



INAUGURAL COUNCIL AGENDA November 30, 2022 – 9:00 AM

MEETING DETAILS

In-Person Meeting Location: Mulmur Township Offices, located at 758070 2nd Line East

Phone Connection: 1 647 374 4685 Canada / 1 647 558 0588 Canada

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

Meeting ID: 848 2998 8171

1.0 WELCOME – Tracey Atkinson, CAO/Clerk

2.0 PROCESSION OF COUNCIL

3.0 O CANADA

4.0 CALL TO ORDER – Tracey Atkinson, CAO/Clerk

5.0 LAND ACKNOWLEDGEMENT

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

3.0 DECLARATIONS OF OFFICE

4.0 PRESENTATION OF GAVEL TO CHAIR

5.0 REMARKS

Mayor Janet Horner
Deputy Mayor Earl Hawkins
Councillor Patricia Clark
Councillor Andrew Cunningham
Councillor Kim Lyon

6.0 ADMINISTRATION

6.1 Committee and Board Appointments

Recommendation: THAT Council receive the report of Tracey Atkinson and Roseann Knechtel, Council Committees and Boards;

AND THAT Council appoint the following Council members to sit on the Boards and Committees for a term of two (2) years:

- Mansfield Parks Committee (1):
- Mulmur-Melancthon Fire Board (2):
- North Dufferin Community Centre Board (1):
- Nottawasaga Valley Conservation Authority (1):
- Police Service Board (1):
- Provincial Offences (1):
- Rosemont District Fire Board (2):
- Shelburne & District Fire Board (2):
- Shelburne Library Board (1):

AND THAT Council direct staff to advertise for citizen representation on the Mansfield Parks Committee, North Dufferin Community Centre Board, Police Services Board, and Economic Development Committee;

AND FURTHER THAT Council approve the Terms of Reference for the Economic Development Committee and Mansfield Parks Committee.

7.0 PASSING OF BY-LAWS

7.1 Confirmatory By-Law

Recommendation: THAT By-Laws 7.1 be approved.

8.0 ADJOURNMENT

Recommendation: THAT Council adjourns the meeting at _____ to meet again on December 14, 2022 at 9:00 a.m.



758070 2nd Line E
Mulmur, Ontario
L9V 0G8

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

November 30, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Janet Horner, having been appointed to the office of **Mayor** in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to His Majesty King Charles the Third.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 30th day of November 2022

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Janet Horner

Tracey Atkinson, CAO/Clerk



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November 30, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Earl Hawkins, having been appointed to the office of **Deputy Mayor** in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to His Majesty King Charles the Third.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 30th day of November 2022

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Earl Hawkins

Tracey Atkinson, CAO/Clerk



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November 30, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Patricia Clark, having been appointed to the office of **Councillor** in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to His Majesty King Charles the Third.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 30th day of November 2022

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Patricia Clark

Tracey Atkinson, CAO/Clerk



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L9V 0G8

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November 30, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Andrew Cunningham, having been appointed to the office of **Councillor** in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to His Majesty King Charles the Third.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 30th day of November 2022

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Andrew Cunningham

Tracey Atkinson, CAO/Clerk



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November 30, 2022

DECLARATION OF OFFICE

(Section 232 of the *Municipal Act, 2001*)

I, Kim Lyon, having been appointed to the office of **Councillor** in the municipality of the Township of Mulmur do solemnly promise and declare that:

1. I will truly, faithfully and impartially exercise this office to the best of my knowledge and ability.
2. I have not received and will not receive any payment or reward, or promise thereof, for the exercise of this office in a biased, corrupt or in any other improper manner.
3. I will disclose any pecuniary interest, direct or indirect, in accordance with the *Municipal Conflict of Interest Act*.
4. I will be faithful and bear true allegiance to His Majesty King Charles the Third.

And I make this solemn promise and declaration conscientiously believing it to be true and knowing that it is of the same force and effect as if made under oath.

Declared before me
at the Township of Mulmur
in the County of Dufferin
this 30th day of November 2022

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Kim Lyon

Tracey Atkinson, CAO/Clerk



STAFF REPORT

TO: COUNCIL
FROM: Tracey Atkinson, CAO/Clerk and Roseann Knechtel, Deputy Clerk
MEETING DATE: November 30, 2022
SUBJECT: Council Committees and Boards

PURPOSE

The purpose of this report is to appoint Council representatives to Mulmur's legislated Boards and Committees.

BACKGROUND

Mulmur's Legislated Boards and Committees require reappointment with the new term of Council. As per the Township's Procedural By-law, section 39.7, Council appointments shall be for a term of 2 years, after which Council will determine whether new members of Council will be appointed.

Mansfield Parks Advisory Committee: This committee was established in 2010 with the land transfer agreement of the baseball diamond to the Township. The committee has since expanded its mandate to include all parklands within Mansfield.

Mulmur-Melancthon Fire Board: A joint board with Melancthon Township administered through an agreement dated August 11, 2010. It is composed of 2 members from each Council.

North Dufferin Community Centre Board: A joint board with Melancthon Township administered through an agreement dated September 7, 2017. It is composed of 3 citizens and 1 Council member from each Township.

Nottawasaga Valley Conservation Authority Board of Directors: A joint board composed of 1 member from each municipality serviced by the Conservation Authority.

Provincial Offences Board: A joint board administered under an August 12, 1998 inter-municipal service agreement. It is composed of 1 representative from each participating municipality. Representation varies between respective municipalities as some have Council representation while others have staff representation. Due to the financial nature of the board, it is recommended that the Township Treasurer also attend.

Rosemont District Fire Board: A joint board with the Town of Mono and Township of Adjala-Tosorontio administered through an agreement dated April 18, 2019. It is composed of 2 members from each Council.

Shelburne & District Fire Board: A joint board with the Towns of Mono and Shelburne and Townships of Amaranth and Melancthon per an agreement dated October 15, 1991. It is composed of 2 members from each Council.

Shelburne Library Board: A joint board with the Towns of Mono and Shelburne and Townships of Amaranth and Melancthon. It is composed of 2 members at large, 2 members of Shelburne Council and 1 members of Council from Amaranth, Melancthon, Mono and Mulmur.

Non-Legislated Committees While not legislatively required, appointments to the following Committees are further analyzed in the next section:

- Economic Development Committee: A committee composed of one Council member and residents with a mandate to implement certain Strategic Plan action items related to local businesses.
- Ad-Hoc Planning Advisory Committee: A resident task force to assist with the Official Plan
- Committee of Adjustment: A committee authorized under the Planning Act and appointed by By-law and delegated authority on consent granting and minor variances, and composed of a minimum of three members

ANALYSIS

Review of Board and Committee requirements included scheduling, balancing workloads, areas of expertise, need for new ideas, need for consistency, experience, ongoing or anticipated matters to be dealt with over the next two years and possible conflict of interest. As a result, potential appointment to Mulmur's Committees and Boards could include the following:

- Mansfield Parks Committee (1): Councillor Cunningham
- Mulmur-Melancthon Fire Board (2): Deputy Mayor Hawkins / Councillor Lyon
- North Dufferin Community Centre Board (1): Councillor Cunningham
- Nottawasaga Valley Conservation Authority (1): Mayor Horner
- Rosemont District Fire Board (2): Deputy Mayor Hawkins / Councillor Clark
- Shelburne & District Fire Board (2): Mayor Horner / Deputy Mayor Hawkins
- Shelburne Library Board (1): Councillor Clark
- Police Service Board (1): Councillor Cunningham
- Provincial Offences (1): Councillor Lyons

It is noted that the Mayor and Deputy will also be appointed, as a result of their elected position, to County of Dufferin Council, Joint Rec Sub-Committee and Joint Fire Sub-Committee, and that the Mayor can attend any Board or Committee meeting as Ex. Officio.

Potential appointment to the following on-going committee could be considered:

- Economic Development Committee

A future appointment may also be required to the following committees if re-established:

- Committee of Adjustment - Clear direction is required from Council as to whether they wish to re-delegate consent granting authority to a Committee of Adjustment.

- Ad-Hoc Planning Advisory Committee - Following the advancement of the environmental component of the Official Plan, it is anticipated that the Ad-Hoc Planning Advisory Committee would be re-established.

FINANCIAL IMPLICATIONS

Appointed members will receive a per diem amount as outlined in the Township's Annual Allowance for Council By-law 43-2022, except where per diems are provided by the legislated body directly.

While the Mayor may attend any meeting as Ex. Officio, clear direction is required where the Township directs remuneration.

RECOMMENDATION:

THAT Council receive the report of Tracey Atkinson and Roseann Knechtel, Council Committees and Boards;

AND THAT Council appoint the following Council members to sit on the Boards and Committees for a term of two (2) years:

- Mansfield Parks Committee (1):
- Mulmur-Melancthon Fire Board (2):
- North Dufferin Community Centre Board (1):
- Nottawasaga Valley Conservation Authority (1):
- Police Service Board (1):
- Provincial Offences (1):
- Rosemont District Fire Board (2):
- Shelburne & District Fire Board (2):
- Shelburne Library Board (1):

AND THAT Council direct staff to advertise for citizen representation on the Mansfield Parks Committee, North Dufferin Community Centre Board, Police Services Board, and Economic Development Committee;

AND FURTHER THAT Council approve the Terms of Reference for the Economic Development Committee and Mansfield Parks Committee.

Respectfully submitted,

Tracey Atkinson

Tracey Atkinson, BES MCIP RPP, M.M Dipl
CAO/Clerk/Planner

Roseann Knechtel

Roseann Knechtel, Deputy Clerk

Schedule A: Economic Development Committee Terms of Reference

Schedule B: Mansfield Parks Committee Terms of Reference



Economic Development Committee

TERMS OF REFERENCE

1. PURPOSE

The Economic Development Committee (“EDC”) is an advisory committee of Council with a purpose to recommend actions and initiatives to assist in achieving the goals of Council’s Strategic Plan to help increase opportunities for local businesses.

2. MANDATE

The Mandate of the Township EDC is to:

1. Retain, enhance and attract businesses by:

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

2. Pursue responsible growth in residential and employment areas

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

3. Facilitate education and training for Mulmur residents, entrepreneurs and businesses

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

4. Celebrate success of residents including students, volunteers, Mulmur team members and business achievements

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

3. ACCOUNTABILITY

Report to Council annually on progress and achievements. Council may request update reports at any time on specific projects or initiatives.

4. REMUNERATION

No compensation shall be provided to members of the EDC for their participation.

5. MEMBERS/VOTING

Committee structure to be comprised of five (5) members who are appointed by Council, each of which have voting rights. Membership will include:

- Four (4) Community Representative, including one Dufferin Board of Trade member or staff liaison
- One (1) Council Representative

6. MEETING DETAILS, AGENDA, MINUTES & PROCEDURE

- a) The EDC will meet a minimum of four (4) and a maximum of ten (10) times a year.
- b) The Recording Secretary shall send out meeting invites to all EDC members and post notice of the meeting to the Township website.
- c) Agenda items shall be set by the Committee Chair, in consultation with and under approval of the Recording Secretary.
- d) Members who wish to include an item on the Agenda shall contact the Recording Secretary for consideration.
- e) All meetings shall be conducted in accordance with the Township of Mulmur Procedural By-law.



Mansfield Parks Advisory Committee

TERMS OF REFERENCE

1. PURPOSE

The Mansfield Parks Advisory Committee ("MPAC") is an advisory committee of Council with a purpose to recommend actions and initiatives to assist in achieving the goals of Council's Strategic Plan to help increase recreational opportunities for local residents.

2. MANDATE

The Mandate of the Township MPAC is to:

- 1. Pursue new opportunities identified in the Recreation Efficiency Study**
(Connected, G2, A3)
- 2. Make recommendations to Council and staff in regard to user fees, future maintenance and park improvements.** (Transfer Agreement 2009/10)

3. ACCOUNTABILITY

Report to Council annually on progress and achievements. Council may request update reports at any time on specific projects or initiatives.

4. REMUNERATION

No compensation shall be provided to members of the MPAC for their participation.

5. MEMBERS/VOTING

Committee structure to be comprised of five (5) members who are appointed by Council, each of which have voting rights. Membership will include:

- One (1) Community Representative from the Mansfield Area (Transfer Agreement 2009/10)
- One (1) Mansfield Minor Ball Representative
- One (1) Mansfield Cubs Senior Ball Representative
- One (1) Council Representative
- One (1) Community Representative at Large

Openings for the membership shall be publicly advertised as appointment opportunities arise or upon a new term of Council.

6. MEETING DETAILS, AGENDA, MINUTES & PROCEDURE

- a) The MPAC will meet a minimum of two (2) and a maximum of six (6) times a year.
- b) The Recording Secretary shall send out meeting invites to all MPAC members and post notice of the meeting to the Township website.
- c) Agenda items shall be set by the Committee Chair, in consultation with and under approval of the Recording Secretary.
- d) Members who wish to include an item on the Agenda shall contact the Recording Secretary for consideration.
- e) All meetings shall be conducted in accordance with the Township of Mulmur Procedural By-law.



THE CORPORATION OF THE TOWNSHIP OF MULMUR

BY-LAW NO. _____ - 2022

BEING A BY-LAW TO CONFIRM THE PROCEEDINGS OF THE INAUGURAL MEETING OF COUNCIL FOR THE CORPORATION OF THE TOWNSHIP OF MULMUR ON NOVEMBER 30, 2022

WHEREAS Section 5(1) of the *Municipal Act*, 2001, as amended, provides that the powers of a municipality shall be exercised by Council;

AND WHEREAS Section 5 (3) of the *Municipal Act*, 2001, as amended, provides that municipal powers shall be exercised by by-law;

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

1. All actions of the Council and Committees of Council of the Corporation of the Township of Mulmur for the aforementioned date in respect to every report, motion, by-law or other action passed and taken by Council or Committees of Council, including the exercise of natural person powers, are hereby adopted, ratified and confirmed by its separate by-law.
2. The Mayor of the Township and the proper officers of the Corporation of the Township of Mulmur are hereby authorized and directed to do all things necessary to give effect to the said action, to obtain approvals where required and except where otherwise provided, to execute all documents necessary in that behalf.

PASSED on this 30th day of NOVEMBER 2022.

.....
JANET HORNER, MAYOR

.....
TRACEY ATKINSON, CAO/CLERK