



Town of Mississippi Mills

COUNCIL AGENDA

Monday, October 6, 2008

7:00 p.m.

Council Chambers, Municipal Office

A. CALL TO ORDER

B. O CANADA

C. ROLL CALL

D. APPROVAL OF AGENDA

E. DISCLOSURE OF PECUNIARY INTEREST

F. APPROVAL OF MINUTES FROM THE PREVIOUS MEETING(S)

Council Minutes dated September 15 and 17, 2008

Page 1/8

G. DELEGATIONS AND PRESENTATIONS

1. Presentation of the Mississippi Mills Flag
2. TYPs Summer 2008 Activities Presentation
(TYPs provides a slide show of its activities in appreciation of the funding it receives from the Town- no representative will be in attendance)

H. COMMITTEE REPORTS & CONSENT AGENDA

(consent agenda is under separate cover)

- | | | |
|----|--|-------------|
| 1) | Finance, Administration & Policy – Councillor Dalgity | Page 11-22 |
| 2) | Planning & Economic Development – Councillor Torrance | Page 23-34 |
| 3) | Recreation & Culture – Councillor Wilkinson | No Report |
| 4) | Roads & Public Works – Councillor Ferguson | CoW Motions |
| 5) | Fire Committee - Councillor Minnille | No Report |
| 6) | County Councillors' Report – Councillor Hurrle & Mayor AL Lunney | |

I. BY-LAWS

By-law 08-75 Sale of Business Park lands to Neilcorp

Page 35

By-law 08-76 Zoning Amendment Part Lots 3 and 4, Concession 9,
Malcolm Street, Almonte Ward (Smith)

Page 36-37

J. OTHER/NEW BUSINESSK. NOTICE OF MOTION

None

L. ORDERS OF THE DAYM. MAYOR'S ANNOUNCEMENTS AND INVITATIONSN. CONFIRMATORY BY-LAW

By-law 08-77

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O. ADJOURNMENT

The Corporation of the Town of Mississippi Mills

Council Meeting #20-08

MINUTES

A regular meeting of Council was held on **Monday, September 15, 2008** at 7:00 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor Lunney called the meeting to order at 7:16 p.m.

B. O CANADA

The council meeting was opened with the singing of O Canada.

C. ROLL CALL

PRESENT:

ABSENT:

COUNCIL:

Mayor Al Lunney
Councillor Marilyn Anderson
Councillor Garry Dalgity
Councillor John Edwards
Councillor Denzil Ferguson
Councillor Alex Gillis
Councillor Brenda Hurrle
Councillor James Lowry
Councillor Rick Minnille
Councillor Jane Torrance
Councillor Val Wilkinson

STAFF:

Cindy Halcrow, Town Clerk
Diane Smithson, CAO

OTHERS:

Laurie McCabe, ADHS Vice Principal
Danielle Schewfelt, Health Unit

D. APPROVAL OF AGENDA

**Resolution No. 407
Moved by Councillor Dalgity
Seconded by Councillor Hurrle**

BE IT RESOLVED THAT the agenda be accepted as presented.

CARRIED

E. DISCLOSURE OF PECUNIARY INTEREST

The Mayor requested that any member having a pecuniary interest to declare it now or at the time of discussion. No member of Council disclosed a pecuniary interest at this time.

F. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Resolution No. 408

Moved by Councillor Dalgity

Seconded by Councillor Hurre

BE IT RESOLVED THAT the Council Minutes dated September 2, 2008 be approved as presented.

CARRIED

G. DELEGATIONS AND PRESENTATIONS

1. Get WITH It – Walking In The Halls

Daneille Shewfelt and Laurie McCabe explained the walking in the halls program. The program is modeled after a similar and very successful program offered in Deep River. The goal of the program is to increase activity among people of all ages.

The walking program will be offered Tuesdays and Thursdays at the Almonte District High School and Mondays and Wednesdays at the Carleton Place High School.

After their presentation, the Mayor afforded an opportunity for members of Council to ask questions. After all the questions were answered, the Mayor thanked them for coming.

Council recessed at 7:34 p.m. in order to finish the Committee of the Whole agenda and reconvened at 7:43 p.m.

H. COMMITTEE REPORTS WITH CONSENT AGENDAS

Councillor Dalgity reported for the Finance, Administration & Policy Committee.

Resolution No. 409

Moved by Councillor Dalgity

Seconded by Councillor Hurre

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills accepts the Finance, Administration & Policy Committee Chairperson's report.

AND FURTHERMORE THAT Motions #1 on the Consent Agenda be approved.

CARRIED

Resolution No. 410**Moved by Councillor Dalgity****Seconded by Councillor Hurrle**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills approves that Mississippi Mills Chamber of Commerce have continued access to space at Almonte Old Town Hall for operation of chamber business and initiatives mutually agreed upon until December 31, 2008.

CARRIED

Councillor Torrance reported for the Planning & Economic Development Committee.

Resolution No. 411**Moved by Councillor Torrance****Seconded by Councillor Hurrle**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills accepts the Planning & Economic Development Committee Chairperson's report.

AND FURTHERMORE THAT Motions #2-3 on the Consent Agenda be approved.

CARRIED**Resolution No. 412****Moved by Councillor Torrance****Seconded by Councillor Hurrle**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills endorses the three year extension of the draft plan approval for Draft Plan Subdivision 09T-04002 (Nimer Subdivision), to the County of Lanark for its consideration.

CARRIED**Resolution No. 413****Moved by Councillor Torrance****Seconded by Councillor Hurrle**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills authorizes the Mayor and Clerk to enter into a site plan agreement with SAJE Salon and Spa (Dan Dion & Louise Beaulieu) regarding the change of use from a residential dwelling to the SAJE Salon and Spa.

CARRIED

Councillor Ferguson reported for the Roads & Public Works Committee.

Resolution No. 414**Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills accepts the Roads & Public Works Committee Chairperson's report.

AND FURTHERMORE THAT Motions #4 on the Consent Agenda be approved.

Councillor Edwards requested to pull Motion #5 from the consent agenda.

CARRIED

Resolution No. 415**Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills authorizes the Mayor and Clerk to renew the agreement with Storm Internet Services Inc. for the lease of space at the Almonte Ward water tower for a one (1) year term effective August 1, 2008;

AND FURTHERMORE THAT a rental rate of \$2,844.94 be charged and \$154.65 for power consumed by their equipment during the year, being a 3.1% increase from the 2007 lease.

CARRIED**Resolution No. 416****Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills supports a reduction in speed on County Road 49 (March Road), to 70 kph from Greystone Drive to a point 300 meters easterly of its intersection with County Road 17 (Appleton Side Road);

AND FURTHERMORE THAT Council supports a reduction in speed on County Road 49 to 50 kph from its intersection with County Road 17 to a point of 300 meters easterly;

AND FURTHERMORE THAT a copy of this resolution be forwarded to the County of Lanark Public Works Committee.

CARRIED**COUNTY COUNCILLORS' REPORTS****Councillor Hurrle**

The following documents are filed with the Clerk

- Municipal Trail Corporation Year End Report
- Municipal Trail Corporation By-law for Conduct of Affairs
- Public Work Contracts Status Report #8

I. BY-LAWS**Resolution No. 417****Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

BE IT RESOLVED THAT a by-law to amend Traffic & Parking By-law 02-27 with respect to no parking on Gore Street from Gomme Street east to the cul-de-sac on Gore Street, be read a first and second time this 15th day of September, 2008.

CARRIED**Resolution No. 418**

**Moved by Councillor Ferguson
Seconded by Councillor Dalgity**

BE IT RESOLVED THAT a by-law to amend Traffic & Parking By-law 02-27 with respect to no parking on Gore Street from Gomme Street east to the cul-de-sac on Gore Street, be read a third time, passed, signed and sealed in Open Council this 15th day of September, 2008.

CARRIED

Resolution No. 419

**Moved by Councillor Ferguson
Seconded by Councillor Dalgity**

BE IT RESOLVED THAT a by-law to assume a portion of Ramsay Concession 3A into the municipal road system, be read a first and second time this 15th day of September, 2008.

CARRIED

Resolution No. 420

**Moved by Councillor Ferguson
Seconded by Councillor Dalgity**

BE IT RESOLVED THAT a by-law to assume a portion of Ramsay Concession 3A into the municipal road system, be read a third time, passed, signed and sealed in Open Council this 15th day of September, 2008.

CARRIED

J. OTHER/NEW BUSINESS

1. Volunteer Appreciation

Resolution No. 421

**Moved by Councillor Dalgity
Seconded by Councillor Ferguson**

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills recognizes the services and supports of the many volunteers that helped make the 2008 festival season a huge success;

AND FURTHERMORE THAT Council acknowledges the tremendous benefit the vast array of festivals and events bring to our community.

CARRIED

2. Long Standing Service Award

Mayor Lunney noted that Councillor Lowry received a provincial long standing service award at the OEMC Conference on Friday, September 12, 2008 from Minister Gerretsen and congratulated him for 25 years of political service.

Resolution No. 422

**Moved by Mayor Lunney
Seconded by Councillor Torrance**

WHEREAS Councillor Jim Lowry was presented with a long standing service award from the Province of Ontario on September 18, 2008 from Minister Jim Gerretsen;

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills acknowledges and congratulates Councillor Lowry on achieving 25 years of as a municipal politician.

CARRIED

Staff was directed to include this in the newspaper.

K. NOTICE OF MOTION

Councillor Minnille

Would like to discuss reduction in the size of council and dissolving the ward system.

Councillor Torrance gave notice of the following motion for the next Roads & Public Works Meeting:

WHEREAS the unopened road allowance of Wellington Street south of Mary Street has historically been used as a recreational property and as such has been formally named Flora Sadler Hill by the Town of Mississippi Mills

THEREFORE BE IT RESOLVED THAT the designation of this property be changed from road allowance to recreation zone from Mary Street to the Mississippi River.

L. ORDERS OF THE DAY

Councillor Lowry

- Mac and Barb Dowdall had a barn fire last week.

Councillor Minnille

- Voiced his opinion that Council acted too hastily and without the proper information when it decided not to give the Chamber any further funding.

Councillor Wilkinson

- The Town received \$50,000 grant towards the Almonte elevator renovation.

M. MAYOR'S ANNOUNCEMENTS AND INVITATIONS

- Chamber Mixer is on Wednesday, September 24, 2008

N. CONFIRMATORY BY-LAW

Resolution No. 423

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

BE IT RESOLVED THAT a by-law to confirm the proceedings of the Council of the Corporation of the Town of Mississippi Mills at its regular meeting held on the 15th day of September, 2008 be read a first and second time this 15th day of September, 2008.

CARRIED

Resolution No. 424

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

BE IT RESOLVED THAT a by-law to confirm the proceedings of the Council of the Corporation of the Town of Mississippi Mills at its regular meeting held on the 15th day of September, 2008 be read a third time, passed, signed and sealed in Open Council this 15th day of September, 2008.

CARRIED

O. ADJOURNMENT

Resolution No. 425

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

BE IT RESOLVED THAT the meeting be adjourned.

CARRIED

Council adjourned at 8:17 p.m.

J.A. (Al) Lunney
MAYOR

Cynthia Halcrow
TOWN CLERK

The Corporation of the Town of Mississippi Mills

Council Meeting #21-08

MINUTES

A special meeting of Council was held on Wednesday, September 17, 2008 at 6:00 p.m.

A. CALL TO ORDER

Acting Mayor Garry Dalgity called the meeting to order at 6:03 p.m.

B. O CANADA

Council dispensed with the singing of O Canada.

C. ROLL CALL

PRESENT:

COUNCIL:

Councillor Marilyn Anderson
Councillor Edwards
Councillor Denzil Ferguson
Councillor Alex Gillis
Councillor James Lowry
Councillor Rick Minnille
Councillor Jane Torrance

ABSENT:

Mayor Al Lunney (with regrets)
Councillor Brenda Hurrele (with regrets)
Councillor Val Wilkinson (with regrets)

STAFF:

Diane Smithson, CAO

OTHERS:

Keith Blades, Consultant in the Conservation of Historic Buildings Incorporated

D. APPROVAL OF AGENDA

Resolution No. 426

Moved by Councillor Lowry

Seconded by Councillor Gillis

BE IT RESOLVED THAT the agenda be accepted as presented.

CARRIED

E. DISCLOSURE OF PECUNIARY INTEREST

No member of Council disclosed a pecuniary interest at this time.

F. DELEGATIONS

None

G. OTHER/NEW BUSINESS

1. Award Tender No. 08-10 Front Elevation Masonry Restoration at the Almonte Old Town Hall

A report from John Cooke of John G. Cooke & Associates Ltd. was distributed to the members on the results of the tender opening and his recommendation of an award for the tender.

Keith Blades was in attendance and provided a description of the works and the reasoning for the increased cost of the project over the estimate for the project provided previously by John Cooke (\$214,000). After all questions of Council had been addressed, the following resolution was presented:

Resolution No. 427

Moved by Councillor Gillis

Seconded by Councillor Lowry

BE IT RESOLVED THAT the Council of the Corporation of the Town of Mississippi Mills awards Tender No. 08-10, front elevation masonry restoration at the Almonte Old Town Hall to De Marinis (DMA) Incorporated in the amount \$312,000 plus GST.

CARRIED

H. CONFIRMATORY BY-LAW

Resolution No. 428

Moved by Councillor Edwards

Seconded by Councillor Minnille

BE IT RESOLVED THAT a by-law to confirm the proceedings of the Council of the Town of Mississippi Mills at its special meeting held on September 17, 2008, be read a first and second time this 17th day of September, 2008.

CARRIED

Resolution No. 429

Moved by Councillor Edwards

Seconded by Councillor Ferguson

BE IT RESOLVED THAT a by-law to confirm the proceedings of the Council of the Town of Mississippi Mills at its special meeting held on September 17, 2008, be read a third time, passed, signed and sealed in Open Council this 17th day of September, 2008.

CARRIED

I. ADJOURNMENT

Resolution No. 430

Moved by Councillor Torrance

Seconded by Councillor Anderson

BE IT RESOLVED THAT the meeting be adjourned.

CARRIED

There being no further business, the meeting adjourned at 6:21 p.m.

Garry Dalgity
ACTING MAYOR

Diane Smithson
DEPUTY CLERK

A meeting of the **FINANCE, ADMINISTRATION AND POLICY COMMITTEE** was held on **Thursday, September 25, 2008 at 6:00 p.m.** in the Council Chambers, Town Municipal Centre

PRESENT

Committee: Councillor Garry Dalgity, Chairperson
Councillor James Lowry
Councillor Marilyn Anderson
Councillor Brenda Hurre
Councillor Denzil Ferguson
Councillor Jane Torrance
Councillor Val Wilkinson
Councillor Rick Minnille
Councillor Alex Gillis
Mayor Al Lunney

Staff: Diane Smithson, CAO
Rhonda Whitmarsh, Treasurer
Joanne Silieff, Recording Secretary

Others: Bev Disney, Municipal Property Assessment Corporation (MPAC)

ABSENT (with regrets)

Committee: Councillor John Edwards

Staff: None

Chairperson Dalgity called the meeting to order at 6:01p.m.

A. **APPROVAL OF AGENDA**

Moved by Councillor Anderson

Seconded by Councillor Ferguson

THAT the agenda be accepted with the following additions

- **Performance bond for work at Almonte Old Town Hall (AOTH)**
- **Program Review meeting date to be set**
- **Notification of Chamber of Commerce event on October 15, 2008**

CARRIED

B. **DISCLOSURE OF PECUNIARY INTEREST**

The Chairperson requested that any member having a pecuniary interest declare it now or at the time of discussion. There were no disclosures by Committee members at this time.

C. **CONSENT AGENDA:**

Councillor Gillis requested that Item, 5. Police Services Board Minutes be pulled from the consent agenda for discussion.

Moved by Councillor Ferguson

Seconded by Councillor Hurre

THAT the Finance, Administration and Policy Committee approves the following items under the consent agenda:

1. Finance, Administration & Policy Committee
 - **Committee** motion to approve minutes from meeting held on August 21, 2008
2. Community and Economic Development Committee
 - **Committee** motion to accept minutes from meeting held on August 19, 2008 as information
3. Almonte Daycare Advisory Committee
 - **Committee** motion to accept minutes from meeting held on September 23, 2008 as information
 - **Council** motion to approve entering into an agreement with the Catholic District School Board of Eastern Ontario for use of space at Holy Name of Mary School for Before and After School Programs
 - **Council** motion to accept resignation of Julie Patterson, ECE Teacher, with regrets
 - **Council** motion to hire
 - Jessica Jones at step 1 of the Supply ECE Teacher pay scale, effective August, 2008
 - Laura Sheenan at step 1 of the P/T ECE Teacher pay scale, effective September 2, 2008
 - Erin McShane at step 1 of the Supply ECE Teacher pay scale, effective September 5, 2008
 - Sarah Fourney at step 1 of the Unskilled Teacher Assestant pay scale, effective September 2, 2008
 - **Council** motion to grant Employee #0138 a one year leave of absence, effective August 28, 2008
4. Mississippi Mills Accessibility Advisory Committee
 - **Committee** motion to accept minutes of meeting held on September 9, 2008 with amendment to Page 13 – date for Open house for Almonte Arena Concept Drawings should read **Tuesday**, September 23, 2008.

MOTION CARRIED AND MOTIONS PREPARED

5. Mississippi Mills Police Services Board
 - **Committee** motion to accept minutes of meeting held on September 9, 2008

Several questions regarding the OPP contract were asked and answered by Mayor Lunney, Councillor Ferguson and Diane Smithson who sit on the Police Services Board. Further information on the slow response time by the OPP to an incident at the Almonte Fair was also provided. The committee was invited to attend the next PSB meeting scheduled for October 7th, 2008 at 9:00 a.m. where a representative of OPP Contract Policing will be in attendance to provide information on the OPP contract renewal proposal.

**Moved by Councillor Wilkinson
Seconded by Councillor Gillis
THAT the Mississippi Mills Police Services Board Meeting minutes of
September 9, 2008 be accepted.**

CARRIED

D. DELEGATIONS

1. Bev Disney, Municipal Property Assessment Corporation (MPAC)
Re: Assessment update information session

Chairperson Dalgity welcomed Ms. Disney who began her presentation by explaining the roles, responsibilities and relationships of MPAC.

All homeowners in Ontario were recently mailed a new Property Assessment Notice, the first to cover a four year assessment cycle 2009 – 2012 and is based on January 2008 property valuations. The last assessment notices were received in 2005 and assessments have been frozen since that time while an Ontario Ombudsman's Review of the assessment process took place. The new current value assessment will be phased in over the four year period and the annual increases are noted on the property assessment notice. Ms. Disney reviewed the major changes that have occurred as a result of the 22 recommendations made in the Ombudsman's Report and as directed by Ontario Bill 187.

The new business education tax rate reduction which affects buildings constructed after March 22, 2007, is set to be implemented as soon as the necessary regulations are passed by the Ontario government next week. There will be two supplementary tax billings this year, in October and November, to allow municipalities to catch up as a result of this delay. An important change is to the deadline for Request for Reconsiderations which has been moved to March 31st of any given year, rather than December 31st.

Information on a new seniors tax grant for low to mid income seniors is included as an insert with the assessment notices. The grant will be administered by the Province and applied for on individual income tax returns. No further information on this program was available.

A Mississippi Mills 2008 Assessment Summary (not final figures) was provided as follows:

MM increase	Eastern Ontario Average increase
Commercial – 20.46% increase	20.47%
Farm – 13.44 % increase	20.07%
Industrial – 14.10% increase	
Managed Forest – not year known	
Multi-residential – 20.65% increase	13.31%
Residential – 26.93% average increase (including waterfront properties)	18.99%
Residential Condo – 17.20% increase	

Public sessions on the new assessment notices are available (with optional one on one sessions) if Council wishes to schedule one. When all questions were addressed, Ms. Disney was thanked for the informative presentation and she left the meeting.

A short recess was called at 7:23 p.m. and the meeting reconvened at 7:28 p.m.

E. BUSINESS ARISING OUT OF MINUTES

1. CAO's Report on Naismith sculpture purchase negotiations

Council has been presented with an offer to purchase a Naismith sculpture that has been in the works for a number of years. After discussing the project with two local artists, the CAO has recommended that Council should make an offer of \$28,500 for the sculpture with delivery included. After receiving further information from Merlyn, the recommended offer was adjusted to \$21,000.

The full cost of this project to the Town cannot be determined until a location is chosen and installation costs can be calculated.

Moved by Councillor Wilkinson

Seconded by Councillor Gillis

THAT the Finance, Administration and Policy Committee recommends that Council proceed with the proposal to purchase a Naismith sculpture through Merlyn Entertainment Professional Group at an upset cost of \$21,000 (price included shipping) with payments to be make as follows commencing in 2009: 1/3 at time of signing contract, 1/3 on casting in bronze and 1/3 on delivery;

AND FURTHERMORE THAT funds be raised through a combination of a Town contribution to a maximum amount of \$5,000, a grant through Valley Heartland Community Futures Development Corporation's Community Capacity Program and donations from both the Naismith Foundation and Ontario Basketball to offset the cost of this project.

MOTION PREPARED

F. **ACTION CORRESPONDENCE**

FA01-09-08A Cathie Richie, Clerk, Lanark County
Re: Request for support of Resolution - Port of Prescott – Capital Needs Program – dated August 26, 2008

Moved by Mayor Lunney

Seconded by Councillor Lowry

THAT the Finance, Administration and Policy Committee recommends that Council support the identified Capital Needs Program for the Port of Prescott and urges the Federal and Provincial Governments to join with the Township of Edwardsburg/Cardinal in financing the necessary Capital Infrastructure Improvements.

MOTION PREPARED

FA02-09-08A Letter of resignation from Accessibility Advisory Committee and Beautification Committee from Janet Rintoul – dated September 9, 2008

Moved by Councillor Minnille

Seconded by Councillor Ferguson

THAT the Finance, Administration and Policy Committee recommends that Council accept the resignation of Janet Rintoul from the Accessibility Advisory Committee and the Beautification Committee, with regrets.

MOTION PREPARED

FA03-09-08A Letter of resignation from Library Board from Roseanna Hicks – dated September 12, 2008

Moved by Councillor Wilkinson

Seconded by Mayor Lunney

THAT the Finance, Administration and Policy Committee recommends that Council accept the resignation of Roseanna Hicks from the Mississippi Mills Library Board, with regrets.

MOTION PREPARED

FA04-09-08A Notification by Peter Nelson, Chief Librarian, of resignation of Doris Rankin from Library Board – dated June 19, 2008

Moved by Councillor Anderson

Seconded by Councillor Ferguson

THAT the Finance, Administration and Policy Committee recommends that Council accept the resignation of Doris Rankin from the Mississippi Mills Library Board, with regrets.

MOTION PREPARED

**Moved by Councillor Anderson
Seconded by Councillor Ferguson
THAT the Finance, Administration and Policy Committee
recommends that Council approve extending the effective end date
for all committee appointments for the first half of the Council term
to January 1, 2009.**

MOTION PREPARED

**Moved by Councillor Anderson
Seconded by Councillor Ferguson
THAT the Finance, Administration and Policy Committee
recommends that Council approve amending Council Resolution
#381 passed on September 2, 2008 accepting the resignation of
Wayne Guthrie from the Mississippi Mills Police Services Board
effective November 30, 2008 to be effective December 31, 2008.**

MOTION PREPARED

FA05-09-08A Email from Ray Timmons, Almonte General Hospital – dated September 11, 2008
Re: Application to fill vacancy on Almonte General Hospital Board of Directors representing Pakenham Ward

**Moved by Councillor Lowry
Seconded by Councillor Ferguson
THAT the Finance, Administration and Policy Committee
recommends that Council approve the appointment of Rhonda
Tees to the Almonte General Hospital Board of Directors.**

MOTION WITHDRAWN

In keeping with current Mississippi Mills policy, all committee and Board positions are to be advertised to the public through the usual methods.

STAFF DIRECTION: Proceed with advertising for the position on the Almonte General Hospital Board of Directors vacated by Ms. Carol Bean, Pakenham Ward Representative and inform Mr. Timmons of Town policy.

G. OTHER BUSINESS

1. Report from CAO on Information Centre Options

As the Chamber of Commerce no longer has an agreement with the Town to operate a tourism / information centre on behalf of its membership and the Town, the Town must consider its options with respect to future operation of the centre which include:

- Putting out an RFP for operation of the Information Centre

- Operation by Town Staff
- Summer Students
- Volunteers
- Combination of Options

To keep the Centre open during upcoming events in the community for the fall / winter will cost approximately \$125 per day. Financial implications for the other options will depend on which option is chosen and factors such as whether the AOTH is provided free of charge, whether grants can be obtained, etc.

The CAO informed the committee that she had received a letter from Ms. Julie Argue advising that she will be submitting an unsolicited proposal in the near future to operate the centre on an interim basis until a long term strategy is decided by Council.

Moved by Councillor Wilkinson

Seconded by Councillor Ferguson

THAT the Finance, Administration and Policy Committee recommends to Council that the Information Centre in the Almonte Old Town Hall be opened by staff during events ongoing in the community for the balance of 2008 and the winter of 2009;

AND FURTHERMORE THAT further consideration to the options presented for operation of the Information Centre during the main tourism season in 2009 be given.

MOTION PREPARED

The committee agreed that this item will be referred to the Accommodations Committee and will be included in the Program Review Process for future planning purposes.

2. Notes from meeting on Commuter Transit held August 12, 2008 in Carleton Place

The Thom proposal was submitted in response to the Lanark Transit proposal and outlines various options for continuing with currently provided commuter bus services or improving upon these services and the respective costs to the municipality.

The committee was not in agreement on the fundamental issue of whether or not the Town should be in the business of subsidizing public transportation. Some members noted that historically this has been a money losing program for other municipalities, while others felt that providing public transportation is necessary both for community growth and to address pressing environmental issues.

Moved by Councillor Minnille

Seconded by Councillor Ferguson

THAT the Finance, Administration and Policy Committee recommends that Council reject the Thom proposal for Municipal Commuter Transit Services.

MOTION PREPARED

3. Updated Parking Ticket Tracking Record

This item was received as information.

4. Motion to approve Application for Adjustment to Taxes Under Section 357 of the Municipal Act, 2001, c. 25 for the year 2008 for Roll no. 0931 929 015 24900 0000

Moved by Councillor Hurrle

Seconded by Councillor Minnille

THAT the Finance, Administration and Policy Committee recommends that Council approve the Application for Adjustment to Taxes Under Section 357 of the Municipal Act, 2001, c. 25 for the year 2008 for Roll no. 0931 929 015 24900 0000.

MOTION PREPARED

5. Statement of Operations to August 31, 2008

The Treasurer reported that there were no major issues at this time, with the exception of the vehicle maintenance and gravel resurfacing which are approaching budget maximums. The Treasurer will double check all recent account allocations for gravel resurfacing to ensure that a recording error has not occurred.

A discussion on reasons for frequent overages in the public works budget took place and it was noted that there are many variables to take into consideration, i.e. weather.

It was recommended that anyone having questions about Public Works issues should contact Tim or Rod in advance of the next Public Works meeting to allow them adequate time to conduct research and prepare answers.

Moved by Councillor Hurrle

Seconded by Councillor Gillis

THAT the Statement of Operations to August 31, 2008 be accepted.

CARRIED

6. Finance, Administration and Policy Committee task list, updated to Sept 22/08

The task list was reviewed and the following additional information was provided.

Item #2 (Discuss a plan to provide information on what duties staff are performing)
– Follow up work still to be conducted

Item #6 (Obtaining quotes on completing Phase I environmental assessment on a property) – Phase I quote will be circulated tomorrow

7. Discussion on mileage rates – Recirculation of report from Treasurer dated January 15, 2008

The Treasurer re-circulated this information in response to several inquiries she had received about the mileage rates. This will be discussed further during the budget process.

8. Consider waiving Building Permit Fees for buildings razed by fire on a case by case basis

With changes imposed by Bill 124, building permit fees waived must show as an expenditure through one of the Town's departments. If Council decides to waive building permit fees, it needs to do so on an individual basis, giving great consideration to the impact of the decision on any particular departmental budget.

Moved by Councillor Minnille

Seconded by Councillor Gillis

THAT the Finance, Administration and Policy Committee recommends that Council consider waiving building permit fees for buildings razed by fire on a case by case basis.

MOTION PREPARED

STAFF DIRECTION: Determine an amount to be included in the 2009 budget deliberations to offset amounts that may be waived throughout the year based on averages from previous years.

9. Consider application of 2008 provincial funding received through the Investing in Ontario Act to reduce long term financing required for Ottawa Street Construction Project

These funds are to be used for capital purposes with each municipality being given the flexibility and discretion to spend its allocation on its own capital priorities. After consultation with the CAO and the Director of Roads and Public Works, the Treasurer has recommended using the funds to reduce the debt on the reconstruction of Ottawa Street as the most cost effective application of the funds. This would result in savings to the Town of \$1,360,000 in principal and interest repayments over 20 years and would also free up the Town's borrowing capacity over the next 20 years in accordance with the Town's debt policy.

The Treasurer is waiting for a response from the Province on whether or not these funds are to be used for new projects only and since the Town has not yet received the funds, the committee agreed that deferring this decision until the next regular meeting or until the information has been received is the logical course of action.

Moved by Councillor Ferguson

Seconded by Councillor Hurrell

THAT the decision on the application of 2008 provincial funding to be provided through the Investing in Ontario Act be deferred until the next

meeting of this committee or when further information requested from the Province is received.

CARRIED

10. Discuss establishing a hiring committee for the Chief Building Official position

Moved by Councillor Hurtle

Seconded by Councillor Anderson

THAT the Finance, Administration and Policy Committee recommends that Council approve the establishment of a hiring committee for the Chief Building Official position consisting of the following: the Mayor, the Chair of Planning, the CAO and the Planner.

CARRIED

11. Performance bond for work at the AOTH

The tender for the AOTH Exterior Works Front Façade included a provision for a performance bond. The successful contractor has inquired whether the Town would like to waive this provision which would result in a cost savings of approximately \$2,000. As the timeframe for this tender to be completed is short, the Town previously waived this provision in other repointing contracts on the AOTH, the contractor has completed previous works on the building to the Town's satisfaction and liability and other insurance coverages are not affected, the CAO recommended waiving the requirement for a performance bond.

Moved by Councillor Torrance

Seconded by Councillor Ferguson

THAT the Finance, Administration and Policy Committee approves waiving the performance bond requirement on the AOTH Exterior Works Front Façade restoration project.

CARRIED

H. **MOTIONS/BUSINESS FROM OTHER COMMITTEES**

None.

I. **NEW BUSINESS**

1. Program Review meeting date

Thursday, October 16, 2008 was the date chosen for the next Program Review meeting. Appointments times with the Chair and the Department Head of the appropriate departments to address the items on the list that has been compiled will be scheduled by the CAO.

Moved by Councillor Wilkinson

Seconded by Councillor Anderson

THAT the meeting be allowed to continue beyond the 3-hour limit.

CARRIED

2. Chamber of Commerce Event

A gala dinner is planned for **Wednesday, October 15, 2008** and anyone wishing to attend was asked to let Mayor Lunney know by next Monday, September 29, 2008. The cost is \$45 per person.

J. **“IN CAMERA” ITEMS**

**Moved by Councillor Minnille
Seconded by Councillor Hurrle**

THAT the Finance, Administration and Policy Committee moves in camera at 9:07 p.m. to approve in camera minutes from meetings held on August 21, 2008.

CARRIED

**Moved by Councillor Lowry
Seconded by Mayor Lunney**

THAT the Finance, Administration & Policy Committee returns to regular session at 9:08 p.m.

CARRIED

**Moved by Councillor Wilkinson
Seconded by Councillor Hurrle**

THAT the Finance, Administration & Policy Committee moves in camera at 9:08 p.m. to address matters pertaining to a proposed or pending acquisition or disposition of land for municipal or local board purposes.

CARRIED

**Moved by Councillor Ferguson
Seconded by Councillor Hurrle**

THAT the Finance, Administration & Policy Committee returns to regular session at 9:10 p.m.

CARRIED

K. **NOTICE OF MOTION**

None.

L. **ORDERS OF THE DAY**

Councillor Torrance – An all candidates meeting at the AOTH will take place on **Wednesday, October 1, 2008 at 7:30** – sponsored by The Hub

Councillor Hurrle – will be away on holidays next week

Councillor Lowry – will be away from Oct 4-8 and from Oct 15 – 17, 2008

M. **MEETING ANNOUNCEMENTS**

- Accommodations Committee Meeting – **Monday, October 6, 2008 at 4:00 p.m.** prior to the Council meeting – food will be provided.
- Program Review meeting – **Thursday, October 16, 2008** – CAO to schedule accordingly throughout the day – Members of Council are welcome to attend
- Next regularly scheduled meeting of the Finance, Administration and Policy Committee – **Thursday, October 23rd, 2008 at 6:00 p.m.**

N. **ADJOURNMENT**

**Moved by Councillor Anderson
Seconded by Councillor Hurre
THAT the meeting be adjourned.**

CARRIED

The meeting adjourned at 9:12 p.m.

Joanne Silieff, Recording Secretary

The Corporation of the Town of Mississippi Mills

**PLANNING AND ECONOMIC DEVELOPMENT COMMITTEE
REGULAR MEETING #9-2008
MINUTES**

A regular meeting of the Planning and Economic Development Committee for the Corporation of the Town of Mississippi Mills was held on September 16, 2008 at 6:00 p.m. in the Council Chambers, Municipal Administrative Office.

PRESENT:

ABSENT:

Committee:

Councillor Jane Torrance (Chair)
Councillor Val Wilkinson
Councillor Jim Lowry
Councillor Marilyn Anderson
Councillor Denzil Ferguson
Councillor Garry Dalgity
Councillor Alex Gillis
Mayor Al Lunney; left: 7:00 pm, returned:7:15 pm
Councillor Brenda Hurrle

Councillor Rick Minnille, with regrets
Councillor John Edwards, with regrets

Staff:

Stephen Stirling, Planner
Barb Lebeuf, Recording Secretary

Others:

Diane Smithson, CAO
Peter Mansfield
Tom Bonhomme
Craig Paul
Robert Dyck
Des Houston
John Levi
Heather Smith
Gary Pollock

Chairperson Torrance called the meeting to order at 6:00 p.m.

A. APPROVAL OF AGENDA

Moved by Councillor Ferguson

Seconded by Councillor Hurre

THAT the agenda be accepted with the following amendments:

- **Addition – DELEGATION
Mississippi River Power Corporation
Financing request of \$1.1 million**
- **Deletion – BUSINESS ARISING
Mississippi Mills Building Permits**

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

The Chairperson requested that any member having a pecuniary interest to declare it now or at the time of discussion. No member of the Committee disclosed a pecuniary interest at this time.

C. DELEGATIONS

1. **Mississippi River Power Corporation
Almonte Ward, Town of Mississippi Mills
Financing request of \$1.1 million,
Des Houston, present**

This item, though not a Planning issue, was brought before Council at the request of Diane Smithson, CAO. Mr. Des Houston was present to speak on behalf of the Mississippi River Power Corporation (MRPC). He explained that due to a delay in the receipt of funding from Infrastructure Ontario he was requesting that the Town of Mississippi Mills provide interim financing of \$1.1 million to the MRPC to facilitate payment to the contractor for work completed on the generating station. He explained that the MRPC expected financing from Infrastructure Ontario within 30 to 60 days.

Diane Smithson advised Council that the Town of Mississippi Mills had the money and would be willing to provide the loan at an interest rate of 4%. She referred to a letter received from Infrastructure Ontario confirming its loan to the MRPC. Councillor Dalgity read this letter to Council.

Councillor Gillis questioned the surety of the loan from Infrastructure Ontario to the MRPC. Mr. Houston and Diane Smithson referred to the letter read by Councillor Dalgity that confirmed funding from Infrastructure Ontario.

**Moved by Councillor Dalgity
Seconded by Councillor Ferguson**

That the Planning and Economic Development Committee recommends that Council approve a loan of \$1.1 million to the Mississippi River Power Corporation for the term of up to sixty (60) days at the interest rate of four percent (4%).

MOTION PREPARED

**2. Equator Coffee – Site Plan Control Application
Part Lot 10, Conc. 15, Being Part 10 on Plan 27R-8211,
Almonte Ward, Town of Mississippi Mills
Craig Hill, owner, Peter Mansfield, Architect, Tom Bonhomme and Robert Dyck
present**

Chairperson Torrance noted that Planner Stirling had prepared a report for the Committee providing background on the proposal. She then invited Mr. Peter Mansfield, architect, to begin his presentation.

Mr. Mansfield stated he was before the Committee to discuss and receive feedback for a proposed 5000ft² commercial building which would include a coffee shop/roaster, warehouse and a bakery. The building would also have a mezzanine, provide space for rent to community groups and have an outdoor patio designed for performances. Mr. Mansfield stated the proposal conformed to all zoning requirements with the exception of the interior side-yard setback. He stated by reducing the setback it would be possible to create a boulevard between this building and future development if the neighbour (Appleton Side Rd.) took the same approach. This would allow for access to development at the rear of the property. He stated that the overall intent of the design was to create an urban streetscape giving Ottawa St. more of a “main street” feel. He stated access to the commercial business would be from two ingress/egress points of entrance from Ottawa St. through right of way easement over other commercial properties.

Chairperson Torrance invited questions from the Committee. Councillors Lowry and Wilkinson questioned the location and number of parking spaces and whether there would be sufficient event parking. Mr. Mansfield stated there were 22 parking spaces with parking capability in the rear of the building for a total capacity of 50 to 60 people. Councillor Wilkinson asked if there would be a drive-thru window at the coffee shop. Mr. Mansfield replied, “No.”

Chairperson Torrance stated the property was very long and asked if it would be possible to subdivide the property and develop rear access. Planner Stirling stated that the long term plan for these properties was to think of them as one large lot rather than seven smaller lots and that by keeping a strong store front on Ottawa St. this would protect the opportunity for rear lot development in the future.

John Levi stated that walkways connecting the businesses along Ottawa St. should be close to the buildings not out on the street which would then require pedestrians to walk back a distance to enter the buildings.

Chairperson Torrance summarized stating that part of the intent of Mr. Mansfield's presentation had been to see if there were any strong objections to the proposed setbacks. She also voiced concern that adequate parking is planned for and that the site plan conforms to the Ottawa Street Landscape Plan.

Chairperson Torrance inquired of the Committee if there were any strong objections to the setbacks. Councillor Dalgity stated he thought it was an excellent proposal. Councillor Gillis inquired if there was any comment from the Planner with regard to a minor variance. The Planner replied that the proposal was not yet at the stage for a minor variance application. Chairperson Torrance thanked Mr. Mansfield and his delegation for their presentation and added that she felt the Committee had a favourable impression of this proposal.

D. NEW BUSINESS

3. Nixon Crescent Part Lot 3, Conc. 3, Ramsay Ward

This is an application to sever a 2.48ha (6.13ac) parcel of land and add it to the abutting property. The subject lands are designated Rural in the Official Plan and are zoned Rural.

Chairperson Torrance advised the Committee that the Planner's reports had been included in the Agenda package and since everyone had read them, unless there was any need for clarification or any questions, the items could proceed to vote. There were no questions asked and neither the applicant nor any members of the public were present.

Moved by Mayor Lunney

Seconded by Councillor Anderson

THAT the Planning and Economic Development Committee support the consent application B08/109 (Nixon) for the severance of lands described as Part Lot 3, Concession 3, Ramsay ward with the following conditions:

- 1. That the applicant provide a copy of the registered reference plan to the Town;**
- 2. That the applicant pays any outstanding property taxes on the subject property.**

CARRIED

**2. MacDonald Consent
East Part Lot 9, Concession 6, Ramsay Ward**

The purpose and effect of the application is to sever two lots from the original lot, being 1ha (2.47ac) in size, to create two new rural residential lots. The property is designated Rural in the Community Official Plan. The land is zoned Rural.

There were no questions asked by the Committee and neither the applicant nor any members of the public were present.

Moved by Councillor Wilkinson

Seconded by Councillor Gillis

THAT the Planning & Economic Development Committee support the consent applications B08/110 and B08/111 (MacDonald) for the severance of lands described as East Part Lot 9, Concession 6, Ramsay Ward with the following conditions:

Application B08/110

- 1. That the applicant provide a copy of the registered reference plan to the Town;**
- 2. That the applicant pay any outstanding property taxes on the subject property;**
- 3. That the applicant must acquire an entrance permit from 5th Concession Road.**

Application B08/111

- 1. That the applicant provide a copy of the registered reference plan to the Town;**
- 2. That the applicant pay any outstanding property taxes on the subject property;**
- 3. That the applicant must acquire an entrance permit from 5th Concession Road.**

CARRIED

**3. Sullivan Consent
Lots 65, 91A, 93A, 94A and 95A on Plan 6262, Almonte Ward**

The purpose and effect of this application is to sever two lots from the existing lot, creating two new residential lots. The proposed lots are 0.32ac and 0.8ac in size. The property is designated Residential in the Community Official Plan and is zoned Residential Type 2 (R2) in the zoning by-law.

Councillor Dalgity requested a brief review of this application.

The Planner referred to his report stating that Mr. Barry Sullivan was the owner of approximately 6,353.8m² (1.58 acres) of land located on Union Street North, at the south-west corner of Peterson and Union Street North, in Almonte Ward in the Town of

Mississippi Mills. He stated the Community Official Plan designation of the property was Residential and the property was zoned Residential Type 2 (RU) Zone. The applicant proposed severing two (2) new lots from the existing residential lot, creating a total of three lots.

The Planner stated the proposed severances were consistent with both the Official Plan and the current zoning by-law. The proposed severances would bring a very large parcel of land more in tune with the surrounding community while accommodating the required setback, such as the setback from the railway, and providing sufficient land to be developed. With this in mind, he stated that staff recommended the proposed severance application be supported subject to the following conditions.

The Committee questioned whether the road allowance was being included as part of the severance and asked that the Planner confirm with Mr. Sullivan that he was aware he did not own the road allowance. The Committee also asked if the existing house was on well and septic and what condition #3, the noise and vibration study entailed. The Planner advised that condition #3 was a requirement to show the severed land would be liveable. He also advised he would inquire with regard to the well and septic question and ensure the incorrect frontage mapping on both County maps would be corrected.

Neither the applicant nor any members of the public were present.

Moved by Councillor Gillis

Seconded by Councillor Dalgity

“THAT the Planning & Economic Development Committee support the consent applications B08/083 and B08/084 (Sullivan) for the severance of lands described as Lots 65, 91A, 93A, 94A and 95A on Plan 6262, Almonte Ward in the Town of Mississippi Mills with the following conditions:

Application B08/083

- 1. That the applicant provide a copy of the registered reference plan to the Town;**
- 2. That the applicant pay any outstanding property taxes on the subject property;**
- 3. The applicant shall complete a noise and vibration study to the satisfaction of the Town;**
- 4. The applicant shall complete a pre-servicing study to the satisfaction of the Town;**
- 5. The applicant shall have prepared a lot grading plan by an engineer licensed to practice in the Province of Ontario. The plan must take into account potential drainage impacts on abutting properties.**
- 6. The applicant shall enter into a site plan control agreement with the Town.**
- 7. The applicant shall confirm that the unopened road allowance is not part of this application.**

Application B08/084

- 1. That the applicant provide a copy of the registered reference plan to the Town;**
- 2. That the applicant pay any outstanding property taxes on the subject property;**

3. **The applicant shall complete a noise and vibration study to the satisfaction of the Town;**
4. **The applicant shall complete a pre-servicing study to the satisfaction of the Town;**
5. **The applicant shall have prepared a lot grading plan by an engineer licensed to practice in the Province of Ontario. The plan must take into account potential drainage impacts on abutting properties.**
6. **The applicant shall enter into a site plan control agreement with the Town.**

CARRIED

4. Ziebarth Consent

Part Lot 19 and 20, Concession 12, Pakenham Ward

The purpose and effect of the application is to sever off two existing dwellings (surplus farm dwellings) on the property and then role the agricultural lands into an existing agricultural holding for farming purposes. The severed parcels would be 0.41ha (1ac) and 0.64ha (1.58ac) in size.

Chairperson Torrance asked the Committee if there were any questions with regard to this application. Planner Stirling responded that one barn would be severed with the property and one would go to a brother's property in response to Councillor Lowry's question regarding the barns. Planner Stirling also advised the applicant would have to have the Health Unit determine if there was enough room on the property to allow for septic requirements.

Neither the applicant nor any members of the public were present.

Moved by Councillor Ferguson

Seconded by Councillor Hurre

"THAT the Planning & Economic Development Committee support the consent applications B08/106 and B08/107 (Ziebarth) for the severance of lands described as Part Lots 19 and 20, Concession 12, Township of Pakenham with the following conditions:

1. **That the applicant provide a copy of the registered reference plan to the Town;**
2. **That the applicant pay any outstanding property taxes on the subject property;**
3. **That the applicant must rezone the retained lands to prohibit the construction of a new residential dwelling on the farm land parcel;**
4. **That the owner shall register a covenant on title of the severed land stating that the lot is adjacent to an agricultural area and may therefore be subject to noise, dust, odours and other nuisances associated with agricultural activities.**

CARRIED

**5. Miller Consent
Part Lot 19 and 20, Concession 11, Pakenham Ward**

Review of the conditions of severance regarding Severance Application B08/043 issued on May 27, 2008.

The Planner stated that the applicant's consultant had questioned if the requirement to rezone the parcel of land to prohibit a dwelling had been incorrectly applied. He stated Section 3.2.7 (severances and lot creation) of the Community Official Plan required a zoning amendment to prohibit the construction of a new residential dwelling on farm land rendered vacant as a result of a severance when a surplus farm dwelling was severed from the farm property. The Planner stated in this case, the basis of the severance application was not to create a new lot but to expand an existing agricultural one and the condition prohibiting construction should have only applied to the sliver of land being severed, therefore the agricultural land should not lose its right to have an accessory dwelling built on the property to support the agricultural operation.

There were no questions asked by the Committee and neither the applicant nor any members of the public were present.

**Moved by Councillor Hurrel
Seconded by Councillor Ferguson**

"THAT the condition related to severance application B08/043 be revised to remove the following condition:

- 1. That the applicant applies for necessary zoning by-law amendment prohibiting the construction of a new residential dwelling on the lot to be enlarged.**

CARRIED

**6. JR's Restaurant 8 Unit Motel – Site Plan Application
Part Lot 19 and 20, Concession 11, Almonte Ward**

The purpose of this application is to review a proposed site plan amendment for a 10 unit (3300ft²) motel addition to the existing JR's Restaurant property.

The Planner referred to his report stating Mr. Jeff Robertson was proposing a 10 unit (3300ft²) motel addition to the existing 5,000ft² JR's Restaurant. Access to the restaurant and motel would be from the two existing points of access from Ottawa Street and from the gas bar to the west. A third point of access is proposed from Houston Drive at the rear of the property. Parking for the development will be provided on site around the restaurant and in front of the motel. He stated the proposal meets the policies outlined within the Community Official Plan and meets the general intent of the zoning by-law. He concluded stating that the proposed development exhibits good engineering and planning practices and that staff recommended that this application be approved, subject to staff approval of the grading and servicing plan.

In response to questions from Council, the Planner indicated that landscaping and signage could be addressed in the site plan. He stated that he would follow-up with the Town Engineer with regard to sewage treatment allocation and drainage concerns. With regard to questions concerning entrances the Planner indicated that only one access point was required.

The applicant was not present.

Moved by Councillor Gillis

Seconded by Councillor Dalgity

“THAT the Town of Mississippi Mills Planning and Economic Development Committee recommends that Council APPROVE the proposed site plan application for the lands described as Part Lot 16, Concession 10, being parts 4, 8 and 10 on Plan 6R-2615, known municipally as 385 Ottawa Street, Almonte Ward, Town of Mississippi Mills, subject to staff approval of the Grading and Site Servicing Plan.

MOTION PREPARED

**7. Legion Branch 240 – Sign Application
100 Bridge Street, Almonte Ward
Mr. Gary Pollock, present**

The Royal Canadian Legion Branch 240 is seeking permission to locate a permanent ground sign two feet closer to the lot line than is permitted under the sign by-law. The sign will advertise local Legion events and activities.

The Planner referred to his report stating that the Royal Canadian Legion, Branch 240 located at 100 Bridge St. was applying for a ground sign to be placed in front of their building. The proposed ground sign would have changeable lettering to advertise legion events. The sign would be permanently mounted in the ground and would have a protective screen over the lettering.

The Planner stated that the Town would request a sign be chosen that is fitting with the character of the building, with the same basic colour scheme as the existing sign. He stated should the Legion wish to have the sign backlit, they should refer to the Town's sign lighting policies outlined in the Sign By-law to ensure the sign would meet Town standards.

Mr. Pollock told Council that the sign was the most cost effective form of advertising for the Legion. He said the sign would be two sided, use magnetic yellow or white lettering and have a mesh cage making it tamper proof.

Councillor Hurtle asked Mr. Pollock if the placement of the sign would affect snow removal. Mr. Pollock advised it would not affect snow removal nor obstruct the view of the street and that it would not extend beyond the current sign.

Chairperson Torrance inquired if there was any way to make the sign more attractive. Mr. Pollock said he would investigate the possibility of using other fonts.

Moved by Councillor Dalgity

Seconded by Councillor Ferguson

“THAT the Mayor and Clerk for the Town of Mississippi Mills approve the location of the ground sign subject to the addressing of concerns regarding the aesthetics and maintenance of the sign.

CARRIED

E. MONTHLY REPORT AND MINUTES

- 1. Approval of Planning & Economic Development Committee minutes dated August 19, 2008.**

Moved by Councillor Dalgity

Seconded by Councillor Hurrle

THAT the Minutes of the Planning & Economic Development Committee meeting held on August 19, 2008 be approved.

CARRIED

- 2. Acceptance of the Heritage Committee Minutes dated June 18, 2008.**

Councillor Gillis noted that Minutes indicated that Mr. Ian McLean was present at the June meeting to give a presentation on the 2008 Heritage Conservation Conference. Mr. McLean noted that there was interest in holding this conference in Mississippi Mills but the major roadblock was the lack of accommodation.

Chairperson Torrance asked if the Legion was on the Town's Properties of Significance Listing and Councillor Gillis advised he would investigate this.

Moved by Councillor Gillis

Seconded by Councillor Hurrle

THAT the Minutes of the Heritage Committee meeting held on June 18, 2008 be approved.

CARRIED

- 3. Planner Monthly Activity and Project Status Report – to September 1, 2008**

The Committee requested that the Planner prepare a chart to illustrate service allocations for the various developments for the next Planning and Economic Development meeting. The Planner was asked when the Zoning By-law would be dealt with and he advised that it is an upcoming project. Responding to a request for information from the previous meeting, the Planner stated that the road built at the Appletex site was to allow machinery to gain access to the lagoons. The Planner also advised that he would prepare an update on the Logan Subdivision at the next meeting.

- 4. Building Permit Statistics – to September 1, 2008**

These statistics were reviewed by the Committee. Chairperson Torrance requested the Planner provide a report tracking housing by type over the past six years

The Public Meeting was called to order at 7:00 p.m.

F. PUBLIC INFORMATION MEETING

None.

G. PUBLIC MEETING

- 1. Proposed Zoning By-law Amendment
Part Lots 3 and 4, Concession 9, Malcolm Street, Almonte Ward
Heather Smith, present**

This is a public meeting in accordance with Section 34 of the Planning Act to consider a zoning by-law amendment to rezone the lands from “R1-Residential Type 1” to R1 – Residential Type 1 Special Exception 22,”in order to permit the construction of a single detached residential dwelling with a reduced high water mark setback on the subject property.

Chairperson Torrance reconvened the meeting that began on August 19, 2008 at 7:00pm.

At the previous Planning and Economic Development meeting the Committee had directed the Planner to meet with the Mississippi Valley Conservation Authority (MVCA). The Planner stated that municipal staff met with the MVCA on September 5th, 2008 to discuss the proposed zoning by-law amendment and the development of the property. While the MVCA stated that they would not support the zoning amendment, they did acknowledge that increasing the setback, allowing only the deck to encroach into the high water mark setback and having the owner prepare a landscape plan and plant native species to improve the vegetative buffer would all help to minimize potential impact. The MVCA felt that taking these measures would improve the situation allowing the development to be acceptable.

Ms. Heather Smith declined the opportunity to speak.

Councillor Hurrle requested a report be provided by the MVCA showing the impact on the River Redhorse Sucker that would be caused by the development of this property.

Councillor Gillis questioned the nature of the MVCA's concern. The Planner advised that development would increase the hard surface on the property and, that while the geotechnical study had no issue with the development, when it rained the water would flow straight down the slope increasing run-off and water turbidity in the river. The planting of a vegetative buffer assist in lessening impact of the development.

Councillor Wilkinson stated that the MVCA was attempting to protect the shoreline and felt that the MVCA's concern should be mentioned in the motion.

Staff Direction: “That the MVCA's concern for the protection of the shoreline and request for a vegetative buffer to help minimize potential impact become part of the site plan agreement.”

Moved by Councillor Dalgity

Seconded by Councillor Lowry

THAT the Town of Mississippi Mills Planning and Economic Development Committee recommends that Council APPROVE the necessary Zoning By-law Amendment to rezone a portion of the lands described as ½ Part Lots 3 and 4, Concession 9, Plan 6262, Almonte, Malcolm Street, “R1 – Residential Type 1” to R1-22 – Residential Type 1 Exception 22” in order to permit the construction of a single detached dwelling with a reduced high water setback.

BY-LAW PREPARED

I. ADJOURNMENT

Moved by Councillor Lowry

Seconded by Councillor Wilkinson

THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 7:50 p.m.

Adopted (Date)

Barb Lebeuf, Recording Secretary

THE CORPORATION OF THE TOWN OF MISSISSIPPI MILLS

BY-LAW NO. 08-75

BEING a by-law to authorize the sale of certain lands described as Part of Lot 15, Concession 10, Ramsay, being Part 2, Plan 27R-9205 Business Park Lands along the west side of Industrial Drive, Almonte Ward (approximately 47.97 m by 84.67 m) 1.0 acre.

WHEREAS Section 268(1) of the Municipal Act, 2001 (S.O. 2001, c.25), authorizes municipal councils to pass by-laws for establishing procedures, including the giving of notice to the public, governing the sale of land;

AND WHEREAS the Council of the Corporation of the Town of Mississippi Mills deems it appropriate to pass a by-law to sell such land;

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

1. That the lands described as Part of Lot 15, Concession 10, Ramsay, being Part 2, Plan 27R-9205 Business Park Lands along the west side of Industrial Drive, Almonte Ward (approximately 47.97 m by 84.67 m) 1.0 acre be sold to Neilcorp General Contracting Ltd. for the consideration of Forty Two Thousand Five Hundred Dollars (\$42,500.00) plus GST.
2. That the Mayor and Clerk are hereby authorized to execute such documents on behalf of the Corporation and to affix the seal of the Corporation thereto as may be necessary to give effect to the said sale.

BY-LAW READ a first time and second time this **6th day of October, 2008.**

BY-LAW READ a third time, passed, signed and sealed in open Council this **6th day of October, 2008.**

J.A. (Al) Lunney
MAYOR

Cynthia Halcrow
TOWN CLERK

THE CORPORATION OF THE TOWN OF MISSISSIPPI MILLS

BY-LAW NO. 08-77

BEING a by-law to confirm the proceedings of the Council of the Corporation of the Town of Mississippi Mills at its **regular** meeting held on the **6th day of October, 2008**.

WHEREAS by Section 5(1) of the Municipal Act 2001, S.O. 2001, c.25 as amended, the powers of a municipal corporation are to be exercised by its council;

AND WHEREAS by Section 5(3) of the Municipal Act 2001, S.O. 2001, c.25 as amended, a municipal power shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS it is deemed expedient that the proceedings of the Council of the Corporation of the Town of Mississippi Mills at this meeting be confirmed and adopted by By-law;

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

1. The action of the Council of the Corporation of the Town of Mississippi Mills at a **regular** meeting held on the **6th day of October, 2008** in respect of each recommendation contained in the reports of the Committees and each motion and resolution passed and other action taken by the Council of the Corporation of the Town of Mississippi Mills at its meeting is hereby adopted and confirmed as if all such proceedings were expressly embodied in this by-law.
2. The Mayor and Clerk of the Corporation of the Town of Mississippi Mills are hereby authorized and directed to do all things necessary to give effect to the action of the Council of the Corporation of the Town of Mississippi Mills referred to in the preceding section hereof.
3. The Mayor and Clerk are authorized and directed to execute all documents necessary in that behalf and to affix thereto the seal of the Corporation of the Town of Mississippi Mills.

BY-LAW READ a first and second time this **6th day of October, 2008**.

BY-LAW READ a third time, signed, sealed and passed in open Council this **6th day of October, 2008**.

J.A. (Al) Lunney,
Mayor

Cynthia Halcrow,
Town Clerk

CONSENT AGENDA

COUNCIL MOTIONS

October 6, 2008

Finance, Administration & Policy Committee

September 25, 2008

1. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves entering into an agreement with the Catholic District School Board of Eastern Ontario for use of space at Holy Name of Mary School for Before and After School Programs.
2. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills accepts the resignation of Julie Patterson, ECE Teacher, with regrets.
3. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves hiring the following Daycare Staff:
 - Jessica Jones at step 1 of the Supply ECE Teacher pay scale, effective August, 2008
 - Laura Sheenan at step 1 of the P/T ECE Teacher pay scale, effective September 2, 2008
 - Erin McShane at step 1 of the Supply ECE Teacher pay scale, effective September 5, 2008
 - Sarah Fourney at step 1 of the Unskilled Teacher Assistant pay scale, effective September 2, 2008.
4. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves granting Employee #0138 a one year leave of absence, effective August 28, 2008.
5. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves proceeding with the proposal to purchase a Naismith sculpture through Merlyn Entertainment Professional Group at an upset cost of \$21,000 (price included shipping) with payments to be make as follows commencing in 2009: 1/3 at time of signing contract, 1/3 on casting in bronze and 1/3 on delivery;

AND FURTHERMORE THAT funds be raised through a combination of a Town contribution to a maximum amount of \$5,000, a grant through Valley Heartland Community Futures Development Corporation's Community Capacity Program and donations from both the Naismith Foundation and Ontario Basketball to offset the cost of this project.
6. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills supports the identified Capital Needs Program for the Port of Prescott and urges the Federal and Provincial Governments to join with the Township of Edwardsburg/Cardinal in financing the necessary Capital Infrastructure Improvements.

7. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills accepts the resignation of Janet Rintoul from the Accessibility Advisory Committee and the Beautification Committee, with regrets.
8. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills accepts the resignation of Roseanna Hicks from the Mississippi Mills Library Board, with regrets.
9. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills accepts the resignation of Doris Rankin from the Mississippi Mills Library Board, with regrets.
10. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves extending the effective end date for all committee appointments for the first half of the Council term to January 1, 2009.
11. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves amending Council Resolution #381 passed on September 2, 2008 accepting the resignation of Wayne Guthrie from the Mississippi Mills Police Services Board effective November 30, 2008 to be effective December 31, 2008.
12. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves opening the Information Centre in the Almonte Old Town by staff during events ongoing in the community for the balance of 2008 and the winter of 2009;
AND FURTHERMORE THAT further consideration to the options presented for operation of the Information Centre during the main tourism season in 2009 be given.
13. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills rejects the Thom proposal for Municipal Commuter Transit Services.
14. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves the Application for Adjustment to Taxes Under Section 357 of the Municipal Act, 2001, c. 25 for the year 2008 for Roll # 0931 929 015 24900 0000
15. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills will consider waiving building permit fees for buildings razed by fire on a case by case basis.

Committee of the Whole September 15, 2008

16. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves the 2008-09 Accessibility Plan as amended.

Committee of the Whole October 6, 2008
(Council passed Resolution 420-07 in support of this issue
Deadline for comments is October 15, 2008
Motion to be considered at CoW)

17. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills supports AMO's position on Policy Proposal 010-4327 Modernizing Ontario's Mining Act and urges the Ministry of Northern Development and Mines to provide a mechanism for the reunification of surface and mineral rights.

Planning & Economic Development Cte September 16, 2008

18. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills approves a loan of \$1.1 million to the Mississippi River Power Corporation for the term of up to sixty (60) days at the interest rate of four percent (4%).
19. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills authorizes the Mayor and Clerk to enter into a site plan agreement with 704700 Ontario Inc. (JR's Restaurant 8 Unit Motel) for the lands described as Part Lot 16, Concession 10, being parts 4, 8 and 10 on Plan 6R-2615, known municipally as 385 Ottawa Street, Almonte Ward, Town of Mississippi Mills, subject to staff approval of the Grading and Site Servicing Plan.

Roads & Public Works Cte CoW September 15, 2008

20. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills authorizes staff to proceed with scheduling a Fall Leaf and Yard Waste Collection;

AND FURTHERMORE that the areas included be the Almonte Ward and the Village of Pakenham, Clayton, Blakeney, and Appleton;

AND FURTHERMORE that the EAC/WD Committee review the spring and fall leaf and yard waste collections and have a recommendation to the Roads and Public Works Committee prior to the December 4, 2008 meeting in order to include the appropriate funding in the 2009 budget.
21. **BE IT RESOLVED THAT** the Council of the Corporation of the Town of Mississippi Mills authorizes staff to participated in the joint municipal request for proposals (RFP) for waste disposal services;
22. **AND FURTHERMORE THAT** staff work with participating municipalities to advertize the RFP.