



**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

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Janet Horner, Mayor

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Tracey Atkinson, Acting Clerk