



**The Municipality of Mississippi Mills  
Committee of the Whole Meeting  
MINUTES**

**August 23, 2022  
Hybrid  
3131 Old Perth Road.**

Committee Present: Mayor Lowry  
Deputy Mayor Minnille  
Councillor Dalgity  
Councillor Maydan  
Councillor Holmes  
Councillor Guerard  
Councillor Ferguson

Staff Present: Ken Kelly, CAO  
Casey Munro, Deputy Clerk  
Jeanne Harfield, Clerk  
Melanie Knight, Senior Planner  
Cory Smith, A/Director of Public Works  
Andrew Hodge, Deputy Treasurer

---

**A. CALL TO ORDER (immediately following Council)**

Councillor Maydan called the meeting to order at 6:44 p.m.

**B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE  
THEREOF**

None were declared.

**C. APPROVAL OF AGENDA**

**Resolution No CW221-22**

**Moved by** Councillor Ferguson

**Seconded by** Deputy Mayor Minnille

**THAT** the agenda be approved as presented.

**CARRIED**

**D. APPROVAL OF MINUTES**

**Resolution No CW222-22**

**Moved by** Councillor Holmes

**Seconded by** Councillor Dalgity

**THAT** the minutes dated August 9, 2022 be approved.

**CARRIED**

**E. CONSENT REPORTS**

**Resolution No CW223-22**

**Moved by** Councillor Holmes

**Seconded by** Councillor Dalgity

**THAT** the following consent reports and committee minutes be received:

E.1 Accessibility Advisory Committee - May 18, 2022

**CARRIED**

**F. STAFF REPORTS**

Roads and Public Works

**F.1 Stop Sign By-Law – Riverfront Estates and Mill Run**

**Resolution No 224-22**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Dalgity

**THAT** Committee of the Whole receive the Installing Stop Signs in Riverfront Estates and Mill Run report, as prepared by the Acting Director of Roads & Public Works, dated August 23, 2022;

**AND THAT** Committee of the Whole recommend Council direct staff to install the stop signs as outlined in the attached bylaws.

**CARRIED**

**F.2 Award of Engineering Services Union St. North**

**Resolution No 225-22**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Holmes

**THAT** Committee of the Whole recommend that Council direct staff to award the contract for the Engineering, Detailed Design and Tender Preparation to Parsons Inc. in the amount of \$194,551.22 plus HST

**CARRIED**

**F.3 Zoning By-law Amendment - Z-08-22 Concession 5, Part Lot 10; Parts 7, 8, 10 and 11 on Plan 27R-5214, Ramsay Ward, Municipality of Mississippi Mills Municipally known as 1267-1281 Rae Road**

**Resolution No 226-22**

**Moved by** Councillor Dalgity

**Seconded by** Councillor Holmes

**THAT** the Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as part of 1267-1281 Rae Road from “Rural” Zone (RU) to “Rural Special Exception 41” Zone (RU-41) in order to implement a 30-metre setback from lands which are being utilized as part of an active agricultural operation as required by the Community Official Plan Rural-Agriculture Overlay policies, as detailed in Attachment A.

**CARRIED**

**F.4 Zoning By-law Amendment - Z-09-22 Concession 4, Part Lot 1 Ramsay Ward, Municipality of Mississippi Mills Municipally known as 125 Montgomery Park Road**

**Resolution No 227-22**

**Moved by** Councillor Holmes

**Seconded by** Councillor Dalgity

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as 125 Montgomery Park Road from “Environmental Hazard, Special Exception ‘a’” Zone (EH-a) to “Environmental Hazard, Special Exception 4” Zone (EH-4) in order to

permit a single-storey addition to an existing dwelling with a reduced front yard setback of 6.9 metres, as detailed in Attachment B.

**CARRIED**

STAFF DIRECTION - staff to bring forward report on the condition of Montgomery Park Road

Cynthia Guerard left the meeting at 7:08 pm

**F.5 Zoning By-law Amendment - Z-10-22 Concession 4, Part Lot 1  
Ramsay Ward, Municipality of Mississippi Mills Municipally known as  
121 Montgomery Park Road**

**Resolution No 228-22**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Ferguson

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as 121 Montgomery Park Road from “Environmental Hazard, Special Exception ‘a’” Zone (EH-a) to “Environmental Hazard, Special Exception 5” Zone (EH-5) in order to permit the removal of the existing dwelling and the rebuilding of a detached dwelling with modifications to the applicable performance standards, as detailed in Attachment B.

**CARRIED**

**F.6 Amendment to Flag Policy**

**Moved by** Councillor Holmes

**Seconded by** Councillor Dalgity

**THAT** Committee of the Whole recommend that Council approve identifying the flagpole in front of the John Levi Community Centre as the Municipality’s Community Flagpole;

**AND THAT** Committee of the Whole recommend that Council adopt the Response Protocol for Death Announcements;

**AND THAT** Committee of the Whole recommend that Council approve the

proposed amendments to the Flag Policy to incorporate a section regarding the Community Flagpole and amendments to be consistent with the Response Protocol for Death Announcements.

**MOTION REFERRED**

**Resolution No 229-22**

**Moved by** Mayor Lowry

**Seconded by** Councillor Holmes

**THAT** the report be referred back to staff.

**CARRIED**

**F.7 Development Charge Interest Policy**

**Resolution No 230-22**

**Moved by** Mayor Lowry

**Seconded by** Deputy Mayor Minnille

**THAT** Committee of the Whole recommend that the report entitled “Development Charge Interest Policy” be received;

**AND THAT** Committee of the Whole recommend that the “Development Charge Interest Policy” be adopted by Council;

**AND THAT** Committee of the Whole recommend that Council authorize staff to do all things necessary to give effect to this resolution.

**CARRIED**

**F.8 Create Director of Public Works Position**

**Resolution No 231-22**

**Moved by** Mayor Lowry

**Seconded by** Councillor Holmes

**Motion #1:**

**THAT** Committee of the Whole recommend to Council that it create the position of Director of Public Works based on the attached job description with funding for the remainder of 2022 from vacant positions across the organization (Option 1 in the report).

**CARRIED**

**Resolution No 232-22**

**Moved by** Mayor Lowry

**Seconded by** Councillor Dalgity

**Motion #2**

**THAT** Committee of the Whole recommend to Council to approve the creation of a third building inspection position to be filled until such time as an internal competition can be completed amongst the building inspectors for the successful candidate to be promoted to the position of Deputy Chief Building Official at which time third building inspector position will be vacated.

**CARRIED**

**G. NOTICE OF MOTION**

**G.1 Councillor Holmes - Speed Limits in Construction Areas**

**Resolution No 233-22**

**Moved by** Councillor Holmes

**Seconded by** Mayor Lowry

**WHEREAS** The municipality has been in receipt of correspondence from residents of White Tail Ridge identifying concerns of speeding traffic on roads affected by construction;

**AND WHEREAS** Subsections (2) and (3) of Section 128 of the Highway Traffic Act permits the Council of a municipality to prescribe the rate of speed for motor vehicles driven on a highway or portion of a highway under its jurisdiction, different from the rate set out in Subsection (1) of Section 128 of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended;

**AND WHEREAS** other areas of Mississippi Mills may also experience speeding concerns on roads affected by construction;

**THEREFORE BE IT RESOLVED THAT** the speed limit on roads in White Tail Ridge be temporarily reduced to 30km/hr;

**AND BE IT FURTHER RESOLVED THAT** the Council of the Municipality of Mississippi Mills amend the Delegation of Authority By-law to delegate authority to the Director of Roads and Public Works to temporarily reduce the speed limit by a maximum of 20k/hr on roads affected by construction;

**AND THAT** staff be directed to notify the public of any temporary reduction in speed limits.

**CARRIED**

**G.2 Mayor Lowry - Affordable Residential Units (ARUs)**

**Resolution No 234-22**

**Moved by** Mayor Lowry

**Seconded by** Councillor Holmes

**WHEREAS** the national housing crisis is having a significant impact in Mississippi Mills;

**AND WHEREAS** diverse housing stock is a key factor in the provision of affordable housing;

**AND WHEREAS** Official Plan Amendment 22 brought 64 hectares of new development lands within the settlement area of the ward of Almonte;

**AND WHEREAS**, given the population projections provided by Lanark County to Mississippi Mills, additional growth is expected through to 2038 and beyond;

**AND WHEREAS** provincial legislation and now our local zoning bylaw allows for Additional Residential Units (ARU);

**AND WHEREAS** building Additional Residential Units can make homeownership more viable while also increasing local attainable rental stock;

**THEREFORE BE IT RESOLVED THAT** Council direct staff to undertake a municipally-initiated Official Plan Amendment to the Community Official Plan to formalize the requirement that a certain percentage of new residential construction includes Additional Residential Units for those lands that were subject to Official Plan Amendment 22;

**AND BE IT FURTHER RESOLVED THAT** staff report back to Council with a project timeline for the Official Plan Amendment at the September 23 Council meeting.

**CARRIED**

### **G.3 Verbal Motion - Councillor Dalgity**

Councillor Dalgity read a verbal motion relating to the zoning by-law relating to section 8.14 Open Storage in Residential Zones and directing staff to conduct a review of the section and bring forward recommendations to Council based on a best practice review. The full motion will be brought forward at the following Committee of the Whole meeting on September 6th.

## **H. INFORMATION ITEMS**

### **H.1 Mayor's Report**

Mayor Lowry provided an update on the AMO conference - highlights include delegations with ministers regarding support for pilot project for affordable rental units in Lanark County, additional support for Lanark County mental health, MTO to upload highway 29 to the province, concerns regarding the lake health of Mississippi Lake. ROMA launched the attainable housing report which was well received, recommendations within the report are practical to help municipalities like Mississippi Mills.

### **H.2 County Councillor's Report**

None

### **H.3 Mississippi Valley Conservation Authority Report**

None

### **H.4 Library Board Report**

None

### **H.5 Information List #14-22**

**Resolution No 235-22**

**Moved by** Councillor Dalgity

**Seconded by** Mayor Lowry

**THAT** the information list #14-22 be received for information.

**AND THAT** item d be pulled for further consideration.

**CARRIED**

### **H.6 Meeting Calendar**



**I. OTHER/NEW BUSINESS**

None

**J. PENDING LIST**

**K. ADJOURNMENT**

**Resolution No 236-22**

**Moved by** Councillor Ferguson

**Seconded by** Deputy Mayor Minnille

**THAT** the meeting be adjourned at 8:18 p.m.

**CARRIED**

---

Jeanne Harfield, Clerk