



Municipality of Mississippi Mills

COUNCIL AGENDA

Tuesday, February 18, 2020

6:00 p.m.

Council Chambers, Municipal Office

A. CALL TO ORDER (5:00 p.m.)

B. CONSIDERATION OF A CLOSED SESSION

1. Community Official Plan Appeal Strategy - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act, 329 (e)*)
2. Glen Isle Subdivision OMB Appeal - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act, 329 (e)*)

C. O CANADA

D. MOMENT OF SILENT MEDITATION

E. ATTENDANCE

F. APPROVAL OF AGENDA

G. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

H. APPROVAL OF MINUTES

Council Minutes dated February 4, 2020

Pages 3-9

I. DELEGATION, DEPUTATIONS, AND PRESENTATIONS (None)

J. PUBLIC MEETINGS (None)

K. COMMITTEE OF THE WHOLE REPORT

1. Committee of the Whole Report

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Recommendation:

That Council approve the following Committee of the Whole motions from the February 4, 2020 meeting:

Motion No. CW032-20 Capital Pories for Hard-Surfaced Roadways
Motion No. CW033-20 Mississippi Mills Bicentennial Celebrations 2023

2. Finance Staff Report: Pages 11-12

Financing of Victoria St. W&S, State/Martin W&S and Dasherboards at the Stewart Community Centre

Recommendation:

That the Treasurer be authorized to obtain financing from the TD Bank in the amount of \$3,070,500 at a fixed rate of xx% (to be confirmed on Feb 18/20) for 10 years to finance water and sewer work on State/Martin and Victoria St. as well as the Dasherboard replacement at the Stewart Community Centre.

L. BY-LAWS

That By-laws 20-014 and 20-015 be taken as read, passed, signed and sealed in Open Council.

20-014 Part Lot Control Lot 2 Plan 27M-34 (Napier Court)

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20-015 Borrowing Authorization

Pages 14-15

M. ANNOUNCEMENTS AND INVITATIONS

N. CONFIRMATORY BY-LAW – 20-016

O. ADJOURNMENT



The Corporation of the Municipality of Mississippi Mills

Council Meeting #04-20

MINUTES

A regular meeting of Council was held on Tuesday, February 4, 2020 at 5:45 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor Lowry called the meeting to order at 5:44 p.m.

B. CONSIDERATION OF A CLOSED SESSION

Resolution No. 029-20

Moved by Councillor Ferguson

Seconded by Deputy Mayor Minnille

THAT Council enter into an in camera session at 5:45 p.m. re: personal matters about an identifiable individual, including municipal or local board employees
(*Municipal Act s. 239 2(b)*)

CARRIED

Resolution No. 030-20

Moved by Councillor

Seconded by Councillor

THAT Council return to regular session at 6:03 p.m.

CARRIED

Rise and Report

1. Community Official Plan Appeal Strategy

This matter was not considered.

2. HR Matter

Resolution No. 031-20

Moved by Councillor Dalgity

Seconded by Councillor Holmes

THAT Council appoint Jeanne Harfield as Clerk of the Municipality of Mississippi Mills effective February 4, 2020.

CARRIED

C. O CANADA

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

D. MOMENT OF SILENT MEDITATION

Council observed a moment of silent meditation.

E. ATTENDANCE**PRESENT:**

Mayor Christa Lowry
Deputy Mayor Rickey Minnille
Councillor John Dalgity
Councillor Denzil Ferguson
Councillor Cynthia Guerard
Councillor Bev Holmes
Councillor Janet Maydan (left at 7:03 pm returned at 7:10 pm)
Ken Kelly, Chief Administrative Officer
Jeanne Harfield, Acting Clerk
Guy Bourgon, Director of Roads and Public Works
Rhonda Whitmarsh, Treasurer
Cory Smith, Public Works Technologist

ABSENT:**F. APPROVAL OF AGENDA****Resolution No. 032-20**

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT the agenda be approved as presented.

CARRIED

G. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Dalgity Declared a Pecuniary interest re: Item K.1.B(5) - Finance and Administration Report – Professional Fees as 100% Benefit and By-law No. 20-011 as his daughter is employed by the Almonte Daycare.

H. APPROVAL OF MINUTES**Resolution No. 033-20**

Moved by Councillor Holmes

Seconded by Councillor Ferguson

THAT the Council Minutes January 28, 2020 be approved as presented.

CARRIED

I. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Austin Shih, Parsons Engineering
Re: Ottawa Street Intersections Technical Report

Mr. Shih presented the Ottawa Street Traffic and Safety Review highlighting: key priorities; data collection; analysis of results; filed observations; recommendations and advanced pedestrian phases. Members posed questions to Mr. Shih including: programming of signalization; traffic and pedestrian peak hours; pedestrian safety; restrictions on turning right on red lights; crossing guard guides; STEO information on student transportation and time periods for restrictions.

Resolution No. 034-20**Moved by Councillor Ferguson****Seconded by Councillor Maydan**

THAT the Deputation by Austin Shih, Parsons Engineering re: Ottawa Street Intersections Technical Report be received for information.

CARRIED**J. PUBLIC MEETINGS – [None]****K. COMMITTEE OF THE WHOLE REPORT**

1. Committee of the Whole Report – January 28, 2020

Resolution No. 035-20**Moved by Councillor Guerard****Seconded by Councillor Dalgity**

THAT the January 28, 2020 Committee of the Whole report be adopted as presented;

AND THAT Items B.4 – 2020 Budget, B.5 Professional Fess as 100% Benefit, and B.7 Award of website RFP.

CARRIED**A. Consent Reports:****Resolution No. 036-20**

THAT the following consent reports from the January 28, 2020 Committee of the Whole meeting be received as information:

- CAO Report – January 2020
- 2019 FOI Summary Report
- Accessibility Advisory Committee Minutes – January 15, 2020
- Committee of Adjustment Minutes – January 15, 2020.”

CARRIED

B. Staff Reports:

1. Fire Department Report - Volunteer Firefighter Remuneration Criteria

Resolution No. 037-20

THAT Council pass a resolution to accept Fire Department Remuneration Policy 001-2020.

CARRIED

2. Recreation and Culture Report - Road Closure Request Fatman Productions Services

Resolution No. 038-20

THAT Council approve intermittent traffic stoppages on Ski Hill Road and Carbine Rd on Thursday February 13th and Friday February 14th between the hours of 6:00AM and 6:00PM;

AND THAT Council approve intermittent traffic stoppages on Carbine Rd on Thursday February 27th between the hours of 6:00AM and 6:00PM;

AND THAT Council authorize Staff to approve minor changes to the road closures as long as any changes are within the parameter of the dates provided and that proper notification is given.

CARRIED

3. Roads and Public Works Report - 2020 Wild Parsnip Management Plan

Resolution No. 039-20

THAT Council receive the 2020 Wild Parsnip Management Program as outlined in the Environmental Compliance Coordinator's Report dated January 28, 2020, as information;

AND THAT Council direct staff to participate in the joint tender being issued by the County of Lanark for roadside weed spraying;

AND THAT Council Direct Staff to include information on the follow-up report regarding the continued pilot Pollinator seed project, three components of the Mayor's Pledge, an Integrative Vegetative Management Plan, and information from Lanark County's management program.

CARRIED

4. Finance and Administration Report – 2020 Budget

Resolution No. 040-20

Moved by Dalgity

Seconded by Holmes

THAT Council approve the 2020 budget as amended.

CARRIED 6-1

Councillor Guerard Requested a Recorded Vote:

Yays: Mayor Lowry, Deputy Mayor Minnille, Councillors Dalgity, Ferguson, Holmes, and Maydan

Nays: Councillor Guerard

Councillor Dalgity did not participate in the following vote and left the room.

5. Finance and Administration Report – Professional Fees as 100% Benefit
Resolution No. 041-20
Moved by Deputy Mayor Minnille
Seconded by Councillor Guerard
THAT Council that By-law 01-21 be amended to pay 100% of the professional fees for all staff.

CARRIED

6. Finance and Administration Report – Municipal Drainage Works
Resolution No. 042-20
THAT Council direct staff to obtain quotes and appoint a Drainage Engineer under Section 78 of the Drainage Act to do the following:
- a) Inspect the problem areas, prepare a solution that is cost effective;
 - b) Present a report for the consideration of Council and affected land owners with cost estimates to improve; and
 - c) That the Engineer follow requests of the Drainage Act and guides Municipality through the steps to complete the improvements.

CARRIED

7. Finance and Administration Report - Award of Request for Proposal for Redesign of Municipal Website
Resolution No. 043-20
Moved by Councillor Maydan
Seconded by Councillor Dalgity
THAT Council award the Request for Proposal for the redesign of the Municipal website to eSolutions.

CARRIED

C. Information Items

Info List 02-20 Item #6

Resolution No. 044-20

THAT Council receive the information from the Ministry of Agriculture, Food and Rural Affairs regarding information and public consultation about proposed changes to the *Drainage Act*;

AND THAT Council direct the Agriculture Advisory Committee to review and provide comment to the Ministry.

CARRIED

L. BY-LAWS

Resolution No. 045-20

Moved by Councillor Dalgity

Seconded by Councillor Maydan

THAT By-laws 20-010 and 20-012 be taken as read, passed, signed and sealed in Open Council

CARRIED

By-Law 20-010

Resolution No.046-20

THAT By-law 20-010, being a by-law to appoint a Municipal Clerk.

CARRIED

By-law 20-012

Resolution No. 047-20

THAT By-law 20-012, being a by-law to amend By-law No. 19-124 regarding daycare fees.

Councillor Dalgity declared a pecuniary interest on the following matter and did not participate in the vote as his daughter is employed by the Almonte Daycare.

By-law 20-011

Resolution No. 048-20

Moved by Councillor Ferguson

Seconded by Councillor Holmes

THAT By-law 20-011, being a by-law to amend by-law No. 01-21 Employee Benefits (professional fees).

CARRIED

M. ANNOUNCEMENTS AND INVITATIONS

N. CONFIRMATORY BY-LAW

Resolution No. 049-20

Moved by Councillor Maydan

Seconded by Councillor Dalgity

THAT By-law 20-012 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 4th day of February, be read, passed, signed and sealed in Open Council this 4th day of February, 2020.

CARRIED

O. ADJOURNMENT

Resolution No. 050-20

Moved by Councillor Holmes

Seconded by Councillor Guerard

THAT the meeting be adjourned at 7:16 p.m.

CARRIED

Christa Lowry
MAYOR

Jeanne Harfield
ACTING CLERK



REPORT OF THE COMMITTEE OF THE WHOLE
February 4, 2020

The following is the Committee of the Whole report from the February 4, 2020.

A. Consent Reports

"THAT, the following consent reports from the February 4, 2020 Committee of the Whole meeting be received as information:

- Library Board – Dec 18, 2019
- CEDC – Jan 21, 2020
- Heritage – Jan 22, 2020
- Agriculture – Jan 30, 2020

B. Staff Reports

1. Roads and Public Works Report:
Capital Priorities for Hard-Surfaced Roadways

Motion CW032-20

"THAT Council receive the Capital Priorities for Hard-Surfaced Roadways report dated February 4th, 2020, prepared by the Public Works Technologist as information."

2. Finance & Administration
Mississippi Mills Bicentennial Celebrations 2023

Motion CW033-20

"THAT Council direct staff to develop recommendations for Mississippi Mills Bicentennial Celebrations in the year 2023 including planning committee structure, workplan, budget and funding opportunities."

Submitted by,

Reviewed by,

John Dalgity,
Committee of the Whole Chair

Jeanne Harfield,
Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MLLS
ADMINISTRATION REPORT

DATE: February 18, 2020
TO: Council
FROM: Rhonda Whitmarsh, Treasurer
SUBJECT: **Financing of Victoria St. W&S, State/Martin W&S and Dasherboards at the Stewart Community Centre**

RECOMMENDATION:

THAT the Treasurer be authorized to obtain financing from the TD Bank in the amount of \$3,070,500 at a fixed rate of xx% (to be confirmed on Feb 18/20) for 10 years to finance water and sewer work on State/Martin and Victoria St. as well as the Dasherboard replacement at the Stewart Community Centre.

BACKGROUND:

The 2018 and 2019 budgets approved long term financing water and sewer work at State/Martin and Victoria St. along with the replacement of the dasherboards at the Stewart Community Centre.

There is an overall savings to the amount required to be financed over the approved budgets of \$362,240. The breakdown of the financing required vs. the budgeted amount is as follows:

Project	Amount	Budget	Difference
Dasherboards	\$732,290	\$909,600	\$177,310
State/Martin W&S	\$409,030	\$506,300	\$97,270
Victoria St. W&S	\$1,929,180	\$2,016,840	\$87,660
Total	\$3,070,500	\$3,432,740	\$362,240

DISCUSSION:

A formal letter for quotations with respect to terms, rates etc., was issued on February 3, 2020 with a closing date of February 12, 2020 at noon. The request for quotation was sent to the Royal Bank, the Bank of Montreal, the TD bank and the Canadian Imperial Bank of Commerce. The following chart summarizes the quotations received:

	Royal Bank of Canada	TD Bank	CIBC	Bank of Montreal
Rate amortized over 20 years	2.75% -no rate guarantee to date of meeting	2.438% -no rate guarantee to date of meeting	3.11% -rate guaranteed to February 19, 2020	3.03% -rate guaranteed to February 26, 2020

From the table above, the TD Bank is offering the lowest rate as of the date the quotes were due back which was February 12, 2020. **The final rate is not expected to change much, if at all, but can't be confirmed until the date of the meeting.**

FINANCIAL IMPLICATIONS:

The loan payments were included in the 2020 budget so there are no further budget implications for 2020.

SUMMARY

It is recommended that the long term financing for water and sewer work on Victoria, State and Martin as well as the Dasherboard replacement at the Stewart Community Centre be obtained from the TD Bank for a fixed rate for 10 years and the necessary by-law be passed to authorize the financing.

Respectfully Submitted

Reviewed by

Rhonda Whitmarsh,
Treasurer

Ken Kelly,
CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-014

BEING a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act').

WHEREAS subsection 50(7) of the *Planning Act* states in part that the Council of a local municipality may by by-law provide that subsection (5) does not apply to land that is within such Registered Plan of Subdivision or parts thereof as is designated in the By-law, and where the By-law is approved by the County of Lanark, subsection (5) ceases to apply to such lands;

AND WHEREAS the Municipality of Mississippi Mills is in favour of the re-subdivision of the land known as Lot 2, Plan 27M-34, in order to accommodate the development of one (1) block of semi-detached dwellings, being two (2) units;

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

1. That subsection 50(5) of the Act, does not apply to the following lands within the Municipality of Mississippi Mills:
 - i) Registered Plan of Subdivision 27M-34, Lot 2, described as Parts 1-2 inclusive on Reference Plan 27R-11331, Municipality of Mississippi Mills, County of Lanark.
2. This By-law shall come into full force and take effect after the requirements of subsection 50(7.1) have been complied with.
3. This By-law shall be automatically repealed on the 18th day of February, 2022, unless the Council of the Municipality of Mississippi Mills has provided an extension by amendment to this by-law prior to its expiry.

BY-LAW READ, passed, signed and sealed in open Council this 18th day of February, 2020.

Christa Lowry, Mayor

Jeanne Harfield, Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-015

BEING a by-law to authorize the borrowing from the TD Bank the principal amount of \$3,070,500 for the financing of water and sewer work and facility upgrades.

WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills (the "Municipality"), authorized the water and sewer work and facility improvements and has authorized long term financing, the principal amount not to exceed \$3,070,500 over a term of years not to exceed ten years (the "Borrowing");

WHEREAS the Municipality entered into a bank loan agreement in connection with the Borrowing with a maturity date of **February 18, 2020**.

WHEREAS the Municipality on the maturity date of the Borrowing wishes to enter into a refinancing bank loan agreement with the TD Bank;

AND WHEREAS before authorizing the Project and any additional cost amounts and the additional long-term debt authorities in respect thereof, the Municipality had its Treasurer update its most recent annual debt and financial obligation limit received from the Ministry of Municipal Affairs and Housing in accordance with the applicable debt and financial obligation limits regulation and, prior to authorizing the Project, each such additional cost amount and each such additional long-term debt authority the Treasurer determined that the estimated annual amount payable in respect of the Project, each such additional cost amount and each such additional long-term debt authority would not cause the Municipality to exceed the updated limit and that the approval of the Project, each such additional cost amount and each such additional long-term debt authority by the Ontario Municipal Board pursuant to such regulation was not required;

AND WHEREAS the Municipality now deems it to be expedient to ratify, confirm and approve the entering into of a financing bank loan agreement, dated **February 18, 2020** with the TD Bank which agreement provides for the borrowing of the principal amount of \$3,070,500 provides for a fixed rate of interest of **XX%** and provides for installments of combined (blended) principal and interest payable in lawful money of Canada on the terms hereinafter set forth in the form attached hereto as Schedule "A" (the "Agreement") over a term not to exceed 10 years.

NOW THEREFORE BE IT ENACTED:

1. That for the Project, the entering into of the Agreement is hereby ratified, confirmed and approved.
2. That the Mayor and the Treasurer of the Municipality are hereby authorized to incur debt by way of the bank loan as described in Section 1 above (the "TD Bank" loan).

3. That the Municipality has incurred debt in respect of the Project and pursuant to this By-law authorizes long-term borrowing for such debt by the entering into of the Agreement, that the TD Bank Loan shall bear interest from February 18, 2020 at the rate of XX% per annum with equal monthly installments of combined (blended) principal and interest payable on the terms and condition set forth in the Agreement attached as Schedule "A".

4. (a) That in each year in which a payment of an installment of combined (blended) principal and interest becomes due in respect of the TD Bank Loan there shall be raised as part of the general levy the amounts of principal and interest payable by the Municipality to the extent that the amounts have not been provided for by any other available source including other taxes or fees or charges imposed on persons or property by a by-law of any municipality, provided that the total amount of principal and interest to be raised in the final year of the TD Bank Loan does not include any outstanding amount of principal specified as payable on the maturity date if one or more refinancing debentures will be issued in respect thereof or one or more refinancing bank loan agreements will be entered into by the Municipality on or before the maturity date in respect of the outstanding principal, in accordance with the provisions of the Ontario, *Municipal Act*, 2001.

(b) To the extent that the amounts of principal and interest payable by the Municipality in each year are raised as part of a general levy, such amounts shall be applied only for the payment of the principal and interest that become due in respect of the TD Bank Loan.

5. (a) That the entering into of the Agreement by the Mayor and the Treasurer is hereby ratified, confirmed and approved, the Mayor and the Treasurer are hereby authorized to cause debt to be incurred by way of the TD Bank Loan, and the Treasurer and the Clerk are hereby individually authorized to generally do all things and to execute all other documents and papers in the name of the Municipality in order to carry out the incurring of debt by way of the TD Bank Loan and the Treasurer is authorized to affix the Municipality's municipal seal to any of such documents and papers.

(b) That the money received by the Municipality from the TD Bank Loan and any earnings derived from the investment of that money shall be applied only for the Project and shall not be applied towards payment of current or other expenditures of the Municipality except as permitted by the Ontario, *Municipal Act*, 2001.

6. That this By-law takes effect on the day of passing.

BY-LAW READ, passed, signed and sealed in open Council this 18th day of February, 2020.

Christa Lowry, Mayor

Jeanne Harfield, Clerk