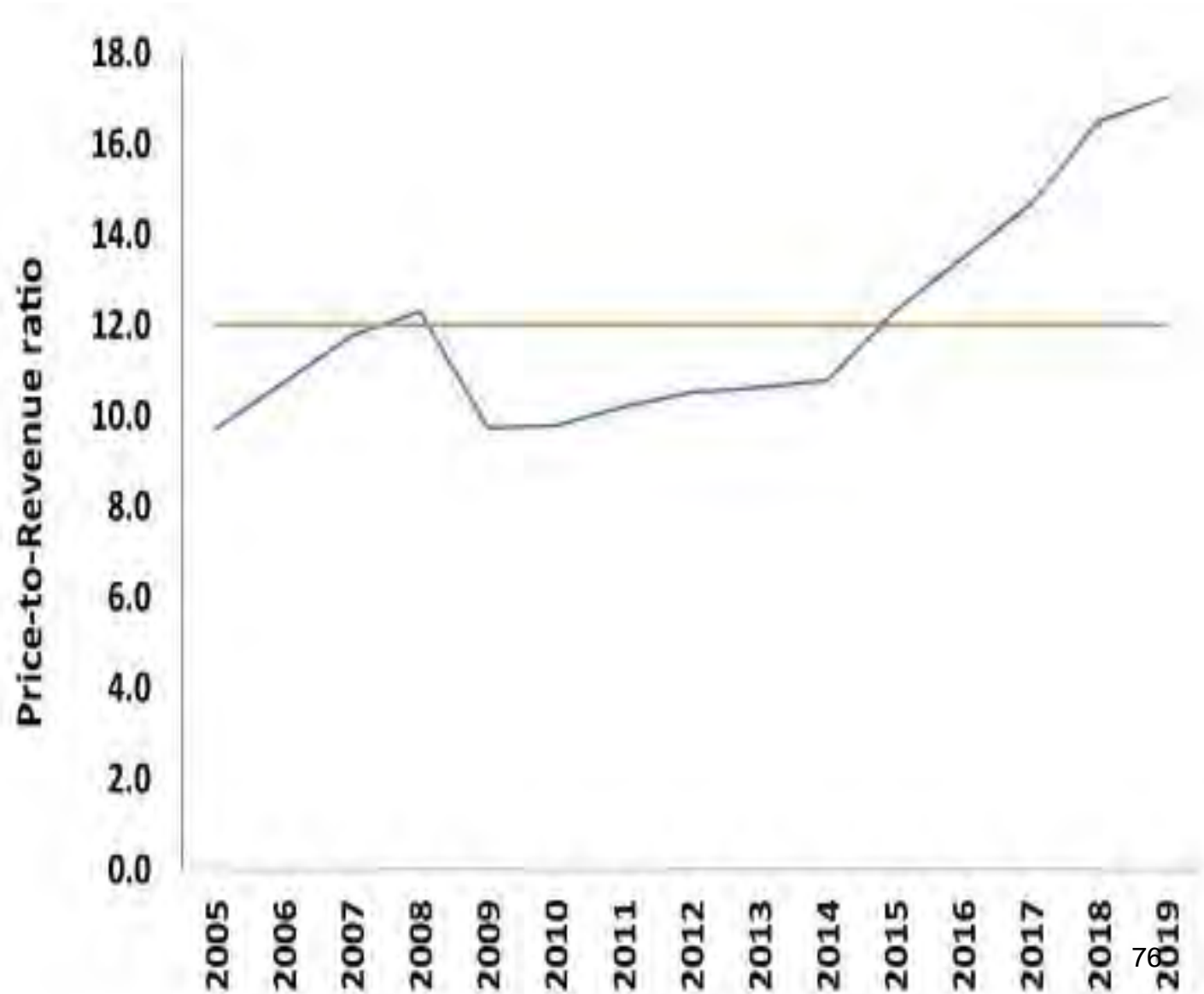
Municipal Perspective

- Municipalities are asked to provide a number of different services
- Municipalities are only given one form of taxation that they can control, property taxes

Two principles of taxation

- **Ability to pay:** The amount of tax paid is directly tied to income.
- **Benefit:** The amount of tax paid is tied to the amount of services used.
- In Ontario, the majority of property assessments are determined using the market value of different property types based on recent sales.
- The market value of properties is not necessarily reflective of income. This is especially true for farmland which has seen sharp increases in farmland which has pushed up the price of farmland relative to farm income in Ontario.*

* Source: [FCC](#)



People vs property services

- Property tax is an effective source of funding for services demanded by property
- It is less effective source of funding for “*people services*.”
 - Weak correlation between demand for services and property values
 - As we saw also a weak correlation between property values and income for all property types
- Income tax and other taxes are more effective source of funding for these services.
- Unfortunately, Ontario municipalities are forced to provide people services with only property tax to pay for the cost of these services.
- The provincial government has a role to play in either uploading the cost of additional people services that benefit all Ontarians or to provide municipalities with additional funding to cover these costs.

Municipal services the province should be funding

- Services that the are better suited to be covered by the province rather than lower tier municipalities meet three criteria.
 1. They are essential services.
 2. They are a societal benefit to all Ontarians.
 3. These services can be accessed by those not necessarily living in Mulmur.
- Using this criteria, this study looked at two services in particular that benefit all Ontarians and should be funded by the provincial government
 1. Education
 2. Police Services

This is NOT an implication that we should be spending less on these services

“This is a conversation exclusively focused on “**who**” should pay, not “how much” should be spent.”

Education

- Given municipalities do not play a meaningful role in education and school policy in Ontario, having local property taxes remain a funding source for the provincial education system is questionable.
- This has been implicitly acknowledged in the past as the reliance on educational property taxes has been reduced over the years.
- That being said, educational property taxes
- In 2018, Mulmur collected \$1,395,733 in education taxes.
- If the province were to fully upload the cost of education, Mulmur could increase its own tax revenue by 36%.
- That is more than enough money to cover Mulmur's annual infrastructure funding deficit of \$646,000.

Police Services

- Prior to the 1998 government service delivery realignment, the majority of policing services was paid for by the province.
- This made sense as police services is a public good that benefits all Ontarians.
- Policing services in Mulmur benefit **more than just the residents of Mulmur**.
- If someone visiting Mulmur is in need of policing services, they will receive it.
- Similarly, if a Mulmur resident visits another municipality and is in need of policing services, they will receive it.
- Like education, municipalities are paying for the service but the policing standards are provincially mandated.
- In 2018 Mulmur spent \$527,051, which is equal to nearly 12% of its operating expenses on police services.
- This is a service that the province should play a larger role in funding if not through a complete upload then through additional funding to municipalities, particularly small rural municipalities like Mulmur.

The need for greater financial support from the province to lower-tier rural municipalities

OFA has long recognized the many issues causing fiscal strain on small rural municipalities including;

- The dramatic reduction in OMPF funding.
- Lower-tier municipalities not benefiting to the same degree on service uploads.
- High infrastructure stock per capita.
- The need to cover many people services with a limited tax base.

Producing Prosperity in Ontario

- OFA's top priority is our "Producing Prosperity" campaign.
- The goal is to drive the Ontario economy forward by distributing economic development more evenly throughout Ontario.
- **One of the issues identified in this report, is the lack of commercial tax base in Mulmur.** The producing prosperity campaign advocates for Natural gas/Broadband access to make rural Ontario a more competitive business environment.
- Proper funding for rural municipalities is a pillar of the campaign.
 - Doubling the OMPF from \$500 million to over \$1 billion annually.
 - Increased dedicated infrastructure funding for rural municipalities.
 - OFA eager to work with municipal partners on other proposals that could help improve the fiscal situation of small rural municipalities.

STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: February 3, 2021
SUBJECT: Restatement of Mulmur's 2021 Budget per O.Reg. 284/09

PURPOSE

The purpose of this report is to restate the 2021 budget per O.Reg. 284/09 to convert it to an accrual basis of accounting rather than a cash basis.

BACKGROUND & DISCUSSION

Attached is a restatement breakdown from the Township's cash basis 2021 budget to an accrual basis per O.Reg. 284/09.

FINANCIAL IMPACT

There is no financial impact from this report as this is just a restatement for accounting purposes only.

RECOMMENDATION

THAT Council receive and approve the report of Heather Boston, Treasurer, Restatement of Mulmur's 2021 Budget per O.Reg. 284/09.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, BComm
Treasurer



Re-Statement of Township of Mulmur 2021 Budget per O.Reg 284/09

Adjustments from Cash Basis Budget to Accrual Basis Budget

	Cash Basis 2021 Budget	"A" Debt Principal	"C" Reserves Withdrawals Tsf From	"D" Reserves Additions Tsf To	"F" Amortization	Accrual Basis 2021 Budget
General Government						
Revenue	(668,954)		100,000			(568,954)
Expenses	987,430	(16,667)		(34,900)	23,681	959,544
Protection Services						
Revenue	(46,816)		1,000			(45,816)
Expenses	1,118,649			0	86,912	1,205,561
Transportation						
Revenue	(59,198)		9,360			(49,838)
Expenses	2,657,116	(26,640)		(892,625)	677,702	2,415,553
Environmental Services						
Revenue	(205,200)		0			(205,200)
Expenses	205,200			(64,882)	99,512	239,830
Recreation & Cultural Services						
Revenue	(13,456)		0			(13,456)
Expenses	177,815			(45,550)	41,029	173,294
Health Services						
Revenue	0		0			0
Expenses	18,100			0	1,441	19,541
Planning & Development						
Revenue	(93,700)		59,500			(34,200)
Expenses	73,330			0	-	73,330
Net Department Costs	\$ 4,150,316	-\$ 43,307	\$ 169,860	-\$ 1,037,957	\$ 930,277	4,169,189
Tax Levy	(4,150,316)					(4,150,316)
Net Budgeted (Surplus) deficit	\$ -					18,873

Notes:

1 Tax levy for 2021 is \$4,150,316 as per motion dated January 13, 2021

STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: February 3, 2021
SUBJECT: Community Grant Applications

PURPOSE

The purpose of this report is to provide Council with the 2021 community grant applications for consideration.

BACKGROUND & DISCUSSION

Following is a list summarizing the applications attached and the amounts requested. Mulmur's budget for 2021 is \$3,000 and the amounts requested below are within that limit.

Applicants	Amounts Requested
Team Van Go	\$ 500.00
Museum of Dufferin	\$ 300.00
Primrose Elementary School	\$ 35.00
Total Amount Requested	\$ 835.00

As the amounts requested are within the approved Township 2021 budget it is recommended that all grants are approved as submitted.

STRATEGIC PLAN ALIGNMENT

1. Growing a Prosperous Mulmur
2. Growing a Connected Mulmur
3. Growing a Supportive Mulmur
4. Growing a Sustainable Mulmur

FINANCIAL IMPACT

The total amount requested is \$835 and the budgeted amount is \$3,000, therefore the financial impact on the Township has already been considered through the approval of the budget.

RECOMMENDATION

THAT Council approves the following applications: Team Van Go \$500; Museum of Dufferin \$300; and Primrose Elementary School \$35.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, BComm
Treasurer



Community Grant Application Form

Name of Organization: Team Van Go - D.C. based cycling club

Address: 587526 10 sideroad Mulmur

Amount Requested: \$500 (max \$500)

1. What type of organization are you?

- ☐ Charitable organizations and foundations registered as a charity with the Canada Revenue Agency
- ☐ Organizations incorporated as not-for-profits
- ☒ Volunteer, sports and community clubs/groups providing services in the Township of Mulmur
- ☐ Schools
- ☐ Individual, one-time special request

2. Describe the project and specify what expense the funds will be used to offset. Please attach a budget for the project.

- rental of a 4x8 utility trailer to transport winter trail groomer to Dufferin Forest Main Tract.
- grant would offset total cost of rental (\$655.45)
- we groom 20km's of cycling trails, 18km's of hiking trails and the 3km Interpretive trail

3. How does your project align with the Townships Strategic Plan?

- by providing accessible winter trails this encourages residents + visitors to connect with their local environment
- facilitates Economic Development
- supported by Action 2 "Promote and Preserve" from S. Plan
- fulfills the "Connected" + "Supportive" elements of S. Plan

4. Do you provide service to Mulmur residents?

- ☒ Yes
- ☐ No

5. How does your project benefit the community of Mulmur?

- provides opportunities for exercise
- providing opportunity to be in the outdoors enhances mental health
- helps keep residents "local"

6. What is the total cost of the project? \$1655.45



Community Grant Application Form

Name of Organization: Museum of Dufferin

Address: 936029 Airport Road

Amount Requested: \$300.00 (max \$500)

1. What type of organization are you?

- ☐ Charitable organizations and foundations registered as a charity with the Canada Revenue Agency
- ☒ Organizations incorporated as not-for-profits
- ☐ Volunteer, sports and community clubs/groups providing services in the Township of Mulmur
- ☐ Schools
- ☐ Individual, one-time special request

2. Describe the project and specify what expense the funds will be used to offset. Please attach a budget for the project.

The MoD has a juried photography and art show with monetary prizes and no entry fee.

In partnership with the Dufferin County Canadian Black Association, the MoD is presenting a Black History Month Digital Exhibition. Canadian photographers and artists are encouraged to submit their work to reflect the theme of Solidarity.

Students, professionals and non-professionals, all are welcome to submit.

We are requesting the funding in order to reward the prizes.

3. How does your project align with the Townships Strategic Plan?

Mulmur is one of the municipalities who support the Community with respect to Diversity and Inclusiveness. The Museum, located in Mulmur, is also a huge supporter and continues to promote D&I initiatives.

4. Do you provide service to Mulmur residents?

- ☒ Yes
- ☐ No

5. How does your project benefit the community of Mulmur?

The Museum of Dufferin honours it's Mulmur patrons and members and supports many Mulmur events and community initiatives. By being in the gorgeous Mulmur hills we are so proud of the community and it's offerings.

6. What is the total cost of the project? n/a

Being a contest with a deadline of February 1st, we are unsure at this point of full project budget but would be able to provide that at a later date.

SHELBURNE & DISTRICT FIRE BOARD

2021 OPERATING BUDGET

PRESENTED: December 1, 2020

ACCOUNT NUMBER	ACCOUNT NAME	2020 BUDGET	2020 TO DATE	2021 BUDGET
EXPENDITURES				
4100-0100	Treasurer	\$ 1,000.00	\$ 800.00	\$ 1,000.00
4100-0300	Secretarial Services	\$ 17,600.00	\$ 14,039.93	\$ 38,275.00
4100-0400	Legal & Audit & HR Services	\$ 5,000.00	\$ 9,578.71	\$ 7,500.00
4100-0500	Mutual Aid Contributions	\$ 1,000.00		\$ 1,000.00
4100-0550	Office Supplies	\$ 3,250.00	\$ 3,088.38	\$ 3,000.00
4100-0600	Material & Supplies	\$ 2,250.00	\$ 1,340.95	\$ 2,250.00
4100-0700	Services & Rentals	\$ 4,500.00	\$ 2,595.99	\$ 4,500.00
4100-1100	MTO/ARIS Fees	\$ 1,000.00		\$ 1,000.00
4200-1650	IT Support Dufferin County	\$ 1,200.00	\$ 60.00	\$ 1,500.00
4100-0800	Subscriptions & Memberships	\$ 700.00	\$ 952.63	\$ 700.00
4100-0900	Conventions & Conferences	\$ 4,000.00		\$ 4,000.00
4100-1000	Licence Renewal	\$ 825.00	\$ 841.12	\$ 850.00
4100-1200	Heath & Safety Expenses	\$ 5,000.00	\$ 3,217.08	\$ 5,000.00
4100-1300	Fire Prevention	\$ 6,000.00	\$ 4,525.59	\$ 6,000.00
4100-1500	Training - Courses/Expense	\$ 15,000.00	\$ 2,154.77	\$ 15,000.00
4100-1800	Communication Equipment	\$ 7,500.00	\$ 5,940.55	\$ -
4100-1900	Dispatch	\$ 15,800.00	\$ 26,247.55	\$ 37,000.00
4200-0100	Fire Call Wages	\$ 125,000.00	\$ 72,738.76	\$ 131,250.00
4200-0102	Full-time Staff Wages	\$ 124,370.00	\$ 79,904.59	\$ 118,864.00
4200-0103	VFF Salaries/Standby/Meetings	\$ 37,000.00	\$ 34,880.54	\$ 39,500.00
4200-0105	Thursday Night Practice	\$ 32,500.00	\$ 14,615.00	\$ 32,500.00
4200-0110	Employers Portion - EI	\$ 2,000.00	\$ 2,247.05	\$ 3,500.00
4200-0120	Employers Portion - CPP	\$ 7,250.00	\$ 7,561.64	\$ 8,500.00
4200-0150	Mileage & Meals	\$ 400.00	\$ 27.00	\$ 400.00
4200-0200	Benefits (Manulife)	\$ 32,500.00	\$ 26,851.98	\$ 11,000.00
4200-0210	WSIB	\$ -	\$ -	\$ 17,000.00
4200-0220	Employer Health Tax	\$ -	\$ -	\$ 4,000.00
4200-0300	OMERS Pension Plan	\$ 13,000.00	\$ 2,559.76	\$ 13,000.00
4200-0400	Employee Assistance Program	\$ 750.00	\$ 708.25	\$ 1,000.00
4200-0500	Protective Clothing/Uniforms	\$ 16,500.00	\$ 18,879.28	\$ 3,500.00
4200-0800	SCBA Maintenance	\$ 2,000.00		\$ 2,000.00
4200-1005	Truck R&M - Pump 24	\$ 4,800.00	\$ 8,696.79	\$ 4,000.00
4200-1010	Truck R&M - Car 21	\$ 4,800.00	\$ 45.00	\$ 2,000.00
4200-1020	Truck R&M - Tanker 25	\$ 4,800.00	\$ 2,053.24	\$ 4,000.00
4200-1030	Truck R&M - Rescue 26	\$ 4,800.00	\$ 1,284.10	\$ 4,000.00
4200-1040	Truck R&M - Pump 27	\$ 4,800.00	\$ 2,831.58	\$ 4,000.00
4200-1050	Truck R&M - Ladder 28	\$ 4,800.00	\$ 1,330.92	\$ 4,000.00
4200-1060	Fuel for Trucks	\$ 8,000.00	\$ 4,552.90	\$ 8,000.00
4200-1100	Insurance Premium	\$ 13,000.00	\$ 37,604.16	\$ 45,000.00
4200-1200	Miscellaneous/Recognition Night	\$ 2,200.00	\$ 2,507.12	\$ 2,500.00
4200-1250	Expressions of Sympathy	\$ 250.00		\$ 250.00
4200-1300	Utilities (Gas/Hydro/Water/Sewer)	\$ 22,500.00	\$ 17,323.87	\$ 22,500.00
4200-1400	Bell Canada (Dispatch Line)	\$ 950.00	\$ 841.06	\$ 950.00
4200-1500	Bell Canada (Admin Line)	\$ 1,650.00	\$ 1,284.56	\$ 1,650.00
4200-1550	Bell Mobility	\$ 1,800.00	\$ 1,197.68	\$ 1,600.00
4200-1600	Vaccination & Driver Medicals	\$ 400.00		\$ 400.00
4200-1700	Bank Service Charges	\$ 660.00	\$ 649.50	\$ 725.00
4200-1750	Ceridian Payroll	\$ 2,500.00	\$ 1,834.08	\$ 2,500.00
4200-1800	New Equipment Acquisition	\$ 22,000.00	\$ 18,199.06	\$ 5,000.00
4200-1810	Equipment Maintenance	\$ 2,500.00	\$ 736.72	\$ 2,500.00
4200-1860	FF Association Expenses	\$ -	\$ 1,465.50	\$ -
4200-1900	TSF Bell Tower Lease to Capital	\$ -		
4200-1980	Building Maintenance	\$ 5,500.00	\$ 3,887.69	\$ 5,500.00
4200-1990	Building Expansion - Engineer	\$ -	\$ 1,864.74	
4200-2000	Interest on Temporary Loans	\$ 600.00	\$ 11.76	\$ 600.00
4200-2100	Fire Hydrants	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
4200-2500	Uncollectible Accounts	\$ -		
	TOTAL EXPENSES	\$ 605,705.00	\$ 454,059.13	\$ 643,764.00
REVENUES:				
3000-0500	Interest on Current Account	\$ 500.00	\$ 1,259.77	\$ 500.00
3000-0600	Miscellaneous / Inspections	\$ 5,000.00	\$ 2,530.00	\$ 5,000.00
3000-0800	MTO / County MCV Revenue	\$ 40,000.00	\$ 19,977.50	\$ 40,000.00
3000-0900	Insurance / False Alarm Revenue	\$ 5,000.00	\$ 1,330.00	\$ 5,000.00
	SUBTOTAL REVENUES	\$ 50,500.00	\$ 25,097.27	\$ 50,500.00
	Operating Reserve			\$ 26,500.00
2900-0000	Surplus/Deficit from Previous Year			
	TOTAL REVENUES	\$ 50,500.00	\$ 25,097.27	\$ 77,000.00
TOTAL OPERATING LEVY		\$ 555,205.00		\$ 566,764.00

Increase over Previous Year

2.08%

SHELBURNE & DISTRICT FIRE DEPT
CAPITAL PLAN
2018 - 2031

CAPITAL PLAN

YEAR	ADOPTED 2020	ADOPTED 2021	2022	2023	2024	2025	2026	2027	2028	2029	2030	2031
Opening Balance	\$ 218,900.82	\$ 359,959.14	\$ 4,959.14	\$ 197,459.14	\$ 389,959.14	-\$ 317,540.86	-\$ 125,040.86	\$ 67,459.14	-\$ 740,040.86	-\$ 2,747,540.86	-\$ 2,555,040.86	-\$ 2,422,540.86
Transfers In												
Plus: Interest	\$ -	\$ -	\$ -	\$ -	\$ -							
Plus: Special Capital Levy (prev \$93,000)	\$ 185,000.00	\$ 185,000.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00	\$ 222,500.00
Plus: Surplus from Previous Year	\$ -	\$ -	\$ -	\$ -	\$ -							
Plus: Sale of Rescue		\$ 5,000.00	\$ -									
Plus: Bell Tower Lease	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00	\$ 7,500.00
Transfers Out												
Less: Replace E-One Aerial Truck - Ladder 28	\$ -	\$ -	\$ -	\$ -	\$ -			-\$ 1,000,000.00				
Less: Replace Fire Pick Up - Car 21	-\$ 39,434.00	\$ -	\$ -	\$ -	\$ -						-\$ 60,000.00	
Less: Purchase Pumper Truck - Pump 24	\$ -	\$ -	\$ -	\$ -	\$ -							
Less: Replace Pumper Truck - Pump 27					-\$ 550,000.00							
Less: Rescue Truck - Rescue 26		-\$ 450,000.00										
Less: Replace Tanker Truck - Tanker 25					-\$ 350,000.00							
Less: Purchase Fire SUV		-\$ 15,000.00										
Less: Replace SCBA's	\$ -	\$ -	\$ -	\$ -	\$ -							-\$ 180,000.00
Less: Generator	-\$ 12,007.68											
Less: Truck Exhaust Control System												
Less: Contamination Room Reno												
Less: Repave Parking Lot	\$ -	\$ -	\$ -	\$ -	\$ -							
Less: Purchase Extrication Equipment												
Less: Washroom Renovation		-\$ 50,000.00										
Less: Building Replacement/Addition									-\$ 2,200,000.00			
Less: Communication Equipment		-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00	-\$ 7,500.00
Less: Protective Clothing		-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00	-\$ 13,000.00
Less: New Equipment		-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00	-\$ 17,000.00
Ending Balance	\$ 359,959.14	\$ 4,959.14	\$ 197,459.14	\$ 389,959.14	-\$ 317,540.86	-\$ 125,040.86	\$ 67,459.14	-\$ 740,040.86	-\$ 2,747,540.86	-\$ 2,555,040.86	-\$ 2,422,540.86	-\$ 2,410,040.86

Rolling Stock List of Vehicles	Replacement Value	Year to Replace
1999 Freightliner Pumper Truck	\$ 550,000.00	2024
2004 International Rescue Truck	\$ 350,000.00	2019
2009 Tanker Truck	\$ 350,000.00	2024
2012 Ford F150 Crew Cab	\$ 60,000.00	2030
2012 E-One Aerial Truck	\$ 1,000,000.00	2027
2018 Spartan Metrostar-X Pumper	\$ 550,000.00	2033

stretch to 2021

Equipment Replacement Dates	Replacement Value	Year to Replace
2016 SCBA	\$ 180,000.00	2031
2018 Extrication Equipment	\$ 60,000.00	2033

THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____-20

A BY-LAW TO REPEAL BY-LAW 1-19 BEING A BY-LAW TO GOVERN THE PROCEEDINGS OF COUNCIL AND ITS COMMITTEES TO ALLOW ELECTRONIC MEETINGS DURING AN EMERGENCY

WHEREAS *The Municipal Act*, 2001, S.O. 2001, c.25, ('Act') provides that a Council shall adopt a procedural by-law for governing the calling, place and proceedings of meetings, provide for public notice of meetings and to govern the conduct of its members.

AND WHEREAS the Municipal Act was amended March 19, 2020 to allow municipalities the option to provide for electronic meetings, to allow members participating electronically to be counted towards quorum and allow members of council to vote by proxy if included in a municipality's procedural by-law.

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

1. The rules and regulations in the attached document TOWNSHIP OF MULMUR – PROCEDURAL BY-LAW #__-21, as amended, shall be observed in all proceedings of the Council and shall be the rules and regulations for the order and dispatch of business in the Council and in the Committees.
2. Roberts Rules of Order shall prevail where applicable on all matters not covered by this by-law.
3. This By-Law shall become effective upon the date of the enactment.
4. By-Law No. 1-19, is hereby repealed.

READ a first, second and a third time and finally passed this ____ day of _____, 2021

.....
JANET HORNER, MAYOR

.....
TRACEY ATKINSON, ACTING CLERK

TOWNSHIP OF MULMUR – PROCEDURAL BY-LAW #___-21

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Commented [CH1]: Will revise for final copy based on feedback

1. DEFINITIONS

In this By-Law:

Chair – the person presiding at the meeting.

Committee – a Committee and/or Board created by Council, excluding legislated and/or Joint Committees and/or Boards that have their own policies and procedures.

Closed Session – a meeting or portion thereof which is closed to the public in accordance with the applicable legislation.

Deputation – an address to Council or Committee at the request of a person wishing to speak.

Electronic Participation – means a Council or Committee Member who participates in a Council Board or Committee Meeting remotely via electronic means, including but not limited to, video or audio teleconference), who has the same rights and responsibilities as if they were in physical attendance, including the right to vote, and shall be permitted to participate in any portion of a meeting including Closed Session.

Commented [CH2]: Added to Definitions: Electronic Participation and Emergency

Emergency – means a declared or undeclared situation or an impending situation that constitutes a danger of major proportions that could result in serious harm to persons or substantial damage to property and that is caused by the forces of nature, a disease or other health risk, an accident or an act whether intentional or otherwise.

Ex Officio – by virtue of Office and refers to the position of Mayor.

Head of Council – the Mayor.

Majority Vote – Council or Committee means an affirmative vote of more than one-half of the votes cast.

Commented [CH3]: Removed the word Affirmative Removed By Those Present, as anyone participating will not be present in the Council Chmabers.

Notice of Motion – a written motion received by the Clerk at a meeting of Council, moved by a member, and seconded by another member, for inclusion on an agenda of a subsequent meeting of Council.

Notice – a written or printed communication publicly displayed.

Point of Order – a question by a member with the view to calling attention to any issue relating to the Procedural By-Law or the conduct of Council's business or in order to assist the member in understanding Council's procedures, making an appropriate motion or understanding the effect of a motion.

Point of Privilege or Personal Privilege – a question by a member who believes that another member has spoken disrespectfully towards that member or another member or who considers that his or her integrity or that of a member or Township official has been impugned or questioned by a member.

Quorum – a majority of the members present, or by electronic participation at a meeting to carry on business.

Commented [CH4]: Modified the definition of quorum to include members present or electronically.

Recorded Vote – a written record of the name and vote of every member voting on any matter or question.

Resolution – the decision of Council on any motion.

2. COUNCIL AND COUNCIL MEETINGS

- i) Meetings of the Council shall be held at the Council Chambers, or by electronic participation **adopted** and used by the Council from time to time for such purpose. The inaugural meeting of Council shall take place as legislated in the Act. The regular meeting of Council shall be held on the first Wednesday of each month at 9:00 A.M., except for December and January which shall be the second Wednesday.
- ii) In January, Council will review and confirm the next year's tentative meeting dates.
- iii) The Mayor may at any time summon a special meeting of Council on 48 hours notice to the Members of Council, or, upon receipt of the petition of the majority of the Members of the Council, the Clerk shall summon a special meeting for the purpose and at the time mentioned in the petition. Forty-eight hours notice of all special meetings of Council shall be given to the Members through the Clerk's office. The only business to be dealt with at a special meeting is that which is listed. The Mayor at his/her discretion may call an emergency meeting.
- iv) In the case of the absence of the Mayor or he/she refuses to act, or his/her office is vacant, the Deputy Mayor shall be appointed to act from time to time in the place of the Mayor and he/she shall have all the rights, powers, and authority of the Head of Council, while so doing.
- v) As soon after the hour fixed for the holding of the meeting of the Council, as quorum is obtained, the Mayor shall take the Chair and call the meeting to order.
- vi) **Council** and Committee/Board Meetings may be live streamed and/or audio recorded, on an appropriate internet based platform that is generally available to members of the public. The link to access the live streaming of meetings will be published on the website.

Commented [CH5]: Meetings of Council shall be held at the Council Chambers or by electronic participation.

Commented [CH6]: Modified to sayAs quorum is **obtained**

Commented [CH7]: Added

3. ACCOUNTABILITY AND TRANSPARENCY

- i) All Council and Committee meetings shall be open to the **public**, in the event of an emergency, meetings may be open to the Public through live streaming only.
- ii) Notwithstanding 3 i) above, a meeting may be closed to the public if the subject matter being considered relates to items as listed in *The Municipal Act, 2001*, S.O. 2001, c.25. and must follow the procedures as outlined in the Act.
- iii) Confidentiality – Members shall ensure that confidential matters disclosed to them and materials provided to them during Closed Sessions or provided to them in advance of the meeting or session marked confidential, are kept confidential. Members are encouraged to return confidential material to the Clerk. The

Commented [CH8]: Revised to include emergency situations.

obligation to keep information confidential applies even if the member ceases to be a member of Council.

4. ABSENCE OF MAYOR

Subject to the provisions of Act and where no Presiding Officer has been appointed, in case the Mayor does not attend within fifteen (15) minutes after the time appointed for a meeting, the Clerk shall call the members to order and the Deputy Mayor shall preside until the arrival of the Mayor and while so presiding shall have all the powers of the Head of Council.

5. NO QUORUM

If no quorum is obtained one-half hour after the time appointed for a meeting of Council or a Committee, the Clerk shall record the names of the members present and the meeting shall stand adjourned until the date of the next meeting.

Commented [CH9]: Revised to say obtained, instead of present.

6. CURFEW

No item of business may be dealt with at a Council meeting after 4:30 pm for a day meeting, and after 3 hours of the start of evening meeting of Council, unless agreed to by the majority of Council present.

7. INCLEMENT WEATHER

For all Council and Committee meetings, should the Mayor or Chair deem the weather to be severe or an emergency, the meeting May be held electronically, cancelled or rescheduled for another time, at the discretion of the Mayor and Clerk.

Commented [CH10]: Revised to say may be held electronically.

8. ELECTRONIC PARTICIPATION

Committee and Board meetings may offer electronic participation, at the discretion of the Chair, in accordance with *The Municipal Act*, 2001, S.O. 2001, c.25. and in accordance with this By-law.

Commented [CH11]: Section Revised to include Electronic Participation

Electronic Participation – General

- i) Electronic Participation at meetings may be conducted, pursuant to Section 238 of the Municipal Act, as amended, and in accordance with this By-law.
- ii) Electronic participation will be permitted at all Council meetings unless specified by the Clerk or Chair.

- iii) Members participating electronically, shall be entitled to vote as if they were attending in person and participate electronically in a meeting that is open or closed to the public.
- iv) Members who wish to participate electronically, in accordance with this section, shall make arrangements with the Clerk, or designate, no less than 24 hours in advance of the meeting, or as soon as possible in the event of inclement weather.
- v) At meetings with electronic participation by any member(s), all votes shall be recorded to ensure transparency.

Electronic Participation – Emergency Situations

- i) This By-law is to be applied broadly and with flexibility to permit meetings to occur in light of special circumstances associated with emergency situations.
- ii) As determined by the Mayor or Chair and the Clerk, in an undeclared or declared emergency situation, all members, the Clerk and applicable staff may participate in a meeting electronically. All members of Council shall be counted for the purposes of quorum and shall be entitled to vote.
- iii) In deciding to hold a meeting or meetings electronically, Council shall consider the health and safety of members, staff and the public.
- iv) In emergency situations where the health and safety of the public is deemed to be at risk, meetings will be open to the public only by live streaming and/or audio recorded on an appropriate internet based platform that is generally available to members of the public.

9. PETITIONS AND COMMUNICATIONS

Every communication, including a petition designed to be presented to the Council, shall be legibly written or printed and shall not contain any obscene or improper matter or language and shall be signed by at least one person, and filed with the Clerk. Digital signatures are accepted as well as email communications.

10. THE CONDUCT OF PROCEEDINGS AT A MEETING

10.1 It shall be the duty of the Mayor or Chair:

- i) to open the meeting by taking the chair and calling the meeting to order;
- ii) to announce the business in the order in which it is to be acted upon;

- iii) to receive and submit, in the proper manner, all motions presented by the members;
- iv) to put to vote all questions which are duly moved and seconded, or necessarily arise in the course of proceedings and to announce the result;
- v) to decline to put to vote motions which infringe the rules of procedure;
- vi) to restrain the Members, within the rules of order, when engaged in debate;
- vii) to enforce on all occasions the observance of order and decorum among the Members;
- viii) to call by name any Member persisting in breach of the rules of order, thereby ordering him/her to vacate the Council Chamber;
- ix) to receive all messages and other communications and announce them to the Members;
- x) to authenticate, by his/her signature when necessary, all by-laws, resolutions, and minutes;
- xi) to inform the members when necessary or when referred to for the purpose, on a point of order;
- xii) to represent and support the members, declaring its will, and implicitly obeying its decisions in all things;
- xiii) to ensure that the decisions are in conformity with the laws and by-laws governing the activities;
- xiv) to adjourn the meeting when the business is concluded, to adjourn the meeting without question in the case of grave disorder arising;
- xv) to order any individual or group in attendance at the meeting to cease and desist any behaviour which disrupts the order and decorum of the meeting and to order the individual or group to vacate the Council Chamber or meeting room where such behaviour persists;
- xvi) to run the meeting efficiently and effectively.

10.2 It shall be the role of Council:

- i) to represent the public and to consider the well-being and interests of the municipality;
- ii) to develop and evaluate the policies and programs of the municipality;
- iii) to determine which services the municipality provides;
- iv) to ensure that administrative policies, practices and procedures and controllership policies, practices and procedures are in place to implement the decisions of Council;
- v) to ensure the accountability and transparency of the operations of the municipality, including the activities of the senior management of the municipality;
- vi) to maintain the financial integrity of the municipality;
- vii) to carry out the duties of Council under this or any other Act.

11. AGENDAS

The Clerk, at his/her discretion, shall have prepared from all petitions, communications, correspondence and delegation requests, which are received at least 7 calendar days prior to the date and time of the meeting, not less than forty-eight (48) hours before the hour appointed for the holding of a regular meeting, an agenda under the following headings as needed:

- Call to Order
- Agenda Approval
- Land Acknowledgement
- Minutes of the Previous Meeting
- Discussion Arising out of the Minutes
- Disclosure of Pecuniary Interests
- 15 minute Question Period
- Public Meetings
- Deputations and Invitations
- Public Works
- Treasury
- Administration
- Planning
- Committee Minutes and Sub Committee Reports
- Information Items
- Closed Session
- Items for Future Meetings

Commented [CH12]: Revised Order to reflect Current Agenda

- Notice of Motions
- Passing by-laws
- Adjournment

The business of the meeting shall in all cases be taken up in the order in which it stands upon the agenda unless otherwise decided by the majority of members.

Any item which is not on the agenda as set but has been determined by the Clerk to be of a nature which requires attention prior to the next scheduled meeting, the item may be added by addendum at the discretion of the Clerk.

Any items brought forward as a time sensitive issue by other means shall require a majority vote of the members present to be added to the agenda.

All items not included in the agenda package and presented as an 'on desk item' will be included in the posted agenda.

Public attending for Question Period, can attend in person or electronically.

12. MINUTES

Minutes shall record:

- i) The place, date and time of the meeting and the time of adjournment;
- ii) The names of members and staff present;
- iii) The reading, if requested, correction and adoption of the minutes of prior meetings;
- iv) All other proceedings, which will include motions, resolutions, decisions and directions of the meeting without note or comment. Decisions and directions will be clearly stated by the Chair to the Clerk for recording;
- v) The public may ask questions or address Council during question period, which is not recorded. The theme of the question will be recorded in the minutes. Council and or staff may respond at their discretion or they may or may not defer the item to a future agenda;
- vi) The draft minutes of each Council and/or Committee meeting shall be presented to Council for approval and/or information at the next regular meeting, but will be made available in draft to the public as soon as possible after the meeting and prior to adoption;

- vii) After the Council minutes have been approved by Council, they shall be signed by the Mayor and Clerk and/or designate(s).

13. COMMITTEES

- i) Council shall, determine the appropriate Committees, mandates, honorarium and their membership. The Committee shall sit until dissolved by Council. Public members are expected to be residents, property owners, and/or business owners in the Township of Mulmur. Township Staff are not eligible to sit as public members. Public members will continue to serve until their successors are appointed by Council. All Public members will need to provide a clean criminal records check. Council will determine the criteria for appointment of public members. All Committee members will be appointed by motion or by-law.
- ii) Council members appointed to the Committees, shall sit for a two-year period. After which Council will determine whether new members of Council will be appointed.
- iii) All items considered by a Committee shall be forwarded to the Council in the form of Committee minutes.
- iv) Ex officio, who is not a member of a specific Committee, may attend meetings of any Committee and may, with consent of the Chair of that Committee, take part in the discussion, but shall not be counted in the quorum or entitled to make motions or to vote but their attendance shall be noted in the minutes at these meetings.

14. DISCLOSURES OF PECUNIARY INTEREST (CONFLICT OF INTEREST)

Where a Member, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, in any matter and is present at a meeting of the Council or Committee or Board which the matter is the subject of consideration, the Member, shall govern themselves in accordance with the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50* and:

- i) shall determine whether they may have a pecuniary interest and to disclose the nature thereof;
- ii) shall prior to any consideration of the matter at the meeting, disclose the Member's interest verbally at the meeting and then in writing, in a form provided, to the Clerk, the general nature thereof;

- iii) shall not take part in the discussion of, or vote on any question in respect of the matter;
- iv) shall not attempt in any way whether before, during or after the meeting to influence the voting on the matter;
- v) where a meeting is open to the public, the Member shall, in addition to complying with the requirements of *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50* shall forthwith leave the meeting or part of the meeting during which the matter is under consideration;
- vi) where a meeting is not open to the public, the Member shall, in accordance with the *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50* forthwith leave the meeting or the part of the meeting during which the matter is under consideration;
- vii) where the interest of a Member has not been disclosed by reason of the Member's absence from a particular meeting, the Member shall disclose the Member's interest and otherwise comply at the first meeting of the Council or Committee, as the case may be, attended by the Member after the particular meeting;
- viii) every declaration of interest and the general nature thereof made shall where the meeting is open to the public, be recorded in the minutes of the meeting by the Clerk of the Municipality or secretary of the Committee or local board, as the case may be;
- ix) every declaration of interest made, but not the general nature of that interest, shall, where the meeting is not open to the public, be recorded in the minutes of the next meeting that is open to the public;
- x) where the number of members who, by reason of the Provisions of *Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50 Act*, are disabled from participating in a meeting is such that at that meeting the remaining members are not of sufficient number to constitute a quorum, then, despite any other general or special Act, the remaining number of members shall be deemed to constitute a quorum, provided such number is not less than two.

15. DEPUTATIONS (DELEGATIONS)

- i) All delegates wishing to address Council or a Committee shall advise the Clerk in writing providing an outline of the nature of the deputation, at least seven (7) days prior to the meeting. All delegates not listed on the agenda, shall only be heard upon the consent of the members. The Clerk, at his/her discretion, will determine the date and time of the deputation.

ii) All delegates shall address the Chair and shall state their name and whom they represent.

iii) Each delegation shall be limited in speaking to not more than ten (10) minutes except that a delegation consisting of more than five (5) persons shall be limited to two (2) speakers, each limited to speaking not more than ten (10) minutes. A maximum of 4 deputations at a day meeting not including *Planning Act* public meetings shall be permitted. Invitations for attendance at a Council meeting by Council will be included in the maximum number of deputations.

Commented [TA13]: Changed to 10 Minutes for Delegations

iv) Each issue and/or deputation will be allowed one meeting presentation to the Council and/or Committee with a period of 6 months lapsing before the issue can be raised again. An exception may be granted at the discretion of the Clerk, if substantially new and/or substantially significant information is provided.

v) The Chair may shorten the time of any deputation, any questions of a delegate, or debate during a deputation for disorder or any other breach of this by-law.

vi) Delegations can appear either in person or electronically.

Commented [CH14]: Added – Delegations can appear electronically

No delegate shall:

- i) speak disrespectfully of any person;
- ii) use offensive words;
- iii) speak on any subject other than the subject for which he or she has received approval to address Council or Committee;
- iv) disobey the rules of procedure or a decision of the Chair or Council.

16. PUBLIC BEHAVIOUR

No person, except Members and authorized staff shall be allowed to come within the area of Council during a Council meeting without permission of the Chair or Council.

The Chair may cause to be expelled and exclude any member of the public, who creates any disturbance or acts improperly, during a meeting of Council or Committee. If necessary, the Chair may call upon the Clerk to seek the appropriate assistance from police.

Members of the public who constitute the audience at a meeting, in person or electronically, shall not:

Commented [CH15]: Revised to indicate that an audience can be considered electronically or in person.

- i) address Council or Committee address without permission;

- ii) bring signage, placards or banners into such meetings and refrain from any activity or behaviour that would affect the Council or Committee deliberations;
- iii) enter the meeting room without first removing any non-religious or non-medical head gear;
- iv) shall not forget to put on silence all electronic devices.

17. READING OF BY-LAWS AND PROCEEDINGS THEREON

- i) No by-law, except a by-law to confirm the proceedings of Council, shall be presented to Council unless the subject matter thereof has been considered and approved by Council.
- ii) Every by-law shall be introduced upon motion by a Member of the Council, specifying the title of the by-law.
- iii) Every by-law when introduced shall be in typewritten form and shall contain no blanks except such as may be required to conform to accepted procedure or to comply with provisions of any Act and shall be complete with the exception of the number and date thereof.
- iv) Every by-law shall have three readings prior to it being passed.
- v) The first and second reading of a by-law shall be decided without amendment or debate.
- vi) If Council so determines, a by-law may be taken as read.
- vii) The Clerk shall set out on all by-laws enacted by Council the date of the several readings thereof.
- viii) Every by-law enacted by the Council shall be numbered and dated and shall be sealed with the seal of the Corporation and signed by the Clerk, the Mayor and/or designate(s).

18. MOTIONS

- i) **Seconding** – A motion must be formally seconded before the Chair can put the question or a motion be recorded in the minutes.
- ii) **Motion to Reconsider** – A motion to reconsider shall not be made during the same meeting of Council at which the original determination was taken. If a decision has not been substantially acted upon, a member who voted on the

prevailing side may at any time within six months of the original decision, introduce a motion to reconsider a previous decision.

- iii) **Presentation of Motion by Chair** – When a motion is presented in Council in writing, it shall be read aloud by the Chair before debate. Motions may be amended verbally prior to the Calling for the Vote, if a quorum of the members agree to the amendment. The mover and seconder of the motion are to initial the amendment.
- iv) **Call for the Vote** – Immediately preceding the taking of the vote, the Chair shall read the motion in the form introduced and/or amended.
- v) **No Interruption After Call for the Vote** – After a motion is finally called for the Vote, by the Chair, no Member shall speak to the question nor shall any other motion be made until after the vote is taken and the result has been declared.
- vi) **Unrecorded Vote** – The manner of determining the decision of the Council on a motion shall be at the discretion of the Chair and may it be by voice, show of hands, standing or otherwise.
- vii) **Recorded Vote** – If a member at a meeting at the time of a vote requests immediately before or immediately after the taking of the vote that the vote be recorded, each member present, except a member who is disqualified from voting by any Act, shall announce his or her vote openly and the Clerk shall record each vote in alphabetical order, unless otherwise prohibited by statute. The names of those who voted for and others who voted against shall be noted in the minutes. The Clerk shall announce the results.
- viii) **Tie Votes** – Any motions on which there is a tie vote shall be deemed to be lost, except where otherwise provided by any Act.
- ix) **Failure to Vote or Abstention** – A failure to vote or abstention by a member at the meeting at the time of the vote and who is qualified to vote shall be deemed to be a negative vote.

Commented [CH16]: Removed reference to present

Commented [CH17]: Remove reference to Present

19. RULES OF DEBATE

- i) To address Council, every member shall wait to be recognized by the Chair before speaking.
- ii) When the Chair calls for the vote on a motion, each Member shall occupy his/her seat and shall remain in his/her place until the result of the vote has been declared by the Chair, and during such time no Member make any noise or disturbance.

Commented [CH18]: Removed walk across the room

iii) When a Member is speaking no other Member shall pass between him/her and the Chair or interrupt him/her except to raise a Point of order or Personal Privilege.

iv) Any Member, taken in order of acknowledgement, may require the question or motion under discussion to be read at any time during the debate, but only after each member has spoken on the question or motion at least once, but not so as to interrupt a Member while speaking.

The following matters and motions with respect thereto may be introduced orally without written notice and without leave, except as otherwise provided by any other Act:

i) a point of order or personal privilege;

ii) Endorsement of an item under "information";

iii) Except as provided by clause above, all motions shall be in writing;

Commented [CH19]: Removed and signed by the Chair

iv) In all unprovided cases in the proceedings of the Council the matter shall be decided by the Chair or, subject to an appeal to the Council upon a point of order.

20. POINTS OF ORDER AND PRIVILEGES

i) The Chair shall preserve order and decide questions of order/privilege when brought forward by any member of Council.

ii) The Council, if appealed to, shall decide the question without debate and its decision shall be final.

21. CONDUCT OF MEMBERS OF COUNCIL

No Member in an open meeting or Closed Session, shall speak disrespectfully of the Reigning Sovereign, or any of the Royal Family, or of the Governor-General, the Lieutenant-Governor of any province, of any Member of the Senate, the House of Commons of Canada or the Legislative Assembly of the Province of Ontario.

No Member shall:

i) in an open meeting or Closed Session, use offensive words or un-parliamentary language in or against the Council or against any Member, staff or guest;

ii) speak on any subject other than the subject in debate;

- iii) criticize any decision of the Council except for the purpose of moving that the question be reconsidered;
- iv) disobey the rules of the Council or a decision of the Chair or of the Council on questions of order or practice or upon the interpretation of the rules of the Council,. And in case a Member persists in any such disobedience after having been called to order by the Chair, the Chair may forthwith put "that such Member be ordered to leave for the duration of the meeting of the Council" but if the Member apologizes he/she may, by vote of the Council, be permitted back into the meeting;
- v) knowingly be absent or leave a meeting without notifying the Clerk, preferably in writing.

Commented [CH20]: Removed:
his/her seat

22. AMENDMENT

- i) In all matters and under all circumstances the members shall be guided by and shall have regard to the all other existing legislation including but not limited to *The Municipal Act, 2001, S.O. 2001, as amended, c.25 and Municipal Conflict of Interest Act, R.S.O. 1990, c. M.50.*
- ii) Following a regular or new election, the Clerk shall provide each member of Council with a copy of this By-Law, including any amendments thereto.

Commented [CH21]: Add in as amended

23. CONFLICT

If there is any conflict between this By-Law and any statute, the provisions of the statute prevail.

24. NOTICE OF INTENTION TO PASS BY-LAW – NOTICE OF PUBLIC MEETING

Manner of Notice – Where notice of intention to pass a by-law or notice of a public meeting is required to be given, the Clerk shall cause such notice to be posted on the Township's website. Council or the Clerk may provide additional notice by direct mail and/or publishing a notice in a newspaper at their discretion.

Time of Notice – Where notice of intention to pass a by-law or notice of a public meeting is required to be given, such notice shall be provided in the time frame prescribed in the applicable legislation or regulations, and if not so prescribed, notice shall be given at least once, not less than 48 hours prior to the proposed notice of intention to pass a by-law or notice of a public meeting being taken.

If the proposed by-law is not passed at the Council meeting specified in a notice in Section 61 (a), but consideration of the matter is deferred, no further notice is required under Section 61 (a), if a public statement is made at the meeting that the matter has been deferred and that the municipality now intends to adopt or amend the by-law at a later Council meeting specified in the public statement. This section applies to any further deferrals of the matter.

Form of Notice – Unless otherwise prescribed in the applicable legislation or regulations, where notice of intention to pass a by-law or notice of a public meeting is required to be given, the form of the notice shall include the following information:

- i) A description of the purpose of the meeting, or the purpose and effect of the the date, time and location of the meeting;
- ii) Where the purpose of the meeting or proposed by-law is related to specific lands with the Township, a key map showing the affected lands;
- iii) The name and address of the person who will receive written comments on the issue that is the subject of the meeting and the deadline for receiving such comments.
- iv) proposed by-law;

25. FINANCIAL ADOPTION OF ANNUAL BUDGET

The notice provisions set out above shall apply to the discussion, consideration and adoption of the annual budget in total.

26. OPERATING COSTS INCURRED PRIOR TO BUDGET APPROVAL

Normal operating costs incurred prior to the adoption of the annual budget shall not require notice, and approval of such expenditures shall be deemed ratified upon the adoption of the annual budget.

27. IMPROVEMENTS TO SERVICE

Unless otherwise designated by regulation, notice of improvements in the efficiency and effectiveness of the delivery of services by the Township and its local boards; and barriers identified by the Township and its local boards to achieving improvements in the efficiency and effectiveness of the delivery of services by them, shall be posted at the same time as prescribed in the legislation for the publication of Performance Measures.

28. GENERAL

- i) Where separate by-laws have been enacted in accordance with provisions contained in the legislation, the notice provisions set out in such by-laws shall prevail.
- ii) No notice shall be required under this by-law, where the provision of notice will interfere with the ability of Council to conduct business with respect to a matter permitted for a Closed Session under Section 239 of the Act.
- iii) Nothing in this by-law shall prevent the Clerk from using more comprehensive methods of notice or providing for a longer notice period.

29. EMERGENCY PROVISION

If a matter arises, which in the opinion of the CAO, is considered to be of an urgent or time sensitive nature, or which could affect the health or well-being of the residents of the Township of Mulmur, or if a State of Emergency is declared, or if so advised by a Provincial Ministry, the Clerk shall make his/her best efforts to provide notice of the action as soon as possible following the action and will present a report to Council for ratification.



Dear Senior Leaders and Elected Officials,

The climate crisis requires urgent action. Immediate efforts must be made to pursue targets that align with limiting global average temperature increase to well below 2°C above pre-industrial levels to avoid the direst impacts of climate change.

The Township of Mulmur shares in the common goal to protect the health and vitality of our community against the effects of the climate crisis to our built, social, and natural systems. Climate leadership is vital for ensuring our community remains a desirable place to live, work, and play. Climate action is also a crucial component in working towards racial, social, and economic justice in our community, because, while climate change impacts all of us, without intervention, the benefits and burdens of climate change will not be distributed equally among the community.

The Township of Mulmur is pleased to express our support of Dufferin County's goal to reach greenhouse gas neutrality by 2050 and the Dufferin Climate Action Plan. The actions outlined in the Plan are necessary to achieve greenhouse gas neutrality and to build resilience to the acute and chronic effects of climate change in our community.

As a representative of the Dufferin County Climate Change Collaborative, The Township of Mulmur strongly believes that the Dufferin Climate Action Plan represents the values of Dufferin citizens and that the Plan's ambitious goals reflect the urgency and seriousness of the climate crisis.

The Township of Mulmur looks forward to opportunities to advance shared climate action objectives with the implementation of this plan.

Thank you for recognizing the need to address this important issue. We believe that together we can realize the goals of the Dufferin Climate Action Plan and build a prosperous future together.

Sincerely,

Tracey Atkinson, CAO, Planner, Acting Clerk

Township of Mulmur



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

Thursday February 4th, 2021.

Eh!tel Networks Inc.
392058 Grey County Rd 109
Holstein, ON
N0G 2A0

Dear Mr. Peeters

Re: Universal Broadband Fund from ISEDC

The Township of Mulmur is pleased to provide this letter of support and municipal consent to Eh!tel Network Incorporated's application for their Federal Government funding under the Universal Broadband Fund application for a Fibre Project for parts of Mulmur Township (Honeywood, Blackbank, Ruskview, Terra Nova, Kilgore, Whitfield and Springwater Lakes) to make high speed service connections in that area available.

The demand for broadband connectivity is growing and will continue to grow within our community. Many areas within our Township currently have little to no cell or internet service. The gaps in our rural community have become even more evident during the pandemic and the increased demand for home offices. The growing information economy requires broadband fibre even more today as critical service for business retention and to support our present rural growth, remote education for youth, online training tools to upgrade skills and provide residents with access to information.

The Township of Mulmur strongly supports the application by Eh!tel Networks Inc. for funding from the "Universal Broadband Fund" program. This funding for Eh!tel Networks Inc. would build much needed broadband fibre optic infrastructure in our rural community.

Yours Truly,

Tracey Atkinson
CAO/ Planner/ Acting Clerk

Subject: **Proposed Tow Truck Licensing By-law Dufferin County -
- Local Municipalities**

Department: **Corporate Services**

Division: **Clerks**

Report #: **CPS-2021-004**

Meeting Date: **2021-01-11**

Recommendations

That Report CPS-2021-004 regarding proposed Tow Truck Licensing By-law Dufferin County Local Municipalities be received; and

That the multi-level working group regarding the Towing Industry in Dufferin and the Dufferin County local municipalities be advised that the Town will develop a uniform Tow Truck Licensing By-law in accordance with the steps outlined in Report CPS-2021-004; and

That any municipality wishing to participate in Stage 1 of the development of a uniform Tow Truck Licensing By-law contribute \$1000; and

That during the development of a uniform Tow Truck Licensing By-law staff:

- **determine the costs of administering and enforcing the By-law;**
- **the licensing fees; and**
- **any other costs associated with the delivery of the program; and**

That upon the passing of a by-law Town staff provide the Dufferin County local municipalities with the opportunity to opt into having Orangeville administer the licensing and enforcement of the by-law on a cost recovery basis.

Background and Analysis

Dufferin OPP invited Town staff to attend a multi-level working group regarding the Towing Industry in Dufferin on August 25, 2020 to discuss the feasibility of implementing a uniform Tow Truck Licensing By-law throughout Dufferin County.

At the meeting interest was expressed by the other Dufferin County municipalities in having the Town of Orangeville develop, administer and enforce a uniform Tow Truck Licensing By-law.

Subsequently, the respective Councils of the local municipalities throughout Dufferin County, between August and November, passed the following:

“WHEREAS, Council for the (name of municipality) supports the development of a uniform Tow Truck Licensing By-law throughout the County of Dufferin that takes into consideration any recommendations of the provincial task force established to look at improving safety, consumer protections and industry standards of the Towing Industry;

AND WHEREAS, the Town of Orangeville has an established business licensing and enforcement program;

NOW THEREFORE the (name of the municipality) hereby requests the Town of Orangeville to work with Dufferin County municipalities in the development of a uniform Tow Truck Licensing By-law and to oversee the administration and enforcement of the By-law across the County upon its adoption.”

Staff recommend that the above request be dealt with in two stages, as estimating costs for administering and enforcing such by-law is difficult to quantify in the absence of a regulatory framework being defined, understanding the potential number of licensees, and the licensing fees.

Stage 1 – By-law Development

The following outlines the steps, estimated timelines, staff hours and costs* required to develop a by-law to licence and regulate Tow Trucks and Tow Truck Drivers:

Activity	Timeline	Hours	Costs
Research – review legislative authority, gather and review other municipal by-laws including by-laws in adjacent municipalities, monitoring the progress and recommendations of the provincial towing task force	February - March	35	\$2,300

Draft By-law and conduct internal review with applicable staff and stakeholders	March – May	60	\$4,000
Coordinate, prepare and engage stakeholders, presentation at Public Meeting (Joint meeting for all Stage 1 participants) and responding to public inquiries	June - July	35	\$2,300
Evaluate and consider stakeholder and public input and report to Council with proposed By-law. Upon passing By-law, obtain short form wording and set final approval.	August - September	35	\$2,300
		TOTAL	\$10,900

*developed on hourly wage and benefits of a By-law Enforcement Officer

Stage 2 – Licensing and Enforcement Program

During the development of the by-law, staff will determine the costs for implementing the licensing and enforcement program and the associated licensing fees.

The Dufferin County local municipalities can then determine if they want to opt into the program developed by the Town of Orangeville on a cost recovery basis.

Once the number of Stage 1 participants who would like to opt into Stage 2 has been determined, staff will assess and recommend (as part of Stage 2) the best approach for the delivery and coordination of a uniform program. e.g. local service agreements with delegated authority.

Strategic Alignment

Orangeville Forward – Strategic Plan

Priority Area: Strong Governance

Objective: Positive relationships with other governments, agencies and private sector and Financial Responsibility

Sustainable Neighbourhood Action Plan

Theme: Corporate and Fiscal

Strategy: Encourage and support collaboration to implement sustainability initiatives between municipal and community organizations, local Indigenous groups, conservation authority, colleges, and adjacent municipalities and the County

Notice Provisions

Not applicable.

Financial Impact

The estimated costs for developing a Tow Truck Licensing By-law is \$10,900. It is recommended that if any Dufferin County local municipality opts to have the Town of Orangeville develop a uniform by-law on their behalf that they contribute \$1000.00 towards the cost.

Respectfully submitted

Andrea McKinney
General Manager, Corporate Services

Prepared by

Karen Landry
Town Clerk, Corporate Services

Attachment(s): Not Applicable

Purpose

To recognize and celebrate outstanding seniors who, after age 65, have made significant contributions to their communities. The outstanding voluntary or professional achievement may be in any field of endeavour. Each year, up to 20 individuals are selected to receive this award.

Who is eligible?

Your nominee must:

- Be an individual.
- Be a resident of Ontario.
- Be a living person.
- Have made a significant contribution to his/her community after the age of 65.

Nominations will not be accepted if: They are self-nominated; for elected federal, provincial or municipal representatives while in office; or for political appointees if the achievements for which they are being nominated are related to their current appointment.

How are the recipients selected?

An independent selection committee made up of representatives from the seniors' community and appointed by the Minister of

When are the awards presented?

Seniors Affairs reviews all nominations and recommends the candidates.

The awards are presented in the Fall of each year at a special ceremony held in the Lieutenant Governor's Suite at Queen's Park.

Need more information?

For nomination forms or additional information visit www.ontario.ca/honoursandawards or contact:

Ontario Honours and Awards Secretariat
Ministry of Citizenship and Immigration
400 University Avenue, 4th Floor
Toronto ON M7A 2R9

Telephone: 416 314-7526

Toll Free: 1 877 832-8622

TTY: 416 327-2391

Email: ontariohonoursandawards@ontario.ca

How do I make a nomination?

Each nomination must include the following:

- ☐ A detailed description (maximum 8000 characters) of the reasons why your nominee should receive the award. Content may include: ^{*}
 - A description of the achievement in detail, including any background or related historical information.
 - What made this an outstanding achievement - indicate any extraordinary circumstances or challenges.
 - How this achievement has impacted the community or touched the lives of others.
 - When the achievement was initiated and completed.
 - Examples of ongoing leadership and dedication.
 - How long you have known the nominee.
- ☐ A minimum of two (2) testimonials from two (2) separate individuals other than the nominator, who have direct knowledge of the value and impact of the nominee's achievement and who support the nomination. Please ensure that the contact information (address, telephone number and email) of the testimonial writer is included in the letter. An electronic signature or scanned copy of the signed letters will be accepted. ^{*}
- ☐ Additional material (optional) such as supplementary testimonials, publications, media stories etc.

The deadline for submission is **June 15** of each year and the nominee must be eligible as of that date. If this date falls on a weekend or holiday, nominations will be accepted the next business day. Applications submitted after the deadline will be considered in the following year.

Submit completed forms electronically at www.ontario.ca/honoursandawards or by mail to:

Ontario Honours and Awards Secretariat
Ministry of Citizenship and Immigration
400 University Avenue, 4th Floor
Toronto ON M7A 2R9

[View only](#)

[Mail Form](#)

[Online Form](#)



STAFF REPORT

TO: COUNCIL
FROM: Tracey Atkinson, BES MCIP RPP
MEETING DATE: February 3, 2020
SUBJECT: Second Dwelling Provisions

PURPOSE:

The purpose of this report is review the second dwelling policies and provisions to see if any amendments are recommended in reaction to recent demands for second dwellings on undersized lots.

BACKGROUND:

Section 16(3) of the Planning Act requires municipal official plans to authorize second units: in detached, semi-detached and row houses if an ancillary building or structure does not contain a second unit; and in a building or structure ancillary to these housing types provided that the primary dwelling does not contain a second unit. Section 35.1 requires that each local municipality ensure that it's zoning by-law gives effect to the policies described in Section 16.3.

Please refer to the following reports for background information:

- Planning Report, prepared by T. Atkinson, December 1, 2016, RE: Second Units
- Planning Report, prepared by T. Atkinson, July 6, 2016, Re: Source Protection and Housekeeping Amendments
- Planning Report, prepared by T. Atkinson, July 6, 2016, Re: Second Units
- August Council Package Second Unit Information Package
- Planning Report, prepared by T. Atkinson, November 3, 2016 Re: Source Protection, Second Units and Housekeeping Amendments

Official Plan Amendment #2 was adopted by the Council of the Township of Mulmur on May 3rd, 2017 by By-law 16-2017. The Official Plan amendment created/amended policies to:

- Prohibit division of lots with two homes, where the second home was created through the new second dwelling provisions;

- Update definitions, such as guest homes, second dwellings, second single detached dwellings, attached and detached accessory dwellings
- Specifically reference that the development of affordable housing through the approval of second detached dwellings is only to be considered in appropriate locations, subject to servicing, limiting fragmentation and preserving rural character.
- Updating the permitted uses to allow for a range of housing types in corresponding designations.

Council also passed by-law 17-2017 to implement Official Plan #2 on May 3rd, 2017. The Zoning amendment updated definitions and updated permitted housing types in corresponding zones. Generally, the following regulations applied to different sized parcels, but as regulated also through zone categories:

- Parcels that were a minimum of .4ha (one acre) and those within Estate (ER) Residential Hamlet Residential (HR) and Rural Residential (RR) were permitted attached units within the dwelling unit. (Dwelling units were not permitted in detached structures.) The ER, RR and HR zones require minimum lot areas of .8, .4ha and .4 ha respectively, although there are a number of legal non-conforming lots that would not be permitted to have an apartment.
- Parcels that were 1 ha (2.5 acres) were permitted an attached unit (apartment within the main dwelling) and an unit in a detached structure (or a separate dwelling) increased number of units and units in ancillary buildings or separate dwellings restricted to 50% of the floor area of the main dwelling and 80m² (861sqft). These detached units require site plan approval.
- Where a lot had a minimum lot area of 8ha (20 acres) a full (unrestricted floor area) dwelling was permitted provided it could satisfy the other provisions of the by-law and entered into a site plan agreement.

Staff canvassed other municipalities for similar provisions and found the following:

- Clearview Township permits secondary apartments but not second dwelling units, except for farm help houses which must be with 50m of the principal dwelling, and the lot has a 30 ha area, and the house is a maximum area of 78m² and shared driveway. In the Agricultural zone, where a second dwelling is permitted it must meet the minimum lot area. Accessory apartments have floor area limitations as well as other provisions.
- Melancthon does not permit secondary detached dwellings but had a Planning Report in 2019 that included draft provisions to be considered for a future by-law for accessory apartments (not second detached dwellings) which is ongoing.

- Mono requires 10 hectares for secondary detached dwellings
- Adjala-Tosorontio provides for one dwelling per lot, and in some instances an apartment is permitted. There is no permission for a second detached dwelling.
- Grey Highlands provide accessory apartments on lots that meet the minimum lot size and in the Agricultural and Rural zones with 2 acres and 50m frontages. Note that these are accessory apartments. (Report and by-law available on their website). There is no permission for a second detached dwelling.

STRATEGIC PLAN ALIGNMENT:

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

The cost of processing site specific zoning application to allow variances to the minimum requirements for second dwellings are reflected in the application fees. Likewise, second dwelling agreement application fees generally cover the cost of processing applications and registering agreements on title.

It is noted that depending on the size of a second dwelling, it may or may not be subject to a development charge.

There are financial implications to the Township if a Development Permit System or Design Guidelines were proposed, and to the landowner/developer if a design brief and/or architectural drawings were mandated.

ANALYSIS:

Observations since 2017 amendments:

In processing applications over the past 30 months, staff have observed the following:

- limited difference in the overall massing of detached dwellings with second units (above or behind a garage) versus full dwellings. The floor cap of 50% of the main dwelling or 80m², very easily doubles with the inclusion of a three-car garage. (Note: parcels between 1ha and 8ha are permitted units in detached dwellings with caps whereas parcels greater than 8 ha are not subject to caps)
- Second dwelling are being constructed for affordable rental housing, caring for aging parents, grown children and as guest homes and overflow space.

- Great variation in the separation distances between the main and second units on larger properties, especially those with topography and natural features
- Legalization and fire and/or building inspections on approximately 10 previously illegal dwelling units.
- Building permit applications for apartments within existing structures and/or additions to existing dwellings to accommodate additional (self-contained) units
- Approximately 10 second dwelling site plan approval applications for detached dwellings (and dwellings within detached structures)
- Limited applications for second dwellings for farm help houses and on agricultural properties, but rather being more commonly proposed on a range of rural properties, but more typically larger land holdings until recently.

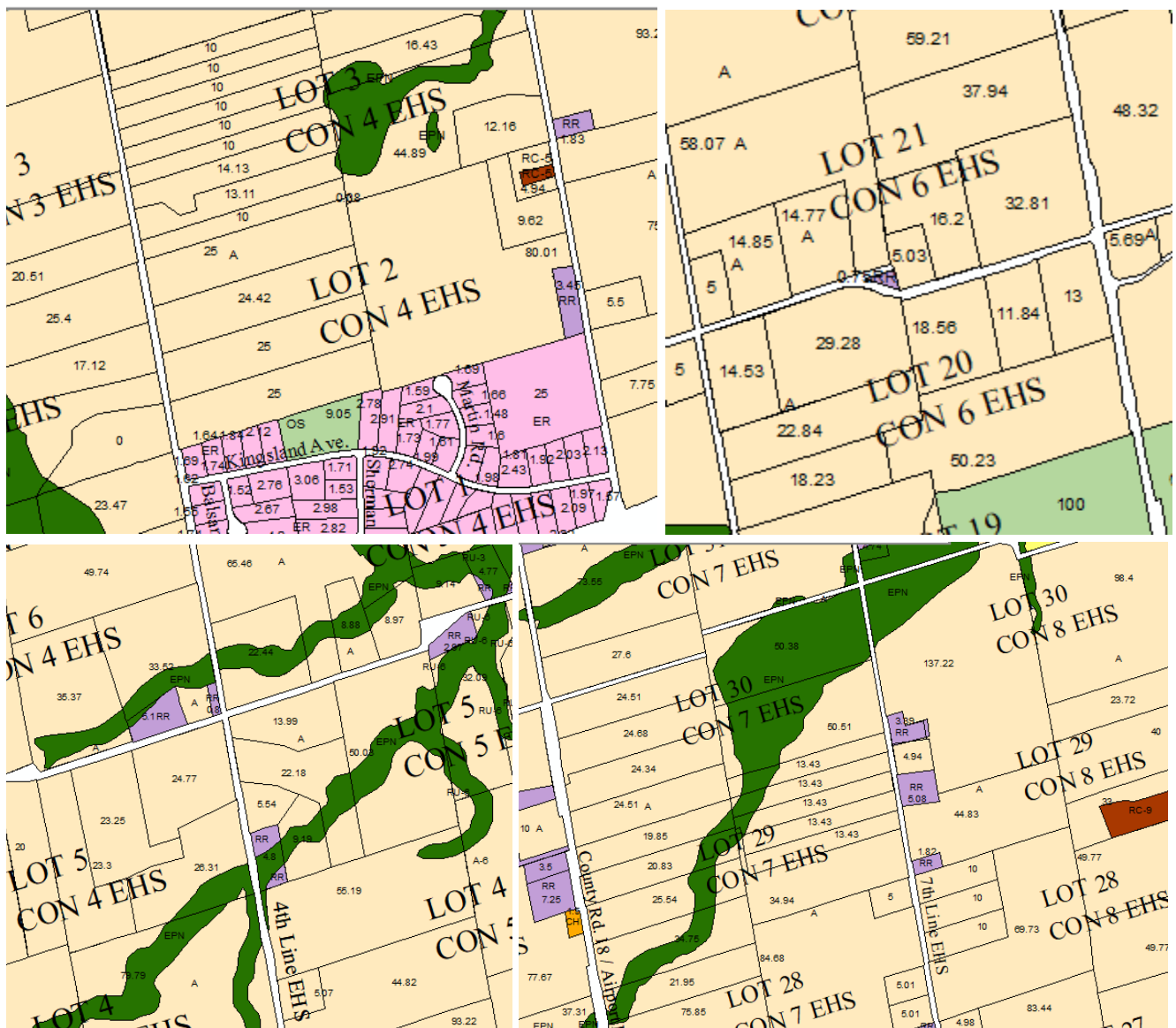
Lot size

The minimum lot size requirements reflect the minimum lot sizes in the zoning by-law. More specifically, the 8ha minimum lot area requirement for an unrestricted second dwelling was derived from Table in section 4.1.1 of the Countryside (A) zone, which allows a greater range of uses on lots of 8ha or larger.

The Rural designation, which allows a maximum consideration of 3 parcels to be created, for a total of 4 parcels from an original 40ha (100 acre) parcel could result in four equally sized parcels of 10ha (25 acres) each. It is noted that there are areas of the Township where the lot creation predates the current policies and as a result have more than 4 parcels per original Township half-lot. There are also numerous parcels that have been created within the Township of less than 8 hectares, recognizing the market for a rural property large enough for a few livestock units and small enough that the grass can still be maintained by a lawnmower.

The 8ha lot area of the second dwelling provisions zoning by-law reflects the Rural Official Plan policies, and provides some flexibility where the proponents of the severance proposed a larger retained lands. For example, there are severances with three 8 ha (20 acre) parcels and a retained holding of 16ha (40 acres).

The following parcel map excerpts show the variety of configurations and fragmentation in the Countryside (A) zone. (Map Note: Numbers on parcels are area in acres. Divide by 2.5 to convert to hectares.)



The current second dwelling permission would allow for a doubling of population within an original 40ha equivalent area, where the acreage was generally equally divided. In reality, with basement apartments this can be increased even further.

Where severances are of a smaller size, clustered, or preserved a larger retained parcel, the doubling of single detached dwelling in the clustered area would be a significantly greater density and may have a greater impact on rural character, and in this example are more impacted by frontage and varied setbacks than of the overall acreage.

To fulfill the Rural Character policies of the Official Plan, many lots are created with the requirement to establish a staggering building envelope pattern. The greater the lot

depth the greater the offset of building envelopes. Providing for two offset building envelopes plus 30m front yard setback and 20 rear yard setback. In reviewing aerial photography, where a lot extends the full depth of the original Township lot (approx. 600m) dwellings are generally constructed within the front 250 metres. However, on shallower lots, dwellings are more commonly constructed within the front 100 metres. From this analysis we can conclude that a larger lot depth (and directly correlated with area) results in greater variation in frontages and the appearance of lower density and preservation of rural character.

The following is based on a computer-generated summary of the number of lots in each of the applicable lot area categories. It is noted that the summaries may include lots that are within the NEC or zones that do not permit residential and secondary residential uses. It is noted that approximately a third of Township land base is within the NEC, although the distribution of lots may be skewed.

Lot Area (acres)	Lot Area (hectares)	Approximate number of Parcels (rounded to the closest 10)
5-10	2-4	220
10-15	4-6	110
15-20	6-8	80
20-25	8-10	140
25-30	10-12	80

It is important to note that allowing boundary adjustments to deepen lots to fulfill a minimum lot size in order to meet the second dwelling requirement and that inadvertently removes lands from agricultural production is not preferred and would be contrary to the goals of the Official Plan to protect agricultural lands.

Frontage

The minimum lot frontage required for lot creation in the Countryside (A) zone is 100m. The RR, ER and HR have lot frontage requirements of 45m, 60m and 38m respectively. Again, there are numerous lots that are legal-non-conforming (grandfathered) and do not meet the minimum requirements of the current zoning by-law.

An 8ha (20 acre) parcel that extends to the original rear lot line will have a frontage of approximately 120m (400'). Where the frontage of an original Township lot is equally divided the frontage is approximately 150m (500') per parcel.

With second dwelling on four equally sized parcels from an original Township lot, there would be two houses for every 150m (500') of frontage, or one house every 75m if they were not clustered. It is noted that a 75m lot frontage can be seen in Violet Hill subdivision street view, although the benefits of staggering and lot depth which are available to larger lot, are not seen through this example.

Servicing

While configuration, natural features, hydrogeological and soil characteristics significantly influence the design and land area requirements for private services, as a general rule, 0.4ha (one acre) is believed to be adequate land area for rural services.

The current zoning for a 8ha Countryside parcel may allow two separate dwellings and an accessory unit, for a total of 3 units, and based on the above general rule of thumb, a minimum of 1.2 ha (3 acres).

Floor Area

Floor area is less of an influencer of rural character and density due to the definition of floor area and caps relating to dwelling unit size opposed to total structure, which can increase massing significantly. Where a unit in a detached structure on a lot between 1 and 8 ha is restricted to 80m (861 sqft), we know that a three-car garage can double the floor area by 180m² (approx. 2000sqft) and appear as an average size house.

It is noted that the definition of “gross floor area” generally includes the garage floor but the floor capping provision relates to only the dwelling unit.

Coverage

Lot Coverage is defined by the zoning by-law as “the percent of the lot area covered by buildings or structures excluding parking areas, driveways, decks and walkways but including structures and buildings constructed on the lot.”

The following chart summarizes the zoning provisions and provides floor area examples for consideration.

Zone	Coverage	Minimum Lot Area	Permissible Coverage based on minimum area
A >8ha	5%	8 ha	4000m ² (43,055 sq ft)
A <8ha	10%	2 ha	2000m ² (21,527sq ft)
RR	10%	0.4 ha	400m ² (4305 sq ft)
ER	10%	0.8ha	800m ² (8611 sq ft)
HR	20%	0.4 ha	800m ² (8611 sq ft)

In reviewing the permissible lot coverages converted to floor areas based on the minimum lot size for each zone, the zoning by-law provides a sufficient floor area for two reasonably sized dwelling, especially where a two-storey design is chosen to reduce the footprint.

Building Form

Building form is perhaps one of the largest impactors on rural character, but also the most subjective. (It is noted that “Rural Character” as defined by the Official Plan may be different than what is perceived to be “rural character”.) While we can control the massing of buildings, separation and dimensions through zoning provisions, we currently do not have Urban Design guidelines or a Development Permit System (like the Niagara Escarpment permit system). We do not evaluate each application on the design, such as roof pitch and material choice. By not regulating design, the result is in a large variation of styles, massing, visibility and in some cases some very energy efficient designs and sitings/orientations.

In some cases, more input or regulations relating to the design (roof lines, materials, opaqueness) and site development (separation between building, orientation, topography, tree buffering) may impact the perceived massing, and density of a grouping of dwellings.

Rural character

The Dec 2016 report concluded that two detached dwellings had a potential impact on rural character depending on the house siting, whereas a detached ancillary unit (capped by size) had less impact.

5.26 Rural Character

Rural character is defined as that which differentiates the rural area from an urban or semi-urban setting, or other built-up area. It is the mix of agricultural uses, vacant open spaces, woodlots and low density, randomly located dwellings in a predominantly rural and natural setting. It is distinguished by open countryside, fields, fencerows and forested areas.

Rural residential development is part of what makes up the rural character. However, the built form need not and generally should not predominate over the natural environment. Rather than the ordered, repetitive built pattern found in urban areas, the development pattern should be discontinuous with relatively large lots and frontages, together with setbacks that vary greatly. The impression is one of an open, natural and rural/agricultural landscape rather than one dominated by man-made structures and landscaped yards.

Residential development forms that have the greatest impact on rural character are clusters or rows of residences at a density and/or under development standards that allow the built environment to dominate. Smaller lot sizes, frontages and setbacks are not characteristic of the rural area. Controls to ensure that development is in accordance with these policies shall be implemented through environmental reviews, zoning provisions and development agreements, where necessary.

.....Agricultural developments and uses are part of what is also expected in prime agricultural areas, and in rural areas where agricultural uses exist, and they do not detract from the character of such areas.....

As included in section 5.26 of the Official Plan, there is an appreciation for varied setback larger lots and larger frontages. The Rural Character policy is assessed at the time of lot creation, and often implemented through building envelop agreements, and must also be carried forward into the land use permissions, including the visibility of additional rural residential development. Where the development of farm building and implement sheds are specifically noted in section 5.26 and that “they do not detract from the character of such areas”, residential development “generally should not predominate over the natural environment.

When lot size decrease, lot frontages decrease and additional rural residential development is proposed within a fragmented area, the end result can look “clustered” and loose the “open, natural and rural/agricultural landscape” and appear rather as “one dominated by man-made structures”.

The Official Plan clearly articulates that in order to preserve Rural Character, rural residential development needs to have larger lot sizes, larger lot frontages, varying setbacks and should not be clustered or in rows. It also speaks to naturalization, open spaces and forested areas.

Fragmentation

The Official Plan sets out the process for lot creation, and limits severances to a maximum of 3 from an original Township lot (of 40ha/100 acres) in the Rural designation and surplus dwellings in the Agricultural designation. It is noted that there has been significant fragmentation prior to the current policies that have resulted in a larger number of lots having been severed from an original Township lot.

Official Plan amendment #2 that permitted second dwellings also included clear wording to prohibit second dwellings from facilitating additional severances.

Attaching dwelling units to the main dwelling is the best way to limit fragmentation. Where is it desirable to allow second dwelling units, the closer the dwellings are to each other, the less chance that they could meet appropriate side yard setbacks. The added benefit of them being close together is that the main occupants will be the most impacted by the additional use opposed to an abutting property owner.

At the time that the zoning provisions were draft a maximum separation distance was not included, but rather site plan control was required for the proper siting. This approach provides flexibility but is subjective and could be strengthened by including a maximum distance in the zoning by-law.

Some second dwelling applications that have been received to create affordable housing have been proposed in existing buildings, such as garages, sheds and barns. A maximum setback may trigger more planning applications in these instances as the original structure may have been constructed within the farm building cluster but not necessary as close to the existing dwelling.

RECOMMENDATION:

It is recommended that Council consider a Township-wide (excluded the NEC) by-law amendment as part of the next housekeeping by-law and that the by-law include the following:

- Allow attached apartments in existing dwellings in all zones, regardless of the minimum lot area requirements, meaning lots less than 0.4ha could have an attached apartment, subject to municipal connection in Mansfield and meeting the Building Code for private services.
- Minimum frontage of 100m for a second (unrestricted) detached dwelling.
- Maximum separation distance between dwelling and additional single detached dwelling (within an ancillary building or as a separate dwelling) should be included in the by-law as 20 metres for new dwellings or conversions/additions to buildings constructed after May 1, 2018. Any greater distance for a new dwelling could be considered on its own merits and through site specific zoning whereas development within an existing structure would be assessed through the site plan process.
- Minimum lot area to be maintained at a minimum of 8 ha (20 acres), but consideration on a site-specific basis on lot sizes between 2 ha (5 acres) and 8 ha (20 acres) where all other provisions are satisfied and where Rural Character, appropriate separation, linear/strip development, and buffering are addressed.

It is further recommended that Council consider approval to any applications that are consistent with the findings of this report, would meet the proposed (new) provisions and are good planning based on the merits of their individual application. Applications that do not meet the current or proposed provisions should be deferred or assessed on their own merits and denied if they are not able to fulfill the policies of the Official Plan.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP
Planner



Second Dwelling Site Plan Approval Application Agreement

Under Section 41 of the Planning Act

Date Received: _____

Roll Number: 22-16-000-00 5 - 05300 -0000

SUMMARY OF FEES

SECOND DWELLING AGREEMENT: \$2000

*NVCA FEE IF IN REGULATED OR NHS AREA

Completeness of the Application

The information in this form must be provided by the applicant with the appropriate fee. If the information and fee are not provided, the application will be returned or refused for further consideration until the information and fee have been provided.

Submission of the Application

- ☐ One application form with applicable fees
- ☐ Copy of Septic Permit
- ☐ Copy of Deed/Transfer Document or Legal Abstract
- ☐ Copy of Fire Inspection Report

- ☐ Site Plan (with engineering drawings as required)
- ☐ Copy of Building Permit (if previously issued)
- ☐ Pre-consultation with NVCA, NEC or Road Authority (if required)
- ☐ Proof of Additional Emergency Number (if applicable)

Please Print and Complete or (X) Appropriate Boxes

1. Applicant and Ownership Information									
Name of Legal Owner(s) <u>PETER THOMSON'S SONS (1990) LTD.</u>					Telephone No. <u>519-925-0686</u>				
Address <u>627477 15 SIDEROAD</u> <u>MULMUR ON</u>					Postal Code <u>L9V 0T7</u>				
Email <u>thomson212@gmail.com</u>									
Contact Information, if different than the owner (this may be a person or firm acting on behalf of the applicant).									
Name of Contact Person <u>JOHN THOMSON</u>					Telephone No. <u>SAME</u>				
Address <u>SAME</u>					Postal code <u>SAME</u>				
Mortgage, Line of Credit, Charges, or other encumbrances in respect of the subject land: <u>NONE</u>									
Name <u>—</u>					Address <u>—</u>				
DC # <u>—</u>		Telephone/Fax <u>—</u>			Email <u>—</u>				
2. Location and Description of the Subject Land									
PIN #: _____									
Concession <u>3 EHS</u>		Lot <u>E 1/2 Lot 20</u>		RP _____ PART _____					
Street/Road: _____				Street/Emergency No. <u>797658</u>					
Width of street/road: 20m		<input type="checkbox"/> Municipal year round maintained road <input type="checkbox"/> County Road <input checked="" type="checkbox"/> Seasonal or private road							
Are there any livestock facilities within 500 metres of the subject lands? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes									
If yes, provide a Farm Data Sheet completed by each livestock facility owner for each of the livestock facilities. http://mulmur.ca/departments/planning									
3. Existing and Proposed Buildings and Structures									
Type of building or structure	Setbacks (m)				Height (m)	Dimensions (m x m)	Area (m2)	Date of Construction or proposed construction	Time use has continued (for existing buildings & structures)
	Front	Rear	Side	Side					

DWELLING	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	140	444	165	480	6	10x20	200	1950 2007	PART 76YR PART 13YR
GARAGE	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	155	429	125	520	5	8x8	64	2007	13 YRS
STABLE	<input checked="" type="checkbox"/> Existing <input type="checkbox"/> Proposed	185	399	105	540	5	8x8	64	2007	13 YRS
	<input type="checkbox"/> Existing <input type="checkbox"/> Proposed									
STABLE ADDITION	<input type="checkbox"/> Existing <input checked="" type="checkbox"/> Proposed	175	399	105	540	5	8x8	64	2021	-
	<input type="checkbox"/> Existing <input type="checkbox"/> Proposed									

4. Site Plan Drawings

The application shall be accompanied by a site plan/drawings showing the following: (Please Use Metric Units)

- ☐ Plans showing the boundaries and dimensions of the subject land, the location of all buildings/structures and the distance of the buildings/structures from all lot lines
- ☐ Proposed septic and well location (if applicable)
- ☐ Parking areas and pedestrian walkways
- ☐ Natural features NVCA boundary, trees, fences and buffer areas

AUTHORIZATION, DECLARATIONS AND ACKNOWLEDGEMENTS

OWNERS AUTHORIZATION

I, _____, am the owner of the lands subject to this application hereby agree to the following:

- Township staff or their representatives are authorized to enter my property for the purposes of evaluating this application.
- I acknowledge and agree to pay all costs associated with the processing and evaluation of this application, including any peer reviews and consulting fees. These costs may be deducted from the deposit or invoiced directly, at the discretion of the Township. Should this application be appealed to the Local Planning Appeal Tribunal, I am aware that I will be responsible and agree to pay all fees related to the Local Planning Appeal Tribunal process.
- For the purposes of the Freedom of Information and Protection of Privacy Act, I authorize and consent to the use by or the disclosure to any person or public body of any personal information that is collected under the authority of the Planning Act for the purposes of processing this application, and further I authorize my agent for this application to provide any of my personal information that will be included in this application or collected during the processing of this application.
- I authorized _____ to make this application of my behalf.

Date


Signature of Owner

Signature of Owner

SWORN DECLARATION OF APPLICANT

I, _____ of the _____ in the _____
_____ make oath and say (or solemnly declare) that the information contained in this application is true and that the information contained in the documents that accompany this application is true.

Sworn (or declared) before me at the _____ in the _____
this _____ day of _____ 20____

Commissioner of Oaths

Applicant

Applicant

AUTHORIZATION FORM (Must be completed when owner is not the Primary Applicant.)

I,

PETER THOMSON & SONS (1990) LTD

(Name of Property Owner(s))

hereby give permission to

BARRY J. MCLEAN

(Applicant or Authorized Agent)

to act as my authorized agent to apply for an Application for Development, Interference with Wetlands and Alterations to Shorelines and Watercourses Permit for

~~6274~~ 797658 3RD LINE E.

(Location of Proposed Works)

This person(s)/company will be responsible for applying for the permit and submitting all required information requested from NVCA to complete the review and make a decision.

TO BE COMPLETED BY PROPERTY OWNER:

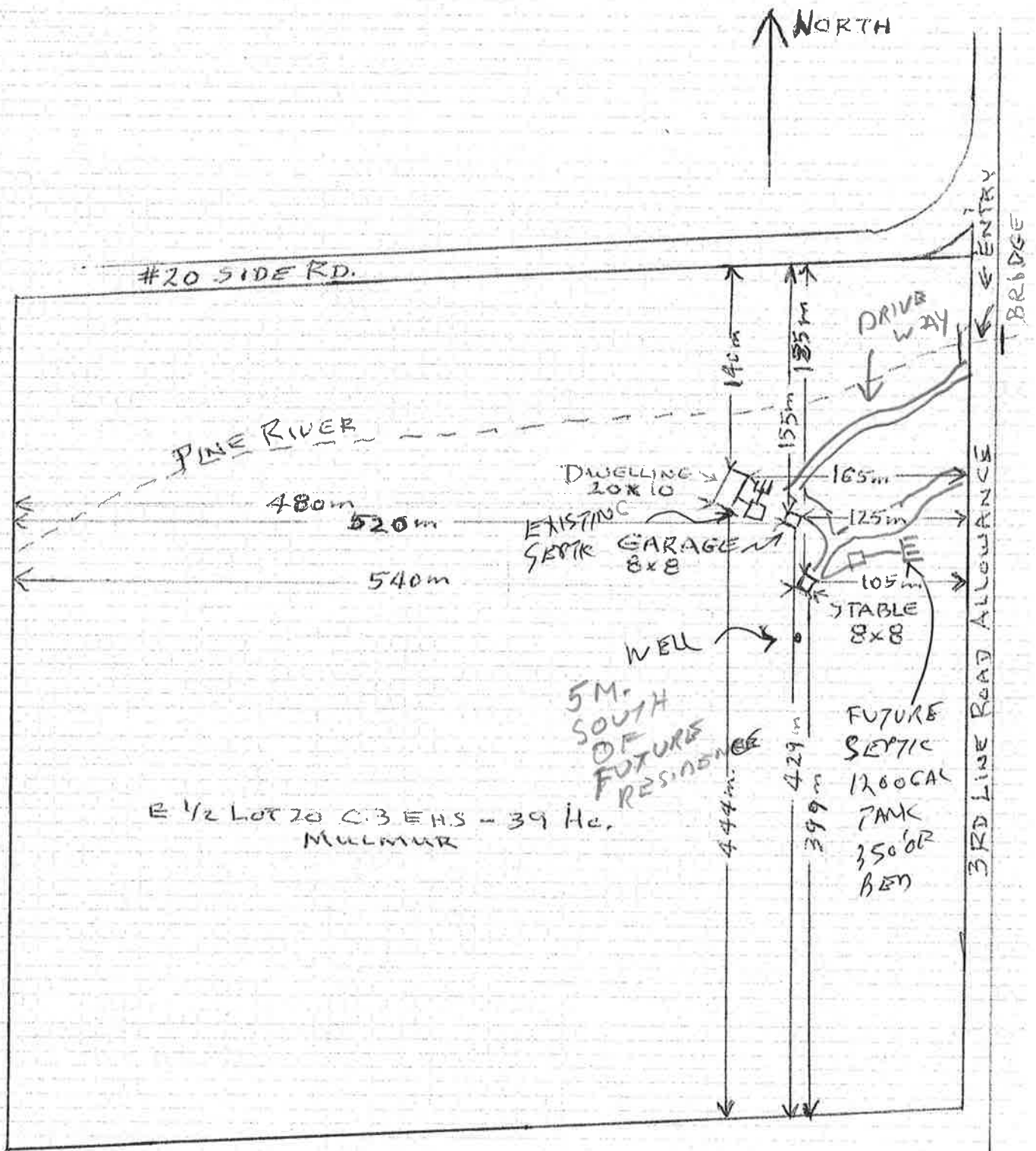
Name of Owner (print): PETER THOMSON & SONS (1990) LTD

Tel: 519 925-0686

Email: _____

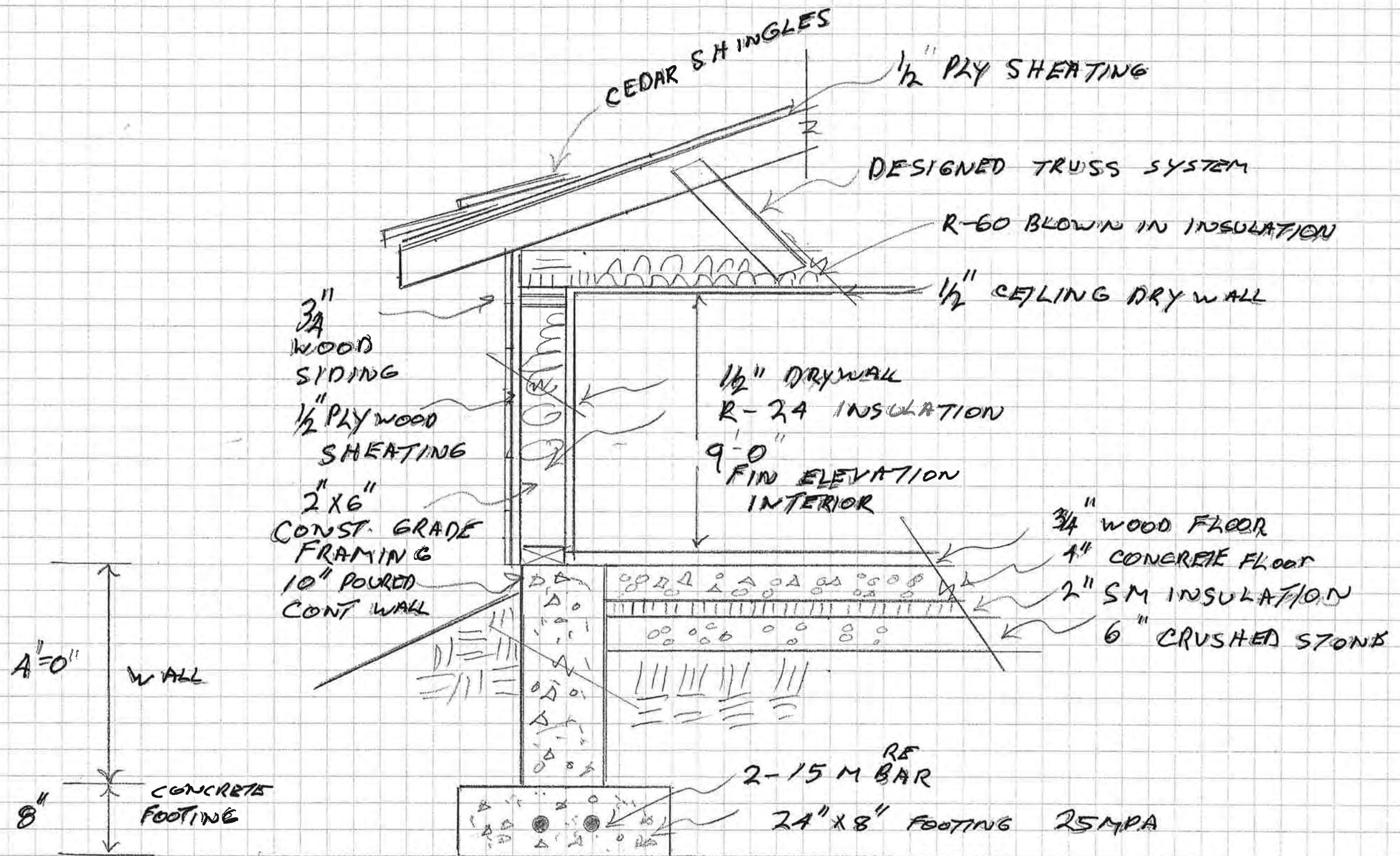
Signature of Owner: X 

Date: 13 / JANUARY / 2021



- EXISTING DRILLED WELL IS 5m. SOUTH OF STABLE
- PROPOSED SEPTIC SYSTEM TO BE NW OF STABLE

SITE PLAN



TYPICAL WALL SECTION

PURPOSED ADDITION
TO JOHN THOMSON
PROPERTY
JAN-22-2021
SCALE 1"=1'-0"

HOUSE 20x10

GARAGE
8x8



STABLE
8x8

EXISTING DRILLED WELL
IS 3m SOUTH OF STABLE

SEPTIC TO BE NNW OF
SUBJECT ENLARGED STABLE/DWELLING
PARKING IN GARAGE OR IN OPEN AREA
NE OF PROPOSED DWELLING.

DIGITAL FILE "505300 AERIAL PHOTO.PDF"

3RD LINE ROAD

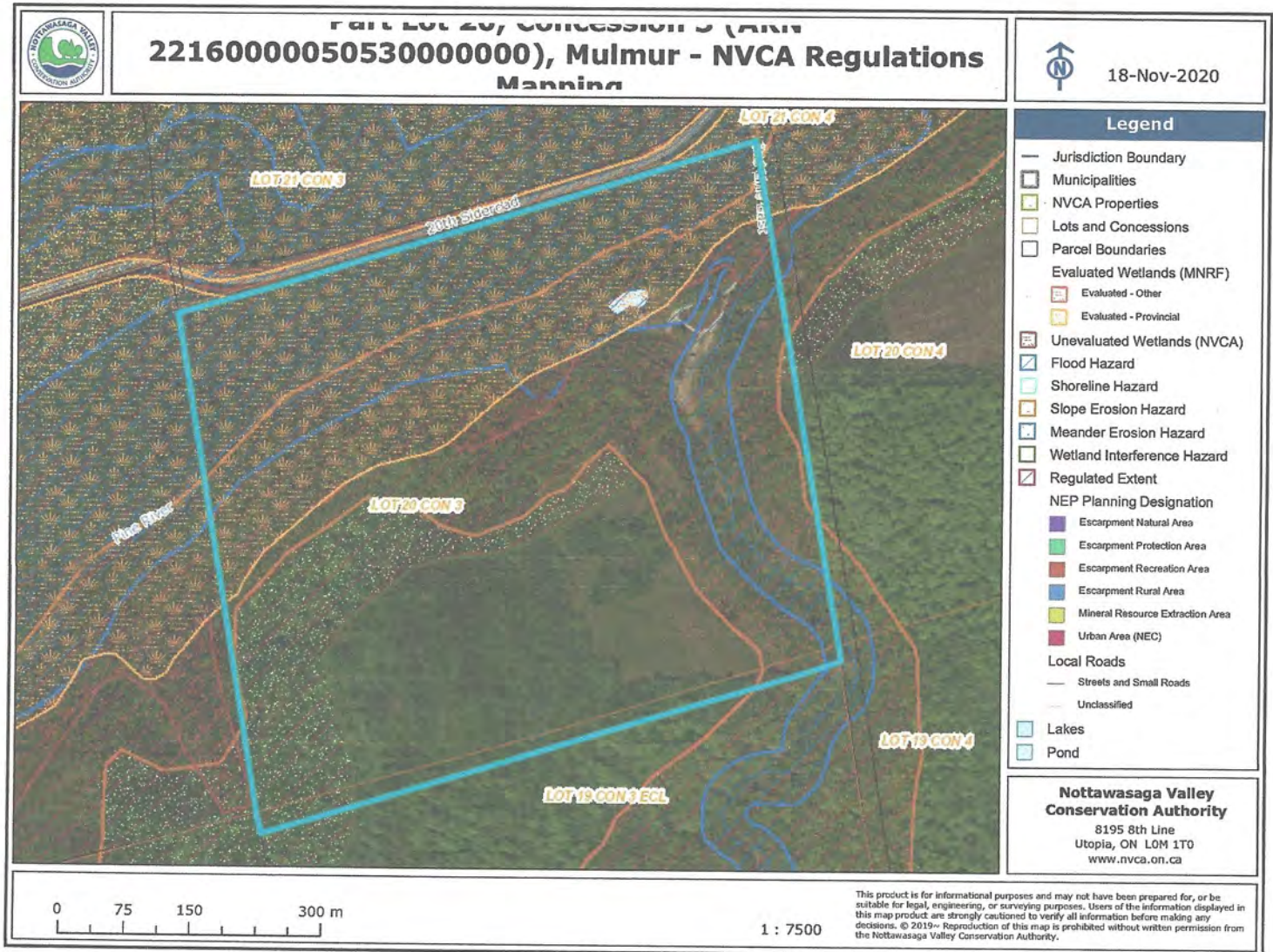
20 Side $R_D \rightarrow$

☐ **Parcels**

ENTRANCE TO PROPERTY IS AT 20 SIDE RD
AND 3RD LINE E.

N

NVCA MAP OF PARCEL



From: Kate Thomson kthomson@nvca.on.ca
Subject: NVCA Application: 797658 3rd Line E, Mulmur (NVCA File No. 45940)
Date: December 11, 2020 at 10:38 AM
To: thomson212@gmail.com

Hi John,

Thank you for the submission of a Permit Application to the Nottawasaga Valley Conservation Authority (NVCA) in support of proposed development at the above-noted property.

The proposed works include converting an existing stable (26ft. by 26ft.) to a one-storey secondary dwelling (26ft. by 50ft.) that is slab on grade.

Please note that as part of the application, the following item is still outstanding:

- **Zoning Certificate/Approval (by email)** from local municipality (provide proposed site plan to Municipal Planning staff to review and confirm the proposal meets all Planning requirements. Municipal Planning staff can email permits@nvca.on.ca directly with their comments, and the site plan attached).

Once received, please forward a copy of the zoning approval to us for NVCA staff to update your file accordingly. Once zoning is received, your file will be placed in que for review by one of our regulation technicians.

Regards,
Kate

Regulations Department

Nottawasaga Valley Conservation Authority

8195 8th Line, Utopia, ON L0M 1T0
T 705-424-1479 | F 705-424-2115
permits@nvca.on.ca | www.nvca.on.ca

WE'RE GOING DIGITAL! Email your complete permit application submission directly to permits@nvca.on.ca. **Note: Files larger than 10MB are not received. In this case, submit the documents individually.**

To see if your property is regulated by the NVCA, use our Interactive Property Map at <http://www.nvca.on.ca/planning-permits/interactive-property-map>

To find out if your property may be affected by NVCA policies and regulations, complete our online property inquiry form at <http://www.nvca.on.ca/planning-permits/property-inquiries>

For more information about the permit process, visit our website at https://www.nvca.on.ca/Pages/Permit_FAQs.aspx

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STAFF REPORT

TO: COUNCIL
FROM: Tracey Atkinson, BES MCIP RPP and Dustin Early
MEETING DATE: February 3, 2021
SUBJECT: SPA01-2021 (Thomson Second Dwelling Agreement)

PURPOSE:

To assess the planning merits of a second dwelling application.

BACKGROUND:

FILE NO	SPA01-2021
ROLL NO	221600000505300
OWNER	Peter Thomson & Sons (1990) Ltd.
ADDRESS	797658 3 rd Line East
LEGAL DESCRIPTION:	Concession 3 EHS, East Half Part Lot 20
OFFICIAL PLAN:	Rural
ZONING:	Countryside Area (A), Environmental Protection
NEC/Greenbelt:	n/a
NVCA Regulated:	Yes
Application Submission Date:	January 13, 2020
Public Meeting Date:	February 3, 2021

The subject lands are developed with a single detached dwelling, detached garage and barn/stable.

The existing stable built in 2007 (Building Permit Number H.098-06-0454) is 62.80 m² (676 Sq ft). The proposed development will convert the stable to a single dwelling by adding a single storey 57.97 m² (624 Sq ft) addition on the northern side of the existing building.

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:

No financial impact. Processing costs are generally covered by the application fee. Development Charges will be required for the second dwelling.

ANALYSIS:

The follow is a summary of the policy implications:

Planning Document	Policy Implications
County Official Plan	The application is consistent with the County of Dufferin Official Plan. The County approved OPA#2 to facilitate second dwelling development on certain lands within the Township.
Mulmur Official Plan	The Official Plan provides for second dwellings, either attached or detached, as specified in each designation, and provides clarity to the terminology. The Official Plan permits the proposed form of second dwelling.
Provincial Policy Statement	The 2020 Provincial Policy Statement (PPS) contains broad policy direction and policy direction on housing. The application is consistent with the PPS. Recent Provincial direction includes increasing opportunities for secondary units and affordable house.
A Place to Growth	A Place to Grow contains policies on affordable housing and second units.
NEC/Greenbelt	N/A
NVCA Regulations	The NVCA does not have any specific policy regarding second dwellings.
Agricultural Land Base	N/A
Natural Heritage System	Yes - existing

Zoning By-law

The subject lands are zoned Countryside (A) with a lot size of 39.83 hectares as such are permitted to have an additional single second dwelling.

Section 3.3.2 of the Zoning By-law provides that:

“Where an additional single dwelling is permitted, such dwelling shall only be permitted where there is a site plan agreement between the owner and Township, and where such agreement includes buffering, servicing, separation distances and access.”

From the provided site plan there is a well 5 m south of the proposed development and a septic system installed North-West of the development.

From a site visit, there did not appear to be any issue with distance to existing residence, proposed building site, or interference with neighbouring lots. The land is heavily treed and benefits from topography in close proximity to the existing buildings.

AGENCY COMMENTS

None

RECOMMENDATION:

It is recommended that this application be considered for approval by Council.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP
Planner

Dustin Early

Dustin Early
Planning Coordinator



January 15, 2021

Letter to Nottawasaga Valley Watershed Municipal CAOs:

Mr. Blaine Parkin Town of New Tecumseth
Ms. Collen Healey-Dowdall Township of Essa
Ms. Denise Morrissey Town of Shelburne
Ms. Denise Holmes Township of Melancthon
Mr. Geoff McKnight Town of Bradford West Gwillimbury
Mr. George Vadeboncouer Town of Wasaga Beach
Mr. Jason Raynar Town of Innisfil
Mr. Jeff Schmidt Township of Springwater
Ms. Kim Govan Municipality of Grey Highlands
Mr. Mark Early Town of Mono
Mr. Michael Prowse City of Barrie
Ms. Nicole Martin Township of Amaranth
Ms. Rhonda Bunn Township of Adjala Tosorontio
Ms. Robin Dunn Township of Oro-Medonte
Mr. Shawn Everitt Town of Blue Mountain
Ms. Sonya Skinner Town of Collingwood
Mr. Steve Sage Township of Clearview
Ms. Tracey Atkinson Township of Mulmur

Dear CAOs:

Subject: Source Protection Committee – Replacement of Municipal Members

This letter is to inform you that one municipal member term on the South Georgian Bay Lake Simcoe Source Protection Committee (SPC), representing the Nottawasaga Valley Watershed is ending and action is required on your part to replace this position. The Source Protection Committee is a group of individuals who represent public, economic, agricultural, and municipal interests from across the source protection region. More details regarding the role of the committee can be found below in the background section of this letter.

The selection of members will be achieved through an election with the process for nominating a candidate and selection of the **one** municipal representatives being outlined below. Also included is some background on the role and commitment of SPC members.

SPC Member Selection Process

The *Clean Water Act* stipulates that the process for replacing a member on the SPC must be that which was used to select the member originally. As you may recall, for municipal members representing the Nottawasaga Valley Watershed, the process involved:

1. Notifying all municipalities in the watershed of the membership opportunity (the purpose of this letter).
2. Requesting all 18 municipalities:
 - Put forward the name of a candidate **IF** interested in doing so;
 - Authorize someone to 'vote' for the municipal representatives in the event there are more interested candidates than the one seat available.
3. Holding an 'election' if required;
 - All lower tier municipalities in the watershed receive one vote.
4. Affirming election results at the Nottawasaga Valley Source Protection Authority meeting following the election, and formally appointing the new members to the SPC.

Next Steps: What We Need from You:

By **March 15, 2021**, please email Ryan Post at rpost@nvca.on.ca indicating the name of the person your municipality wishes to nominate or indicating that you do not wish to seek a seat on the SPC, and the name of the person authorized to vote on behalf of your municipality.

In the event there are more interested municipalities than the one seat available, an election will be held via electronic ballot (email). For the election, quorum will be 50% plus one (9 municipalities).

Background

The *Clean Water Act* is legislation put forward by the Ministry of the Environment and Climate Change (MOECC) aimed to prevent the overuse and contamination of municipal drinking water supplies. This legislation divested much of the responsibility to local stakeholder groups, known as SPCs. Locally, the SPC is comprised of 1 first nation, 7 municipal, 7 public, and 7 economic members intended to represent the various interests from across the watershed region, and ensure a balanced and practical approach to drinking water protection.

The SPC has been meeting since December 2007, and was responsible for three deliverables:

- A Terms of Reference describing the work to be done, who was responsible, and the approximate timelines and costs,
- Technical Assessment Reports describing vulnerable areas specific to municipal water quality and quantity, and risks to water supplies, and
- Source Protection Plans that include strategies and policies intended to manage existing risks and prevent new risks from occurring.

The MOECC approved the Source Protection Plan (SPP) on January 26, 2015, at which time the function of the committee transitioned primarily to evaluating the implementation of the SPP policies and conducting periodic updates to ensure the plan is supporting the desired protection to the sources of municipal drinking water.

Commitment

Members are asked to make a five year commitment to serve on the SPC. During this period, the committee will meet 2 to 3 times per year in the Barrie area. Meetings are typically held on a weekday afternoon. SPC members are reimbursed for their time (a per diem) and travel (mileage) when attending meetings.

Thank you in advance for your interest in and assistance with the Source Protection program. Should you have any questions, please don't hesitate to contact Ryan Post at rpost@nvca.on.ca.

Sincerely,

A handwritten signature in black ink, consisting of a stylized 'D' followed by a horizontal line that extends to the right.

Doug Hevenor
Chief Administrative Officer



MINUTES

ECONOMIC DEVELOPMENT COMMITTEE MEETING (EDC)

Thursday, January 21, 2021

7:00 pm

Township Video-Conference

Present:

Angela McMonagle – Chair
Ruben Rindinella- Vice Chair
Janet Horner- Mayor
Jeanette McFarlane
Julie Pollock
David Spencer
Diana Morris
Tracey Atkinson – Secretary
Dustin Early – Committee Coordinator

Absent with Regrets: Ernie Lynch

1. Call to Order - The Chair called the meeting to order at 7:02 pm
2. Approval of Past Minutes

Moved by Spencer and Seconded by Rindinella

THAT the Minutes dated October 15, 2020 be approved. Carried

3. Declaration of Pecuniary Interest

None declared.

4. Delegations

Rural Economic Development Grant – GrantMatch; Lynda Rickard

Ms. Rickard from GrantMatch presented an information report on the Rural Economic Development Grant and how it relates to further business opportunities. She stressed the deadline is February 1st as well informing the Committee that letters of support would be needed in a week, as well as quotes, and a project budget.

The following project ideas were discussed:

Local tree growing partnership planting trees for 50th anniversary Earth Day, electrical vehicle charging network, online business directory, Mulmur gateway signage.

Committee Member Morris informed the Committee that the Dufferin Board of Trade received a grant to work on a County business directory and invited Mulmur to use the system to save money on their own directory.

GrantMatch provided information to council including:

The history of the company, the rebrand from Fairtax, how the fees are structured, what grant amount makes sense to write for, do they write grants for small business and examples of RED grants GrantMatch have written.

As well the question was asked “Does RED cover recreational infrastructure?”. This opened the discussion to what should be the best approach for grants such as finding grants for a project vs finding projects for grant.

It was decided by the Committee that they are not ready for a grant this time around. The Committee will think about future grants with the advice of GrantMatch.

Secretary Atkinson informed the Committee that she is waiting on Karissa Downey to get back to her regarding signage.

Member Morris will be contacting the local municipalities shortly to reach out to businesses for the County business directory. Mulmur Staff can coordinate with the Committee to help with the business directory.

5. Current Business

5.1 Cycling Project Update – Chair McMonagle

Chair McMonagle provided an update on the cycling routes presenting the Frank Cowan Report presented to Council December 9, 2020. A discussion ensued regarding the motion and direction of Council and by the Road Safety Committee. Additionally, Member Horner provided an update from the County Planning, EDC, Tourism Committee regarding bike trails being a priority for the County in the future. There was a discussion on what ideas can the committee think about to bolster a Dufferin County lead bike trail program. Some of the ideas discussed were: Rest stops on bike routes with picnic tables and garbage bins, vending refreshments through food trucks & kiosks, a central bicycle hub and running large full-blown cycling events.

5.2 Broadband Survey

The Broadband Survey results were received and presented to the Committee by Secretary Atkinson. There was a discussion regarding where residents can go if they are not in the plan. There was a brief discussion on alternative internet options.

5.3 Strategic Plan (Pollock Table)

Committee Member Pollock presented her Strategic Plan Report highlighting the mandates of the Economic Development Committee.

There was a discussion regarding the strategic plan implementation at the Special Council Meeting February 17. Additionally, there was a discussion on making it part of the Strategic Plan to re-evaluate previous strategic plan goals as part of the process. There was further discussion regarding planning and its relation to the Strategic Plan. This included discussions on a current application in the pre-consultation phase for adding homes, the Township can open more medical and health care related opportunities through zoning, pursuing developers to provide more studies on servicing through the Official Plan, and getting an uptick in second dwelling interest.

Also, the Committee discussed providing greater services to an aging population as part of the strategic plan. Secretary Atkinson mentioned that this was supported by the responses from the recreation study showing a greater need for aging recreational activities.

6. Information Items

6.1 Canadian Agricultural Partnership Grant – Moving Mulmur Farmers Market (Verbal update)

Secretary Atkinson provided an update on the Canadian Agricultural Partnership Grant.

6.2 Mansfield Ski Club Development (Verbal Update)

Secretary Atkinson provided an update on the Mansfield Ski Club. A discussion ensued regarding the upcoming public meeting February 3rd at Council. There was a discussion regarding how the project lines up with Mulmur's ideals and residents needs through the Official Plan as a recreation area for Mulmur.

It was encouraged to members and all residents to raise their concerns with Council regarding the application to the public meeting February 3rd.

6.3 Dufferin County Labour Market (December 2020)

Member Morris clarified the data from Dufferin County Labour Market regarding the uptick of labour numbers in October relating to the end of the CERB program.

7. Items for Future Meetings/Meeting Date & Time

Dufferin County Economic Development Committee Meeting info. Chair McMonagle and Member Morris will attend.

Future items included: Business issues surveys results from Dufferin County, future grant projects, strategic plan implementation and the cycling project.

8. Unfinished Business

a. Primrose Business Park

9. Adjournment

Moved by McFarlane and Seconded by Rindinella

THAT the meeting adjourns at 8:51 pm. To meet again on March 18th, May 20th, July 15th, September 16th and November 18th at 7pm. Carried.

Approved by:

.....
Chair

.....
Secretary



**MINUTES
MULMUR-MELANCTHON FIRE BOARD
Monday, December 14, 2020 at 2:00 p.m.
ELECTRONIC**

Present: Earl Hawkins, Chair – Mulmur Township
Ken Cufaro – Mulmur Township
David Besley, Vice Chair – Melancthon Township
Fire Chief Scott Davision
Deputy Chief Matt Waterfield
Heather Boston, Secretary/Treasurer

Absent: Darren White

1. Call to Order

Chair Hawkins called the meeting to order at 2:12 p.m.

2. Declaration of Pecuniary Interest

Chair Hawkins stated that if any member of the Board had a disclosure of pecuniary interest, they could declare the nature thereof now or at any time during the meeting.

No Declarations of Pecuniary interest were stated at this time.

3. Approval of the Agenda

Moved by: Cufaro/Besley

THAT the December 14, 2020 agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

CARRIED

4. Approval of Previous Meeting's Minutes – November 17, 2020

Moved by: Besley/Cufaro

THAT the Minutes of the Mulmur-Melancthon Fire Board dated November 17, 2020 be approved as copied and circulated.

CARRIED

5. Finance

a) Accounts

Moved by: Besley and Seconded by: Cufaro

THAT the operating accounts as presented in the amount of \$7,125.13 be approved

CARRIED.

Moved by: Besley/Cufaro

THAT the Board rescind the resolution authorizes all accounts be paid, up to and including December 31, 2020 as passed at the November 17, 2020 meeting.

CARRIED.

6. Old/New Business

a) Costs to Increase Staffing Levels

Moved by: Besley/Cufaro

THAT the Board approve the hiring of four additional firefighters.

CARRIED.

7. Closed Session

Closed session pursuant to the Municipal Act, 2001 S.O. 2001, Chapter 25, Section 239: Personal matters about an identifiable individual, including municipal or local board employees and approving the previous closed meeting minutes.

Moved by: Cufaro/Besley

THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at 2:45 p.m. for the following reasons: - personal matters about an identifiable individual, including municipal or local board employees; and approval of past closed meeting minutes of November 17, 2020 Closed Session Minutes.

CARRIED

Moved by: Cufaro/Besley

THAT the Mulmur-Melancthon Fire Board adjourn the Closed Session at 4:16 p.m. and return to the regular meeting.

CARRIED

Moved by: Cufaro/Besley

THAT the Board increase the Fire Chief's salary to \$20,000 effective January 1, 2021.

Moved by: Besley/Cufaro

THAT the Board approve offering on-duty and off-duty coverage for all firefighters at the cost to the Board;

AND THAT off-duty family coverage may be selected at the cost of the firefighter.

CARRIED.

Moved by: Cufaro/Besley

THAT the Board approve the reimbursement of 24 hours of wages at \$23/hr for the firefighter that missed work due to a COVID related incident.

CARRIED.

8. Adjournment

Moved by: Cufaro/Besley

THAT we do now adjourn at 4:24 p.m. to meet again on January 19, 2021 or at the call of the Chair.

CARRIED.

Chair

Secretary



MINUTES
MULMUR-MELANCTHON FIRE BOARD
Tuesday, January 19, 2021 at 7:00 p.m.
ELECTRONIC

Present: Earl Hawkins – Mulmur Township
Ken Cufaro, Vice Chair – Mulmur Township
David Besley, Chair – Melancthon Township
Darren White – Melancthon Township
Fire Chief Scott Davison
Deputy Chief Matt Waterfield
Heather Boston, Secretary/Treasurer
Christine Hickey

1. Call to Order

The meeting was called the meeting to order at 7:02 p.m.

2. Appointment of the Chair, Vice-Chair and Secretary

Moved by: Hawkins and Seconded by: White

THAT David Besley be appointed to the position of Chair, Ken Cufaro be appointed to the position of Vice Chair and that Heather Boston be appointed as the Recording Secretary.

CARRIED

Note: Mulmur Township Treasurer is the Treasurer of the Board as per Agreement

3. Declaration of Pecuniary Interest

Chair Besley stated that if any member of the Board had a disclosure of pecuniary interest, they could declare the nature thereof now or at any time during the meeting.

No Declarations of Pecuniary interest were stated at this time.

4. Approval of the Agenda

Moved by: Hawkins and Seconded by: Cufaro

THAT the January 19, 2021 agenda for the Mulmur-Melancthon Fire Board be approved as circulated.

CARRIED

5. Approval of Previous Meeting's Minutes – December 14, 2020

Moved by: Cufaro and Seconded by: Hawkins

THAT the Minutes of the Mulmur-Melancthon Fire Board dated December 14, 2020 be approved as copied and circulated.

CARRIED

6. Finance

a) Accounts

Moved by: Cufaro and Seconded by: White

THAT the operating accounts as presented in the amount of \$6,579.86 be approved.

CARRIED

7. Old/New Business

a) Delegation – Mike Swidersky and Aldouse Cole

Re: Fire Call Invoice Fees

Mr. Swidersky was in attendance on behalf of the property owner, Mr. Cole.

Mr. Swidersky provided a summary on the fire call with a request that the full amount of the invoice be waived.

Moved by: Cufaro and Seconded by: Hawkins

THAT delegation from Mike Swidersky and Aldouse Cole regarding fire call fee invoice dated October 1, 2020 be received;

AND THAT the request be brought back to the Township of Melancthon Council for further direction.

CARRIED

b) Appreciation Dinner – Discussion Item

Discussion ensued on the Appreciation Dinner, the Board requested that the Appreciation Dinner be placed on a later Agenda for further discussion and direction.

c) Year-to-Date Fire Call Report

Discussion ensued on the Fire Call Report. The Board requested that the report include the number of firefighters that attended the accident.

Moved by: White and Seconded by: Cufaro

THAT the Fire Board receive the Year-to-Date Fire Call Report dated December 31, 2020.

CARRIED

d) Replacement of Station Pump System (Verbal)

Fire Chief, Scott Davison advised that the current station pump system is in need of replacement. The Fire Chief confirmed that he has received a couple of quotations to replace the system. Confirmation was provided that the funds can be taken from reserves and are to be replenished once the 2021 budget has been passed.

Moved by: White and Seconded by: Cufaro

THAT the information received from Fire Chief, Scott Davison regarding the replacement of the station pump system be received;

AND THAT the Fire Chief be authorized to purchase a replacement pump at a cost not to exceed \$10,000, with the funds to be taken from reserves;

AND FURTHER THAT the pump be included in the 2021 budget to replenish the reserve account.

CARRIED

8. Correspondence

a) Fire Marshal's Communiqué 2020-18

Re: Staffing Levels and Firefighter Safety

Moved by: Cufaro and Seconded by: Hawkins

THAT the correspondence items were received;

AND THAT the Communiqué be brought back on request of the Fire Chief.

CARRIED

9. Closed Session

Closed session pursuant to the Municipal Act, 2001 S.O. 2001, Chapter 25, Section 239: Personal matters about an identifiable individual, including municipal or local board employees and approving the previous closed meeting minutes.

Moved by: White and Seconded by: Cufaro

THAT the Mulmur-Melancthon Fire Board move into Closed Session pursuant to Section 239 (2) (b) of the Municipal Act 2001, as amended at 8:27 p.m. for the following reasons: - personal matters about an identifiable individual, including municipal or local board employees; and approval of past closed meeting minutes and approval of December 14, 2020 Closed Session Minutes.

Moved by: White and Seconded by: Cufaro

THAT the Mulmur-Melancthon Fire Board adjourn the Closed Session at 8:49 p.m. and return to the regular meeting.

CARRIED

Staff were directed accordingly as per close session matters.

Moved by: White and Seconded by: Cufaro

THAT the Mulmur Melancthon Fire Board approve the hiring of James McLean, Ryan Quann, Jeff Bond, Andrew Moon and Adam Kingsbury as Volunteer Firefighters;

AND THAT all conditions of the Hiring Policy apply.

CARRIED

Moved by: Cufaro and Seconded by: White

THAT the VFIS Coverage remain as is until July 1, 2021, when the coverage changes, as directed at the November 17, 2020 meeting will take effect.

CARRIED

Discussion ensued on Mulmur and Melancthon Councils working on a consistent Open Air Burning By-law.

The following Motion was introduced.

Moved by: Cufaro and Seconded by: White

THAT the Mulmur-Melancthon Fire Board request that a discussion on a combined by-law regarding open air burning be added to the Agenda for the Joint Council Meeting on February 17, 2021;

AND FURTHER THAT the Fire Chief attend the meeting to provide input.

CARRIED

10. Adjournment

Moved by: White and Seconded by: Hawkins

THAT we do now adjourn at 9:10 p.m. to meet again on March 16, 2021 at 7:00 p.m. or at the call of the Chair.

CARRIED

Chair

Secretary



SHELburne & DISTRICT FIRE BOARD

December 1, 2020

The Shelburne & District Fire Department **Board of Management** meeting was held electronically (Zoom ID 861 3056 9886) and in person on the above mentioned date at 7:00 P.M.

Present

As per attendance record.

1. Opening of Meeting

1.1 Vice Chair, Fred Nix, called meeting to order at 7:02 pm.

2. Additions or Deletions

2.1 Resolution # 1

Moved by M. Mercer – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The following item be added to the agenda:

9.1 Optimus SBR report

Carried

3. Approval of Agenda

3.1 Resolution # 2

Moved by H. Foster – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The Board of Management approves the agenda as amended.

Carried

4. Approval of Minutes

4.1 Resolution # 3

Moved by G. Little – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Board of Management adopt the minutes under the date of November 3, 2020 as circulated.

Carried

5. Pecuniary Interest

5.1 No pecuniary interest declared.

6. Public Question Period

6.1 No public present.

7. Delegations / Deputations

7.1 No delegations present.

9. New Business

9.1 Optimus SBR Report

The Board discussed the report, Warden Darren White was present to answer the Boards questions.

8. Unfinished Business

8.1 Closed Session

Resolution # 4

Moved by: E. Hawkins – Seconded by: H. Foster

BE IT RESOLVED THAT:

The Shelburne & District Fire Board do now go “in camera” to discuss the following: Personal Matters about Identifiable individual, including Municipal or local Board employees.

Carried

Resolution #5

Moved by J. Horner – Seconded by S. Martin

BE IT RESOLVED THAT:

We do now rise and report progress at 7:44pm.

Carried

Resolution # 6

Moved by J. Horner – Seconded by G. Little

BE IT RESOLVED THAT:

The Shelburne & District Fire Board adopts the Secretary-Treasurer salary schedule.

Carried

8.2 Volunteer Firefighter Salary Review**Resolution # 7**

Moved by H. Foster – Seconded by S. Martin

BE IT RESOLVED THAT:

The Shelburne and District Fire Board approves the Volunteer Firefighter 2021 Wage Schedule which includes an increase in Base Pay for the Deputy Fire Chief, a 5% increase in hourly rate for all firefighters and a \$5.00 increase per practice;

AND THAT the Fire Chief and Secretary-Treasurer be directed to perform an extensive review of wages paid to firefighters in 2021 and report back to the Board by September 2021.

Carried

8.3 2021 Operating and Capital Budgets

The Board discussed the operating budget. The increase is due to increases in dispatch and insurance costs and additional secretarial hours.

Resolution # 8

Moved by S. Martin – Seconded by M. Mercer

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2021 Operating Budget in the amount of \$593,264 offset by using \$26,500 from the Operating Reserve which represents an increase of 2.08% over 2020;

AND further that this request be circulated to the participating municipalities for approval.

Carried

The Board discussed the capital budget.

Resolution # 9

Moved by J. Horner – Seconded by W. Hannon

BE IT RESOLVED THAT:

The Shelburne and District Fire Board of Management adopt the 2021 Capital Budget in the amount of \$185,000 and that this request be circulated to the participating municipalities for approval.

Carried

10. Chief's Report

10.1 Monthly Reports (November 2020)

There was a total of 18 calls for the month of November.

10.2 Update from the Fire Chief

The Chief provided the Board with a brief verbal update.

11. Future Business:

11.1 Board Agreement.

12. Accounts & Payroll – November 2020

12.1 Resolution # 10

Moved by G. Little – Seconded by E. Hawkins

BE IT RESOLVED THAT:

The payables for October and November 2020 in the amount of \$60,885.46 as presented be approved for payment.

Carried

13. Confirming and Adjournment

13.1 Resolution # 11

Moved by M. Mercer – Seconded by S. Hall

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

13.2 Resolution # 12

Moved by E. Hawkins – Seconded by S. Martin

BE IT RESOLVED THAT:

The Board of Management do now adjourn at 8:59 pm to meet again on January 5, 2021 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 December 1, 2020

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



**NORTH DUFFERIN COMMUNITY CENTRE
BOARD OF MANAGEMENT
MINUTES
WEDNESDAY, JANUARY 13, 2021 – 7:00 P.M.
ELECTRONIC MEETING - ZOOM**



The North Dufferin Community Centre Board of Management known as “The Board” held its meeting on the 13th day of January, 2021 at 7:00 p.m., as an electronic meeting through ZOOM.

Those present:

Chester Tupling, Chair, Mulmur
Dave Besley, Deputy Mayor, Melancthon
Patricia Clark, Councillor, Mulmur
Debbie Fawcett, Melancthon
Emma Holmes, Melancthon
Keith Lowry, Mulmur
Nancy Noble, Mulmur
Clayton Rowbotham, Melancthon
James Woods, Arena Manager
Donna Funston, NDCC Secretary, Melancthon
Tracey Atkinson, CAO, Mulmur
Heather Boston, Treasurer, Mulmur

Regrets:

#1 Call to Order by Chair

Chair Tupling called the meeting to order at 7:01 p.m.

#2 Additions/Deletions/Approval of Agenda

-Moved by Clark, Seconded by Rowbotham that the Agenda be approved as amended. Carried.

Addition: Capital Expense – Cost of Lawnmower to be included in next budget

#3 Declaration of Pecuniary Interest or Conflict of Interest

None.

#4 Approval of Draft Minutes

-Moved by Besley, Seconded by Fawcett, that the minutes of the North Dufferin Community Centre Board of Management held on December 16, 2020 be approved as circulated. Carried.

#5 Business Arising from the Minutes

None.

#6 Facility Manager's Report

Contact was made to Dufferin County and they will be able to supply a barrier for the propane tank at the back of the Arena. James will get it put in place when the barrier arrives.

Clarification was made regarding the non-resident fee that is charged for rentals. Each rental that is not a resident of Melancthon or Mulmur is charged 10% of the total bill as non resident fee or if a team roster with addresses of each player is provided, all players that are non-resident are charged \$37 per person. The team renting the ice is able to choose which option they would prefer.

James reports it would take approximately two weeks to get the ice completely out. The fire department also helps to remove the ice. It was noted that the Arena is a very cold building and would be harder to take the ice out this time of year due to the cold and the time it would take to get the surface cleared.

The wifi in the Arena is not working properly.

The Board requests Heather to contact Intellicore and have them fix any issues.

James was asked how many hours he has been working since the lockdown, he notes about 3 hours per day at the Arena doing inspections and then working from home.

#7 General Business

1. Financial
 1. Accounts Payable
 2. A/R update
 3. YTD vs. Budget comparison
 4. 2021 Budget – Figures to be included in the 2021 Budget
2. NDCC Meeting Dates for 2021
3. COVID-19; Moving into Red Zone
4. Other
5. Unfinished Business
 1. Generator Switch for Mobile Generator

- #1.1 -Moved by Clark, Seconded by Rowbotham that the accounts in the amount of \$18,854.15 be received as presented. Carried.

Discussion around the Teeter Contracting invoice regarding exactly what was fixed. The cupboards in the concession stand fell down and in the upstairs kitchen the cupboard door was put on to cover up the panel. This had to be fixed for fire code and the Fire Chief has been notified that this has been done.

- #1.2 Board requests Heather to check on the A/R and make sure the older amount listed have been paid. Any amount over 61 days will be called.
- #1.3 Discussion with insurance costs being much higher than expected. Mulmur will be issuing a RFP in May. Board requests Heather to contact the Insurance company to inquire about a discount with the Arena being closed. Discussion regarding hydro costs and an amount for the next budget. Heather noted this year only included 11 hydro bills and that would have to be factored in for the next budget.
- #1.4 Heather will bring a draft budget to the February meeting, she notes this is going to be a struggle on the revenue side due to COVID-19 rules and not knowing when the Arena will be able to open. Board suggests being conservative and start revenue in October as per normal operations. Fund raising events will be discussed at the February meeting and possible options for the Beef BBQ to take place as a drive through event. Discussion around putting ice in in September but Honeywood Minor Hockey does not start until October and most rentals don't start until mid October. Weather in September can be warm which will make it harder to put the ice in. The compressors will be running a lot to keep it cold enough which could become costly. For budget purposes the revenue should start in October.

Board directs Heather to bill the sign rentals in the fall of 2021 instead of January as in previous years and that each sign only be charged for half of the year. Requesting a letter be sent to each renter that the sign is still up at the Arena but will not be charged until the fall due to COVID-19 and billing amount will be half.

- #2 Board appreciates Heathers detailed and clear report regarding bank charges.
- #3 As of December 2020 the Arena was closed and the recently issued stay at home order is in effect until February 11, 2021. It was reported to keep the Arena as is will cost roughly \$10,000 per month.

-Moved by Besley, Seconded by Rowbotham that the NDCC Board of Management will keep the ice in until February 11, 2021 when the Province will make decisions regarding the lockdown.

Further, that if any Provincial decisions are made before February 11, 2021 a special meeting can be called by the Chair. Carried.

- #4 Board directs Donna to leave the grant on as unfinished. Heather notes the consultant Mulmur uses have agreed to forward any grant opportunities that would apply to the Arena.
Board directs Donna to add the joint council meeting with Mulmur and Melancthon to the Agenda next month, this meeting is regarding the Service Delivery Review from the County and the Efficiency Study from Sierra Planning.

#5 More discussion regarding capital expense and the Board wants to put in an amount to purchase a lawn mower and trimmer. For budget purposes the board requests Heather to include \$11,000 and will follow the procurement by-law when it comes time to purchase.

A suggestion was made that James could cut the grass at the Honeywood Cemetery and the Arena would bill the Cemetery for the service. This option will be discussed at a later date.

It was noted the presentation to Co-Chair Tupling has not taken place yet due to COVID, it will be after the lockdown when a date can be selected.

#5.1 Leave on the Agenda as unfinished.

#8 Information

#9 Notice of Motion

-None

#10 Confirmation Motion

-Moved by Rowbotham, Seconded by Clark that all actions of the Members and Officers of the North Dufferin Community Centre 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.

#11 Adjournment

-Moved by Fawcett, Seconded by Noble, we adjourn the North Dufferin Community Centre Board of Management meeting at 8:21 p.m. to meet again on Thursday February 11, 2021 at 7:00 p.m. or at the call of the Chair. Carried.

CHAIR

SECRETARY



MINUTES

Wednesday, December 2, 2020

Rosemont District Fire Board

Electronic - 9:30 am

Present: Ralph Manktelow - Town of Mono
Floyd Pinto - Adjala-Tosorontio
Patricia Clark - Township of Mulmur
Mike Blacklaws - Fire Chief
Chris Armstrong - Deputy Fire Chief

Laura Ryan - Town of Mono
Bob Meadows - Adjala-Tosorontio
Shirley Boxem - Township of Mulmur
Heather Boston - Secretary-Treasurer

1) Call to order by the Chair

2) Declarations of Pecuniary Interest

3) Approval of the Agenda

Motion by Meadows/Pinto

THAT the December 2, 2020 Rosemont Fire Board agenda be amended to include Service Delivery, closed session and items for future meetings. Carried.

4) Approval of previous meeting minutes

Motion by Clark/Ryan

THAT the minutes of September 16, 2020 are approved as copied and circulated. Carried.

5) Public Question Period - none

6) Delegation to the Fire Board - none

7) Educational Session - none

8) Financial

a) Approval of Accounts

Motion by Meadows/Ryan

THAT the accounts as presented in the amount of **\$41,043.35** are ordered paid. Carried.

b) Comparative Income Statement Actual to Budget January 1 – November 30, 2020

Motion by Pinto/Meadows

THAT any remaining 2020 operating surplus be transferred into Capital Reserves.
Carried.

c) 2021 Draft Budget

Motion by Ryan/Clark

THAT the 2021 Budget be approved as amended. Carried.

9) Old Business

a) Realignment of Western Boundary

Discussion on pros, cons, purpose, issues, process, financial impact.

Direction was given to the Fire Chief and Secretary to draft and send a letter to each municipality to ask if they are interested in a boundary adjustment, provide them with the map and an explanation of why this is being considered. The Fire Chief could do a presentation to each municipality.

b) New Pumper Deficiencies Update

- Has been in contact with President of company to determine solution and has been in contact lawyer

Closed Session

Closed session pursuant to the *Municipal Act*, 2001 S.O. 2001, Chapter 25, Section 239 (2) (e) litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board.

Moved by Pinto/Meadows

THAT the Rosemont District Fire Board move into Closed Session pursuant to Section 239 (2) (e) of the *Municipal Act*, 2001, as amended at 11:07 a.m. for the following reasons: litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board. Carried.

Moved by Pinto/Meadows

THAT the Rosemont District Fire Board rise out of the closed session at 11:25 a.m. and return to open session. Carried.

Moved by Ryan/Meadows

THAT staff proceed as directed in closed session. Carried.

c) Donation of Old Thermal Imaging Cameras

- The Fire Chief has given the cameras to Mulmur-Melancthon Fire Board and they were very appreciative.

d) Fire Department Website

- No progress has happened on this yet, it will move forward in the future

e) Effect of COVID on Fire Department Operations

- No negative effects, no staff have tested positive for COVID at this point
- Successful in obtaining several N95 masks
- Continuing with safety protocols, such as screening when entering building and sanitization, etc.
- Training has continued to be done outside

10) Fire Chief's Report

a) Year to date Fire Call Report

11) Service Delivery Review

- Dufferin County had all Councils meeting to see Service Delivery Review presentation
- Proposed abolishment of fire boards and municipalities would take over the fire department
- Dufferin wide Fire Chiefs have not had a meeting in the last one to two years

12) Correspondence – Staffing Levels and Firefighter Safety

- Our response levels are different as we are a volunteer fire department
- We have to wait until we have appropriate/sufficient firefighters at the scene before certain firefighting measures/procedures can be done
- Secretary to forward to all Councils

13) Items Future Meetings

- Pumper Deficiency
- Boundary adjustment

14) Adjournment

Motion by Clark/Ryan

THAT the meeting adjourn at 12:00 p.m. to meet again at the call of the Chair.

Carried.

Approved by:

Chair

Secretary/Treasurer

DRAFT



NVCA 2021 Annual General Meeting Highlights January 22, 2020

Next Meeting: February 26, 2020, held virtually

For the full meeting agenda including documents and reports, visit nvca.on.ca/about/boardofdirectors

On January 22, 2021, the Nottawasaga Valley Conservation Authority (NVCA) held its 61st Annual General Meeting.

NVCA Board of Directors Election

NVCA Board of Directors elected the following officers for 2021:

- Chair: Mariane McLeod, Councillor for the Town of Collingwood
- Vice-Chair: Gail Little, Councillor for the Township of Amaranth

Keynote Speaker

Dr. Dianne Saxe, former Environmental Commissioner of Ontario, delivered a keynote speech titled 'Why Wetlands Matter'.

She stressed that wetlands are precious, especially in a climate crisis. Climate change is a much more pressing issue than we think. As Ontario expands development, our wetlands are under significant threat. This is especially true for the Nottawasaga Valley Watershed, as we are designated as a high growth area.

Furthermore, wetlands provide habitat and breeding grounds for species at risk, and offer flood and drought protection.

Dr. Saxe emphasized that conservation authorities can protect our wetlands, but are limited by the lack of provincial direction, missing definitions of "interference" and "wetland" and insufficient resources.

She recommends that:

- All unevaluated wetlands are designated significant until proven otherwise
- Real protections
- Empower conservation authorities
- Wetland stewardship on private land
- Creating new wetlands to compensate negative impacts from development is truly a last resort.

Dr. Saxe has generously permitted this presentation to be shared with the public.

[Click here to watch her presentation.](#)

2020 Accomplishments

Staff created a Year in Review video celebrating the work that staff did in 2020.

[Watch the video here.](#)

- In 2020, the stewardship team rehabilitated and protected almost 31 kilometres of streams and shorelines through 29 projects, big and small. This includes removing the Petun dam and rebuilding the river it was on, restoring river and stream banks, and planting new grasslands. All the while hand washing, wearing masks and socially distanced.
- NVCA's Manager of Forestry planted his 2.5 millionth tree. Some of the trees he planted are already small forests!

- Although the pandemic reduced our abilities to monitor the health of the watershed, our staff partnered with Georgian College to develop a database to house the data that was collected. With this information, it will be more efficient for our scientists to measure the success of NVCA's programs going forward.
- Our conservation areas across the watershed welcomed 60% more visitors in 2020 compared to 2019. Our Conservation Lands Staff worked tirelessly to ensure these green space areas were well maintained. Watershed science continues to monitor the health of our ground and surface water
- This year, we received a record breaking 3,307 permit applications, again, making our watershed one of the fastest growing in Ontario. Staff continue to improve upon service delivery, most recently reaching 98% compliance to provincial standards and 92% to new Conservation Ontario standards.
- The Flood Management team continued to monitor weather forecasts and watershed conditions while maintaining and improving the system. Our flood team issued 5 flood messages in 2020.
- Through our environmental education program, we introduced the importance of our natural world to the youth in our watershed. In 2020, over 12,000 students attended our education programs. Staff also developed, due to COVID-19, online programming for students learning from home so they don't miss out on any previous opportunities they had.

WHY WETLANDS MATTER



Saxe Facts

Dianne Saxe
SaxeFacts.com

Nottawasaga CA
January 22, 2021



OVERVIEW

1. Attacking nature makes us less safe
2. Land use is our oil sands
3. What can we do?



1. ATTACKING NATURE MAKES US LESS SAFE



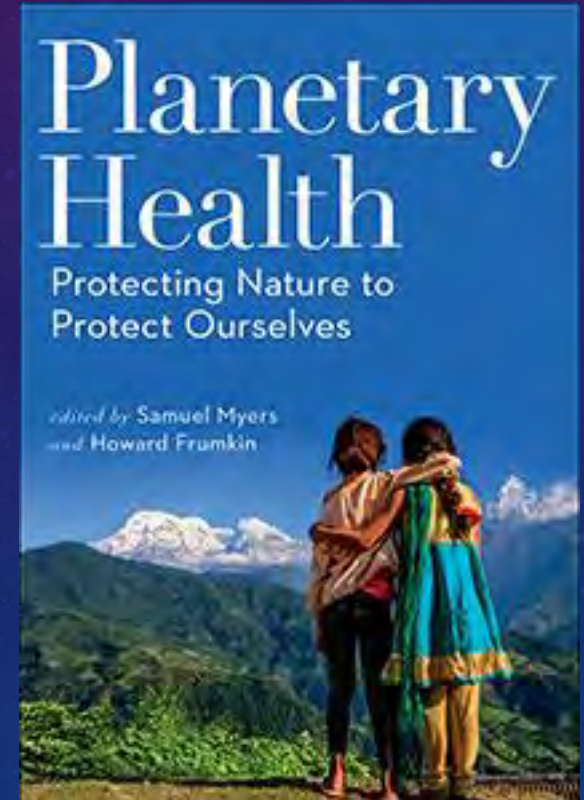
WILL WE PROTECT NATURE?

We are lucky to live in this beautiful province.

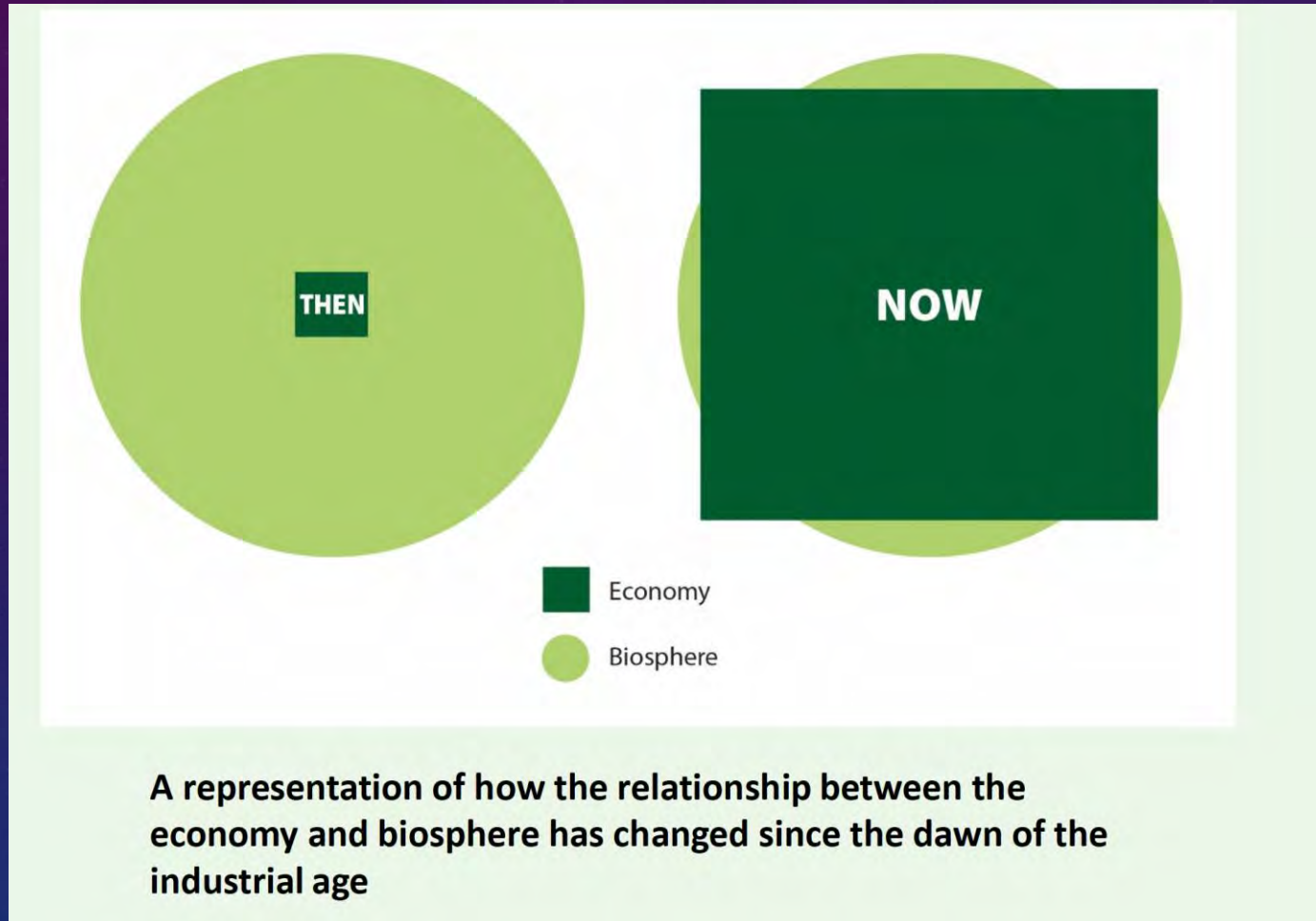
If we want it to stay that way, we have to look after it.

Right now, we don't.

That makes us less safe.

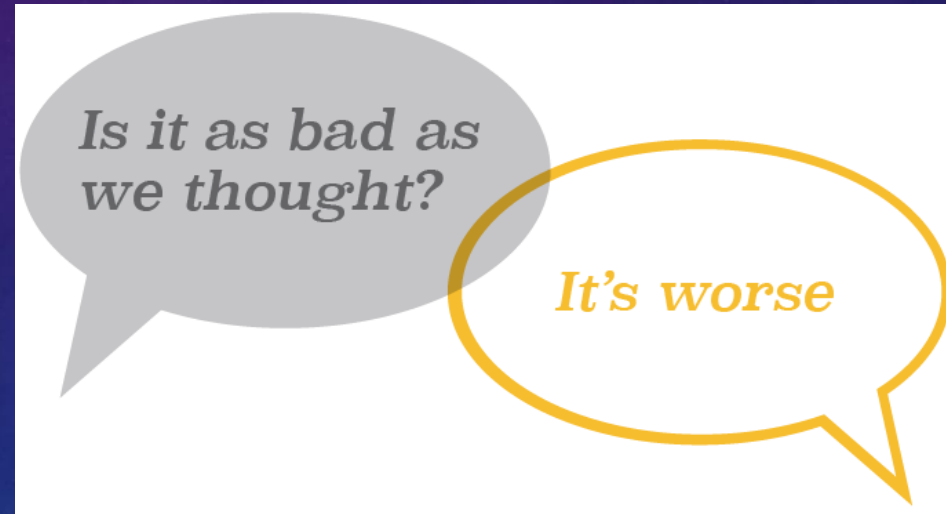


WE'RE USING IT ALL UP

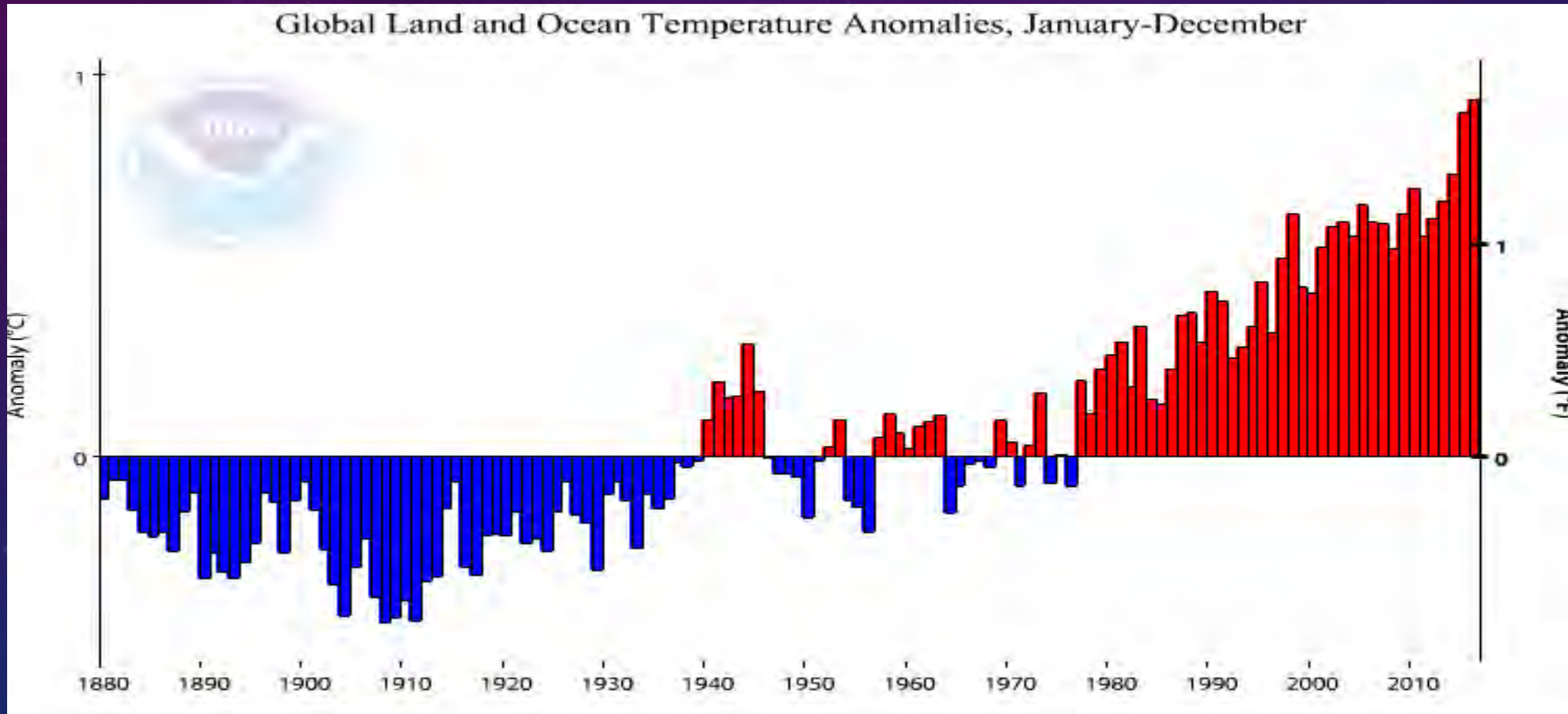


CLIMATE CHANGE
IS HERE.
IT AFFECTS US
NOW.

- Much worse is ahead.
- We're determining the future.

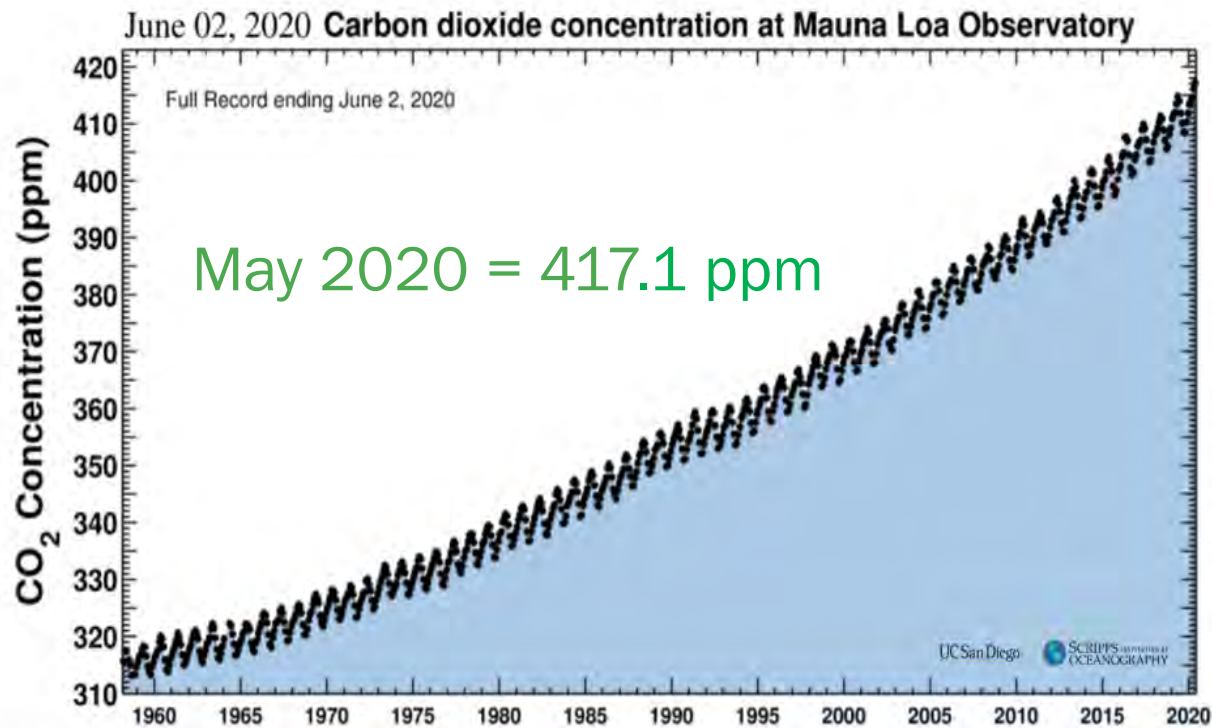


20TH CENTURY “NORMAL” IS GONE



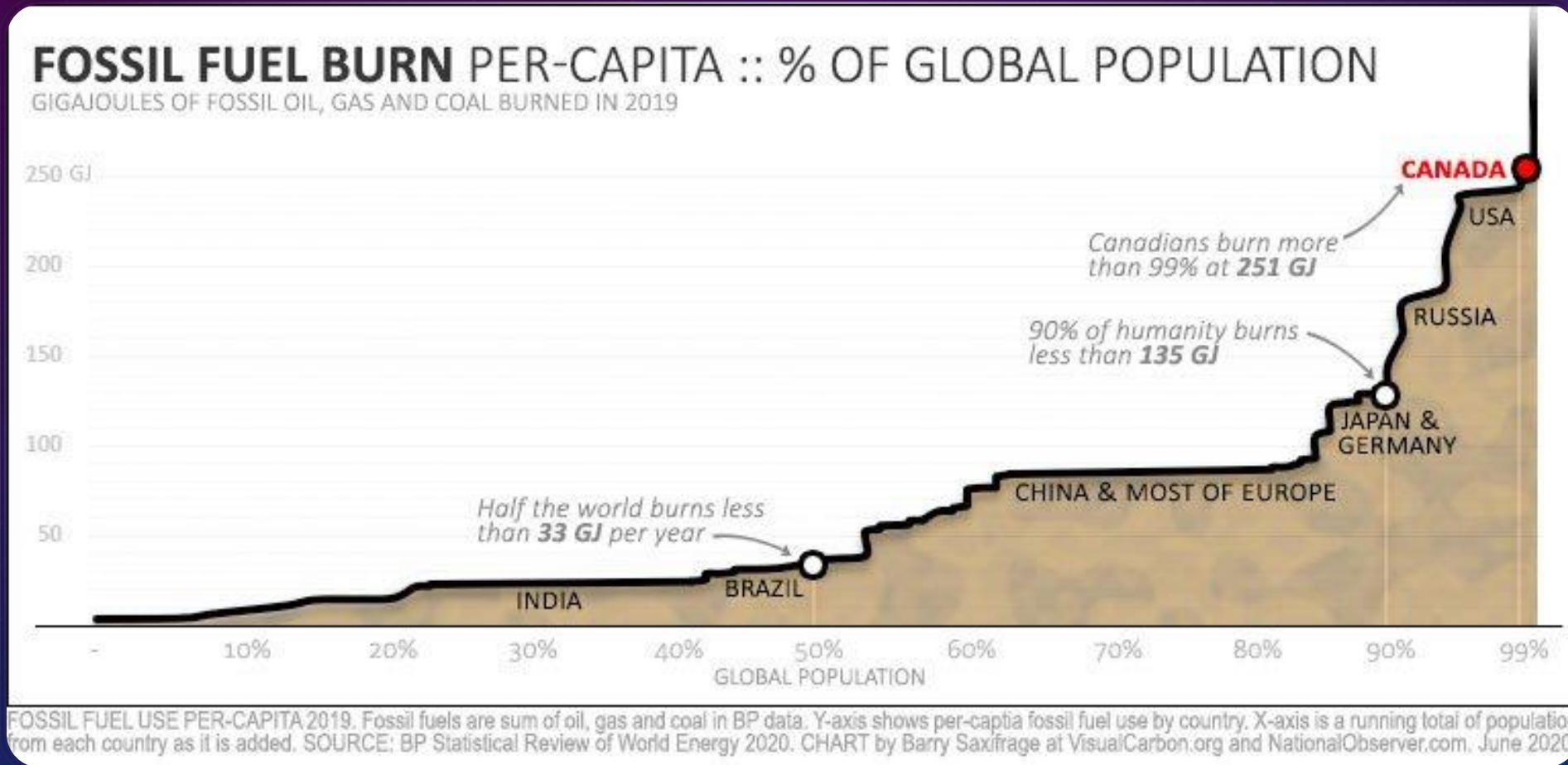
Source: National Oceanic and Atmospheric Administration, [Climate Change – Global Temperature](#)

NO “NEW NORMAL” IN SIGHT



CO₂ growing
>100 times
faster than at
end of last Ice
Age

CANADIANS ARE BIG CLIMATE POLLUTERS



THE CLIMATE CRISIS IS A THREAT MULTIPLIER

- Whatever you care about
 - Hunger
 - War and peace
 - Disease
 - Inequality
 - Nature

News | Climate Change

'A third of Bangladesh underwater' after heavy rains, floods

At least 1.5 million people are affected, as rivers threaten to burst their banks, officials say.



WHEN NOT IF: FLOODS, FIRE, DROUGHT, WIND, HEAT



Photo credit: Ottawa Paramedics



Photo credit: Ryan Forbes



Photo credit: Associated Press



Photo credit: Viv Lynch. Used under CC BY-NC-ND 2.0



Photo credit: The Canadian Press



Photo credit: OPP North East

LOSS OF WETLANDS IN THE NOTTAWASAGA VALLEY WATERSHED

- **Between 2002-2008**
 - 254 hectares of wetland loss
 - 0.57% net decrease in watershed wetland cover relative to 2002
- **Between 2009-2016**
 - 444.4 hectares of wetland loss
 - 0.9% decrease in watershed wetland cover relative to 2008.

RECENT FLOODS – JUNE 2017

- Impacted a large part of the Upper Nottawasaga River watershed including
 - many homes along the Nottawasaga River in Mono and Adjala-Tosorontio
 - many agricultural fields in Adjala-Tosorontio and New Tecumseth.



RECENT FLOODS – FEBRUARY 2018

- Ice jammed up near the Upper Nottawasaga River causing the river to spillover.
- Homes were flooded, in particular along the Nottawasaga River through Adjala-Tosorontio.



WETLANDS IN THE NOTTAWASAGA VALLEY WATERSHED

- Minesing Wetlands
 - Largest wetland in the watershed
 - Approximately 6,000 hectares.
 - Internationally significant
- All wetlands are important because they protect us from
 - Flooding by reducing water sent downstream
 - Water pollution by cleaning our water
 - Drought by holding water when conditions are dry
 - Climate change by reducing greenhouse gases



2. WETLANDS ARE PRECIOUS, ESPECIALLY IN A CLIMATE CRISIS



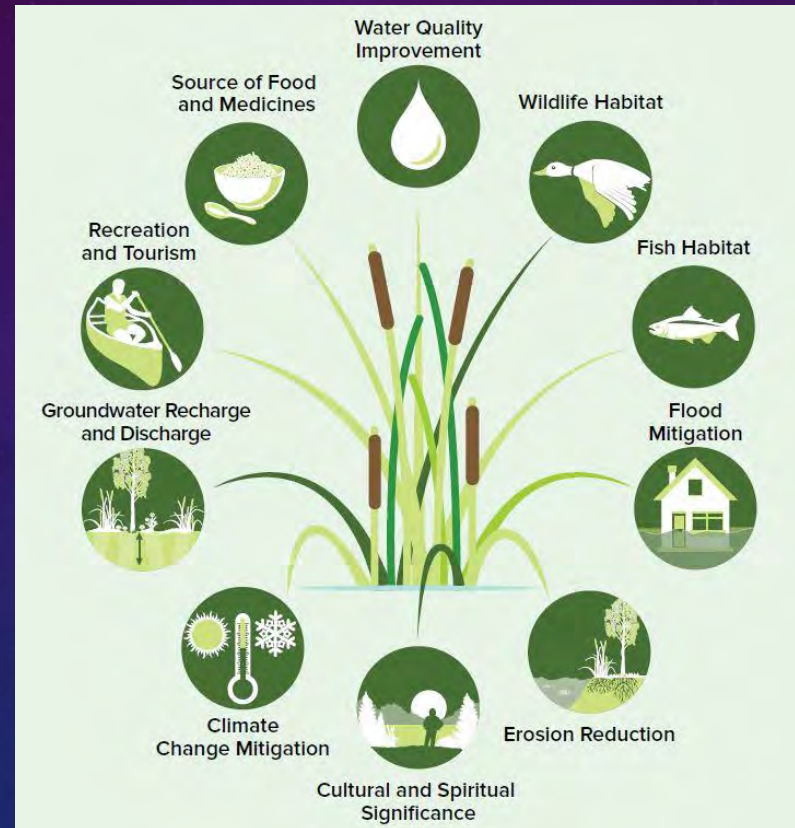
WE NEED WETLANDS BECAUSE



Photo Credit: Ken Lund, (CC BY-SA 2.0).



Photo Credit: Larissa Sage.



Source: MNRF



Photo Credit: Jean Hilscher.

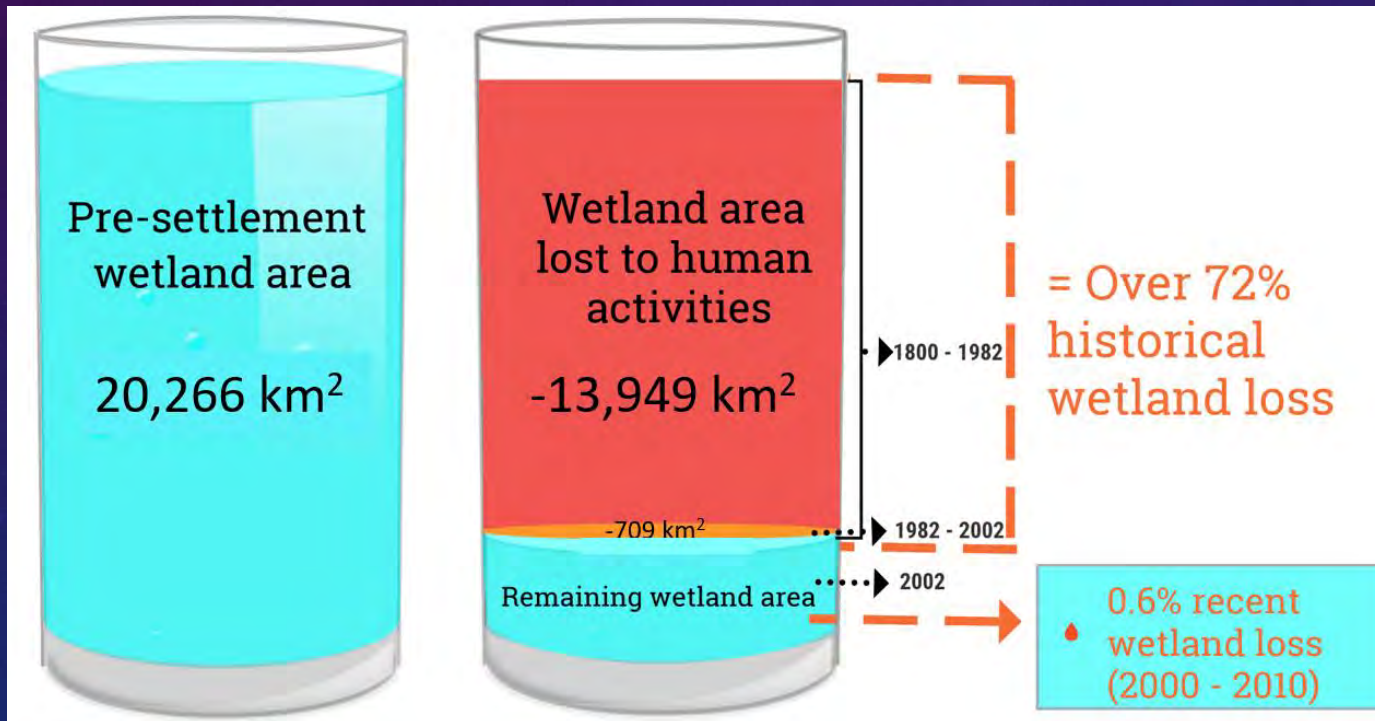


Photo Credit: Ross Dunn, (CC BY-SA 2.0).

- Wetlands provide habitat and breeding grounds for dozens of species at risk
- Almost all wetland services contribute to climate change adaptation

THE SAD STATE OF WETLANDS IN SOUTHERN ONTARIO

- Southern Ontario has lost nearly three quarters of its original wetland cover
- Our remaining wetlands are still being destroyed



EXTREME WETLAND LOSSES

- Environment Canada: minimum 10% wetland cover for healthy watersheds
- Essex County – 1.5% wetland cover
- St. Clair Conservation watershed – 0.1% wetland cover

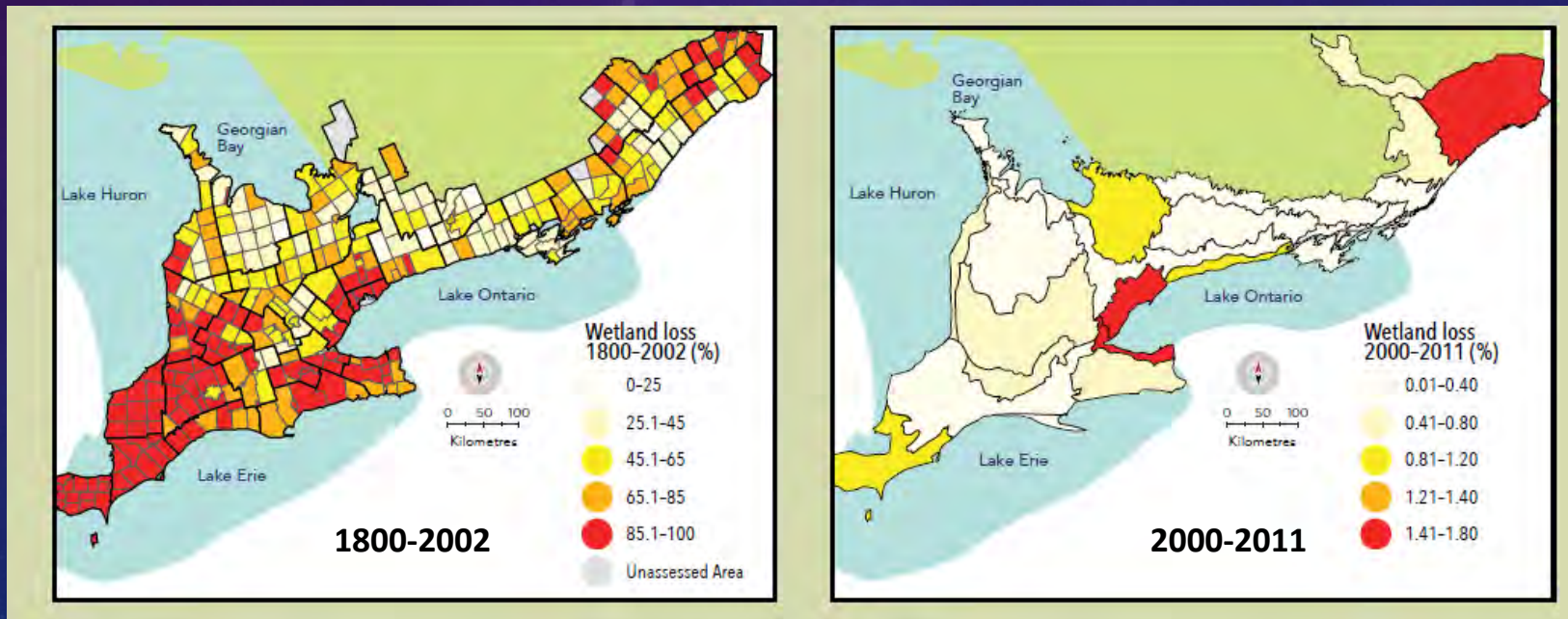


Photo Credit: Ducks Unlimited Canada, 2010.

Photo Credit: Ontario Biodiversity Council, 2015.

WITHOUT WETLANDS, EXPECT FLOODS / DROUGHT



Photo credit: Associated Press



Photo credit: Viv Lynch. Used under CC BY-NC-ND 2.0



Photo credit: The Canadian Press

WHY ARE SOUTHERN ONTARIO'S WETLANDS DISAPPEARING?

Responsible for most wetland loss (2000– 2010)	Area of loss (km ²)	Percent of total loss
Agriculture (cultivated fields, orchards, nurseries, vineyards, hay and pasture land and agricultural buildings)	26.8	43
Development and infrastructure	15.0	24
Built-up area (impervious surfaces)	12.5	20
Built-up area (pervious surfaces)	1.4	2
Transportation infrastructure	1.1	2
Undifferentiated (includes variety of additional agricultural and development and infrastructure activities)	11.5	19

Source: MNRF data.



Photo Credit: Andrew McLachlan, Ducks Unlimited Canada.

LAND USE IS OUR OIL SANDS



IN ALBERTA, OIL SANDS

- Main driver of emissions
- Key economic sector
- Large donors
- Huge political power
- Huge environmental cost
- Profits from BAU

IN ONTARIO, SPRAWL

- Main driver of emissions
- Key economic sector
- Large donors
- Huge political power
- Huge environmental cost
- Profits from BAU

NOW, EVEN MORE SPRAWL

- Weaker density targets
- Easier boundary expansion
- “Pay to kill” endangered species
- No effort towards “net-zero”



NVCA IS DESIGNATED AS HIGH GROWTH

- Conservation Ontario designates NVCA as a high growth conservation authority
- NVCA supports the protection and enhancement of wetlands and their key functions through
 - Education
 - Planning and regulations
 - Promoting low impact development technologies
 - Stewardship
 - Planting forests
 - Monitoring the health of our watershed



THE FIRST HURDLE: IDENTIFYING SIGNIFICANT WETLANDS

- The government's approach to wetland protection is fundamentally flawed
 - Wetlands not protected until officially identified as “provincially significant”
 - 260-year backlog
 - Only 51% of wetland area evaluated to date in southern Ontario
 - 90% of this evaluated area identified as Provincially Significant Wetlands (PSWs)



Photo Credit: Douglas Wilhelm Harder, (CC-BY SA-3.0).

Recommendation: the government should treat all wetlands in southern Ontario as PSWs until proven otherwise.

REAL WETLAND PROTECTIONS

- The Provincial Policy Statement provides baseline protections for wetlands in southern Ontario
- But there are still major gaps, even for “significant” wetlands



Photo credit: Bob Hilscher. Used with permission.

Recommendation: the government should revise the Provincial Policy Statement to provide strong protection for the remaining wetlands.

CONSERVATION AUTHORITIES

Conservation authorities can prohibit or regulate activities capable of “changing or interfering in any way with a wetland”

... but they are limited by:

- lack of provincial direction
- missing or problematic definitions of “interference” and “wetland”
- insufficient resources
- 11th hour involvement



St. Luke's Marsh is a PSW adjacent to an internationally important wetland, but it is currently vulnerable to agricultural drainage

CONSERVATION AUTHORITIES

- The consequences:
 - Inconsistencies
 - Uncertainty
 - Reluctance to enforce regulations



Photo Credit: Janet Baine, (CC BY-NC-ND 2.0).

Recommendation: conservation authorities should have clear authority and resources to regulate *all* activities that interfere with *all* wetlands and should be involved in the early stages of relevant planning decisions.

WETLAND STEWARDSHIP ON PRIVATE LAND

- Benefits and burdens out of sync
- Need better incentives for wetland conservation and restoration
- Conservation Land Tax Incentive Program (CLTIP): a 100% property tax break on PSWs
 - Minimum eligibility is 0.5 acres
- Enrollment has stagnated at ~ 40%



Photo credit: Ian Adams. Used with permission.

Recommendation: the government should make all wetlands on agricultural land eligible for a rebate through the Conservation Land Tax Incentive Program.

IS OFFSETTING THE ANSWER?

- The government's wetland strategy is focused too heavily on offsetting
- **Offsetting is no substitute for protecting our remaining wetlands**
 - Limited effectiveness
 - Some wetland features simply are not replaceable (e.g., bogs and fens)
- When essential, wetland offsetting should:
 - Contribute to net gain of wetland area/function
 - Help support much needed restoration projects



Photo credits: Toronto and Region Conservation Authority. Used with permission.

WETLAND OFFSETTING: A LAST RESORT

- Not in areas with high historic loss
- Not for PSWs, costal wetlands and unevaluated wetlands
- High offset ratios
- Ensure key wetland functions are replicated
- Account for uncertainty and time lags
- Project locations as close as possible to wetlands lost
- Should be permanent, self-sustaining
- Subject to long-term monitoring and maintenance



Recommendation: the government should only allow offsetting in upcoming rules where wetland loss is truly unavoidable and only if key ecological functions are successfully and permanently replaced.

3. WHAT CAN WE DO?



OVERALL, WE KNOW WHAT TO DO

Reduce carbon sources

Support carbon sinks

Improve society

IF WE DON'T

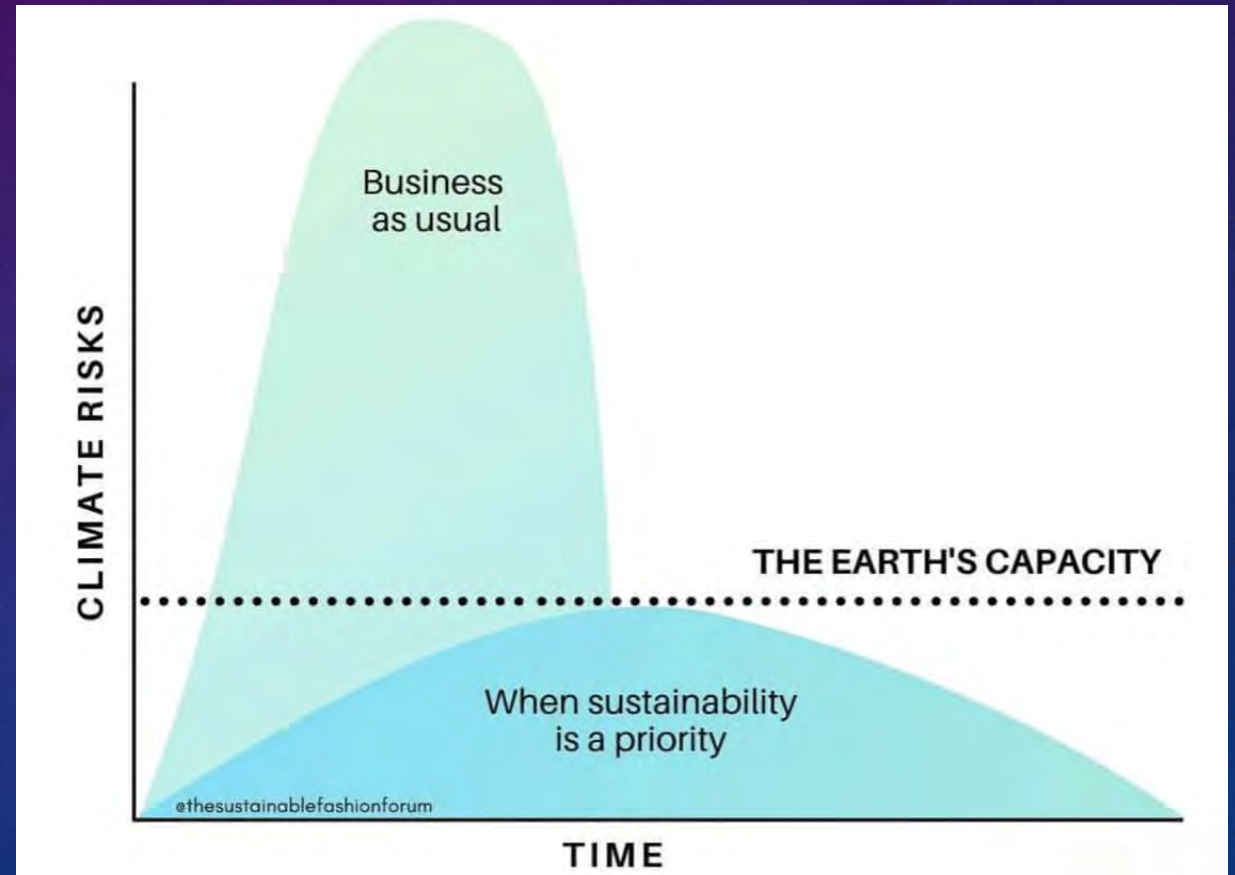
COVID-19:
a taste of what's ahead



**VULNERABLE PEOPLE WILL
SUFFER MOST: THE TRUE IMPACT
OF CLIMATE CHANGE**

LEARNING FROM COVID-19

- Delay, denial, ignoring science exacts a huge price
- Physics, like viruses, do not compromise
- Our way of life is fragile





WE HAVE SO
MUCH TO GAIN

THE OLD NORMAL
WASN'T GREAT

WETLANDS: PROTECTING WHAT WE HAVE LEFT

1. All unevaluated wetlands significant until proven otherwise
2. Real protections
3. Empower conservation authorities
4. Wetland stewardship on private land
5. Offsetting truly a last resort



Photo Credit: John Oyston, North American Native Plant Society.



Photo credit: Scott Wootton. Used with permission.



KNOWLEDGE + ACTION = HOPE

NO ONE CAN DO EVERYTHING, BUT EVERYONE CAN DO SOMETHING

THANK YOU

Dianne Saxe
SaxeFacts.com

dsaxe@saxefacts.com
@envirolaw1



STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
MEETING DATE: February 3, 2021
SUBJECT: 2020 Annual Investment Activity

PURPOSE

The purpose of this report is to highlight the Township's investment activities throughout 2020 per the Investment policy.

BACKGROUND & DISCUSSION

The Township's Investment Policy establishes practices and procedures to invest public funds with the highest return on investment with the maximum security, preservation of capital and appropriate liquidity while meeting daily cash flow demands and conforming to the statutory requirements of the *Municipal Act, 2001*, as amended.

Interest rates significantly dropped this year due to COVID-19 and throughout the year the rates varied from 0.72% - 0.83%. Below is a summary of the interest earned on investments broken down by each account.

	Interest Earned
General Account	\$ 6,818.75
Development Charges	\$ 4,742.94
Park Land Dedication	\$ 289.91
Mansfield Cemetery	\$ 127.76
Honeywood Cemetery	\$ 103.19
OCIF	\$ 267.79
Gas Tax	\$ 1,303.80
Water Rate Stabilization	\$ 98.27
Water Capital Reserves	\$ 1,958.39
Total Interest Earned	\$ 15,710.80

STRATEGIC PLAN ALIGNMENT:

1. Growing a Prosperous Mulmur: Responsibly managing the fiscal resources of Mulmur and providing opportunities for success
-
-
4. Growing a Sustainable Mulmur: Being Proactive in Sustainable Initiatives to ensure the long term well being of Mulmur (includes Resources/Financial/People)

FINANCIAL IMPACT

Overall, the Township earned \$15,710.80 in interest on its investments.

RECOMMENDATION

That the report of Heather Boston, Treasurer, 2020 Annual Investment Activity be provided as information.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, BComm
Treasurer



February 3, 2021

TREASURER'S STATEMENT, 2020 FISCAL YEAR

Pursuant to the provision of the *Municipal Act, 2001*, Section 284 the Treasurer of the municipality shall in each year on or before March 31 provide to the Council an itemized statement of remuneration and expenses paid in the previous year to each member of Council in respect to his or her services as a member of Council or as an officer of the municipal corporation. Remuneration and expenses paid to each person mentioned in Subsections 1(b) and 1(c) of Section 284 of the *Municipal Act, 2001* in respect of his or her services as a member of the board or any body in the preceding year are also to be disclosed. The following remunerations and expenses were paid under authority of Section 284 of the *Municipal Act, 2001* as provided under the Township of Mulmur by-laws and the by-laws of the applicable other jurisdictions.

Councillors

	Salary	Per Diems	Total Remuneration	Mileage	Conferences/ Training	Total
Janet Horner	\$ 17,958.60	\$ 1,425.00	\$ 19,383.60	\$ 191.27	\$ -	\$ 19,574.87
Earl Hawkins	\$ 14,145.48	\$ 1,820.00	\$ 15,965.48	\$ 145.58	\$ 1,931.80	\$ 18,042.86
Shirley Boxem	\$ 11,905.80	\$ 1,759.29	\$ 13,665.09	\$ 41.12	\$ 566.23	\$ 14,272.44
Patty Clark	\$ 11,905.80	\$ 2,325.00	\$ 14,230.80	\$ 161.52	\$ 1,581.47	\$ 15,973.79
Ken Cufaro	\$ 11,905.80	\$ 1,650.00	\$ 13,555.80	\$ 87.67	\$ 810.99	\$ 14,454.46
Council Totals	\$ 67,821.48	\$ 8,979.29	\$ 76,800.77	\$ 627.16	\$ 4,890.49	\$ 82,318.42

Committee Members

	MILEAGE	SITES	MEETINGS	TOTAL
COA - Kim Lyon	\$11.80		\$75	\$86.80
COA - Bart Wysokinski	\$23.01		\$75	\$98.01
Committee Member Totals	\$34.81	\$0	\$150	\$185

Respectfully submitted:

Heather Boston

Heather Boston, Treasurer

STAFF REPORT

TO: COUNCIL
FROM: Heather Boston, Treasurer
DATE: February 3, 2021
SUBJECT: Annual Treasurer's Statement of Development Charge Reserve Funds 2020

PURPOSE

The purpose of this report is to provide Council with information on the Township of Mulmur's Development Charge Reserve Funds and related transactions.

BACKGROUND & DISCUSSION

Pursuant to Subsection 43 of the *Development Charge Act, 1997 S.O. 1997, c. 27 (DCA)*, the Treasurer shall present a financial statement to Council regarding the development charges reserve funds. The Treasurer's statement must include, for the preceding year,

- a) statements of the opening and closing balances of the reserve funds and of the transactions relating to the funds;
- b) statements identifying,
 - i. all assets whose capital costs were funded under a development charge by-law during the year,
 - ii. for each asset mentioned in subclause (i), the manner in which any capital cost not funded under the by-law was or will be funded;
- c) a statement as to compliance with subsection 59.1 (1); and
- d) and other information that is prescribed.

The Township is in compliance with the DCA. Schedules A of this report reflects the required reporting under the DCA, as amended by Bill 73.

A statement of Development Charge reserve fund balances and transactions in 2020, by service area, is listed as Schedule A.

STRATEGIC PLAN ALIGNMENT

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

FINANCIAL IMPACT

There is no financial impact from this report.

RECOMMENDATION

That the report of Heather Boston, Treasurer, Annual Treasurer's Statement of Development Charge Reserve Funds 2020 be provided as information.

Respectfully submitted:

Heather Boston

Heather Boston, CPA, CA, CGA, BComm
Treasurer



Schedule A

Annual Treasurer's Statement of Development Charge Reserve Funds for By-Law 27-14

	Services to which the Development Charge Relates						Total
	Transportation	Policing	Fire	Parks & Recreation ¹	Library	Administration	
Opening Balance, January 1, 2019	453,130.65	19,904.13	115,620.47	314,288.92	1,110.93	44,457.21	948,512.31
<u>Plus:</u>							
Development Charge Collections	61,135.00	-	19,204.71	13,016.53	213.39	13,123.22	106,692.85
Accrued Interest	5,988.61	-	1,881.24	1,275.06	20.90	1,285.51	10,451.32
Sub-Total	67,123.61	-	21,085.95	14,291.59	234.29	14,408.73	117,144.17
<u>Less:</u>							
Amount Transferred to Capital (or Other) Funds	-	-	-	-	-	-	-
Closing Balance, December 31, 2019	520,254.26	19,904.13	136,706.42	328,580.51	1,345.22	58,865.94	1,065,656.48

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act* , whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act .

Conference Report

Name of Conference:

Attendee:

Logistics: (location, live vs virtual)

Invitees: (Municipal employees, AMO members, public)

Describe in one paragraph the aim or intent of this conference.

Keynote Address highlights:

Learning or breakout sessions attended and highlights:

Key or primary take aways/project examples/connections from the conference.

What are the opportunities for Mulmur/what actions might you take/what might you do differently?



**Corporation of the
Municipality of West Grey**

402813 Grey Road 4
RR 2 Durham, ON N0G 1R0
519-369-2200

January 13, 2021

Re: Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act

WHEREAS the Ontario Government proposes amendments to the Crown Forest Sustainability Act in Schedule 8 of the Provincial Budget Bill 229, Protect, Support and Recover from COVID-19 Act (Budget Measures), 2020;

WHEREAS the Crown Forest Sustainability Act applies to almost two thirds of Ontario's land base which amounts to over 70 million hectares of land that is habitat for many species at risk;

WHEREAS Bill 229 schedule 8 amends the Crown Forest Sustainability Act in order to exempt all forestry operations from mandatory consideration of species at risk protection and recovery as mandated by the Endangered Species Act;

WHEREAS Bill 229 schedule 8 removes the ability to issue orders in circumstances when there is imminent danger to a species at risk;

THEREFORE BE IT RESOLVED THAT West Grey council requests the Province of Ontario repeal schedule 8 of Bill 229 and that a copy of this resolution be forwarded to:

Premier Ford

Minister Philips, Minister of Finance

Minister Yakabuski, Minister of Natural Resources and Forestry

Minister Yurek, Minister of the Environment, Conservation and Parks

MPP Bill Walker, Bruce-Grey-Owen Sound

MPP Ian Arthur, NDP Environment Critic

Grey County Council
Ontario municipalities
Association of Municipalities of Ontario
Conservation Ontario
Saugeen Valley Conservation Authority
Grey Sauble Conservation Authority

Respectfully,

Genevieve Scharback,
Director of Administration / Clerk
Municipality of West Grey

www.westgrey.com

January 11, 2021

Premier Doug Ford
Legislative Building, Queens Park
Toronto, ON M7A 1A1

Dear Premier Ford:

Speeding on provincial, county and municipal roadways continues to put the lives of Ontarians at risk. While we have access to several tools to help mitigate speeding traffic, the one tool that is currently not fully available to us is Automatic Speed Enforcement (ASE) (aka Photo Radar). Over the past decade, in South West Oxford the vast majority of charges laid are for drivers travelling well in excess of the posted speed limit. The cost of providing police time for something that could be done through the use of technology is disturbing to our council. The Council feels that it would be far more effective to have police concentrate on other problems such as Break and Enters, illegal drugs and domestic problems.

We need a way to address the poor behaviours and habits that are putting our citizens at risk and tying up much needed first responder resources that could be better utilized to improve the well-being of our communities. Speeding, particularly through our small villages, creates community concerns for the safety and wellbeing of our children and other vulnerable members. We need your help.

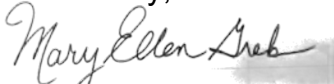
In keeping with this The Council of the Township of South-West Oxford duly moved and carried the following resolution at the regular meeting held on January 5, 2021:

...RESOLVED that the Council of the Township of South-West Oxford provide direction to the Clerk to send a letter to the Premier, MPP Ernie Hardeman, AMO and all Ontario municipalities in support of the use of Automatic Speed Enforcement (photo radar) by municipalities.

Please help municipalities in the Province by passing the necessary regulations for municipalities to use ASE (if they choose) that will bring about the driving behavioural changes we need.

We look forward to your help with this issue.

Yours truly,



Mary Ellen Greb, CAO

c.c. AMO, Honourable Ernie Hardeman, Ontario Municipalities

VIA E-MAIL

January 19, 2021

RE: Letter of Support – Town of Matachewan: Extension of Grant Deadlines

This letter is supporting the Town of Matachewan's resolution regarding the appreciation of grants but requesting that the application deadline on any further grants have a longer turn around time. As such, at County Council on January 14, 2021 Council supported the following resolution as noted in their motion:

"THAT Council directs Staff to prepare and send a letter of support on the Township of Matachewan resolution regarding the extension of grants to all Ontario Municipalities and AMO."

Due to staffing constraints during this unprecedented time, the ability to receive and adequately respond to grants has been relatively short and restrictive. Should you require any additional information or wish other consideration by Council in this matter, kindly advise.

Sincerely,



Tyler Sager
Manager of Legislative Service/County
Clerk

Cc'd: Association of Municipalities of Ontario (AMO)

January 22, 2021

RE: Item for Discussion – Infrastructure Funding

At its meeting of January 20, 2021, the Council of the Corporation of the Town of Bracebridge ratified motion 21-GC-024, regarding Infrastructure Funding, as follows:

“WHEREAS the Association of Municipalities of Ontario (AMO) has reported that municipal governments own more of Ontario’s infrastructure than any other order of government, and most of it is essential to economic prosperity and quality of life;

AND WHEREAS municipalities deliver many of the services that are critical to residents in every community, and these services rely on well-planned, well-built and well-maintained infrastructure;

AND WHEREAS the Ontario Provincial Government has stated that universal asset management will be the foundation of its municipal infrastructure strategy because effective asset management planning helps ensure that investments are made at the right time to minimize future repair and rehabilitation costs and maintain assets;

AND WHEREAS Federal and Provincial infrastructure funding models now contain requirements for recipients to demonstrate that comprehensive asset management planning principles are applied when making decisions regarding infrastructure investment;

AND WHEREAS infrastructure funding limits need to be large enough to support significant projects that have a lasting community impact over multiple generations;

AND WHEREAS targeted funding for critical infrastructure is inconsistent with the principle foundation of an asset management strategy which prioritizes needs over wants and has resulted in underfunding of the wide range of infrastructure that municipalities are responsible for maintaining, such as arenas and libraries;

AND WHEREAS the Community, Culture and Recreation Stream of the Investing in Canada Infrastructure Program received demand of almost \$10 billion for a \$1 billion funding envelope;

AND WHEREAS broad eligibility for funding is more appropriate as municipalities best understand their infrastructure needs together with the needs of their community;

AND WHEREAS no and/or insufficient funding programs currently exist to fund the demonstrated need for the building, restoration and enhancement of community, culture and recreation assets;

AND WHEREAS funding the replacement of these needed capital assets is beyond the financial capacity of most communities;

AND WHEREAS the age of the Town of Bracebridge arena is greater than 70 years old, and the Library greater than 110 years old, requiring immediate replacement;

AND WHEREAS the Town of Bracebridge was recently denied any funding under the Community, Culture and Recreation stream of the Investing in Canada Infrastructure Program, despite clearly meeting the tests of proper asset management and identifying needs over wants;

AND WHEREAS the economy of Ontario has been negatively impacted by the ongoing measures implemented to reduce the spread of COVID-19;

NOW THEREFORE the Council of The Corporation of the Town of Bracebridge resolves as follows:

1. THAT the Federal and Provincial Governments provide immediate broad and substantial municipal funding opportunities for well-planned, shovel-ready projects already prioritized under municipal asset management plans to provide immediate stimulus to the local, provincial and the federal economies in order to rebound from the impact of the COVID-19 pandemic.
2. AND THAT this resolution be forwarded to the Right Honourable Prime Minister of Canada; the Federal Minister of Infrastructure and Communities; the Honourable Premier of Ontario; the Ontario Minister of the Finance; the Ontario Minister of Infrastructure; the Ontario Minister of Municipal Affairs and Housing; the Association of Municipalities of Ontario (AMO); the Federation of Canadian Municipalities (FCM); the Local Member of Parliament (MP); the Local Member of Provincial Parliament (MPP); and all Municipalities in Ontario.

In accordance with Council's direction I am forwarding you a copy of the resolution for your attention.

Please do not hesitate to contact me if I can provide any additional clarification in this regard.

Yours truly,



Graydon Smith
Mayor

MEDIA RELEASE

Headwaters Health Care Centre staff receive COVID-19 vaccination

ORANGEVILLE, ON – January 8, 2021 – Rachel Kalas, Registered Nurse is among the first Headwaters Health Care Centre (HHCC) staff to receive the COVID-19 vaccine as vaccination opportunities arrive in the region this week.

The first shipment of the Pfizer-BioNTech COVID-19 vaccine arrived in Wellington-Dufferin-Guelph earlier this week and Public Health has launched their vaccination program; vaccinating staff and residents at long term care settings and retirement homes.

With increased capacity of COVID-19 vaccinations, William Osler Health System has opened their Vaccine Clinic at Brampton Civic Hospital to HHCC staff and physicians. While the priority focus remains on long term care and retirement homes, high-risk healthcare providers are offered spaces where availability permits.

Rachel Kalas was among the first HHCC staff to receive the vaccine at the Vaccine Clinic at Brampton Civic Hospital. Rachel works as a Registered Nurse in HHCC's Emergency Department and has been part of the frontline response to the pandemic since its onset; caring for patients and families as well as supporting colleagues.

"This is an emotional moment for me. It has been such a journey navigating this pandemic; from my home life to work life and everything in between. I feel like this vaccine is a symbol of hope that we won't have to balance the weight of the pandemic as much anymore" remarked Rachel.

Headwaters has experienced 70 positive inpatients and 42 positive staff and physicians since the start of the pandemic in March. COVID-19 cases are expected to increase in the coming weeks as the numbers continue to climb in the province.

"I am extremely grateful to our community partners for creating opportunities to protect our staff and physicians against COVID-19. The arrival of the Pfizer COVID-19 vaccine in our region is encouraging and I am hopeful with the current public health restrictions in place, along with continued adherence to public health guidelines we will soon start to see the results we are all hoping for and working hard to achieve." remarked Kim Delahunt, President & CEO of Headwaters Health Care Centre.

As the situation around COVID-19 continues to evolve, HHCC is committed to providing a safe environment for everyone who works and receives care at the hospital.

Photo caption: Rachel Kalas receiving her vaccine at William Osler Health System's COVID-19 Vaccine Clinic at Brampton Civic Hospital.

About Headwaters Health Care Centre (HHCC)

HHCC, is an innovative, community centred medium-size hospital located in Orangeville, caring for the residents of Dufferin County-Caledon. Accredited with Exemplary Standing by Accreditation Canada, Headwaters offers acute and complex continuing care with 24/7 Emergency Department coverage as well as extensive outpatient services in its Ambulatory Care Centre. HHCC is also a proud partner in the Hills of Headwaters Collaborative Ontario Health Team. Visit www.headwatershealth.ca or www.hillsofheadwaterscollaborative.ca.

Additional Resources:

A link to [Ontario's vaccination program](#) to help protect against COVID-19.

[Provincial Government's Framework](#) for to help hospitals prepare for the sequencing of staff and physicians.

A link to information about the [Vaccine Clinic at Brampton Civic Hospital](#).

For further information about Headwaters Health Care Centre please contact:

Jennifer Hamilton, MA, MBA Director, Communication & Stakeholder Relations, Headwaters Health Care Centre | Tel: 519-278-5085 | Email: jhamilton@headwatershealth.ca | [Subscribe to our e-newsletter](#)

For further information about the Vaccine Clinic at Brampton Civic Hospital contact:

Donna Harries, Senior Manager, Public Relations, William Osler Health System | Tel: 416-543-9294 | Email: donna.harris@williamoslerhs.ca

From: Ontario News <newsroom@ontario.ca>

Sent: January 4, 2021 2:23 PM

Subject: Ontario Supporting Home-Based Food Businesses During COVID-19



News Release

Ontario Supporting Home-Based Food Businesses During COVID-19

January 4, 2021

Government providing entrepreneurs with a new “How to” guide

TORONTO — The Ontario government is supporting home-based food businesses by providing a guide on how to start a home-based food business, which includes an overview of public health requirements that need to be followed as a food operator. To further support these entrepreneurs, the government has also made regulatory changes to allow more flexibility to sell low-risk, home-prepared foods. These supports are part of the government's continued efforts to help small, independent businesses succeed and contribute to Ontario communities during COVID-19.

"For many local entrepreneurs, they start with a love of food and a cherished family recipe, whether it's grandma's apple pie or that new take on homegrown pickles, jams and preserves, and try and turn their passion into a successful business," said Prabmeet Sarkaria, Associate Minister of Small Business and Red Tape Reduction. "Our government applauds them for their vision and effort and we are doing everything we can to help them seize new opportunities without compromising Ontario's high standards for food safety."

Low-risk foods are considered non-hazardous and do not require refrigeration. They include items such as baked goods, pickles, jams and preserves, chocolates, hard candies and brittles, fudge and toffees, granola, trail mix, nuts and seeds, and coffee beans and tea leaves.

"Starting a home-based food business is an excellent opportunity for people across Ontario to share their culinary creativity, build a business for themselves and be part of the province's agri-food sector," said Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs. "Our

government is committed to encouraging this growing part of the economy and to support all the good things that are grown and produced right here in Ontario."

QUICK FACTS

- All food premises, including home-based food businesses, must adhere to requirements under the [Health Protection and Promotion Act \(HPPA\)](#) and the [Food Premises Regulation](#), as well as periodic inspections by their local public health unit.
- Home-based food businesses that prepare only low-risk foods are exempt from certain regulatory requirements, such as specified handwashing stations in food premises, compliance with commercial dishwashing requirements and food handling training certification.
- [See Ontario's guide on how to start a home-based food business.](#)

CONTACTS

Ian Allen
Minister Sarkaria's Office
ian.allen@ontario.ca

Kwok Wong
Communications Branch
647-504-2774
kwok.wong@ontario.ca

Ministry of Economic Development, Job Creation and Trade
<https://www.ontario.ca/medjct>

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99 Wellesley Street West 4th floor, Room 4620 Toronto ON M7A 1A1

**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



234-2021-344

January 26, 2021

Dear Head of Council:

Our government is committed to improving local service delivery and better respecting taxpayers' dollars. That is why we launched the Municipal Modernization Program in 2019. Through this program, the Ontario government is providing funding to help small and rural municipalities modernize service delivery and identify new ways to be more efficient and effective.

Today at the Rural Ontario Municipal Association (ROMA) conference, I announced the launch of the second intake under the Municipal Modernization Program. Modern, efficient municipal services that are financially sustainable are more important than ever in light of the COVID-19 pandemic. Even as municipalities continue to face challenges, there are also opportunities to transform services and stimulate new ways of doing business.

The second intake will allow municipalities to benefit from provincial funding to conduct third party reviews as well as to implement projects to increase efficiency and effectiveness and lower costs in the longer term. I also want to encourage you to work with your neighbouring municipalities to find innovative joint projects that can benefit each of you. The government is excited to learn about your project applications that support the following priorities:

- Digital modernization
- Service integration
- Streamlined development approvals
- Shared services/alternative delivery models

To apply, you must submit a completed Expression of Interest form with attached supporting documents via the Transfer Payment Ontario (TPON) system by **March 15, 2021**. To get started, visit www.Ontario.ca/getfunding.

If you have questions on the program, or would like to discuss a proposal, I encourage you to contact your [Municipal Services Office](#) or e-mail municipal.programs@ontario.ca.

I look forward to continuing to work together to support your municipality in delivering efficient, effective and modern services for your residents and businesses.

Sincerely,

A handwritten signature in blue ink that reads "Steve Clark". The signature is written in a cursive, flowing style.

Steve Clark
Minister

c. Chief Administrative Officers and Treasurers

From: [Santarossa, Shauna Lea \(Seeback, Kyle - MP\)](#)
To: [Janet Horner](#)
Cc: [Tracey Atkinson](#)
Subject: Funding Opportunities for Municipalities
Date: December 21, 2020 2:55:50 PM

Dear Mayor Horner,

Following your conversation with MP Kyle Seeback last week, he asked that I forward on to you some links to federal funding/grant programs that municipalities might be able to apply for (please see below). All programs have their own deadlines and application processes, so I ask you to review each program carefully to determine if you meet the eligibility requirements. If there is anything else our office can assist with, please don't hesitate to reach out to me directly.

Wishing you a very Merry Christmas!

Warm regards,
Shauna Santarossa

Shauna Santarossa
Constituency Assistant
Office of Kyle Seeback, M.P. | Dufferin-Caledon
T: 519-941-1832 | F: 519-941-8660

Infrastructure

- The [Federal Gas Tax Fund](#) is a permanent source of annual funding to provinces and territories which, in turn, provide this funding to municipalities to support local infrastructure priorities. In Ontario, the fund is administered by the [Association of Municipalities of Ontario](#). According to the AMO, "Ontario's share is over \$800 million. Funds are distributed to communities across the province on a per-capita basis."
- The [Canada Infrastructure Bank](#) is a Crown corporation that invests federal funds in projects that are in the public interest and generate revenue, by attracting private and institutional capital. As part of the Government of Canada's [Investing in Canada plan](#), the Bank was announced as a tool that provincial, territorial, municipal and Indigenous partners can use to build infrastructure across Canada. More information can be found the [Canada Infrastructure Bank website](#).
- Through the implementation of a [bilateral agreement](#), the federal government's [Investing in Canada Plan](#) provides funding to support Ontario infrastructure projects in a variety of categories. Municipal governments are eligible funding recipients. The Government Ontario provides information regarding its Investing in Canada Plan [bilateral agreement](#) with the federal government. Investment streams include green infrastructure (e.g. wastewater, storm water, potable water infrastructure), community, culture and recreation infrastructure, and rural/northern communities' infrastructure (e.g. road infrastructure). For further information, municipalities may visit [Ontario Ministry of Infrastructure](#) or e-mail ICIPGreen@ontario.ca.
- The [Green Municipal Fund](#) provides support for public infrastructure investments that could have a positive impact on the environment. Federal government funding is delivered through the Federation of Canadian Municipalities (FCM). More details are available on the [FCM's Green Municipal Fund webpage](#). Capital funding is also available to municipal governments for innovative and sustainable projects, including capital projects that improve water conservation. See [Capital project: Water conservation, municipal project](#) for more information. Your constituents may wish to contact the FCM at 1-877-997-9926 or by email at programs@fcm.ca.

- The [Municipal Asset Management Program](#) is an eight year, \$110 million program that will help Canadian municipalities make informed infrastructure investment decisions based on sound asset management practices. The program is delivered by the Federation of Canadian Municipalities. More details are available on the [FCM's Municipal Asset Management Program webpage](#).
- The [Municipalities for Climate Innovation Program](#) is a five-year, \$75 million program that provides funding, training and resources to help Canadian municipalities adapt to the impacts of climate change and reduce greenhouse gas emissions. The program is delivered by the Federation of Canadian Municipalities. More details are available on the [FCM's Municipalities for Climate Innovation Program webpage](#).
- The [Disaster Mitigation and Adaptation Fund](#) is a national merit-based contribution program which aims to support large-scale infrastructure projects to help communities better manage the risks of disasters triggered by natural hazards. Eligible recipients include municipalities. No timeline regarding the next application period appears to be available.
- The [Smart Cities Challenge \(SCC\)](#) is a pan-Canadian competition open to communities of all sizes, including municipalities. The challenge encourages communities to adopt a smart cities approach to improve the lives of their residents through innovation, data and connected technology. The first competition in this challenge has concluded. No timeline regarding the next competitions appears to be available.

Housing

- The [National Housing Strategy \(NHS\)](#) is a ten-year, \$55 billion plan to build new affordable housing in Canada and to renew and/or renovate the existing affordable housing stock. Funding through the NHS is administered by the Canada Mortgage and Housing Corporation (CMHC). CMHC also has [Seed Funding](#) for the construction of new affordable housing.

Culture

- The [Canada Cultural Spaces Fund](#) supports the improvement of physical conditions for arts, heritage, culture and creative innovation through renovation and construction projects, the acquisition of specialized equipment, and feasibility studies related to cultural spaces.

Senior

- The [New Horizon for Seniors Program](#) provides funding for projects that make a difference in the lives of seniors and in their communities. Community-based projects are eligible to receive up to \$25,000 in grant funding per project for up to 1 year. It is also possible to apply for a small grant of a maximum of \$5,000 if an organization has not been funded for community-based projects within the last 5 years.

Community

- The [AgriSpirit Fund](#) can provide between \$5,000 to \$25,000 to projects that qualify in a city or town with less than 150,000 people. These include capital projects and sustainability projects, such as construction or upgrades to a hospital, and upgrades to heating and cooling systems in a community building.

Accessibility

- The [Enabling Accessibility Fund](#) provides funding for eligible capital projects that increase accessibility for people with disabilities in Canadian communities and workplaces.

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Dufferin County Agriculture Virtual Round Table

“Growing Opportunity Through COVID-19”

Resources from session participant input and related links

Ontario Business Supports: Get Help with Covid-19 Business Costs

<https://www.ontario.ca/page/businesses-get-help-covid-19-costs#section-0>

- Ontario Small Business Support Grant
- Ontario's Main Street Relief Grant: PPE support
- Property tax and energy cost rebates
- What you'll need to apply, etc.

Businesses apply for funding:

<https://www.app.grants.gov.on.ca/msrf/#/>

Help for Ontario Businesses to Recover from Covid-19

<https://covid-19.ontario.ca/covid-19-help-businesses-ontario#featured-updates>

- Reopening guidance
- Financial relief, etc.

Small Business Recovery Resources

<https://covid-19.ontario.ca/small-business-recovery-resources>

- Support for businesses with fewer than 100 employees
- Small business recovery resources, etc.

Digital Main Street “ShopHERE” Program: Online stores for independent small businesses and artists at no cost

<https://programs.digitalmainstreet.ca/shophere-signup>

Covid-19: Support for Workers

<https://www.ontario.ca/page/covid-19-support-workers>

Workplace PPE Supplier Directory

<https://covid-19.ontario.ca/workplace-ppe-supplier-directory>

Federal Government Covid-19 Business Supports

<https://www.canada.ca/en/services/business/maintaining-your-business.html>

MP - Kyle Seeback Covid-19 Supports Page

<https://www.kyleseeback.ca/>

MPP - Sylvia Jones Covid-19 Supports Page

<https://sylviajonesmpp.ca/>

OMAFRA Covid-19 Support Page

<http://www.omafra.gov.on.ca/english/about/covid-19.htm>

Dufferin Producers: Take the survey for the Dufferin Meat Processing Feasibility Study! Please complete by February 1.

[Click here to visit the Dufferin County Producer Supply Survey](#)

The Orangeville & Area Small Business Enterprise Centre Supports and Resources

<https://www.orangeville.ca/en/economic-development/small-business-enterprise-centre.aspx>

Canadian Agricultural Partnership Program Information

<http://www.omafra.gov.on.ca/english/cap/index.htm>

Agriculture Canada Supports

<http://www.agr.gc.ca/eng/agricultural-programs-and-services/?id=1362151577626>

Enhanced Agri-Food Workplace Protection Program

<http://www.omafra.gov.on.ca/english/about/agrifoodprogram.htm>

Federal information around Temporary Foreign Workers

<http://www.agr.gc.ca/eng/agricultural-programs-and-services/mandatory-isolation-support-for-temporary-foreign-workers-program/?id=1588186409721>

<https://www.canada.ca/en/employment-social-development/services/foreign-workers/notice-covid-19.html>

<https://www.canada.ca/en/employment-social-development/services/foreign-workers.html>

Agricultural Health and Safety during Covid-19

<https://www.ontario.ca/page/agriculture-health-and-safety-during-covid-19#section-13>

Working with Farm Operators to Stop the Spread on COVID-19 on Farms

https://www.ontario.ca/page/working-farm-operators-stop-spread-covid-19-farms?_ga=2.146564276.146691713.1609952881-311767730.1586279845

Foreign Agricultural Workers Program under Workplace Safety and Insurance Board

<https://www.wsib.ca/en/foreign-agricultural-workers-program>

Canadian Centre for Occupational Health and Safety (CCOHS) Covid-19 Agriculture Tip Sheet

<https://www.ccohs.ca//images/products/pandemiccovid19/pdf/agriculture.pdf>

Province of Ontario: Agriculture and Food Jobs in Ontario

<https://www.ontario.ca/page/agriculture-and-food-jobs-ontario>

Georgian College Career and Employment Community Program Services for the Public and Employers

<https://www.georgiancollege.ca/community-alumni/centre-for-career-and-employment-services/>

The Workforce Planning Board of Waterloo-Wellington-Dufferin (WPB): Job Search and Career portal

<https://www.findyourjob.ca/>

Ontario Federation of Agriculture: Covid-19 Supports:

<https://ofa.on.ca/covid-19/>

County of Dufferin Economic Development Business Covid-19 Resources

<https://www.dufferincounty.ca/economic-development/covid-19-information-businesses-0>

Ontario Federation of Agriculture (OFA) Covid-19 Resources

<https://ofa.on.ca/covid-19>

National Farmers Union Covid-19 Resources

<https://nfuontario.ca/new/covid-19-resources/>

Christian Farmers Federation of Ontario Covid-19 Supports

<https://www.christianfarmers.org/media/news-releases/covid-19-updates>

Canadian Mental Health Association: Mental Health in the Agriculture Industry

<https://ontario.cmha.ca/farmersmentalhealth/>

Ontario Mental Health and Suicide Prevention Resources

<https://www.farms.com/mental-health-and-suicide-prevention-resources/ontario.aspx>

OFA - Mental Health and Wellness

<https://ofa.on.ca/issues/mental-health/>

Farmer Mental Wellness – A key priority for OFA and Ontario Farm Families

<https://ofa.on.ca/newsroom/farmer-mental-wellness-a-key-priority-for-ofa-and-ontario-farm-families/>

Farmer Wellness Program

<https://www.farmerwellnessprogram.ca/>

Farm Credit Canada “Rooted in Strength” Initiative

<https://www.fcc-fac.ca/en/knowledge/rooted-in-strength-know-what-you-can-control.html>

Grain Farmers of Ontario Farmer Wellness, Mental Health Support Resources and Apps for Well Being

<https://gfo.ca/farmerwellness/>

<https://gfo.ca/farmerwellness/support-resources/>

<https://gfo.ca/farmerwellness/apps-for-well-being/>

Support for People: Including Mental Health and Addictions

<https://www.ontario.ca/page/covid-19-support-people#section-4>

Statement from the Honourable Marie-Claude Bibeau, Minister of Agriculture and Agri-Food - Bell Let's Talk Day

<https://www.canada.ca/en/agriculture-agri-food/news/2021/01/statement-from-the-honourable-marie-claude-bibeau-minister-of-agriculture-and-agri-food---bell-lets-talk-day.html>

OMAFRA Environmental Support Information

<http://www.omafra.gov.on.ca/english/environment/>

OMAFRA – Climate Change and Agriculture

<http://www.omafra.gov.on.ca/english/engineer/facts/climatechange.htm>

Climate Action in Dufferin

<https://www.dufferincounty.ca/climatechange>



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Mulmur, Ontario
L9V 0G8

Local **(705) 466-3341** Ext. **223**

Toll Free **(866) 472-0417**
from 519 only

Fax **(705) 466-2922**

January 28th, 2021.

County of Dufferin
55 Zina St.
Orangeville, ON L9W 1E5

Dear Whom it May Concern:

It is with great excitement that we provide a letter of support for Dufferin County's Tourism Marketing RED application.

For several years, the County, including the Township of Mulmur, have been serviced by Headwaters Tourism. After the evaporation of Headwaters Tourism in March 2020, we are excited to see that Dufferin County will be bringing the tourism function in-house.

After a year of turbulence for the tourism sector, there is no better time to invest in our local tourism businesses. The County's plan to market the County, along with some of our greatest assets will bring much needed financial relief to our community on the other-side of the Covid-19 pandemic.

We look forward to the benefits that this initiative will bring to the Township of Mulmur.

Thank you,

Tracey Atkinson
CAO/Planner/ Acting Clerk

TOWNSHIP OF AUGUSTA

Moved By: TANYA HENRY

Date: January 25, 2021

Seconded By: JEFF SHAWEN

Resolution No: 4

WHEREAS the Ontario Fire College has been in existence since 1949; and

WHEREAS the Ontario Fire College is one of the primary sources of certified training for Ontario Firefighters; and

WHEREAS the Ontario Fire College has built a reputation of integrity, credibility, and reliability in providing some of the best training to our Fire Services within the Province of Ontario; and

WHEREAS the Ontario Fire College has been used to train and certify both Volunteer, Part-Time and Career firefighters throughout Ontario; and

WHEREAS the Ontario Fire College gives Ontario Firefighters another option other than Regional Training Centers to obtain National Fire Protection Association (NFPA) certifications; and

WHEREAS the Ontario Fire College is the most cost-effective method to certify Firefighters to NFPA Standards in Ontario; and

WHEREAS the Ontario Government enacted and revoked O. Reg. 379/18: Firefighter Certification in 2018; and

WHEREAS when the Ontario Government revoked O. Reg. 379/18: Firefighter Certification, it was made known by the Office of the Solicitor General that the act would be amended and brought back in the future; and

THEREFORE, BE IT RESOLVED THAT the Township of Augusta requests that the Province of Ontario reverse their decision to close the Ontario Fire College as the OFC is one of the best and most cost-effective methods for municipalities to train their firefighters which assists us in protecting our residents; and

BE IT FURTHER RESOLVED THAT this Resolution is forwarded to the Honourable Doug Ford Premier of Ontario, the Honourable Sylvia Jones; Ontario Solicitor General, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Ontario Fire Marshal; Jon Pegg, and all municipalities within the Province of Ontario.

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	_____	_____
Councillor Henry	_____	_____
Mayor Malanka	_____	_____
Councillor Schapelhouman	_____	_____
Deputy Mayor Shaver	_____	_____

CARRIED: Donna
MAYOR

DEFEATED: _____
MAYOR

Declaration of pecuniary interest by: _____

Nature of interest: _____

- ☐ Disclosed His/Her/Their Interest
- ☐ Vacated His/Her/Their Seat
- ☐ Abstained from discussion and did not vote on the question

RECORDED VOTE:

	FOR	AGAINST
Councillor Bowman	_____	_____
Councillor Henry	_____	_____
Mayor Malanka	_____	_____
Councillor Schapelhouman	_____	_____
Deputy Mayor Shaver	_____	_____

CARRIED: *Dan Malanka*
MAYOR

DEFEATED: _____
MAYOR

Declaration of pecuniary interest by: _____

Nature of interest: _____

- ☐ Disclosed His/Her/Their Interest
- ☐ Vacated His/Her/Their Seat
- ☐ Abstained from discussion and did not vote on the question

THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____-21

A BY-LAW TO AUTHORIZE THE TOWNSHIP OF MULMUR TO ENTER INTO A DEVELOPMENT AGREEMENT (KAKO/ GOSTOVIC BUILDING ENVELOPE)

WHEREAS Section 41 of the Planning Act, 1990 provides for the execution and registration of site plan agreements to provide for additional regulation and control of development of lands that are the subject of applications for site plan approval;

AND WHEREAS an application and site development plan have been submitted for lands described as East Part Lot 25, Concession 7 EHS, Part 1, 7R5576, and Council is satisfied that the proposed development of the lands is appropriate and in conformity with the Township's requirements;

NOW THEREFORE the Municipal Council of The Corporation of the Township of Mulmur hereby enacts as follows:

1. That the Township enter into a site plan agreement substantially in the form attached hereto as Schedules 1.
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. That the Township's solicitor be authorized to register the agreements on title against the land to which each applies.

Passed on this 3rd day of February, 2021

Janet Horner, Mayor

Tracey Atkinson, Acting Clerk

THIS AGREEMENT made this 3rd day of February, 2021.

BETWEEN

2502792 Ontario Inc.

(Hereinafter called the "Owner")

OF THE FIRST PART

- and -

The Corporation of the Township Of Mulmur

(Hereinafter called the "Township")

OF THE SECOND PART

WHEREAS the Owner is the registered owner of certain lands within the East 25, Concession 7 EHS, in the Township of Mulmur, in the County of Dufferin, as set out on Schedule "A" attached hereto and forming part hereof;

AND WHEREAS The subject lands were created under application B17/2006. A condition of the provisional consent was that a development agreement be executed and registered,

AND WHEREAS the Owner has applied to the Council of the Township of Mulmur for an amended Development Agreement;

AND WHEREAS this Agreement has been entered into pursuant to Section 41 of the Planning Act, 1990 and Section 41(10) of the Planning Act 1990, provides for the registration of Site Plan Development Agreements on the title of the lands;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and other good and valuable consideration, the parties hereby covenant and agree as follows:

1. The Owner agrees to develop the subject lands in accordance with a site development plan approved by the Council of the Township of Mulmur, the original of which is held in the offices of the Township of Mulmur, and the details of which are described on Schedule "C" attached to and forming part of this Agreement.
2. The Owner agrees that any development of the subject lands which is not consistent with or in conformity with the site development plan shall first be approved by the Council of the Township of Mulmur and the owner acknowledges that such approval may not be granted if the change could be deemed, in the sole discretion of Council, to significantly affect the purpose of the Agreement, which is to reduce the visual impact of the development and to maintain the rural character of the area as defined in the Township's Official Plan. The Township agrees that such approval shall not be unreasonably withheld and that such changes as are approved by Council shall be shown on the site development plan and shall not require an amendment to this Agreement.
3. The Owner indemnifies the Township from and against all suits and claims of any nature arising out of or connected with this Agreement. This indemnity does not extend to the negligence of the Township, its officers, employees, agents or contractors.
4. The Owner shall pay all reasonable costs as incurred by the Township for its Solicitor (on a solicitor and client basis), staff, agents, officers or consultants, for the preparation, registration, administration and enforcement of this Agreement. The Owner is responsible for the costs of performance of all of the Owner's obligations unless specifically relieved from such by this Agreement.
5. The Owner and Encumbrancer hereby consent to the registration of this Agreement on the title of the Lands. This executed agreement shall serve as the Acknowledgement and Direction by each executing party as authority for the solicitors for the Municipality to register this Agreement electronically.
6. The terms of this Agreement may be enforced by the Township against the Owner and subject to the provisions of the Registry Act and the Land Titles Act, any and all subsequent Owners of the land described in Schedule "B", with all the rights of action given to the Township by the Municipal Act, 2001.
7. The Owner agrees that this Agreement shall be binding on the Owner's heirs, successors, administrators and assigns and consents to the registration of this Agreement of Title. The Owner agrees to execute such further and other documents, consents or applications as required for the purpose of giving effect to the provisions of this Agreement.

IN WITNESS WHEREOF the parties have hereunto set their hands and seals.

SIGNED, SEALED AND DELIVERED
(in the presence of)

Dated _____, February, 2021

Authorized to be executed by
By-law No. __- 21

2502792 Ontario Inc.
(I have authority to bind the Corporation)
Name:

THE CORPORATION OF THE
TOWNSHIP OF MULMUR

Janet Horner, Mayor

Tracey Atkinson, Acting Clerk

SCHEDULE "A"

Property Description

Part of the East Half of Lot 25, Concession 7 EHS, Township of
Mulmur, in the County of Dufferin.

PIN 34115-0052 (LT)

SCHEDULE "B"

Lands Affected by this Agreement

Part of the East Half of Lot 25, Concession 7 EHS,
More particularly described as Part 1 on Reference Plan 7R-5576
Township of Mulmur, in the County of Dufferin.

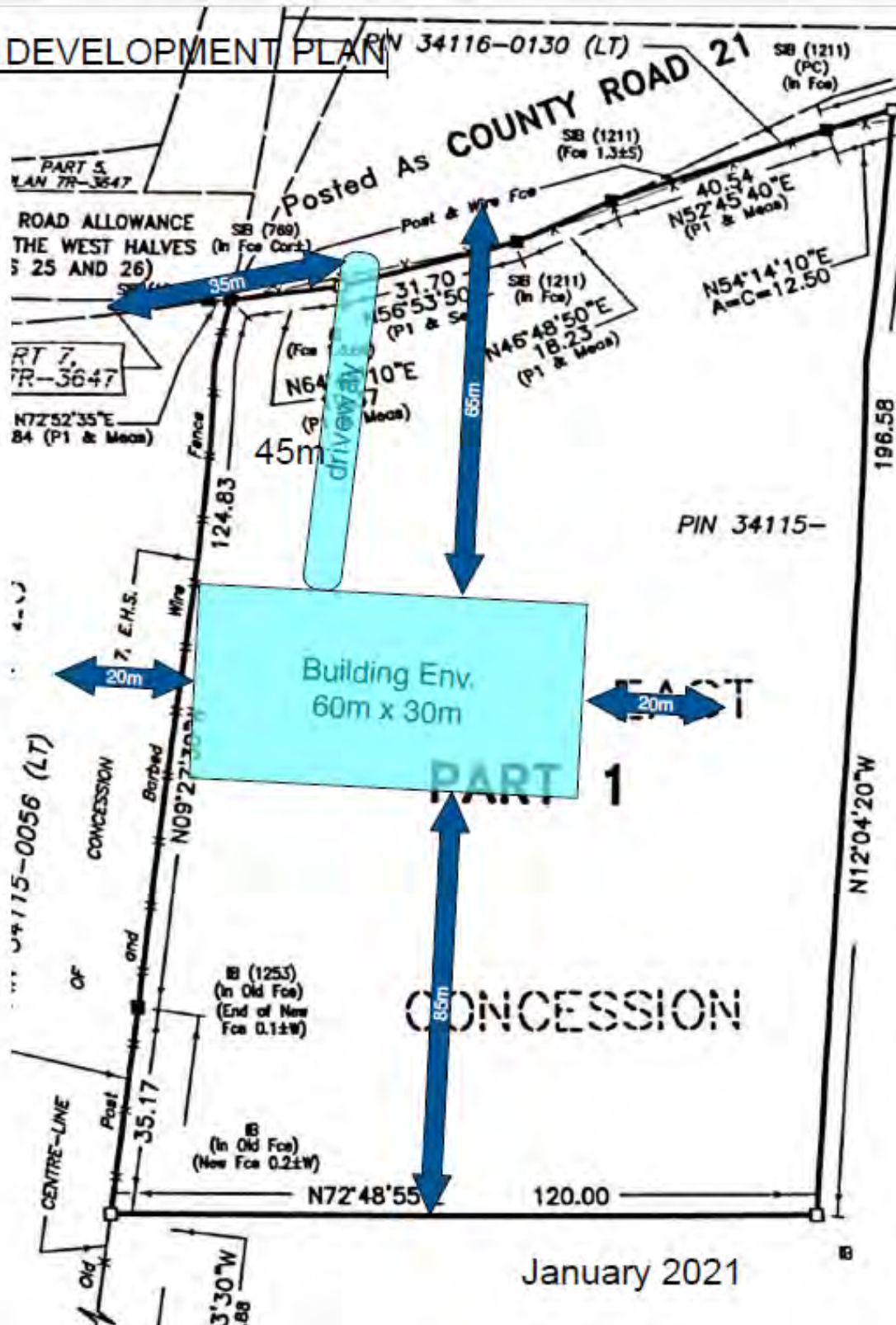
Part of PIN 34115-0052 (LT)

SCHEDULE "C"

The Owner agrees to carry out the works as shown on a development plan labeled as LOT DEVELOPMENT PLAN, Part of the East Half of Lot 25, Concession 7 EHS, Mulmur, and dated January, 2021, subject to revisions which may be made from time to time with the approval of the Council of the Township of Mulmur:

1. The dwelling and any attached or detached accessory garage and all other buildings and structures shall be located within a defined building envelope, the limits of which are at a distance of a minimum of 45 m. from the front lot line, and 85 metres from the rear lot line and 20 metres from each of the interior side lot lines and as otherwise defined by the Township's Zoning By-law, and as shown on the said lot development plan held in the offices of the Township of Mulmur. Where conflict in the written description and Lot Development Plan arise, the Lot Development Plan shall apply.
2. The entrance driveway shall be located on County Road #21 at a location approved by the County of Dufferin and it shall be constructed from the road to the building envelope in such a way as to generally follow the natural contours and slope of the land to minimize the need for cutting and filling.

LOT DEVELOPMENT PLAN 34116-0130 (LT) 21



January 2021

THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. ____ – 21

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 Part of Lot 28, Concession 8 EHS Township of Mulmur, County of Dufferin. (Gray Second Dwelling)

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 part of Lot 28, Concession 8 EHS has been received, to create an exception to the Countryside (A) Zone to permit an additional second dwelling;

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 part of Lot 28, Concession 8 EHS, in the Township of Mulmur from the Countryside (A) zone to the Countryside Exception Two (A-2) Zone as shown on Schedule “A” attached hereto and forming part of this By-law.
2. Section 4.1. 3, Exceptions of the Countryside Area zone is amended by adding the following subsection and renumbering the section accordingly:

Countryside Area Exception Two (A-2) Zone (Roll 401960)

Notwithstanding the provisions of Section 4.1 and Section 3.3.2, to the contrary, an additional second dwelling shall be permitted, and shall not be restricted in floor area, but shall not exceed the maximum 5% total lot area provision of the Countryside Area (A) Zone. The maximum setback between the two dwelling units shall be 20m. The additional second dwelling shall be subject to site plan control. In all other respects, the provisions of this by-law shall apply.

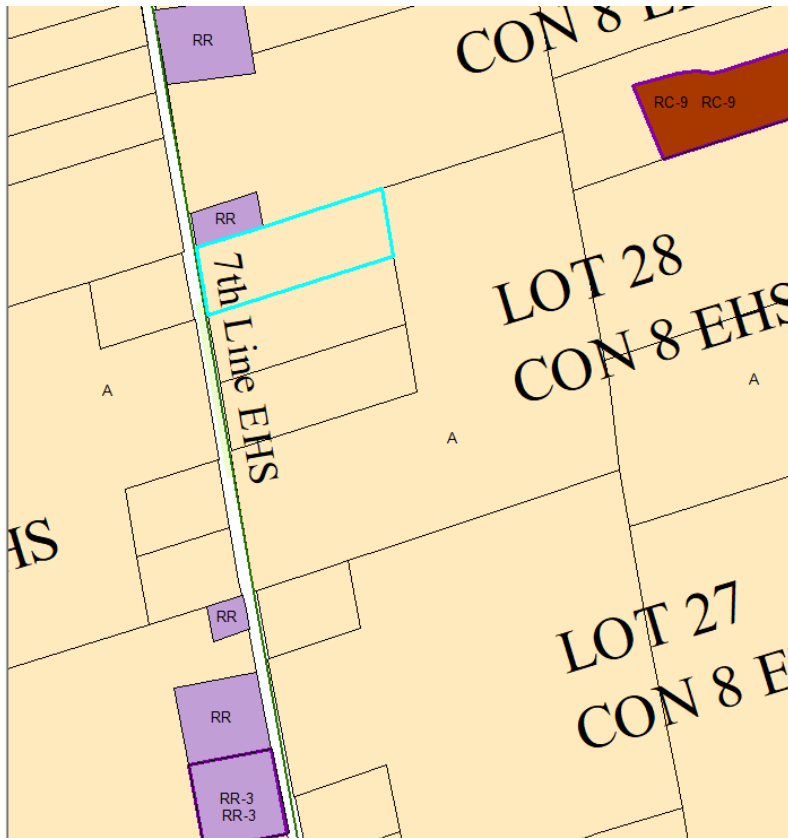
This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended, the By-law shall come into effect upon the approval of the Local Planning Appeal Tribunal.

READ A FIRST, SECOND and THIRD TIME, and finally passed this 13th day of January, 2021.

JANET HORNER, MAYOR

TRACEY ATKINSON, ACTING CLERK

SCHEDULE "A"
TO ZONING BY-LAW NO. ____ - 20
PASSED THIS 9th DAY OF DECEMBER, 2020.



Lands to be rezoned from the Countryside Area (A) zone to the Countryside Area Exception Two (A-2) Zone

Mayor Janet Horner

Acting Clerk, Tracey Atkinson



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. __ – 21

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 of 41 SOMERVILLE CRESCENT, being PLAN 7M35 LOT 46, being part of Lot 10, Concession 7 EHS Township of Mulmur, County of Dufferin. (Poirer garage addition)

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 Lot 46 of Plan 7M35, being Part Lot 10, Concession 7 EHS has been received, to change the zoning of the lands to permit a garage addition with reduced setbacks;

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. Section 4.5.3, Hamlet Residential Exceptions of Zoning By-law No. 28-18, as amended, is hereby further amended by adding the following:

4.5.3.8 Hamlet Residential Exception Eight (HR-8) zone (Roll No.112292)

Notwithstanding Section 3.2, Accessory Buildings, Structure and Uses, to the contrary, on lands zoned Hamlet Residential Exception Eight (HR-8) an accessory structure having a maximum floor area of 120.8 m², shall be

permitted to have a minimum side yard of 4.5m. In all other respects the provisions of this by-law shall apply.

2. Schedule A to by-law 28-18 as amended, is further amended by rezoning Lot 46, Plan 7M35, being part of Lot 10, Concession 7 EHS, in the Township of Mulmur from the Hamlet Residential (HR) zone to the Hamlet Residential Exception Eight (HR-8) zone, as shown on Schedule "A" attached hereto and forming part of this By-law.

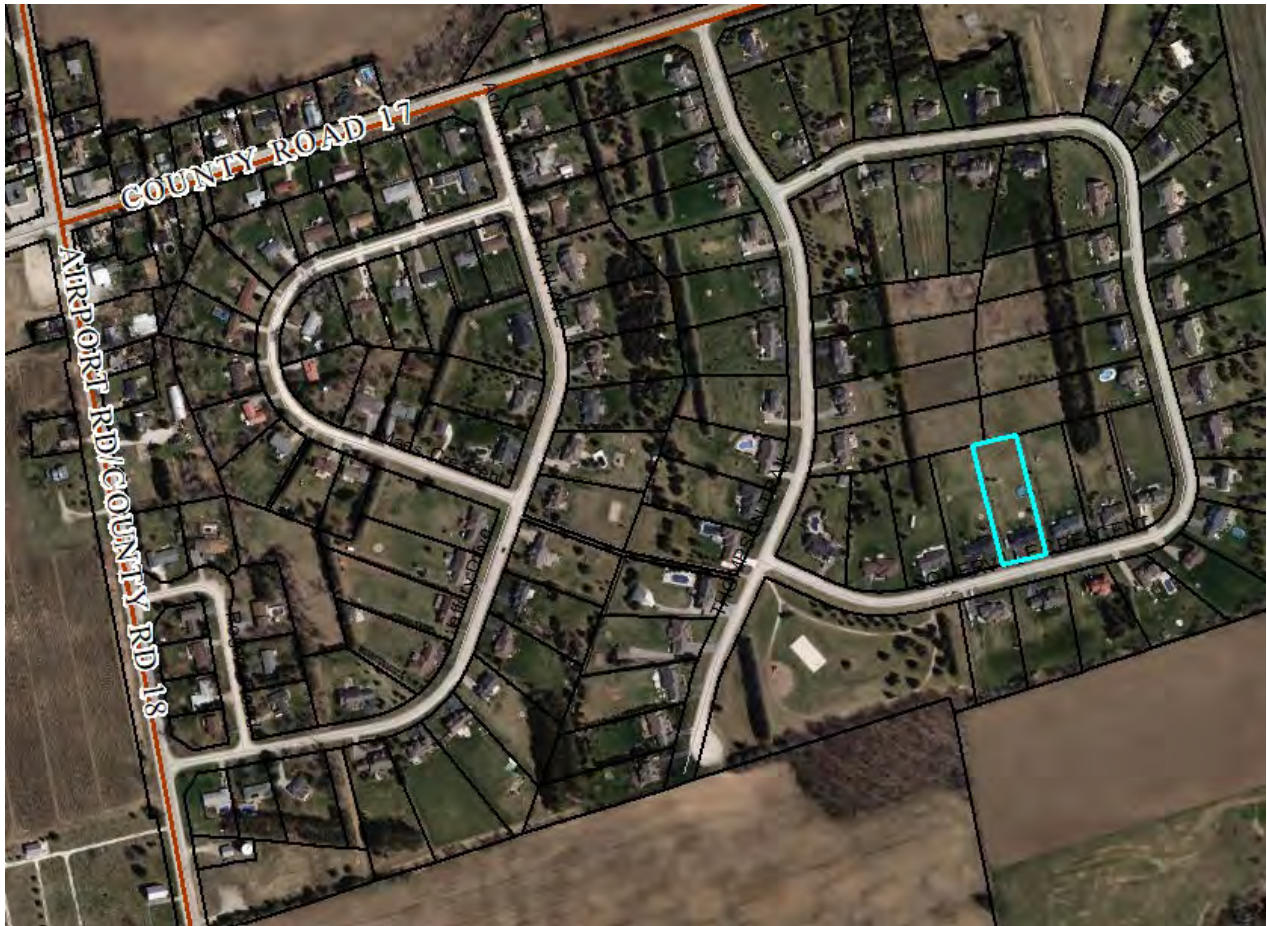
This By-law shall come into force upon the date of passage hereof and take effect on the day after the last day for filing appeals. Where objections to the By-law are received in accordance with the provisions of the *Planning Act*, R.S.O.1990, c.P 13, as amended, the By-law shall come into effect upon the approval of the Local Planning Appeal Tribunal.

READ A FIRST, SECOND and THIRD TIME, and finally passed this 3rd day of February, 2021.

JANET HORNER, MAYOR

TRACEY ATKINSON, ACTING CLERK

SCHEDULE "A"
TO ZONING BY-LAW NO. ____ - 21
PASSED THIS 3rd DAY OF FEBRUARY, 2021.



Lands to be rezoned from Hamlet Residential (HR) to the Hamlet Residential Exception Eight (HR-8) Zone

Mayor Janet Horner

Acting-Clerk Tracey Atkinson

THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 21

**A BY-LAW TO AUTHORIZE THE TOWNSHIP OF MULMUR TO
ENTER INTO A SITE PLAN AGREEMENT**

(Thomson Second Dwelling)

WHEREAS the *Planning Act*, R.S.O. 1990, chapter P.13, Section 41 authorizes the execution and registration of site plan agreements to provide for additional regulation and control of development of lands that are the subject of applications for site plan approval;

AND WHEREAS an application and site development plans have been submitted for lands described as East Part Lot 20, Concession 3 EHS, 797658 Third Line, (Roll 221600000505300) and Council is satisfied that the proposed development of the lands is appropriate and in conformity with the Township's requirements;

NOW THEREFORE the Municipal Council of The Corporation of the Township of Mulmur hereby enacts as follows:

1. That the Township enter into a site plan agreement substantially in the form attached hereto as Schedule 1.
2. That the Mayor and the Clerk are hereby authorized to execute the Agreement and all documents in connection with the Agreement.
3. The Township's solicitor is hereby authorized to register the Agreement against the title of the lands to which it applies.

BY-LAW READ A FIRST AND SECOND AND THIRD TIME THIS 3 DAY OF FEBRUARY 2021.

MAYOR, Janet Horner

Acting CLERK, Tracey Atkinson

Owner hereby acknowledges that the Municipality may alter, amend or revoke any or all of the conditions of approval previously given and substitute new conditions of approval.

3. Completion and Security

As a condition of approval of any Site Development Plans, the Owner shall lodge with the Municipality cash security for the works and services described in Schedule "D" attached in such amount as specified therein ("Security"), if applicable. Notwithstanding anything else herein contained, the Owner hereby agrees not to undertake any development or re-development or construction of any structures for which a building permit has been issued, unless required securities are in place and this Agreement has been executed by the registered Owner of the Lands and has been registered on the title to the Lands.

4. Construction

The Owner covenants that, once construction is commenced, it will be pursued diligently to completion. The Owner shall undertake all construction activity on the Lands in such a manner so as not to unreasonably interfere with adjoining lands or traffic on adjacent streets. The Owner shall control all dust, mud and debris resulting from any construction activities and remove the same promptly from any municipal ditch, culvert or roadway. The Owner shall reimburse the Municipality for any damage to any municipal services, facilities or works resulting from the development or re-development of the Lands, howsoever caused and the determination of the Township Director of Public Works, acting reasonably with respect to whether or not said damage was caused by the Owner or with respect to the extent of the damage shall be final and binding on all parties. The Owner shall further keep the Lands free and clear of all refuse, debris and obstructions. Without limiting the generality of the foregoing, and in addition to anything else contained herein, the Owner shall be bound by, do and perform those obligations more particularly set out in Schedule "C" attached hereto.

5. Development Charges

Development Charges shall be due in accordance with Schedule "C", which shall be indexed annually, and as more particularly set out in Schedule "C" attached hereto.

6. Building Permits

Notwithstanding the provisions of this Agreement, the Owner hereby acknowledge that the Municipality is not obligated to issue any building permits or grant any other permits or consents with respect to any development or re-development on the Lands unless:

- (a) all federal, provincial and municipal statutes, regulations, by-laws, orders and requirements have been complied with;
- (b) any other agreements with the Municipality, the County of Dufferin or any other governmental body or agency are not in default;
- (c) all applicable municipal charges, fees and deposits and similar charges and fees have been paid in full and;
- (d) all property taxes with respect to the Lands have been paid in full.

The Owner shall apply for municipal approval and a building permit, if applicable, for any conversion to a building or structure or changes from the original approved drawings.

The Owner acknowledges and agrees that the terminology of "*Second Dwelling Unit*" has a specific definition in Comprehensive Zoning By-law 28-18, which shall not be construed to be equivalent to a *dwelling unit, cottage or tourist accommodation*, as defined or regulated by the *Ontario Building Code*, as amended and regulations thereunder, and that the Building department shall have the authority to require construction in accordance with the definition that they see fit.

7. Costs

The Owner shall pay to the Municipality, forthwith upon demand, all reasonable costs and

expenses incurred by the Municipality, whether directly or indirectly, in connection with this Agreement and the approval of any Site Development Plans. Without limiting the generality of the foregoing, such costs and expenses shall include, if applicable, a charge for the processing of the Site Development Plans by the Municipality, and all reasonable legal, planning, surveying and engineering costs and the costs of any consultants retained by the Municipality incurred in connection with this Agreement, the supervision of all of the works undertaken in connection therewith or in ensuring compliance with this Agreement and the registration thereof on title to the Lands. The Owner acknowledges that where this Agreement obliges the Owner to perform any work or do anything, it is to be done at the Owner's expense and not at the Municipality's expense.

8. Registration

The Land Owner hereby consent to the registration of this Agreement on the title of the Lands. This executed Agreement shall serve as the Acknowledgement and Direction by each executing party as authority for the solicitors for the Municipality to register this Agreement electronically.

9. Postponement

The Encumbrancer hereby for itself, its successors and assigns subordinates and postpones all of its right, title and interest in the Lands pursuant to the Mortgage to the terms, provisions, obligations, conditions and agreements contained in this Agreement.

10. Indemnification by Owner

The Owner shall indemnify and save harmless the Municipality against all actions, causes of actions, suits, claims and demands whatsoever which may arise directly or indirectly by reason of this Agreement or the Owner undertaking the development or re-development herein referred to.

11. Right of Entry

The Owner acknowledges and agrees that the Municipality and its authorized representatives have the right to enter upon the Lands or any part thereof, in order to ascertain whether or not the provisions of this Agreement have been complied with in full.

12. Default

In the event of any default by the Owner pursuant to any of the terms of this Agreement, in addition to any other remedies available to the Municipality and without any limitation thereof, the Municipality may:

- a) draw on the Security in whole or in part;
- b) undertake or complete any obligation of the Owner hereunder if the Owner fails to do so after reasonable prior notice thereof to the Owner by the Municipality;
- c) enter upon the Lands through its servants or agents for any purpose whatsoever in connection with this Agreement;
- d) issue a stop work order with respect to any further development, re-development or work upon the Lands; and
- e) recover from the Owner all costs and expenses, including internal administrative and planning costs incurred by the Municipality whether directly or indirectly, with respect to the default or the remedy thereof, and collect such costs and expenses in like manner as municipal taxes.

13. Successors and Assigns

The parties hereto hereby covenant and agree that this Agreement shall be binding upon them, their respective heirs, executors, administrators, successors, and assigns. The obligations of the Owner (if more than one) shall be joint and several.

14. Invalidity

If a Court of competent jurisdiction should declare any section or part of a section of this

Agreement to be invalid or unenforceable, such section or part of a section shall not be construed as being an integral part of the Agreement or having persuaded or influenced a party to this Agreement to execute the same, and it is hereby agreed that the remainder of the Agreement shall be valid and in full force and effect.

15. Interpretation

In construing this Agreement, words in the singular shall include the plural and vice versa and words importing the masculine shall include the feminine, and neuter and vice versa, and words importing persons shall include corporations and vice versa. In the event of any conflict or ambiguity in the Site Development Plans or Schedules to this Agreement, the decision of the Council of the Municipality shall be final and binding. In the event of conflict between the main body of this Agreement and the Schedules attached hereto, the provisions in the Schedules attached hereto shall apply.

16. Notice

All notices, demands or requests provided for or permitted to be given pursuant to this Agreement shall be made in writing as follows:

Township: Township of Mulmur, 758070, 2nd Line East, Mulmur, Ontario, L9V 0G8;

Owner: at their respective designated addresses for service shown on the Document General attached to this Agreement in the Registry Office in which this Agreement is registered.

17. Applicable Law

Site developments and uses shall, in all respects and at all times, be in compliance with the requirements of the Municipality's Zoning By-law, Municipal By-laws and all other legislation governing such developments and uses, including the Ontario Building Code and Ontario Fire Code.

18. Special Conditions

Special conditions concerning the development of the Lands are provided in Schedule "C", attached to and forming part of this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement.

SIGNED AND DELIVERED

In the presence of

this day of , 2021.

)
)
)
)
) _____
) OWNER, Peter Thomson & Sons (1990) Ltd.
) I have authority to bind the Corporation.
) Name: John Thomson

Authorized by By-law No _____
passed on the ____ day of ____, 2021.

) THE CORPORATION OF THE
) TOWNSHIP OF MULMUR
)
)
) _____
) MAYOR, Janet M. Horner
)
)
) _____
) ACTING CLERK, Tracey Atkinson

SCHEDULE “A”

Lands Affected by this Agreement
East Part Lot 20, Concession 3 EHS,
797658 3rd Line East
Township of Mulmur, County of Dufferin

PIN # 341230035

SCHEDULE “B”

SITE DEVELOPMENT PLANS

The following drawings shall constitute the Site Development Plans:

Site Development Plan	Prepared by	Dated
Site Plan	Barry J. McLean	January 14, 2021
John Thomson Suite	Barry J. McLean	November 6, 2020
Proposed addition to John Thomson property – Typical wall section	Barry J. McLean	January 22, 2021
North and South Elevation	Barry J. McLean	(none) Received Jan 28, 2021

The drawings are available for review at the Township of Mulmur Municipal Offices at 758070 Second Line East, Mulmur, Ontario, L9V 0G8. A reduced version of the site plan and drawing excerpts and details are included as Part of Schedule “B”.

SCHEDULE "C"

(Special Conditions concerning the Lands)

1. The Owner acknowledges and agrees that the accessory structure is capable of being used and meets the definition of an *Additional Single Dwelling*, under the definitions of the Township's Comprehensive Zoning By-law, 28-18, as amended.
2. The Owner agrees to permit the *Additional Single Dwelling* and waste disposal systems to be inspected by the County Building Inspector and agrees to undertake any and all work necessary to bring the *Additional Second Dwelling* up to legal safety standards to the satisfaction of the Building Inspector, as either a *dwelling unit, cottage or tourist accommodation*, as defined or regulated by the *Ontario Building Code*, as amended and regulations thereunder.
3. The Owner agrees to apply for an Emergency Number for the new *Additional Single Dwelling*
4. The Owner acknowledges and agrees that the *Additional Single Dwelling* has been permitted as an accessory use to the principal use on the Lands, and no severances for the purpose of separating the principal use from the *Additional Single Dwelling* will be permitted. The Owner further acknowledges and agrees not to make or allow a severance application to be made for these purposes, nor to contest their waiver of their rights to make an application to sever the principal use from the *Additional Single Dwelling*.
5. The Owner agrees to request and permit a fire inspection of the second dwelling unit at the appropriate time, which in all instances must be prior to occupancy.

SCHEDULE "D"

Securities

Securities/Performance Guarantee

To secure the obligations of the Owner under this Agreement and to cover legal or other costs of the Municipality which may be incurred, the following securities, in either cash, certified cheque or letter of credit, in a form acceptable to the Township:

Securities (as per Council direction _____)	\$5000.00
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Charges and Non-Refundable Fees

The following non-refundable charges and fees shall be provided by either certified cheque or cash prior to the release of the municipal approval or certification of compliance.

Development Charges: <i>Additional Single Dwelling</i>	(2021)	\$12,317.10
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TOTAL	\$17,317.10
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THE CORPORATION OF THE TOWNSHIP OF MULMUR



BY-LAW NO. ____-2021

BEING A BY-LAW TO ESTABLISH FEES OR CHARGES FOR SERVICES OR
ACTIVITIES PROVIDED OR DONE ON BEHALF OF THE CORPORATION OF THE
TOWNSHIP OF MULMUR

WHEREAS Section 390 of the *Municipal Act*, S.O. 2001 c.25 as amended, authorizes the Council of a local municipality to pass by-laws imposing fees or charges on persons for services or activities provided or done by or on behalf of the municipality;

AND WHEREAS Section 150 of the *Municipal Act*, S.O. c. 25, as amended, authorizes a local municipality to pass a by-law requiring the payment of license fees;

NOW THEREFORE THE COUNCIL OF THE CORPORATION OF THE TOWNSHIP OF MULMUR HEREBY ENACTS AS FOLLOWS:

1. That the fees set out in the attached schedules shall be paid for the services or activities listed.
2. That Schedules A, B, C and D attached hereto form part of this by-law.
3. That this by-law supersedes other by-laws in terms of fees and payments only.
4. That this by-law shall be known and may be cited as the "Township of Mulmur User Fees and Charges By-Law."
5. That By-Laws 46-2020 and any amendments thereto are hereby repealed.

READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED on this 3rd day of February 2021.

.....
MAYOR

.....
CLERK



SCHEDULE OF USER FEES & CHARGES 2021

(Updated February 2021)

ADMINISTRATION	FEES	PUBLIC WORKS DEPARTMENT	FEES
Arrears Statement by Mail	\$5	Annual Trailer Licence	\$240
Colour 11x17 Zoning/OP Maps	\$3 each	Annual Wide Load Permit	\$50
Commissioner of Oaths	\$15 for non-resident	Annual Wrecking Yard Licence	\$10
Fax	\$2 per page	Entrance Permit (Twp. rds only: \$100 Non Refundable)	\$400
Late Payments Penalty	1.25%	Road Occupancy Permit-Construction	\$50
Lottery Licensing Fee	3% of Prize Value	Road Occupancy Permit-Comm./Events	\$250
Marriage - Civil Ceremony	\$300*	<u>GARBAGE/RECYCLING/COMPOSTING</u>	
Marriage Licences	\$115	Blue Box (Additional)	\$5 each
NSF Returned Cheques	\$40	Composter (Black-Backyard)	\$35 each
OPP False Alarms (3 rd offence & subsequent) (see By-law 16-2014)	\$500 per offence	Garbage Bag Stickers	\$ 2 per bag
Photocopying	\$0.50 per copy	Green Bin (roadside pick-up)	\$15 each
Refreshment Vehicles/Stands	\$250 annually		
Satellite Photos	\$10	Kitchen Catcher (additional)	\$5 each
Search of Records or Admin work required	\$15/qtr hr.		
Tax & A/R Bill/Statement Reprints by mail	\$5	<u>DOG LICENSE FEES</u>	
Tax Certificates	\$75	Replacement Tag	\$ 5 each
Township Baseball Caps	\$14	<u>SPAYED/NEUTERED</u>	
Township Basement Hall Rental - Non Resident/Commercial use	\$100/day*	First Dog	\$20
Township Basement Hall Rental - Resident	\$50/day*	Second Dog	\$30
Township Pins	\$3	Third Dog	\$80
Transfer unpaid accounts to taxes	\$10	<u>NOT SPAYED OR NEUTERED</u>	
<u>MANSFIELD PARK RATES</u>		First Dog	\$30
Adult Baseball per hour fee	\$11/hr.*	Second Dog	\$40
Minor Baseball per hour fee	\$8/hr.*	Third Dog	\$90
Pavilion Rental (includes use of washrooms, ball diamond, children's playground, picnic tables and garbage cans). Half a day is 4 hours or less.	\$50/half day* \$100/full day*	Kennel Licence	\$150
Sign Sponsorship (sign 40 inches x 40 inches)	\$140 per sign*	Penalty for obtaining kennel licence late (after April 1st)	\$100

* Plus HST



SCHEDULE OF USER FEES & CHARGES 2021

(Updated February 2021)

<u>Water</u>	<u>Rate/Fee</u>
<u>Consumption Charges</u>	
Quarterly Base Charge up to 3/4" Meter Size	\$91.00
Quarterly Base Charge up to 1" Meter Size	\$154.70
Quarterly Base Charge up to 1 1/2" Meter Size	\$300.30
Quarterly Base Charge up to 24" Meter Size	\$482.30
Quarterly Base Charge up to 3" Meter Size	\$910.00
Quarterly Base Charge up to 4" Meter Size	\$1,519.70
Quarterly Base Charge up to 6" Meter Size	\$3,030.30
Volumetric Charges/cubic metre	4.63/M ³
<u>Service Charges</u>	
Individual or Final meter reading fee	\$50
Turning water on or off	\$50
Inspection for construction/repairs	Actual Cost
Individual municipal services	\$60 per hour + plus 20% for overhead
Services during non-office hours	\$90 per hour + plus 20% for overhead
<u>Water Connection Fees</u>	
Deposit	\$500
Inspection Fee	\$50
Water Meter Installation Charge	actual cost
Cost of Water Meter	actual cost
Cost of backflow preventer	actual cost
<u>Capital Charges</u>	
Property within area serviced by former private system (whether connected or not)	\$11,940
Property not falling within former private system or municipal system	\$11,625



SCHEDULE OF USER FEES & CHARGES 2021

(Updated February 2021)

APPLICATION & AGREEMENT FEES	FEES	DEVELOPMENT CHARGES	
Any Other Agreement	\$2,000	Development Charges	\$12,317.10
Committee of Adjustment Certificate	\$200	Residential (Township portion) all except Mansfield	
Consent Entrance Letter	\$50	Non-Residential	\$1.26/sq. foot
Consent Agreement	\$2,000	PLANNING FEES	
Consent Application (includes boundary adjustment and easement)	\$2,500	Demolition Permit Only	\$50
Consent Condition Amendment	\$1,000	Municipal Approval	\$150
Development Agreement	\$2,000	Municipal Approval after construction has commenced	\$500
Encroachment Agreement	\$2,000	Paper Copy of the Official Plan	\$75
Lot Grading/Drainage Plan Review	\$500	Paper Copy of the Zoning By-Law	\$40
Minor Variance (as part of Zoning By-Law amendment process)	\$1,500	Property Information Report, Zoning/Subdivision Compliance Letter	\$100
Official Plan Amendment	\$5,000	Risk Management Plan Application/Source Protection Plan Agreement, RMO and amendments thereto	\$300
Part Lot Control	\$3,000	Special Events Permit	\$250
Plan of Subdivision/Condominium	\$10,000		
Posting Sign	\$100		
Pre Consultation Deposit (for peer review and consultant review if required)	\$2,500		
Pre Consultation Fee	\$500		
Removal of Holding By-Law	\$1,000		
Second Dwelling Agreements	\$2,000		
Security for new dwelling without proof of demolition of previous dwelling unit	\$12,000		
Site Plan Approval	\$3,000		
Site Plan Deposit	\$3,500 minimum		
Subdivision Applications Deposit	\$10,000 minimum		
Validation of Title	\$800		
Zoning By-Law Amendment	\$2,500		



SCHEDULE OF USER FEES & CHARGES 2021

(Updated February 2021)

<u>Fire</u>	<u>FEES</u>
Shelburne & District Fire Department Response Fee	\$665 per hour, per vehicle for the first hour
	\$332.50 each additional half hour per vehicle
	\$665 flat fee for calls where services not required.
Mulmur Melancthon Fire Department Response Fee	\$665 per hour, per vehicle for the first hour
	\$332.50 each additional half hour per vehicle
	\$665 flat fee for calls where services not required.
Rosemont District Fire Department	\$665 per hour, per vehicle for the first hour
	\$332.50 each additional half hour per vehicle
For Fire Response fees/Indemnification Technology	\$665 plus the rate per person per hour or portion thereof for each firefighter plus other costs - see cost recovery by-law



TOWNSHIP OF MULMUR

BYLAW NO. XX -2021

BEING A BYLAW TO ADOPT THE ESTIMATES OF ALL SUMS REQUIRED DURING THE YEAR AND TO STRIKE THE RATES OF TAXATION, AND TO FURTHER PROVIDE FOR PENALTY AND INTEREST IN DEFAULT OF PAYMENT THEREOF FOR THE YEAR 2021

WHEREAS the Council of the Corporation of the Township of Mulmur has, in accordance with the *Municipal Act* 2001, Section 312, as amended, considered the estimates of the Municipality and now find it necessary that the following sums be raised by means of taxation for the year 2021:

Municipal, General Purposes **\$4,150,316**

AND WHEREAS Section 312 of the *Municipal Act*, 2001, as amended provides that the Council of a local municipality shall, after the adoption of the estimates for the year, pass a bylaw to levy a separate tax rate on the assessment in each property class;

AND WHEREAS Section 312(4) of the said Act require tax rates to be established in the same proportion to tax ratios;

AND WHEREAS certain regulations require reductions in certain tax rates for certain classes or subclasses of property;

AND WHEREAS tax ratios determining the relative amount of taxation to be borne by each property class has to be set by the County of Dufferin;

AND WHEREAS the Assessment Roll updated and adopted Current Value Assessment upon which the 2021 taxes are to be levied, as revised by the Court of Revision, as follows:

<u>ASSESSMENT CLASS</u>	<u>ASSESSMENT</u>
Residential	795,907,500
Multi Residential - Full	0
Commercial Full (Occupied)	9,173,700
New Construction	676,900
Vacant Units & Excess land	608,900
Vacant Land	387,000
Industrial (Occupied)	345,800
Vacant Units & Excess Land	0
Vacant Land	0
Full, Shared PIL	60,700
Full, Shared PIL Excess Land	55,800
Pipeline	39,500
Farmlands	204,666,600
Managed Forests	50,993,800
Total	<u>1,062,916,200</u>

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

THAT the estimates be adopted and the following amounts be levied therefore in the manner as set out hereinafter:

Municipal, General Purposes **\$4,150,316**

THAT tax rates for the Township of Mulmur's portion of the tax bill are hereby adopted to be applied against the whole of the assessment for real property as set out in the following table:

<u>ASSESSMENT</u>	<u>TAX RATE</u>
Residential	0.478388%
New Multi Residential	0.526227%
Multi Residential - Full	0.956776%
Commercial Full (Occupied)	0.583633%
New Construction	0.583633%
Vacant Units & Excess Land	0.408543%
Vacant Land	0.408543%
Industrial (Occupied)	1.051688%
Vacant Units & Excess Land	0.736182%
Vacant Land	0.736182%
Full, Shared PIL	1.051688%
Full, Shared PIL Excess Land	0.736182%
Landfill	0.565215%
Pipeline	0.402851%
Farmlands	0.105245%
Managed Forests	0.119597%

THAT every owner be taxed according to the tax rates in this bylaw, together with such tax rates as are properly set by the County of Dufferin for County purposes and the Province of Ontario for education purposes, and such taxes shall become due and payable as follows:

1 . Final Billing:

THAT the taxes shall become due and payable in two instalments as follows:

First final instalment due and payable on August 25, 2021;

Second instalment due and payable on October 25, 2021;

2. The above referenced due dates shall not apply where a schedule of monthly pre-authorized payments has been set up to the satisfaction of the Treasurer.
3. In the event that the Provincial "OPTA" system does not have the necessary date to provide on Commercial and Industrial tax capping to permit processing tax bills for these installment dates then the Treasurer is authorized to process tax bills for the remaining tax classes and to establish later tax installment due dates for the Commercial and Industrial tax classes on a separate tax bill.

4. A penalty at the rate of 1.25% will be charged on the first day of each calendar month thereafter in which default continues, on all unpaid instalments of taxes until December 31, 2021, after which the interest rates of 1.25% per month for each month or fraction thereof will be added. The penalty rate charge shall not apply if a schedule of monthly pre-authorized payments has been set up to the satisfaction of the Treasurer.
5. The Treasurer shall add all or any arrears for special charges such as development charges, fees regarding registered tax properties, water operating and water capital, etc. Service charges for cutting weeds pursuant to any statute or by-law to the respective properties chargeable thereto and that the same shall be collected by the collector in the manner as other rates or levies.
6. The water meters for the Municipal water system in the Hamlet of Mansfield shall be read March 31st, June 30th, September 30th and December 31st, 2021 or as close to this date as possible. Billing for these meters shall be carried out the first part of the following month. Penalty at the rate of 1.25% will be charged on the first day of each calendar month thereafter in which default continues.
7. The Treasurer may mail or cause the same to be mailed to the resident or place of business of such person indicated on the last revised assessment roll, a written or printed notice specifying the amount of taxes payable.
8. The taxes are payable at the Municipal Office, 758070 2nd Line East, Mulmur, Ontario. L9V 0G8

This bylaw shall come into force and effect upon the date of the final reading thereof.

PASSED THIS 3RD DAY OF FEBRUARY, 2021.

.....
MAYOR

.....
CLERK

THE CORPORATION OF THE TOWNSHIP OF MULMUR



BYLAW NO. XX-2021

BEING A BYLAW TO PROCURE GOODS AND SERVICES

WHEREAS section 271 of the Municipal Act, 2001 requires Municipalities and Local Boards to develop policies to be used for the procurement of goods and services;

NOW THEREFORE THE CORPORATION OF THE TOWNSHIP OF MULMUR BY THE MUNICIPAL COUNCIL THEREOF ENACTS AS FOLLOWS:

PART I Definitions:

- 1.0 **Council** shall mean the Municipal Council for the Township of Mulmur.
- 1.1 **CAO** shall mean the Chief Administrative Officer of the Township of Mulmur.
- 1.2 **Department Head** shall mean the Head of a department for the Township of Mulmur.
- 1.3 **Emergency Purchase** shall mean a purchase made in a crisis situation where immediate action is required to prevent the possible loss of life or property or significant financial loss or environmental impacts.
- 1.4 **Purchasing Designate** shall mean a person or agent designated by a Department Head to exercise any or all responsibilities of that Department Head with respect to the policy.
- 1.5 **Bid Document** shall mean a Quote, Request for Proposal or Tender
- 1.6 **Quotation** shall mean a written offer to sell or a bid obtained from selected suppliers to supply stipulated goods or services at a particular time.
- 1.7 **Request for Proposal** (RFP) shall mean the process used to solicit bids for the purchase of goods and services where a clearly defined specification is not available or is difficult to develop due to unknown factors or uncertainty of requirements.
- 1.8 **Request for Tender** (RFT) shall mean the request for bids where the specifications are defined.
- 1.9 **Small Order Purchases** shall mean the purchase of goods and services up to an amount specified in the Procurement Policy.
- 2.0 **Staff** shall mean an employee for the Township of Mulmur.
- 2.1 **Tender** shall mean a document, which sets out specifications for the commodity or service required. This can also refer to an offer in writing to execute some specified work or to provide some specified articles at a specified rate.
- 2.2 **Township** shall mean the Township of Mulmur.

- 2.3 **Treasurer** shall mean the Treasurer of the Township.
- 2.4 **Vendor** shall mean any person or enterprise supplying goods or services to the Township.

PART II Procurement Policies:

- 1) The procurement policy that shall be used as set out in Schedule (a) of this Bylaw.

This by-law shall come into effect, February 3rd, 2021. By-Law No. 01-20 is hereby repealed.

BYLAW READ A FIRST, SECOND AND THIRD TIME AND FINALLY PASSED ON THIS 3RD DAY OF FEBRUARY, 2021.

.....
MAYOR

.....
CLERK

Schedule A TO BY-LAW NO. XX-2021

Procurement Policy

Purpose:

The purpose is to ensure:

1. Objectivity and integrity in the procurement process;
2. Fair treatment of all bidders;
3. Openness, accountability and transparency in all business transactions;
4. Responsible management of the public funds, Municipal finances and assets;
5. Best value is achieved when procuring supplies and services;

To ensure effectiveness and relevance of this policy there shall be a review completed within 5 years of the approval date. The policy remains in force until the review is completed and Council has adopted any revisions.

Scope:

This policy applies to all Departments of the Township.

Roles & Responsibilities:

The Council of the Township has ultimate authority for all expenditures. Council delegates this authority by the authorization of budgets or by specific resolution. The Treasurer cannot pay for any item that has not been authorized by Council through budget appropriation or specific resolution.

Resolutions approving budget amendments, capital expenditures or special appropriations shall reference the purpose of the expenditure, cost estimates or expenditure limitation, as well as the fund in which the appropriation has been provided.

The Department Heads shall be responsible for approval of accounts within the approved budget for their Department or any amendment to same as approved by Council. The Department Head may appoint a Purchasing Designate to exercise any or all responsibilities assigned to that Department Head by this Purchasing Policy. It is the Department Head's responsibility to notify the Treasurer in writing regarding the name of the Purchasing Designate.

This process may alternatively be delegated to the Township Engineer or Township Solicitor or any other agent of the Township.

Procedure:

Procurements below \$1,000

Value of procurement below \$1,000 excluding all applicable taxes may be delegated to any member of staff by a Department head.

Small Order Purchases

A Department Head is hereby authorized to make Small Order Purchases for goods or services under \$10,000 from such vendors and upon such terms and conditions, as the Department Head deems appropriate. The Department Head will attempt to obtain competitive prices.

Quotation Purchases

A Department Head is hereby authorized to make a Request for Quotation Purchase for goods or services between \$10,000 and not more than \$50,000 from such vendor and upon such terms and conditions as the Department Head deems advisable, subject to first obtaining at least three (3) written quotations, whenever possible. Bid documents and specifications (as applicable) can be issued and received by e-mail and/or fax transmission at the originating Departments location.

Tender Purchases

The Department Head shall not order goods or services exceeding \$50,000 without requesting and obtaining sealed tenders for the goods and services unless specifically authorized to do so by a resolution of Council for a particular transaction. Bids must have a submission label detailing the project name, bidder's name and address. All attempts must be made to obtain at least three (3) written tenders whenever possible.

All Tenders shall be advertised electronically on either the Municipal website or an integrated online portal for the public bid distribution for at least fifteen (15) calendar days preceding the closing date for tenders or for a longer period if required by trade agreement.

All addenda material will be posted at minimum 48 hours prior to bid closing. Tender closing may be extended to allow sufficient time for bidders to consider Addenda materials.

All Tenders shall include the provision "the lowest or any bid will not necessarily be accepted".

All tenders shall close at 2:00 p.m. on the date specified in the advertisement. Late or unsealed bids will not be accepted. Tenders shall be opened at a public tender opening immediately following the tender closing by the appropriate Department Head or Purchasing Designate, at least one (1) other staff member and any other person deemed necessary.

A record of the tendered prices will be noted together with the list of tenderers. Tenders will be referred to the appropriate Department Head for review.

A request for information may be required where there is doubt regarding a Company's ability to meet the terms of the tender. A bid may be deemed non-compliant if the bidder is unable to provide proof, to the satisfaction of the Department Head, that they are experienced and capable of meeting the terms of the tender.

Tender forms will set out the requirements for cash deposits, performance bonds and/or hold backs as security.

The acquisition of major equipment does not require tender deposits, performance or payment bonds.

Request for Proposals (RFP)

A Department Head may use a request for proposal in place of a Request for Tender when goods or services cannot be specifically stipulated or when alternative methods are being sought to perform certain functions or services. In the case of requests for proposals, Terms of Reference for the project, including information pertaining to the evaluation of the Request for Proposal, shall be issued to perspective applicants.

Emergency Purchases

There may be instances due to an emergency or due to a unique situation when the procurement policy cannot be used. A Department Head who has made an Emergency Purchase greater than \$10,000 shall present a report to Council at the meeting immediately following the Emergency Purchase.

Exceptions

Notwithstanding the above, adherence to this Procurement Policy is not required with respect to those items listed below, or to a transaction specifically authorized by resolution of Council to be exempt from this purchasing policy:

- Borrowing and investing of money
- Consulting fees with respect to employee matters
- Consulting services for a program where services (i.e. bridge inspection/evaluation) have been awarded to a consulting firm on an on-going basis, where clearly identified in the budget.
- Damage claims
- Debenture payments
- Employee benefits
- Hiring of contract employees
- Insurance premium payments, claim settlements and adjuster services
- Legal fees and other professional services related to litigation or legal matters
- Licenses, including hardware and software licenses and maintenance contracts
- Computer hardware and software to use with and/or to integrate with existing equipment and software already in use
- Memberships
- On-going services and contracts the Township has with various suppliers.

Department Heads may recommend to Council that the service be continued, or that it be tendered or that quotations be obtained at the time of renewal. Examples include but are not limited to:

- Audit Services
- Banking Services
- Food Management Services
- Provision of Property and Liability Insurance
- Provision of Health Care Benefits
- Maintenance and Cleaning Contracts
- Payroll deductions
- Reimbursement of employee and council expenses
- Rental, lease, purchase and sale of property, land or accommodation
- Replacement parts, where the original equipment manufacturer is the sole provider of that equipment
- Single source supply and if the single source supply is in excess of \$20,000, Council approval is required
- Supply and placement of road material throughout the Township in excess of \$50,000 when clearly identified in the budget.
- Training and education
- Utilities

Department Heads shall ensure that unbudgeted capital projects are approved by Council and any capital projects that will exceed the budgeted amount by more than \$10,000 must receive Council approval.

Council approval is not required if all the following conditions have been met:

- The total value of the quotation is less than the amount approved in the current year budget
- The contract is being awarded to the lowest bidder meeting the specifications

Conflict of Interest

All procurement must be done in an ethical, fair and transparent manner and there must not be any conflicts of interest as outlined below.

The term "Conflict of Interest" includes, but is not limited to, any situation or circumstance where:

- a. in relation to the procurement process, the proponent has an unfair advantage or engages in conduct, directly or indirectly, that may give it an unfair advantage, including but not limited to:
 - i. having, or having access to, confidential information of the Township, Board or Committee, in the preparation of its proposal that is not available to other proponents;
 - ii. having been involved in the development of the Bid Document, or provided advice or assistance in the development of the Bid Document;

- iii. receiving advice or assistance in the preparation of its response from any individual or entity that was involved in the development of the Bid Document;
- iv. communicating with any person with a view to influencing preferred treatment in the Bid Document process (including but not limited to the lobbying of decision makers involved in the procurement process); or
- v. engaging in conduct that compromises, or could be seen to compromise, the integrity of the open and competitive Bid process or render that process non-competitive or unfair; or
- b. in relation to the performance of its contractual obligations contemplated under a contract for the Deliverables, the proponent's other commitments, relationships, or financial interests:
 - i. could, or could be seen to, exercise an improper influence over the objective, unbiased, and impartial exercise of its independent judgement, or
 - ii. could, or could be seen to, compromise, impair, or be incompatible with the effective performance of its contractual obligations.

General Provisions:

A Department Head may request exemption from any or all of the purchasing methods outlined in this policy by submission of a request to the CAO and Council. Such exemption may be granted by resolution of Council.

No employee or elected official of the Township shall divide, stagger or alter any contract or purchase to avoid any requirements of this policy.

No employee or elected official of the Township shall purchase or offer to purchase on behalf of the Township any goods or services except in accordance with the policy.

The purchase of goods and services from firms located within the boundaries of the Township shall be encouraged whenever possible, on the basis of all other selection criteria being equal.

Performance evaluations may be undertaken on suppliers and providers of service.

The CAO and Department Heads shall ensure that in all purchases, price and past performance shall be the prime selection criteria provided all specifications are met. Such specifications are to be generic or "as equivalent". All factors influencing the purchasing decision are to be included in the specifications.

Each Department Head or the Purchasing Designate shall ensure that, in respect of his or her department, all invoices and accounts from vendors shall be authorized, in accordance with this policy, prior to payment. Authorization in the form of signatures of the Department Head and staff denoting clerical accuracy, budgetary or specific resolution approval and indication that goods and services were received in good order must be in place. These required signatures are deemed to authorize payment.

After the adoption of the budget, the Treasurer is authorized to pay the accounts approved by the appropriate Department Head and to pay contract accounts upon receipt of evidence of value received and which is approved by the appropriate Department Head.

The Township shall have the unfettered right to cancel any procurement process at any stage and shall not be obliged to accept any procurement offer, whether in a tender form or not. The Township shall have the unfettered right to recommence any procurement process.

No breach of the by-law shall give rise to any claim or action against the Township.

Co-Operative Purchasing

The Township may and is encouraged to participate with other municipalities, municipal agencies or public authorities in co-operative purchase ventures when the best interest of the Township will be served.

Accessibility

The Township of Mulmur will comply with the requirements of the Ontario Human Rights Code, the *Accessibility for Ontarians with Disabilities Act, 2005* and its associated standards enacted through regulation when procuring facilities, goods and services, including self-serve kiosks.

The Township will incorporate accessibility features/consider accessibility for people with disabilities when designing, procuring or acquiring self-serve kiosks.

The Township will communicate with people with disabilities in ways that take into account their disability. The Township will provide information about our organization and its services, including public safety information, in accessible formats or with communication supports when requested.

The Township will meet internationally recognized Web Content Accessibility Guidelines (WCAG) 2.0 Level AA website requirements in accordance with Ontario's accessibility laws.

The Township will ensure that third parties who deal with members of the public on behalf of the Township are adequately trained. The Township may request training logs from contractors.

Occupational Health and Safety

Vendors who will be supplying a service to the Township must provide in their documentation a commitment to carry out the work, on or related to Municipal assets or property, in conformity with the Occupational Health and Safety Act and any other related applicable legislation and regulations.

Insurance and Workplace Safety and Insurance Board (WSIB)

All vendors who supply services to the Township of Mulmur shall, before the start of work, provide:

- Liability insurance coverage to indemnify the Township or local board from any damage claims arising from the contract.
- Certificate of Clearance from the Workplace Safety and Insurance Board along with their sealed tender forms.



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2021

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS
OF THE COUNCIL OF THE CORPORATION OF THE
TOWNSHIP OF MULMUR FOR FEBRUARY 3, 2021

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.

PASSED on this 3th day of FEBRUARY 2021.

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JANET HORNER, MAYOR

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TRACEY ATKINSON, ACTING CLERK