



**Municipality of Mississippi Mills**  
**COMMITTEE OF THE WHOLE AGENDA**  
**Tuesday, February 4, 2020**  
**Council Chambers, Municipal Office**

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- A. CALL TO ORDER** (immediately following Council)
- B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- C. APPROVAL OF AGENDA**
- D. APPROVAL OF MINUTES**

Committee of the Whole minutes dated January 23 and 28, 2020 Pages

**E. CONSENT REPORTS**

*Committee/Board Minutes to Receive:*

- i. Library Board – Dec 18, 2019 Pages
- ii. CEDC – Jan 21, 2020 Pages
- iii. Heritage – Jan 22, 2020 Pages

**F. STAFF REPORTS**

**Roads and Public Works**

- 1. Ottawa Street Intersection Study Pages

Recommendation:

That Committee of the Whole recommend Council receive the technical memorandum prepared by Parsons dated January 16th, 2020, entitled “Mississippi Mills Traffic and Safety Review” as information;

And that Committee of the Whole recommend Council direct staff to implement the recommended mitigation measures identified in Table 6 of the memorandum in 2020.

## 2. Capital Priorities for Hard-Surfaced Roadways

### Recommendation:

That Committee of the Whole recommend Council receive the Capital Priorities for Hard-Surfaced Roadways report dated February 4th, 2020, prepared by the Public Works Technologist as information.

## Finance and Administration

### 3. Mississippi Mills Bicentennial Celebrations 2023

Pages

### Recommendation:

That the Committee of the Whole recommend to Council to direct staff to develop recommendations for Mississippi Mills Bicentennial Celebrations in the year 2023 including planning committee structure, workplan, budget and funding opportunities.

## **G. NOTICE OF MOTION**

## **H. INFORMATION ITEMS**

- |                                                       |       |
|-------------------------------------------------------|-------|
| i. Mayor's Report                                     | None  |
| ii. County Councillors' Report                        | None  |
| iii. Mississippi Valley Conservation Authority Report | None  |
| iv. Information List (motion to receive)              | Pages |
| v. Meeting Calendars (February)                       | Page  |

## **I. OTHER/NEW BUSINESS**

## **J. PENDING LIST**

Pages

## **K. ADJOURNMENT**



**The Corporation of the Municipality of Mississippi Mills**

**Committee of the Whole Meeting #03-20**

**MINUTES**

A special meeting of Committee of the Whole was held on Thursday, January 23, 2020 at 10:30 a.m. at the Mississippi Valley Conservation Authority – Board room.

**A. CALL TO ORDER**

Councillor Dalgity called the meeting to order at 10:35 a.m.

**B. ATTENDANCE**

**PRESENT:**

Mayor Christa Lowry (arrived at 10:49 am)  
Deputy Mayor Minnille  
Councillor John Dalgity  
Councillor Denzil Ferguson  
Councillor Cynthia Guerard  
Councillor Bev Holmes  
Councillor Jan Maydan

**ABSENT:**

Ken Kelly, CAO  
Jeanne Harfield, Acting Clerk

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**C. APPROVAL OF AGENDA**

**Motion No. CW010-20**  
**Moved by Deputy Mayor Minnille**  
**Seconded by Councillor Maydan**  
**THAT** the agenda be approved as presented.

**CARRIED**

**D. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF**

None

**E. OTHER NEW BUSINESS**

1. Strategic Plan Session 3

CAO Kelly provided a recap of the previous two sessions and the path forward. Key points discussed included:

- Themes, goals and actions
- Prioritizing and amending actions under each theme

CAO Kelly indicated that as a next step themes and action items will be brought forward to senior staff for input and to being establishing a reasonable time frame for the delivery of action items.

Council recessed at 11:50 am and resumed at 12:15 pm.

Council also discussed the current Community Policing Advisory Committee (CPAC) and proposed changes to *Police Service Boards Act* and how it may impact the municipality's CPAC going forward.

#### **F. ADJOURNMENT**

**Motion No. CW011-20**

**Moved by Mayor Lowry**

**Seconded by Councillor Maydan**

**THAT** the meeting be adjourned at 1:40 p.m.

**CARRIED**

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Jeanne Harfield, Acting Clerk  
Recording Secretary



## The Corporation of the Municipality of Mississippi Mills

### Committee of the Whole Meeting #04-20

#### MINUTES

A regular meeting of Committee of the Whole was held on Tuesday, January 28, 2020 immediately following Council in the Council Chambers.

#### ATTENDANCE

##### **Present:**

Committee: Mayor Lowry  
Deputy Mayor Minnille  
Councillor Dalgity (Chair)  
Councillor Maydan  
Councillor Holmes  
Councillor Guerard  
Councillor Ferguson

##### **Staff:**

Ken Kelly, CAO  
Jeanne Harfield, Acting Clerk  
Chad Brown, Fire Chief (left at 8:16 pm)  
Guy Bourgon, Director of Roads and Public Works (left at 8:37 pm)  
Abby Armstrong, Environmental Compliance Coordinator (left at 8:37 pm)  
Tiffany MacLaren, Community and Culture Coordinator (left at 8:37 pm)  
Rhonda Whitmarsh, Treasurer (left at 8:37 pm)  
Niki Dwyer, Director of Planning

##### **Absent:**

#### **A. CALL TO ORDER**

Councillor Dalgity called the meeting to order at 8:07 p.m.

#### **B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF**

Councillor Dalgity declared a pecuniary interest on item F.5 "Professional Fees as 100% Benefit" as his daughter is employed by the Almonte Daycare

#### **C. APPROVAL OF AGENDA**

**Motion No. CW012-20**

**Moved by Mayor Lowry**

**Seconded by Councillor Ferguson**

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

**CARRIED**

**D. APPROVAL OF MINUTES****Motion No. CW013-20****Moved by Mayor Lowry****Seconded by Councillor Holmes****THAT** the minutes dated January 9 and 14, 2020 be approved.**CARRIED****E. CONSENT REPORTS***Motion to Receive***Motion No. CW014-20****Moved by Councillor Ferguson****Seconded by Deputy Mayor Minnille****THAT** Committee of the Whole recommends that Council receive the CAO Report – January 2020 and the 2019 FOI Summary Report as information.**CARRIED***Committee/Board Minutes to Receive***Motion No. CW015-20****Moved by Councillor Maydan****Seconded by Mayor Lowry****THAT** the minutes of the Accessibility Advisory Committee – January 15, 2020 and the Committee of the Adjustment – January 15, 2020 be received.**CARRIED****F. STAFF REPORTS****Fire Department**

1. Volunteer Firefighter Remuneration Criteria

**Motion No. CW016-20****Moved by Mayor Lowry****Seconded by Councillor Maydan****THAT** the Committee of the Whole recommends that Council pass a resolution to accept Fire Department Remuneration Policy 001-2020.**CARRIED**

**Recreation and Culture**

2. Road Closure Request – Fatman Productions Services, Inc.

**Motion No. CW017-20****Moved by Councillor Maydan****Seconded by Councillor Ferguson**

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

**AND THAT** the Committee of the Whole recommends 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****Roads and Public Works**

3. 2020 Wild Parsnip Management Plan

**Moved by Councillor Holmes****Seconded by Councillor Maydan**

**THAT** Committee of the Whole recommend 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** Committee of the Whole recommend Council direct staff to participate in the joint tender being issued by the County of Lanark for roadside weed spraying.

*Motion to amend*

**Motion No. CW018-20****Moved by Mayor Lowry****Seconded by Deputy Mayor Minnille**

Insert: And that Committee of the Whole recommend 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**

*Motion as amended*

**Motion No. CW019-20**

**Moved by Mayor Lowry**

**Seconded by Councillor Holmes**

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

**AND THAT** Committee of the Whole recommend 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**

### **Finance and Administration**

#### 4. 2020 Budget

**Motion No. CW020-20**

**Moved by Councillor Maydan**

**Seconded by Councillor Ferguson**

**THAT** the Committee of the Whole recommends that Council approve the 2020 budget as amended.

**CARRIED**

Councillor Dalgity declared a pecuniary interest on the following matter. Councillor Dalgity left the room and did not participate in the discussions or vote.

#### 5. Professional Fees as 100% Benefit

**Motion No. CW021-20**

**Moved by Councillor Maydan**

**Seconded by Councillor Holmes**

**THAT** the Committee of the Whole recommend to Council that By-law 14-20 be amended to pay 100% of the professional fees for all staff.

**CARRIED**



Councillor Dalgity resumed the Chair

6. Municipal Drainage Works

**Motion No. CW022-20**

**Moved by Mayor Lowry**

**Seconded by Councillor Holmes**

**THAT** the Committee of the Whole recommend 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. Award of Request for Proposal for Redesign of Municipal Website

**Motion No. CW023-20**

**Moved by Councillor Maydan**

**Seconded by Mayor Lowry**

**THAT** the Committee of the Whole recommends that Council award the Request for Proposal for the redesign of the Municipal website to eSolutions.

**CARRIED**

**G. NOTICE OF MOTION**

[None]

**H. INFORMATION ITEMS**

- i. **Mayor's Report** –Highlights: recap of the Rural Ontario Municipal Association Conference; consultation with Ministry re: Conservation Authorities.
- ii. **County Councillors' Report**  
Highlights: Lanark Lodge Redevelopment; Modernization funding allocation; Climate Action Plan accepted; and presentations to committees.
- iii. **Mississippi Valley Conservation Authority Report** – None

**iv. Information List 02-20****Motion No. CW024-20****Moved by Councillor Holmes****Seconded by Councillor Maydan****THAT** Information List #02-20 be received;**AND THAT** items #6 re: input into the Drainage Act (refer to Agriculture Committee)**CARRIED****v. Meeting Calendar (January and February)****I. OTHER/NEW BUSINESS**

[None]

**J. PENDING LIST**

Members reviewed the pending list.

- Written quarterly updated on the COP

**K. ADJOURNMENT****Motion No. CW025-20****Moved by Councillor Guerard****Seconded by Deputy Mayor Minnille****THAT** the meeting be adjourned at 9:00 p.m.**CARRIED**

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Jeanne Harfield, Acting Clerk  
Recording Secretary