



Municipality of Mississippi Mills

COUNCIL AGENDA

Tuesday, January 12, 2021

5:45 p.m.

**Council Chambers, Municipal Office
3131 Old Perth Road**

Pages

A. CALL TO ORDER

B. CONSIDERATION OF A CLOSED SESSION

Recommended Motion:

THAT Council enter into an in camera session at X:XX p.m. re: proposed or pending acquisition or disposition of land by the municipality or local board
(*Municipal Act s 239 (c)*)

B.1. Land Transfer

Proposed or pending acquisition or disposition of land by the municipality or local board (*Municipal Act s. 239 c*)).

C. RISE AND REPORT

D. O CANADA

E. MOMENT OF SILENT MEDITATION

F. ATTENDANCE

G. APPROVAL OF AGENDA

Recommended Motion:

THAT the agenda be approved as presented.

H. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

I. APPROVAL OF MINUTES

Recommended Motion:

THAT the minutes dated December 15, 2020 be approved.

4 - 15

J. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

- J.1. Erin Lee, Executive Director of Lanark County Interval House and Community Support re: Request to Partner for Mosaic Project** 16 - 19

Recommended Motion:

THAT the delegation by Erin Lee, Executive Director of Lanark County Interval House and Community Support re: Request to Partner for Mosaic Project, be received for information.

K. PUBLIC MEETINGS

None

L. COMMITTEE OF THE WHOLE REPORT 20 - 22

Recommended Motion:

THAT Council approve the Committee of the Whole motions from the December 15, 2020 meeting.

L.1. Consent Reports

L.2. Official Plan Amendment 22 - Urban Settlement Area Boundary

L.3. Lifting 0.3m Reserve - Mill Run Phase 5

L.4. Amendment to the Development Charges Background Study - Almonte Branch Expansion

L.5. 2020 Wild Parsnip Program

L.6. Mississippi Mills Bicentennial Planning Committee

L.7. By-law Services Contract Extension

L.8. Planning Related Legal Matters Update

L.9. Notice of Motion - Councillor Guerard - Joint Recreation Cost Sharing Agreement - Report on Quarterly Invoices

L.10. Information List #15-20 Item #11 - Lanark County Interval House and Community Support re: Partnership Request for Mosaic Project

Other Items to Council

L.11. Opening of Phase 5 Mill Run Subdivision, Almonte 23 - 31

Recommended Motion:

That the Committee of the Whole is satisfied that the draft conditions regarding the Plan of Subdivision have been satisfied and recommend that Council authorize the Mayor and Acting Clerk to enter into a Subdivision Agreement for the Mill Run Subdivision Phase 5.

M. BY-LAWS

Recommended Motion:

THAT By-laws 21-001 to 21-005 be read, passed, signed and sealed in Open Council.

M.1.	By-law 21-001 ZBLA - Carss St. (Ortt) Amended	32 - 33
M.2.	By-law 21-002 Lifting 0.3m Reserves for Phase 5	34
M.3.	By-law 21-003 Temporary Borrowing	35 - 36
M.4.	By-law 21-004 Interim Tax Levy	37
M.5.	By-law 21-005 Amendment to Employment By-law - Vacation (Amends By-law 01-21)	38

N. ANNOUNCEMENTS AND INVITATIONS

O. CONFIRMATORY BY-LAW

Recommended Motion:

THAT By-law 21-006 being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 12th day of January 2021, be read, passed, signed and sealed in Open Council this 12th day of January 2021.

P. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at x:xx p.m.



The Corporation of the Municipality of Mississippi Mills

Council Meeting

MINUTES

December 15, 2020

5:40 p.m.

Council Chambers, Municipal Office

3131 Old Perth Road

PRESENT:

Mayor Lowry
Deputy Mayor Minnille
Councillor Dalgity
Councillor Maydan
Councillor Holmes
Councillor Guerard
Councillor Ferguson

Staff Present

Ken Kelly, CAO
Cynthia Moyle, Acting Clerk
Jennifer Russell, Deputy Clerk
Rhonda Whitmarsh, Treasurer
Christine Row, Chief Librarian
Chad Brown, Fire Chief
Tiffany MacLaren, Community and Culture Coordinator
Maggie Yet, Planner I
Cory Smith, A/Director of Roads and Public Works

A. CALL TO ORDER

Mayor Lowry called the meeting to order at 5:43 p.m.

B. CONSIDERATION OF A CLOSED SESSION

Resolution No 471-20

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

THAT Council enter into an in camera session at 5:43 p.m. re: personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b)).

CARRIED

B.1 HR Matter

C. RISE AND REPORT

Council recessed at 5:51 p.m.

Council resumed at 6:01 p.m

C.1 HR Matter

Resolution No 472-20

Moved by Councillor Holmes

Seconded by Councillor Dalgity

THAT Council approve the payout of accumulated overtime for employees 0553 and 0665.

CARRIED

D. O CANADA

Council stood for the playing of O Canada.

E. MOMENT OF SILENT MEDITATION

Council observed a moment of silent meditation.

F. ATTENDANCE

Clerk announced the attendance.

G. MAYOR'S ANNUAL ADDRESS

The Mayor's Annual Address is attached to the minutes.

G.1 Years of Service Recognition

The Mayor congratulated and thanked staff who received an award. Years of Service recognition was given to the following:

- Amanda McCartney, Assistant Teacher, Daycare - 10 years
- Gina Timmins, Assistant Teacher, Daycare - 10 years

- Jessica Jones, ECE Teacher, Daycare - 10 years
- John Larose, Cleaner/Janitor, Daycare - 10 years
- Sarah Fourney, ECE Teacher, Daycare - 10 years
- Geoff Timmins, Water Operator, Lead Hand Public Works – 15 years
- Cindy Hartwick, Roads and Public Works Admin Clerk – 20 years
- Heather Hahn, Former Library Assistant, Almonte Branch – 20 years
- Joanne Silief, Tax and Water Clerk – 20 years
- Patricia Shanks, Assistant Teacher, Daycare - 20 years
- Rhonda Whitmarsh, Treasurer – 20 years
- Ryan Byers, Head Teacher, Daycare - 20 years
- John Gleeson, Operator 1, Lead Hand, Roads & Public Works – 25 years
- Sue Robertson, Former ECE Teacher Daycare - 35 years

G.2 Presentation to Karen Kane, Daycare Director (Retired)

Karen Kane, former Director of Daycare, retired in March 2020 as a long serving employee. Council and staff presented Karen with her certificate of 35 years of service and retirement gift.

Council recessed at 6:23 p.m.

Council resumed at 6:32 p.m.

H. APPROVAL OF AGENDA

Resolution No 473-20

Moved by Councillor Ferguson

Seconded by Councillor Dalgity

THAT the agenda be approved as presented.

CARRIED

I. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Dalgity declared a pecuniary interest on items M.1. 2021 Budget.

Councillor Dalgity declared a pecuniary interest on items M.3.b. Mississippi River

Power Corporation Selection Committee Minutes - November 12, 2020.
Deputy Mayor Minnille declared a pecuniary interest on item M.3.b. Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020.

J. APPROVAL OF MINUTES

Resolution No 474-20

Moved by Councillor Holmes

Seconded by Councillor Maydan

THAT the minutes dated December 1, 2020 be approved.

CARRIED

K. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

None

L. PUBLIC MEETINGS

L.1 Official Plan Amendment 27 and Z-18-20 - Orchard View (Houchaimi Holdings Inc)

Marc Rivet, Planning Consultant, JLRichards, provided an overview of the proposed amendments. The presentation slides have been attached to the minutes. The following comments were sent to the Planning department:

- Tracy Julian - How many units will this include? Objects to proposal due to unknown costs of units and affordable housing availability, proposal does not support COP target to provide 25 percent of new housing to be affordable
- Susan Law - Concerns on Paterson St. parking and traffic. Supports development
- Ann LeBlanc and Malcolm Graham - Requested additional information and supports development.
- Debbie Merrithew - Questions as to number of units and stories, off street parking provided, when will construction begin and be completed
- Gill Morris - Question regarding the field to the side of proposed development designated as Prime Agricultural Land
- Brenda and Wayne Munro - Is this an Orchard view development, concerns regarding on street parking and traffic problems on Paterson Street

- McIntosh Perry - further information regarding the proposal

Should anyone wish to make additional comments, they may do so directly to the Planning Department.

L.2 Stop Up and Close Request - Portion of Old Perth Road Allowance

Maggie Yet, Planner I, provided an overview of the proposed surplus lands for stop-up and disposition. The following comments were sent to Planner 1:

- BEAST - Snowmobile trail resides on a portion of the property, not in favour of the sale
- Audy Bedard - Request to not sell property due to trail use
- Julie-Anne Bedard - Request to not sell property due to trail use
- Nick de Boer - Questions regarding lot size, setbacks, detailed map and objects to sale of property
- Ron Deschamps - Family owns property beside road allowance and uses trail regularly, option to purchase for other neighbours
- Craig Halpenny - Represents Patricia Deschamps, objects proposal for 5 reasons
- Tammy Kleiboer- Objects to proposal due to trail use and interested in purchasing land
- Paul and Sarah Smith - Objects due to development within the area, inconsistent with Official Plan due to size and regular trail use, environmental impacts, protection of rural activities
- Noel and Janet Noyes-Brown - Petition received on December 14th that meets the Petition Policy requirements and objects to the sale of property with _____ signatures.
- Catherine Blake - Long term ramifications of development and disruption of rural life.
- Valerie Wilkinson - Use of trail for activities, provides access to nearby roads

M. COMMITTEE OF THE WHOLE REPORT

M.1 2021 Budget

Councillor Dalgity declared a pecuniary interest on the Operational Daycare Budget and did not participate or vote on this item.

Resolution No 475-20

Moved by Councillor Holmes

Seconded by Deputy Mayor Minnille

THAT Council approve the 2021 Daycare Operational Budget.

CARRIED

Councillor Guerard requested a recorded vote on item M.1 2021 Budget excluding Daycare

Resolution No 476-20

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

THAT Council approve the 2021 Budget, excluding the Daycare Operational Budget.

YAS (6): Mayor Lowry, Deputy Mayor Minnille, Councillor Dalgity, Councillor Maydan, Councillor Holmes, and Councillor Ferguson

NAS (1): Councillor Guerard

CARRIED (6 to 1)

M.2 Zoning By-law Amendment Application Z-17-20 Plan 6262 MS PT Lots 7 and 8; RP 27R10569 Part 2, Carss St. Almonte (Ortt)

Resolution No 477-20

Moved by Deputy Mayor Minnille

Seconded by Councillor Dalgity

THAT Council approve the Zoning By-law Amendment to change the zoning on the lands describe as PLAN 6262 MS PT LOTS 7 AND 8;RP 27R10569 PART 2, Almonte Ward, Municipality of Mississippi Mills from “Residential First Density (R1)” to “Residential Second Density – Subzone D (R2D)”, to permit and facilitate the construction of a semi-detached bungalow fronting onto Carss Street.

CARRIED

Amendment:

Resolution No 478-20

Moved by Councillor Maydan

Seconded by Councillor Holmes

AND THAT the By-law be amended to reflect the 6 m setback of the attached garage.

CARRIED

M.3 Committee of the Whole Report - December 1, 2020

Resolution No 479-20

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT Council approve the Committee of the Whole motions from the December 1, 2020 meeting;

AND THAT items M.3.b. Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020 and M.3.i. Joint Cost Sharing Recreation Agreement with Beckwith and Carleton Place Status be pulled for further consideration.

CARRIED

M.3.a Consent Items (Committee Minutes and Reports)

M.3.c Emergency Management By-law

M.3.d Opportunities under the Local Improvement Act for Broadband

M.3.e Joint Cost Sharing Recreation Committee Appointment – Councillor Guerard

M.3.f Amendment to the Recruitment, Selection and Hiring Policy

M.3.g Vacation Usage Amendment to Employee Benefits Bylaw

M.3.h Mississippi Mills Youth Centre Lease Renewal

M.3.j Information List #14-20 Item #10 - Howick Township Resolution re: Tile Drain Loans

M.3.b Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020

Resolution No 480-20

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT Council change the weighting criteria to:

- Governance 20%
- Generation / Utility Experience / Knowledge 20%
- Business Experience / Knowledge 40%
- Personal Capabilities and Knowledge 20%

CARRIED

M.3.i Joint Cost Sharing Recreation Agreement with Beckwith and Carleton Place Status

Resolution No 481-20

Moved by Councillor Ferguson

Seconded by Deputy Mayor Minnille

THAT Council accept the "Joint Cost Sharing Recreation Agreement with Beckwith & Carleton Place Status" report as information.

CARRIED

N. BY-LAWS

N.1 By-law 20-114 ZBLA - Carss St. (Ortt)

Deferred to January 12, 2020 Council meeting.

N.2 By-law 20-120 Emergency Management By-law

Resolution No 482-20

Moved by Councillor Holmes

Seconded by Councillor Ferguson

THAT By-law 20-120 Emergency Management By-law be read, passed, signed and sealed in Open Council.

CARRIED

O. ANNOUNCEMENTS AND INVITATIONS

Councillor Ferguson - Best wishes to all for the holiday season

Councillor Guerard - Lanark, Leeds and Grenville Health Unit now in Yellow Zone for Covid. Almonte General Hospital providing testing December 18th for pre-booked appointments.

Deputy Mayor Minnille - Congratulations to Mayor Lowry for being elected as 2021 Lanark County Warden

P. CONFIRMATORY BY-LAW

Resolution No 483-20

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT By-law 20-121 being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 15th day of December 2020, be read, passed, signed and sealed in Open Council this 15th day of December, 2020.

CARRIED

Q. ADJOURNMENT

Resolution No 484-20

Moved by Councillor Guerard

Seconded by Deputy Mayor Minnille

THAT the meeting be adjourned at 8:10 p.m.

CARRIED

Christa Lowry, MAYOR

Cynthia Moyle, ACTING CLERK



OFFICE OF THE MAYOR

Municipality of Mississippi Mills
3131 Old Perth Rd • Almonte ON • K0A 1A0

Phone: 613-256-2064
Fax: 613-256-4887
E-mail: clowry@mississippimills.ca

December 15, 2020

Mayor's Annual Address

2020 has been a year unlike any other. As we come to the halfway mark of the 2018-2022 term, I am looking forward to when we can join together with family, friends, neighbours and colleagues in ways that we used to take for granted. A year ago, when I provided my last Mayoral Address, none of us had any idea what the next months would bring: that a simple virus could fundamentally change so much in our lives. I am filled with sorrow for the parents and grandparents, sisters and brothers, friends and neighbours we have lost during the local outbreak. These are people who contributed to the fabric of our daily lives with each loss rippling through the community.

Since the beginning of the COVID-19 pandemic, our community has shown its true character by coming together and supporting one another during this difficult time. The community has rallied around our long-term care homes, our first responders and healthcare workers; around neighbours needing help, and around local business. We have all had to adapt and learn to respond to ever-changing scenarios.

The work of the Municipality has continued on. Although not quite business as usual, the goal of providing exceptional service to the residents of Mississippi Mills remains. Municipal staff have gone above and beyond to ensure service to the public continues as expected; two key projects to provide this service was live video streaming of Council meetings and rolling out an updated, user-friendly website this fall. Council has further decided to support updating the technology used by the municipality and has made this priority in 2021.

Irrespective to the pandemic, Council has seen major projects completed this year and continues to advance others:

- The Strategic Direction of Council has been set to 2023.
- A corporate-wide service delivery review has been completed with some recommendations incorporated into the 2021 Budget.

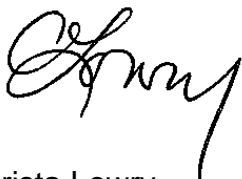
- Community Official Plan Amendment 22 is being undertaken, examining the urban settlement boundary area and determining where we will grow.
- Construction of Phase 2 of the Riverwalk and the Mill Workers Staircase has started with completion expected in 2021.
- The contract for the new \$3M water storage facility has begun with work scheduled to be completed by the end of 2021.
- Thanks to over \$1M in provincial and federal funding, the Levi Bridge will be replaced in 2021 and upgraded from a one-lane to a two-lane bridge with new railings and guardrails, making it safer for drivers and pedestrians.
- The final phase of the industrial park is being designed so that Mississippi Mills can continue to attract growing and energized businesses that will increase employment opportunities within our municipality. Lots expect to be marketed in Spring/Summer of 2021.
- Council has given direction to staff that the Downtown Revitalization project is to commence in 2022.
- Planning is getting underway to celebrate Mississippi Mills Bicentennial in 2023.

Mississippi Mills continues to be promoted as one of the places to visit in Ontario especially around Christmas time due to our charming downtowns, unique shops & galleries, great coffee and restaurants and no doubt also due to the friendliness and Christmas spirit of all our citizens. This year, the spotlight has shone on Mississippi Mills as the feature in many blogs, videos and articles across Canada. Most recently, we are featured in a series of videos by Ontario Tourism encouraging people to “Support Local” as well as in an article for the New York Times.

Surprisingly and perhaps despite the odds, Mississippi Mills has seen encouraging growth and opportunity in 2020. Over 30 new businesses have opened, expanded or been taken on by new ownership in the last 18 months. While we cannot ignore that we have lost some businesses over the year as casualties of COVID, we’ve also seen businesses pivot or reinvent themselves to adjust to circumstances or meet a new demand. In 2020, five more movies were filmed in Mississippi Mills bringing the total in recent years to 21. Economic development of a different stripe, some of these films inject as much as \$100,000 into our local economy.

In closing, I want to thank everyone on the frontlines, the healthcare workers and first responders and to all essential workers who show up every day and work with seemingly tireless dedication. Thank you to the social service agencies and community organizations who hold up those who need help - we could not do this without you. And thank you to every single person in this community who has volunteered to buy groceries for a stranger, who checks in on their neighbours, who calls or writes to someone who may be lonely, who decided to grow a row for the Food Bank, who has donated a little extra to Interval House, who put up some Christmas lights this year for the first time. Thank you to all who have decided to face this year not with fear, but with kindness.

As we have navigated these unprecedented times together, it has given me a great sense of pride to see residents, businesses and organizations pull together to show support to one another and be a source of encouragement and hope. This is a year I certainly would never want to see us repeat. But over and over again, this community has shown that we truly are in this together. As 2020 draws to a close, I would invite you to reflect on all that has been this year, to project positivity into the new year, trusting that the next few weeks will bring you a renewed sense of peace and togetherness as we celebrate a quiet holiday season. My hope is that when the pandemic is long behind us, we remember that kindness, gratitude and community can help us weather any storm.



Christa Lowry
Mayor of Mississippi Mills

RED DRESS PRODUCTIONS IN PARTNERSHIP WITH LANARK COUNTY INTERVAL HOUSE AND COMMUNITY SUPPORT AND YOU!

Mississippi Mills Opportunity 2021

1

WHAT IS THE PROJECT AND WHY IS THIS AN OPPORTUNITY ?

Through community engagement and collaborative cultural production, the Countdown Public Art Project works to increase the public's understanding of sexual and gender-based violence and offer spaces of remembrance, peace, and hope for those who have been affected.

Currently, there are eight Countdown Public Art pebble mosaic monuments across Ontario:

BRANTFORD: Brantford & District Labour Centre, 2019

CARLETON PLACE: Town Hall Square Park, 2019

PETERBOROUGH-NOGOJIWANONG: Millennium Park, 2019

NORTH BAY, Fisher St. Park, 2019

PIKWĀKANAGĀN FIRST NATION: Pikwākanagān Health Services, 2016

EGANVILLE: Centennial Park, 2016

KILLALOE: Station Park, 2016

PEMBROKE: Women's Sexual Assault Centre of Renfrew County, 2016

We gratefully acknowledge funding from the Ontario Trillium Foundation's support, which makes possible the continuation of the Countdown Project to 2023.

We're looking for civic partners in the Quinte/Rideau/Kingston/Lanark County regions to provide public spaces for 6' in diameter pebble mosaic public artworks.



2

HOW DOES IT WORK AND WHAT DO WE NEED FROM EACH OTHER

- **WHAT CAN OUR CIVIC PARTNERS EXPECT FROM US?**
- We build and install stone mosaics with care
- We engage local communities in the creation of the pebble mosaics through a wide range of safe methods that respect current public health realities
- We recognize support with a plaque that includes civic partner logos
- We restore the pebble mosaic in the event it is needed
-
- **WHAT DO WE ASK OF OUR CIVIC PARTNERS?**
- A suitable public space for the stone mosaic that is physically accessible
- "Excavation" of the agreed upon site (to a depth of 8" and 6' and 6" in diameter) and safe dig check
- Access to a water supply during installation
- Provision of a 4" concrete base to install onto (if possible)
- Champion the project with your constituents and networks, and recognize Red Dress Productions project Producer
-
- **THE COUNTDOWN PUBLIC ART PROJECT**
- reddressproductions.org/countdown-project
- [View Countdown images on Flickr](#)
- [Watch Countdown videos on Vimeo](#)

3

WHY NOW AND WHY IN MISSISSIPPI MILLS?

- Lanark County Interval House and Community Support (LCIHCS) has an existing, successful mosaic piece that was done in partnership with our community and it sits visibly behind CP town hall
- Given the current climate, we have been honoured to be asked if we would like to create another mosaic using creative virtual sessions with a build in person and a reveal likely in June 2021
- MM has had it's share of unfortunate events and loss. It would be a lovely tribute to a community that continues to thrive and survive challenge
- MM is an art fusion community and this piece would be an opportunity for positive community engagement
- LCIHCS would like to build relationships and visibility in MM as we have worked with many community members and support a local housing complex in partnership with Carebridge
- Art allows and supports public acknowledgement, recognizes reflection and healing and MM would be a great location to host a mosaic

4

WHAT DOES IT TAKE?

- Partnership (LCIHCS/MM and RDP)
- A site that is visible and prepared based on specifications
- A willing community
- A desire to honour survivors and acknowledge that violence in communities is real
- A commitment to participate in online/virtual sessions to create a MM vision
- A commitment to participate in the build and to support the unveiling including local promotion and engagement

5



6

THOUGHTS AND REFLECTIONS?

Things to consider:

- Where?
- When? Feb 2021 with a plan to unveil June 2021
- Cost? Preparation/donation of the space (town of MM)
- Who participates? Anyone who wants to
- Online facilitation? Red Dress Productions will offer the skills
- Experience required? None, just a willingness to engage

7

THANK YOU FOR YOUR TIME AND
CONSIDERATION



8



REPORT OF THE COMMITTEE OF THE WHOLE

January 12, 2021

The following is the Committee of the Whole report from December 15, 2020 meeting.

Consent Reports

L.1 Consent Reports

Motion No CW215-20

That the following consent reports and committee minutes from the December 1, 2020 Committee of the Whole meeting be received for information:

- Mississippi River Power Corp. Minutes - October 6, 2020
- Heritage Committee Minutes - October 29 and November 25,

Staff Reports

Building and Planning

L.2 Official Plan Amendment 22 - Urban Settlement Area Boundary

Motion No CW216-20

THAT Council direct Staff to proceed with an Open House in early-January and a Public Meeting on January 26, 2021 for the Official Plan Amendment (OPA) No. 22.

L.3 Lifting 0.3m Reserve - Mill Run Phase 5

Motion No CW217-20

THAT the Committee of the Whole recommend Council lift the 0.3m (1ft) reserve to open Phase 5 of the Mill Run Subdivision, described as Blocks 22 on Plan 27M-91, Parts 1 and 2 on Plan 27R-11430, Almonte Ward.

Library

L.4 Amendment to the Development Charges Background Study - Almonte Branch Expansion

Motion No CW219-20

THAT Committee of the Whole recommends that Council include two sensitivity options for the Almonte Branch Library expansion in the Development Charges background study amendment as follows:

- Option 1 - 10,000 square feet
- Option 2 - 7,500 square feet

Roads and Public Works

L.5 2020 Wild Parsnip Program

Motion No CW221-20

THAT Committee of the Whole accept the Environmental Compliance Coordinator's 2020 Wild Parsnip Program report for information purposes.

Recreation and Culture

L.6 Mississippi Mills Bicentennial Planning Committee

Motion No CW222-20

THAT Committee of the Whole recommend that Council approve the committee terms of reference for the Mississippi Mills Bicentennial Advisory Committee and Working Groups.

Finance and Administration

L.7 By-law Services Contract Extension

Motion No CW223-20

THAT Committee of the Whole recommends to Council to authorize the Chief Administrative Officer to negotiate an extension to a maximum of twelve (12) months with Municipal Law Enforcement Services (MLES) to provide the following Bylaw Enforcement Services to the Municipality: animal control; parking enforcement; bylaw enforcement;

AND THAT the Mayor and Clerk be authorized to execute any required contractual agreements to grant the extension;

AND THAT staff report back to Council by March 31, 2021 with a comparison of contracted services to development of an internal service.

L.8 Planning Related Legal Matters Update

Motion No CW224-20

THAT Committee of the Whole recommend Council accept the staff report "Planning Related Legal Matters Update" for information.

Notice of Motion**L.9 Councillor Guerard - Joint Recreation Cost Sharing Agreement - Report on Quarterly Invoices****Motion No CW225-20**

THAT the Committee of the Whole requests the Treasurer to report on the Joint Recreation Cost Sharing Agreement quarterly invoices from to the Town of Carleton Place prior to payment.

Information List #15-20**L.10 Item #11****Motion No CW226-20**

THAT Erin Lee, Executive Director of Lanark County Interval House and Community Support, be invited to present to Council regarding a partnership request for a mosaic project.

Submitted by,

Reviewed by,

John Dalgity,
Committee of the Whole Chair

Cynthia Moyle,
Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: January 12, 2021
TO: Committee of the Whole
FROM: Tyler Duval, Planning Consultant
SUBJECT: **OPENING OF PHASE 5**
Mill Run Subdivision Almonte Ward,
Municipality of Mississippi Mills

RECOMMENDATION:

That the Committee of the Whole is satisfied that the draft conditions regarding the Plan of Subdivision have been satisfied and recommend that Council authorize the Mayor and Acting Clerk to enter into a Subdivision Agreement for the Mill Run Subdivision Phase 5.

SUMMARY

This report advises Council that all the draft conditions regarding the proposed Phase 5 Mill Run Plan of Subdivision have been satisfied and recommends authorization for the Mayor and Clerk to enter into a Subdivision Agreement to allow the Mill Run (Phase 5) Subdivision to be registered and construction to proceed.

BACKGROUND

Mill Run Subdivision consists of 6 phases where 4 of the phases have been opened and built out. The draft approval applies to the draft plan of subdivision prepared by Fairhall Moffat and Woodland dated April 2015, revised November 2015, revised May 2016, revised February 2017, February 2018 and as further revised for Phases 4 and 5 on August 2018 and showing:

- a) A total of seventy-four (74) lots for single detached dwellings, Lots 47-66 and Lots 73-128;
- b) A total of six (6) blocks (40 units in total) for semi-detached dwellings, Blocks 128, 130, 131, 143, 146 and 147;
- c) A total of six (6) blocks (74 units in total) for townhouse dwellings, Blocks 127, 129, 132, 142, 144 and 145.
- d) A total of three (3) blocks for pathways, Blocks 151, 154 and 155.
- e) One (1) block for other, Block 150.
- f) Four (4) blocks for 0.3 m reserves, Blocks 158, 159, 160 and 161.

The lands associated specifically with Phase 5 of the development has an approximate total of 2.64 ha (6.53 acres) of land and is proposed to consist of 19 lots for single detached dwellings, 6 blocks for semi-detached dwelling units (12 units) and 4 blocks for Townhouse dwellings (22 units).

The draft approved Plan of Subdivision requires development on full municipal services. The municipal infrastructure will include water, sanitary and storm sewers.

MILL RUN PHASE 5

The conditions of Draft Plan Approval issued by the County of Lanark have been satisfied. A draft Agreement has been prepared and is being reviewed by the Town's solicitor, the developer, their consultants and their solicitor.

All plans associated with the development have been reviewed and approved by staff and all relevant external agencies. Furthermore, the Ministry of Environment has issued the required Certificates of Approval regarding the water mains, sanitary sewers and storm sewers.

Upon execution of the Agreement, the developer will be required to provide all required securities for the development and a cash payment of \$30,698.02 to the municipality to cover administration costs and registration fees.

CONCLUSION

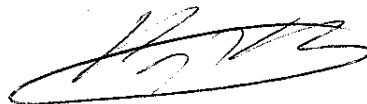
The developer has satisfied the conditions issued for draft approval of the Mill Run subdivision Phase 5. Staff requests that Committee of the Whole direct:

1. That Council agree that the conditions of draft approval have been satisfied.
2. That Council authorize the Mayor and Clerk to enter into a Subdivision Agreement with the applicant for the Mill Run Subdivision (Phase 5) development.

All of which is respectfully submitted,

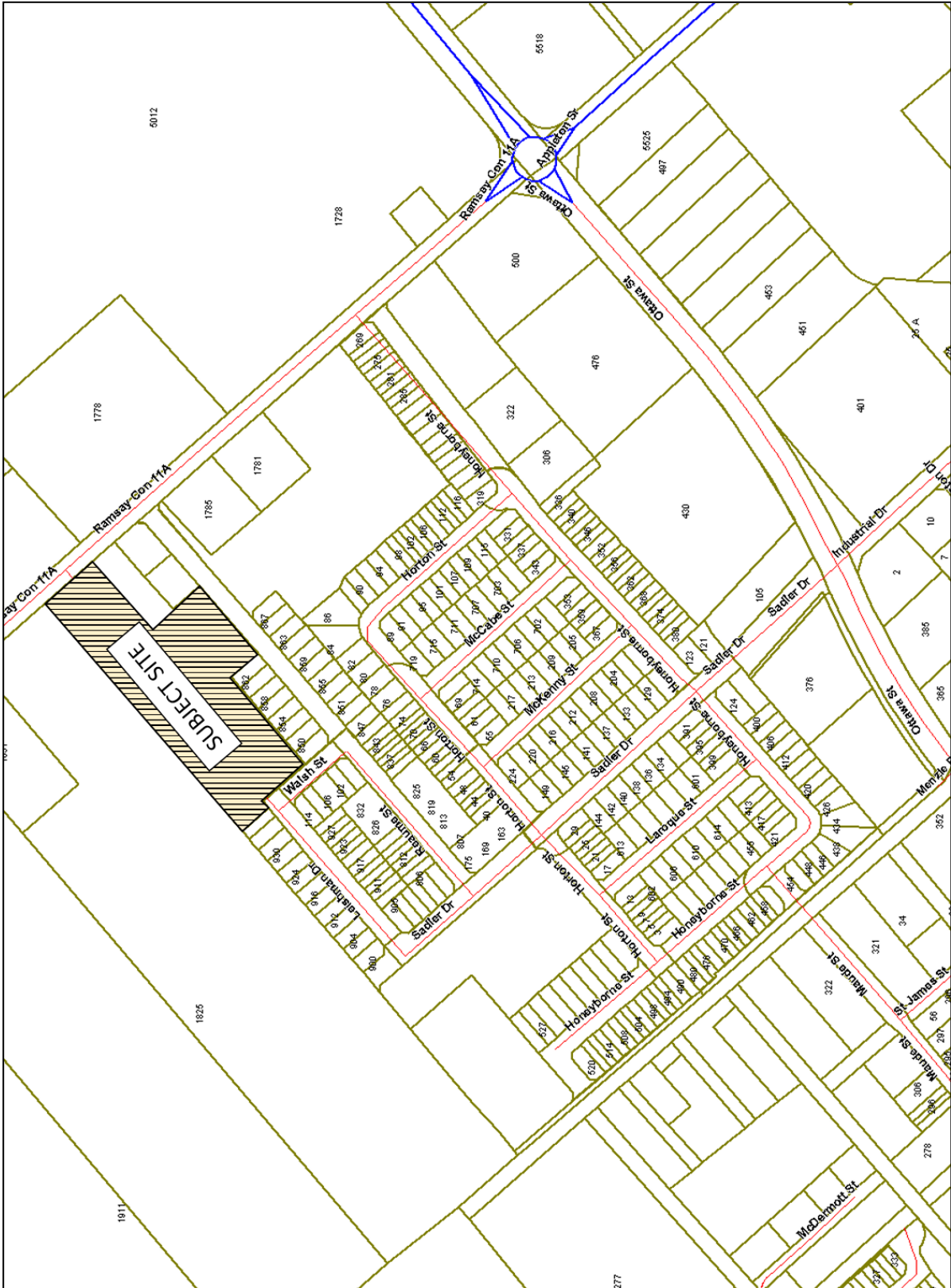


Tyler Duval RPP, MCIP, M.Pl.
Planning Consultant

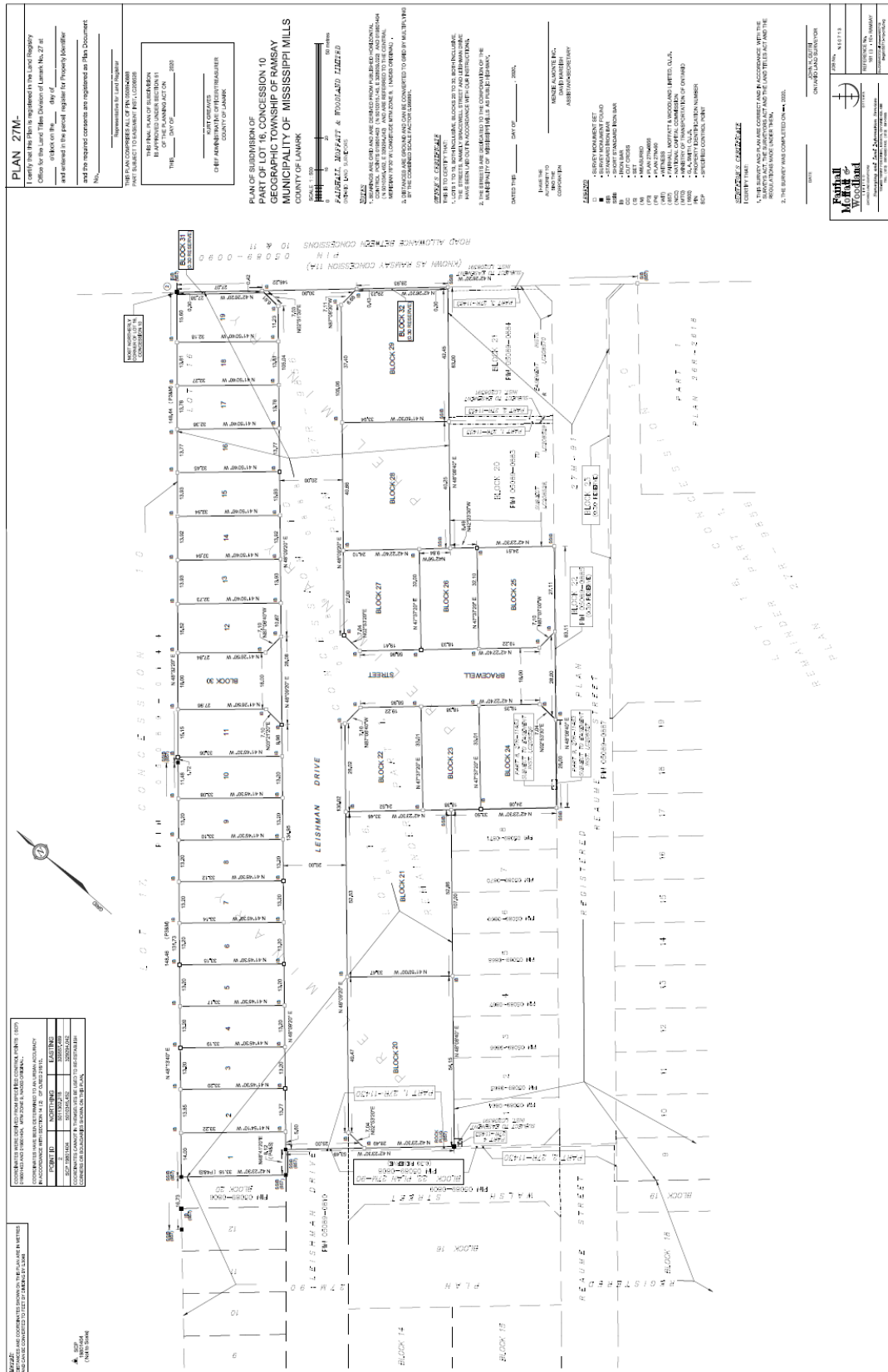


Ken Kelly
Reviewed by CAO

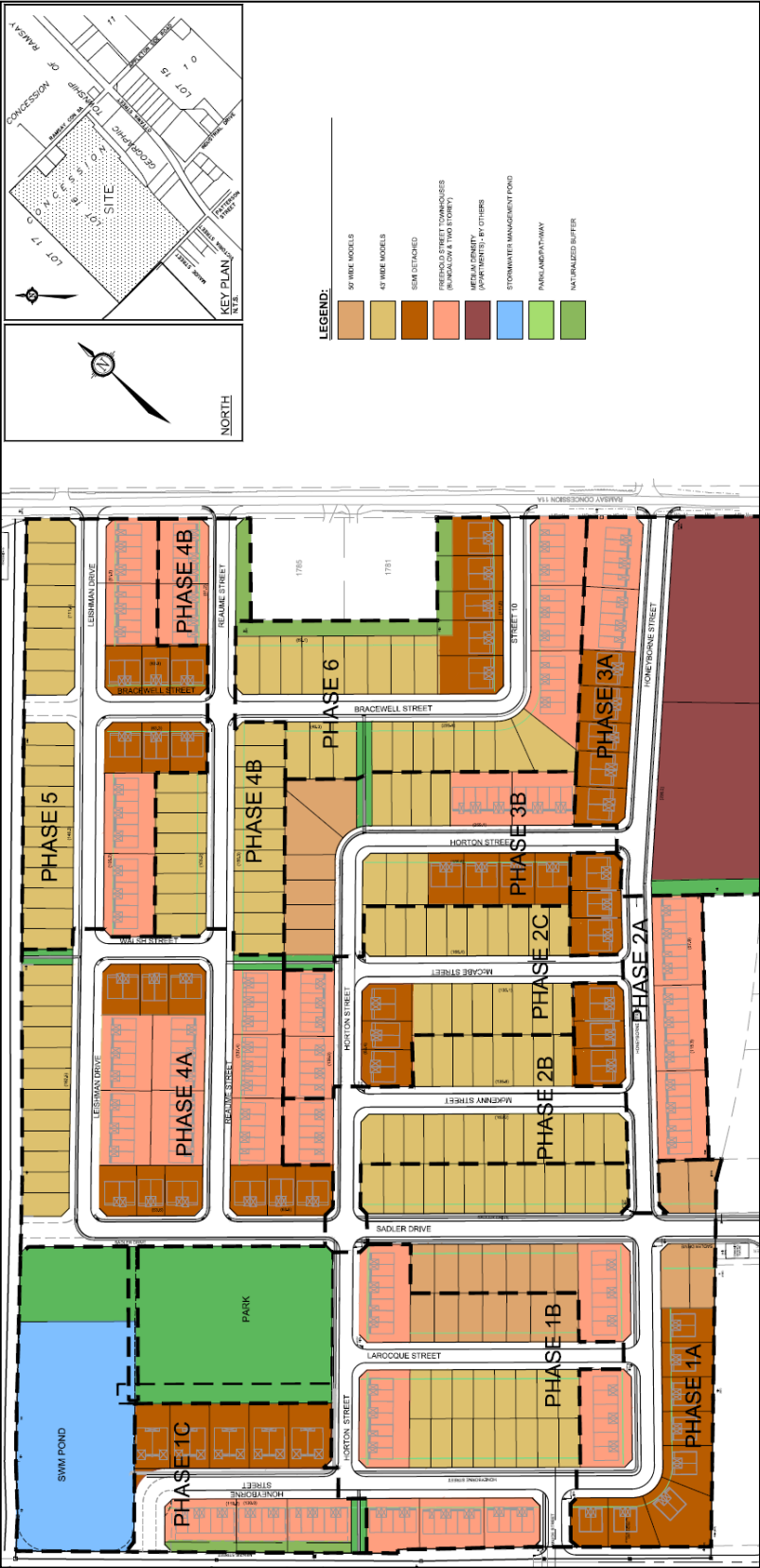
LOCATION MAP



Page 26 of 38



MILL RUN PHASING PLAN



ATTACHMENT – DRAFT CONDITIONS

Subdivision: Mill Run - Phases 2 to 5

File: 09-T-15002

Municipality: Town of Mississippi Mills

Subject Lands: Part Lot 16 Concession 10 geographic Township of Ramsay Now in the Municipality of Mississippi Mills

Applicant: Menzie Almonte Inc.

MILL RUN PHASE 5 – CLEARANCE OF CONDITIONS		
No	Condition	Cleared
1	That this approval applies to the draft plan 09-T-15002, dated April 2015, revised November 2015, revised May 2016, revised February 2017, February 2018 and as further revised for Phases 4 and 5 on August 2018 and showing: a. A total of seventy-four (74) lots for single detached dwellings, Lots 47-66 and Lots 73-128; b. A total of six (6) blocks (40 units in total) for semi-detached dwellings, Blocks 128, 130, 131, 143, 146 and 147; c. A total of six (6) blocks (74 units in total) for townhouse dwellings, Blocks 127, 129, 132, 142, 144 and 145. d. A total of three (3) blocks for pathways, Blocks 151, 154 and 155. e. One (1) block for other, Block 150. f. Four (4) blocks for 0.3 m reserves, Blocks 158, 159, 160 and 161.	Schedule A of Agreement
2	That if final approval is not given to this Plan within three (3) years of the draft approval date, and no extensions have been granted, the draft approval shall lapse	Lapsing date of February 10, 2023 has been met
3	That road allowances be shown and dedicated as public highways on the final plan.	Cleared upon execution of Agreement
4	That day lighting triangles be shown on the Final Plan at all intersections and dedicated as public highways.	Schedule F (6) of Agreement
5	That the streets shall be named to the satisfaction of the Municipality of Mississippi Mills.	Clause 18:10 and Schedule A of Agreement
6	That the subdivision agreement between the Owner and the Municipality of Mississippi Mills contain phasing arrangements and allocation of sanitary sewer and water services to the satisfaction of the municipality.	Section 11 and Schedule S of Agreement
7	That prior to final approval of each phase, the Owner shall prepare a finalized Services Report to the satisfaction of the Municipality of Mississippi Mills.	Schedule R of Agreement
8	That prior to final approval for each phase, the Owner shall provide an updated Transportation Impact Study (TIS) to the satisfaction of the Municipality of Mississippi Mills.	Schedule R of Agreement
9	The Owner shall prepare, at their sole cost, a hydraulic network analysis for the proposed water plant as part of each phase of development within the Plan of Subdivision. This report shall address domestic flows, fire flow demands, as well as looping requirements to the satisfaction of the Director of Roads and Public Works for the Municipality of	Schedule R of Agreement

	Mississippi Mills.	
10	That the ends of the roads between phases and the abutting property, a 0.3m reserve shall be dedicated and conveyed to the Municipality of Mississippi Mills.	Schedule F of Agreement
11	That the subdivision agreement between the Owner and the Municipality of Mississippi Mills contain phasing arrangements to the satisfaction of the municipality. a. That the temporary turning circles created as a result of the phased development be shown on the final plans as blocks. These shall be conveyed to and held by the Municipality of Mississippi Mills until the extension of the road allowance, when the blocks shall be conveyed without charge to the Owners of the abutting lots.	Section 5.12 of Agreement
12	That prior to final approval by the County of Lanark, the County shall be advised by the Municipality of Mississippi Mills that this proposed subdivision conforms to the zoning by-law in effect.	Cleared prior to Phase 5
13	That the Owner agrees in writing to satisfy all of the Municipality of Mississippi Mill's requirements, financial and otherwise, concerning the provision of roads, sidewalks, installation of services and drainage on the site. Specifically, the subdivision agreement shall contain provisions related to the Owner providing sidewalks in accordance with the final approved Transportation Impact Study	Schedule C and D of Agreement
14	That the Owner agrees to provide accommodation for cyclists as part of the design features for Sadler Street, Street 8 and Honeyborne Street to the satisfaction of the Municipality of Mississippi Mills.	N/A for Phase 5
15	That the Owner agrees in writing to satisfy all the requirements, financial and otherwise, of the Municipality of Mississippi Mills concerning the extension of sewer and water services to the proposed lots and shall provide for the municipality to assume ownership and operation of the system upon final acceptance by the municipality.	Schedule C and D of Agreement
16	That on the final plan and through a provision in the subdivision agreement between the Owner and the Municipality of Mississippi Mills, the Owner shall provide black, chain link, commercial grade fencing acceptable to the municipality, along both sides of the pathways as shown on the draft plan.	Section 18.4 and Schedule G of Agreement
17	That such easements and right-of-ways as may be required for the stormwater plan, landscaping plan, and the utility and lighting plan purposes, shall be granted to the appropriate authority.	Schedule F of Agreement
18	That the subdivision agreement between the Owner and the Municipality of Mississippi Mills contain a	Section 18, Schedule G and Schedule R of Agreement

	provision for the implementation of the requirements of the stormwater plan, landscaping plan, utility and lighting plans, at the Owner's expense.	
21	That prior to final approval, the Owner shall prepare an energy efficient report to the satisfaction of the Municipality of Mississippi Mills. Such a report shall outline opportunities for energy efficiencies and passive solar gain.	Schedule R of Agreement
22	That prior to final approval, the Owner shall prepare a landscaping plan to the satisfaction of the Municipality of Mississippi Mills. The landscaping plan shall address matters associated with tree retention and planting, open space development, and pedestrian travel. The landscaping strategy may also include provisions for plantings on future phases of the subdivision.	Schedule R of Agreement
23	That prior to final approval, the Owner shall prepare composite utility and lighting plan to the satisfaction of the Municipality of Mississippi Mills and those groups and companies responsible for the utilities involved.	Schedule R of Agreement
28	That the subdivision agreement between the Owner and the Municipality of Mississippi Mills and the Offers of Purchase and Sale Agreements and Deeds contain as a minimum, the following provisions, with wording acceptable to the Municipality, wherein the Owner agrees: a) To pay a capital development charge at the time of the construction of residential dwellings at the applicable Almonte Ward rate.	Section 24 (f) of this Agreement.
29	That the subdivision agreement between the Owner and the Municipality of Mississippi Mills be registered against the lands to which it applies once the plan of subdivision has been signed.	Section 24.3 of Agreement

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 21-001

BEING a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills.

WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills passed Zoning Bylaw 11-83, known as the Zoning By-law, to regulate the development and use of lands within the Municipality;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills pursuant to Section 34 of the *Planning Act*, R.S.O. 1990, Chapter P.13, enacts as follows:

1. That Schedule 'A' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Residential First Density (R1)" Zone to "Residential Second Density – Subzone D Exception x" (R2D-x) Zone for the lands identified on the attached Schedule 'A', which are legally known as Plan 6262 MS Pt Lots 7 and 8; RP27R10569 Part 2, Almonte Ward, Municipality of Mississippi Mills.
2. That Section 14 to By-law No. 11-83, as amended, is hereby further amended by adding the following subsection to Section 14.4:

"14.4.X Notwithstanding their 'R2D' zoning, lands designated as 'R2D-x' on Schedule "A" to this by-law, may be used in compliance with the R2D zone provisions contained in this by-law, excepting however, that:

 - i) The minimum front yard setback is 6.0m for any attached private garage.
3. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13.

BY-LAW read, passed, signed and sealed in open Council this **12th day of January, 2021.**

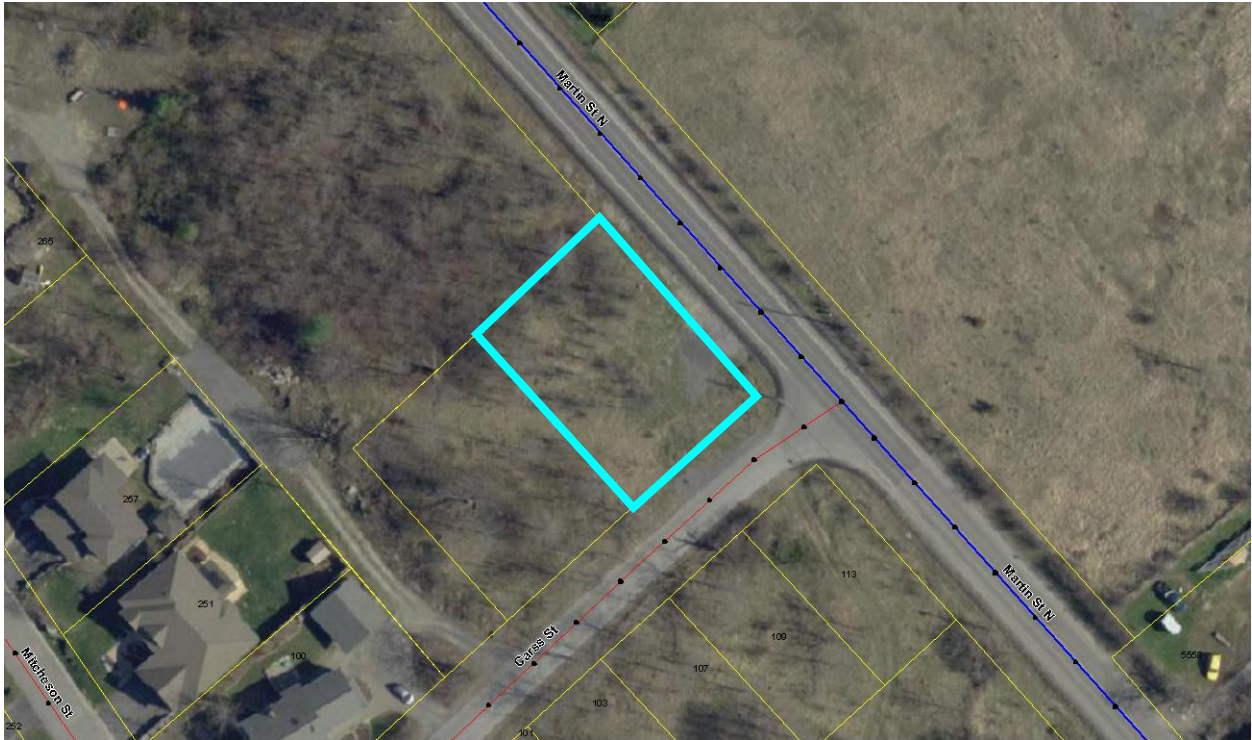
Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk

Schedule "A"

Lands Subject to the Amendment.

PLAN 6262 MS PT LOTS 7 AND 8;RP 27R10569 PART 2, Almonte Ward, Municipality of Mississippi Mills, County of Lanark (PIN 05088-0299)



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 21-002

BEING a by-law for the purpose of accepting strips of land deeded to the Municipality for the purpose of development control into the municipal highway system

WHEREAS the Municipal Act, 2001, S.O. 2001, c.25 as amended, grants authority to the council of local municipalities to pass by-laws in respect of municipal highways;

AND WHEREAS the lands described herein have been conveyed to the Corporation of the Municipality of Mississippi Mills for the purpose of development control;

AND WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills deems it desirable to assume these lands into the Municipality's road system;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

1. **THAT** the 0.3 m reserve described as Block 22, Plan 27M-91, Almonte Ward, Municipality of Mississippi Mills is hereby accepted for public purposes and dedicated as part of the municipal right-of-way.
2. **THAT** the 0.3 m reserve described as Part 1 on Plan 27R-11430, Almonte Ward, Municipality of Mississippi Mills is hereby accepted for public purposes and dedicated as part of the municipal right-of-way.
3. **THAT** this by-law comes into force and effect upon the day of its passing.

BY-LAW READ, passed, signed and sealed in open Council this 12th day of January, 2021.

Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk

CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW 21-003

BEING a by-law to authorize borrowing from time to time to meet current expenditures during the fiscal year ending December 31, 2021.

WHEREAS Section 407 (1) of the Municipal Act 2001 (S.O. 2001, c. 25) as amended, provides authority for a municipality to authorize temporary borrowing until the taxes are collected and other revenues are received, of the amount council considers necessary to meet the current expenditures of the municipality for the year;

WHEREAS the total amount which may be borrowed from all sources at any one time to meet the current expenditures of the Corporation, except with the approval of the Municipal Board, is limited by section 407 of the Municipal Act;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

1. The head of council and the treasurer are hereby authorized to borrow from time to time by way of promissory note or banker's acceptance during the year 2021 (hereinafter referred to as the current year) such sums as may be necessary to meet, until the taxes are collected and other revenues received, the current expenditures of the Corporation and the other amounts that are set out in subsection 407 (1) of the Municipal Act.
2. The lender(s) from whom amounts may be borrowed under authority of this by-law shall be Royal Bank of Canada and such other lender(s) as may be determined from time to time by resolution of council.
3. The total amount which may be borrowed at any time under this by-law, together with the total of any similar borrowings that have not been repaid, shall not exceed from January 1st to September 30th of the current year, 50 percent of the total, and from October 1st to December 31st of the current year, 25 percent of the total of the estimated revenues of the Corporation as set forth in the estimates adopted for the current year or \$1,000,000.00, whichever is less.
4. The treasurer shall, at the time when any amount is borrowed under this by-law, ensure that the lender is or has been furnished with a certified copy of this by-law, (a certified copy of the resolution mentioned in section 2 determining the lender,) if applicable, and a statement showing the nature and amount of the estimated revenues for the current year and also showing the total of any other amounts borrowed from any and all sources under authority of section 407 of the municipal Act that have not been repaid.
5. a) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the limitation on total borrowing, as set out in section 3 of this by-law shall be calculated for the time being upon the estimated revenues of the Corporation as set forth in the estimates adopted for the next preceding year.

b) If the estimates for the current year have not been adopted at the time an amount is borrowed under this by-law, the statement furnished under section 4 shall show the nature and amount of the estimated revenues of the Corporation as set forth in the estimates adopted for the current preceding year and the nature and amount of the revenues received for and on account of the current year.

6. All or any sums borrowed under this by-law shall, with interest thereon, be a charge upon the whole of the revenues of the Corporation for the current year and for any preceding years as and when such revenues are received; provided that such charge does not defeat or affect and is subject to any prior charge then subsisting in favour of any other lender.
7. The treasurer is hereby authorized and directed to apply in payment of all or any sums borrowed under this by-law, together with interest thereon, all or any of the monies herein collected or received, either on account of or realized in respect of the taxes levied for the current year and preceding years or from any other source, which may lawfully be applied for such purpose.
8. Promissory Notes or banker's acceptances made under section 1 shall be signed by the treasurer and the head of council or by such other person as is authorized by by-law to sign it.
9. This by-law shall take effect on the day it is passed.

BY-LAW READ, passed, signed and sealed in open Council this 12th day of January, 2021.

Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 21-004

BEING a by-law to provide for an interim tax levy in 2021.

WHEREAS Section 317 (1) of the Municipal Act, 2001 (S.O. 2001, c. 25) provides for the levying of an interim tax levy.

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

1. Before the adoption of the estimates for the year 2021, there shall be levied and collected on each assessment for real property, according to the last revised assessment roll (December, 2020), forty percent (40%) of the applicable taxes for the preceding year for the following property classes:
 - a. Residential
 - b. Pipelines
 - c. Farmland
 - d. Managed Forest
 - e. Commercial
 - f. Industrial
 - g. Multi-Residential
 - h. New Multi-Residential
 - i. Landfill
2. Taxes for the municipality shall be collected in accordance with the statutes and regulations of the Province of Ontario.
3. The taxes levied shall be due and payable on Thursday, February 25, 2021.
4. If this interim tax levy has not been paid on or before the due date, interest and penalty shall be added to the taxes owing on the account in the amount of one and one quarter percent (1.25%) per month, such interest to be added on the first day of each month following the due date until collected.

BY-LAW READ, passed, signed and sealed in open Council this 12th day of January, 2021.

Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 21-005

BEING a by-law to amend By-law No. 01-21 to set salary ranges, benefits and working conditions for all employees.

WHEREAS a change is required to vacation to keep current with the Employment Standards Act, 2000.

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

1. **THAT** Section E of By-law No. 01-21 be amended by adding the following to the bottom:

E. **VACTION WITH PAY**

All unused vacation at year end more than five (5) unused days will be paid out at the current salary rate of the employee.

BY-LAW READ, passed, signed and sealed in open Council this 12th day of January, 2021.

Christa Lowry, Mayor

Cynthia Moyle, Acting Clerk