



Municipality of Mississippi Mills

COUNCIL AGENDA

Tuesday, June 26, 2018

6:00 p.m.

Council Chambers, Municipal Office

PLEASE REMEMBER TO SET YOUR CELL PHONE TO SILENT AND THAT NO RECORDING DEVICES ARE PERMITTED.

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

B. CONSIDERATION OF A CLOSED SESSION

1. Update on Ramsay Landfill Buffer Land Acquisition - personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b)) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act* s. 239 2(e))
2. Update on Insurance Matter – personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b)) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act* s. 239 2(e))
3. Update on HR Matter – personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b))

REGULAR SESSION (6:00 p.m.)

C. O CANADA

D. ATTENDANCE

E. APPROVAL OF AGENDA

F. DISCLOSURE OF PECUNIARY INTEREST

G. APPROVAL OF MINUTES

Council Minutes dated June 5 and 19, 2018

Pages 7-19

H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Presentation - Nancy Hall, Educational Assistant, Naismith Public School
Educational Assistant of the Year

I. PUBLIC MEETINGS

1. Development Charges Background Study and By-law Pages 20-28

J. COMMITTEE OF THE WHOLE

Motion to resolve into Committee of the Whole.

(J.1) CONSENT ITEMS

Motion to receive:

- Resignation of Fire Chief, Pascal Meunier Page 29
- Resignation of Recreational Facilities Labourer, Michael Fraser Page 30
- CAO Report – June 2018 Pages 31-32
- Memo re: Fence Viewers Page 33
- Petition – Bicycle Lanes on Sadler Drive Page 34
(Petitioner provided the opportunity to address Council)

Minutes

Motion to receive:

- MRPC – April 25, 2018 Pages 35-40
- Active Transportation (AT) – May 29, 2018 Pages 41-43
- Heritage Advisory – May 30, 2018 Pages 44-45
- Community Policing (CPAC) – March 6 & June 5, 2018 Pages 46-67

Motion to approve/support:

- a. Active Transportation Page 43

Recommendation:

That Council request Lanark County to have the OPP complete a safety and risk audit of County Road 29, from Grainger Road to Renfrew Street.

- b. Heritage Advisory Page 44

Recommendation:

That Council approve the installation of 12 historical signs:

- Site of Mississippi Pride Cheese Factory
- Foundations of Robert Drury's "Harness Shop" and House c. 1850
- Robert Yule's Tailor Shop and House c. 1839
- Foundations of Thomas Leckie's General Store c. 1845
- Site of Original Log Schoolhouse
- Site of Methodist Church c. 1835
- Free Church Manse c.1845

- Foundations of Free Church c. 1845
- Site of Isaac Mansell's House
- School House c. 1856
- Auld Kirk Manse c. 1835
- Site of Old Town Hall c.1851; and
- Four settlement area signs (Galbraith, Uneeda, Bennies Corners, and Union Hall)

And that the signs be funded from the Heritage Committee budget and installed by the Public Works Department.

(J.2) REPORTS

Fire

a. New Fire Safety Regulations

Pages 68-72

Recommendation:

That the Fire Chief's report, New Fire Safety Regulations under the Fire Protection and Prevention Act, 1997, dated June 26, 2018, be received for information.

Recreation and Culture

b. Funding for Museums

Pages 73-75

Recommendation:

That Council recommend 2019 funding for the Mississippi Valley Textile Museum (MVTM) of \$65,089 plus 2.2%;

And that Council recommend 2019 funding for the North Lanark Regional Museum (NLRM) at \$25,134 plus 2.2%;

And that the above funding is to be used towards museum operations and receipt of this funding prohibits additional request for funds including requests for capital improvements;

And that the Mississippi Valley Conservation Authority continue to receive funding allocations for both the R. Tait McKenzie Museum (RTMM) and the Dr. James Naismith Museum(JNM) in one payment of \$11,464.00 plus 2.2% for 2019;

And that the newly elected council review the funding model.

Public Works

c. Martin Street North and Sadler Drive Bicycle Lanes

Pages 76-94

Recommendations:

1. That Council direct staff to install bicycle lanes on Martin Street North between Princess Street/Victoria Street and Teskey Street in accordance with the Partham Engineering design dated April 26, 2018;

And that the Traffic and Parking By-law 02-27 be amended accordingly.

2. That Council direct staff to install bicycle lanes on Sadler Drive from the rear entrance of the commercial development to Horton Street in accordance with the Partham Engineering design dated April 26, 2018;

And that the Traffic and Parking By-law 02-27 be amended accordingly.

- d. State Street and Martin Street Reconstruction** Pages 95-97
– Easement between Martin Street South and Clyde Street

Recommendation:

That Council direct staff to proceed with conveying a small portion of lands along the property line from 125 Brougham Street to 69 Clyde Street as identified in the report from the Roads and Public Works Technologist dated June 26, 2018.

Planning and Development

- e. Zoning Amendment – Tuffin, 158 Mountain View Road** Pages 98-107

Recommendation:

That Council approve the necessary Zoning By-law Amendment to change the zoning of the retained agricultural parcel for part of the lands legally described as Concession 10, Part Lot 1, Pakenham Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception 30 (A-30)” Zone in order to reduce the minimum non-farm residential lot frontage from 45m (147.6ft) to 0m.

- f. Site Plan Control – McCabe, Single-detached Infill, Dunn Street** Pages 108-119

Recommendation:

That Council approve the site plans for the property described as Plan 6262, Cameron Section, Lot F, Plan 27R-10622, Part 3, Almonte Ward subject to their revision to the satisfaction of the Municipality’s Director of Roads & Public Works;

And that the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

Finance and Administration

- g. Council Compensation Review** Pages 120-124
(referred from June 5, 2018)

Recommendations:

1. That the annual salary be established for the Mayor at \$37,740, the Deputy Mayor at \$22,778 and Councillors at \$18,935, effective December 1, 2018;
2. That the Deputy Mayor be provided with a cell phone funded by the Municipality;

3. That the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;
4. That an "In Lieu of Benefits" account be established for each Council member of \$500 for health care and dental expenses that will be administered by the Treasurer and reimbursed based on submitted receipts effective January 1, 2019.

h. Delegated Authority By-law Amendment

Pages 125-126

Recommendation:

That the Delegated Authority By-law 13-18 be amended to read:

14. The Statutory Officers consisting of the CAO, the Clerk and the Treasurer, acting as a collective, shall have the authority to take action, where necessary, on certain restrictions listed in Section 275 (3) of the *Municipal Act, 2001* during the 2018 "lame duck" period:
 - The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal;
 - The hiring or dismissal of any employee of the municipality; and
 - Making any expenditure or incurring any other liability which exceeds \$50,000

In addition, the CAO may consult with the Municipal Solicitor, where appropriate, prior to exercising that delegated authority; and the CAO on behalf of the group will advise Council in writing prior to exercising that delegated authority.

i. MM2020

Pages 127-129

Recommendation:

That Council continue to support the efforts of MM2020 through the funding allocated in the 2018 budget;

And that Council support the use of these funds for the development of a business plan and financial plan by MM2020 to provide improved cellular and broadband services in the rural areas of the Municipality.

j. Ottawa Valley Rail Trail (OVRT)

Pages 130-133

Recommendation:

That Council receive the report on the Ottawa Valley Rail Trail (OVRT) from the CAO dated June 26, 2018, as information.

(J.3) INFORMATION ITEMS

- | | |
|--|---------------|
| • Mayor's Report | None |
| • County Councillors' Report | Pages 134-138 |
| • Mississippi Valley Conservation Authority | Pages 139-142 |
| • Information List | Pages 143-150 |
| • Meeting Calendar (<i>June, July - summer recess</i>) | Page 151 |

K. RISE AND REPORT

Motion to return to Council Session.

Recommendation:

That the recommendations of the Committee of the Whole for the meeting of June 26, 2018 be adopted as resolutions of Council.

L. BY-LAWS

That By-laws 18-61 to 18-66 be taken as read, passed, signed and sealed in Open Council.

18-61 Appoint an Interim Fire Chief Toshack	Page 152
18-62 Fence Viewers & Remuneration	Pages 153-154
18-63 Sale of Business Park Lot 24 Ottawa River Power Corp.	Pages 155-156
18-64 Part Lot Control Blocks 27 to 33 Plan 17M-80 (Mill Run Phase 3a – Honeyborne St.)	Pages 157-158
18-65 Zoning Amendment Tuffin, 158 Mountain View Rd.	Pages 159-160
18-66 Community Official Plan Amendment No.21	Page 161

*** Full copy of Amendment No. 21 is available on the website under
Town Hall > Mayor & Council > Agendas & Minutes - <https://bit.ly/2lrqago>

M. OTHER/NEW BUSINESS

[None]

N. NOTICE OF MOTION**O. ANNOUNCEMENTS AND INVITATIONS****P. CONFIRMATORY BY-LAW – 18-67****Q. ADJOURNMENT**



The Corporation of the Municipality of Mississippi Mills

Council Meeting #13-18

MINUTES

A regular meeting of Council was held on Tuesday, June 5, 2018 at 5:00 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor McLaughlin called the meeting to order at 5:03 p.m.

B. CONSIDERATION OF A CLOSED SESSION

Resolution No. 276-18

Moved by Councillor Watters

Seconded by Councillor Ferguson

THAT Council enter into an in camera session at 5:03 p.m. re: personal matters about an identifiable individual, including municipal or local board employees (Municipal Act s. 239 2(b)) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Municipal Act s. 239 2(e)) – Update on HR Matters and Fire Department Staffing; proposed or pending acquisition of land by the municipality or local board (*Municipal Act s. 239 2(c)*) - Sale of Business Park Lot 24 and Update on Ramsay Landfill Buffer Land Acquisition.

CARRIED

Resolution No. 277-18

Moved by Councillor Abbott

Seconded by Councillor Ferguson

THAT Council return to regular session at 6:00 p.m.

CARRIED

Rise & Report

1. Update on HR Matters

Received for information.

2. Fire Department Staffing

Staff direction was provided in camera.

3. Sale of Business Park Lot 24

Staff direction was provided in camera.

4. Update on Ramsay Landfill Buffer Land Acquisition

Received for information.

C. O CANADA

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

D. ATTENDANCE

PRESENT:

Mayor Shaun McLaughlin
Councillor Denzil Ferguson
Councillor Alex Gillis
Councillor Duncan Abbott
Councillor Christa Lowry
Councillor Jill McCubbin
Councillor Paul Watters
Councillor Val Wilkinson
Councillor Jane Torrance

ABSENT:

Councillor Amanda Pulker-Mok
Councillor John Edwards

Ken Becking, CAO
Shawna Stone, Clerk
Jennifer Russell, Acting Deputy Clerk
Calvin Murphy, Recreation Manager (left at 8:04 pm)
Rhonda Whitmarsh, Treasurer (left at 8:36 pm)
Guy Bourgon, Director of Roads and Public Works (left at 7:58 pm)
Niki Dwyer, Director of Planning (left at 8:10 pm)

E. APPROVAL OF AGENDA

Resolution No. 278-18

Moved by Councillor Watters

Seconded by Councillor Ferguson

THAT the agenda be approved as amended, with the addition of item B.2. – Fire Department Staffing.

CARRIED

F. DISCLOSURE OF PECUNIARY INTEREST

[None]

G. APPROVAL OF MINUTES

Resolution No. 279-18

Moved by Councillor Gillis

Seconded by Councillor Watters

THAT the Council Minutes dated May 15 and 22, 2018 be approved as presented.

CARRIED

H. PUBLIC MEETINGS

1. Zoning Amendment: Tuffin – 158 Mountain View Rd., Pakenham

The Director of Planning provided an overview of the proposed amendments. The Chair invited members of the public to comment. No one commented.

2. Zoning Amendment: Aselford Development - 36 Main St. E, Almonte

The Director of Planning provided an overview of the proposed amendments. She advised that the following written comments were received:

- Deborah and Mike O'Malley – Heritage Conservation District guidelines, density, new private road, parking

The Chair invited members of the public to comment. The following members of the public spoke:

- Allan Goddard – preservation of existing trees
- Cathy Blake – parking, traffic, entrance signage
- Bart Spafford – parking, traffic, privacy, preservation of existing trees
- David Frisch - preservation of existing trees
- Steve Maynard - Heritage Conservation District guidelines, Community Official Plan policies, small scale development, character of neighbourhood, traffic, affordable housing
- Mike Dupuis – owns industrial property next door, concerned with potential noise complaints

I. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Andrew Grunda, Watson and Associates Re: Development Charges Background Study and By-law

Mr. Grunda provided an overview of the Development Charges Background Study and addressed questions from Council.

Resolution No. 280-18

Moved by Councillor Gillis

Seconded by Councillor Ferguson

THAT the deputation by Andrew Grunda, Watson and Associates, be received.

CARRIED

J. COMMITTEE OF THE WHOLE

Resolution No. 281-18

Moved by Councillor Watters

Seconded by Councillor Lowry

THAT Council resolve into Committee of the Whole, with Councillor Lowry in the Chair.

CARRIED

J.1 CONSENT ITEMS

Advisory Committee Minutes

Resolution No. 282-18**Moved by Councillor Wilkinson****Seconded by Councillor Ferguson****THAT** the minutes of the following committees be received:

- Environmental Advisory – April 9 and May 7, 2018
- CEDC – April 17 and May 1, 2018

CARRIED**J.2 STAFF REPORTS****Recreation**

a. Curling Club Agreement

Resolution No. 283-18**Moved by Councillor Watters****Seconded by Councillor Wilkinson****THAT** Council authorize the Mayor and Clerk to enter into a two (2) year agreement with the Almonte Curling Club for the lease of the Almonte Curling Facility for the 2018-2020 curling seasons.**CARRIED****Planning and Development**

b. Site Plan Control – Lyle Greenhouse, 4546 March Rd, Almonte

Resolution No. 284-18**Moved by Councillor Gillis****Seconded by Councillor Ferguson****THAT** Council approve site plans for Robert and Steven Lyle for the property described as 4546 March Road subject to their revision to the satisfaction of the Municipality's Roads & Public Works and Planning Departments;**AND THAT** the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.**CARRIED**

c. Minor Variance – Doyle Homes, 852, 864, 865 Jack Dalgity St, Almonte

Resolution No. 285-18**Moved by Councillor Ferguson****Seconded by Councillor Wilkinson**

THAT Council lift the moratorium on minor variance applications in the Residential First Density Subzone I Zone specifically for the properties known municipally as: 852, 864 and 865 Jack Dalgity Street.

CARRIED

Councillor Abbott declared a pecuniary interest on the following matter as he owns a nearby vacant lot. He did not participate in discussions or vote on the matter.

- d. Site Plan Control – McIntosh Homes, 113 Carss St, Almonte

Resolution No. 286-18

Moved by Councillor Wilkinson

Seconded by Mayor McLaughlin

THAT Council approve the site plans for McIntosh Homes Inc. for the property described as 113 Carss Street subject to their revision to the satisfaction of the Municipality's Roads & Public Works and Planning Departments;

AND THAT the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

CARRIED

Finance and Administration

- e. Proposed Use of Pakenham Reserves - Walking Trail Enhancement

Moved by Councillor Abbott

Seconded by Councillor Ferguson

THAT Council authorize the use of \$5,000 from Pakenham reserves to fund the purchase of stone dust to enhance the existing walking trail along the river from the beach house to the base of the Ottawa Valley Recreation Trail (OVRT) in Pakenham and provide two stands for the benches that have been donated by the Pakenham Business and Tourism Association.

Motion to amend

Resolution No. 287-18

Moved by Councillor Ferguson

Seconded by Mayor McLaughlin

Strike out \$5,000 and insert \$8,459.59, and provide repairs to the beach hut and purchase picnic tables.

CARRIED

Resolution No. 288-18

THAT Council authorize the use of \$8,459.59 from Pakenham reserves to fund the purchase of stone dust to enhance the existing walking trail along the river from the beach house to the base of the Ottawa Valley Recreation Trail (OVRT) in Pakenham, provide two stands for the benches that have been donated by the

Pakenham Business and Tourism Association, provide repairs to the beach hut and purchase picnic tables.

CARRIED

- f. Water and Sewer Rates By-law – Administrative Amendments

Resolution No. 289-18

Moved by Councillor Gillis

Seconded by Councillor Abbott

THAT Council repeal By-law 18-33 and pass a new Water and Sewer Rate By-law for 2018.

CARRIED

- g. Council Compensation Review

Moved by Councillor McCubbin

Seconded by Councillor Abbott

THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$20,678 and Councillors at \$17,435, effective December 1, 2018;

AND THAT a discretionary fund be established for the Deputy Mayor in the amount of \$2,100 and Councillors in the amount of \$1,260 each, subject to an approved expenditure policy;

AND THAT the Deputy Mayor be provided with a cell phone funded by the Municipality;

AND THAT the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;

AND THAT Council agrees to implement an In Lieu of Benefits account for Council with an annual up set limit of \$500 per Member for health care and dental expenses;

AND THAT the administration of the In Lieu of Benefits will be the responsibility of the Treasurer expenses will be reimbursed on submitted receipts.

Motion to amend

Resolution No. 290-18

Moved by Councillor Abbott

Seconded by Councillor Ferguson

Strike out paragraph 2 in its entirety

CARRIED

Resolution No. 291-18

Moved by Councillor Abbott

Seconded by Councillor Wilkinson

THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$20,678 and Councillors at \$17,435, effective December 1, 2018;

AND THAT the Deputy Mayor be provided with a cell phone funded by the Municipality;

AND THAT the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;

AND THAT Council agrees to implement an In Lieu of Benefits account for Council with an annual up set limit of \$500 per Member for health care and dental expenses;

AND THAT the administration of the In Lieu of Benefits will be the responsibility of the Treasurer expenses will be reimbursed on submitted receipts.

DEFERRED – JUNE 26, 2018

h. The Hub - Request to Waive Building Permit Fees

Resolution No. 292-18

Moved by Mayor McLaughlin

Seconded by Councillor Abbott

THAT Council provide a grant to The Hub, equivalent to the amount of the building permit fees, up to a maximum of \$5,000, to be funded from reserves.

CARRIED

J. 3 **INFORMATION ITEMS**

- **Mayor's Report**

[None]

- **County Councillors' Report**

Highlights: \$15,000 allocated for county-wide business retention and expansion project; traffic signals and winter maintenance public works contracts awarded; support for Eastern Ontario Regional Network (EORN) project.

- **Mississippi Valley Conservation Report**

Highlights: General Manager, Paul Lehman, announced retirement after 30 years; update on watershed conditions.

- **Information List**

[None]

- **Meeting Calendars**

June 2018

Amendments: Cameron Memorial Fountain opening June 10th at 1pm at Almonte Old Town Hall

K. RISE AND REPORT

Resolution No. 293-18

Moved by Councillor Ferguson

Seconded by Councillor Watters

THAT the Committee rise and return to Council to receive the report on the proceedings of the Committee of the Whole.

CARRIED

Resolution No. 294-18

Moved by Councillor Gillis

Seconded by Councillor Lowry

THAT the recommendations of the Committee of the Whole for the meeting of June 5, 2018 be adopted as resolutions of Council;

AND THAT Item J.2.d be pulled to be voted on separately.

CARRIED

Councillor Abbott declared a pecuniary interest on the following matter as he owns a nearby vacant lot. He did not participate in discussions or vote on the matter.

Item J.2.d

[Resolution No. 286-18]

Moved by Councillor Lowry

Seconded by Councillor Ferguson

THAT Council approve the site plans for McIntosh Homes Inc. for the property described as 113 Carss Street subject to their revision to the satisfaction of the Municipality's Roads & Public Works and Planning Departments;

AND THAT the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

CARRIED

L. BY-LAWS

Resolution No. 295-18

Moved by Councillor Ferguson

Seconded by Councillor Lowry

THAT By-laws 18-57 to 18-58 be taken as read, passed, signed and sealed in Open Council.

CARRIED

By-Law 18-57

Resolution No. 296-18

THAT By-law 18-57, being a by-law to authorize the sale of certain lands described as Part Lot 15, Concession 10, being Lots 26, 27 and 28 as identified on the concept plan of the Business Park lands located at the south corner of Industrial Drive, Almonte Ward (Part of PIN 05090-0231).

CARRIED

By-Law 18-58

Resolution No. 297-18

THAT By-law 18-58, being a by-law to impose waterworks and sewer rates.

CARRIED

M. OTHER/NEW BUSINESS

1. Proposed OVRT Bypass Option 3

Bypass Option 3 - remove ATV traffic at Bridge Street, follow Queen Street and Martin Street North to the crossing of the trail at Carss Street where ATV's re-enter the CPR corridor.

Moved by Councillor Torrance

Seconded by Councillor McCubbin

THAT Council endorse the Ottawa Valley Rail Trail (OVRT) Bypass Option 3;

AND THAT the recommendation be forwarded to Lanark County Council for approval.

Motion to amend

Resolution No. 298-18

Moved by Councillor McCubbin

Seconded by Councillor Wilkinson

Strike out from proposed bypass: at Carss Street

CARRIED

Resolution No. 299-18

Moved by Councillor Gillis

Seconded by Councillor Wilkinson

THAT the rules be suspended to extend the meeting until 9:30 p.m.

CARRIED

Resolution No. 300-18

THAT Council endorse the Ottawa Valley Rail Trail (OVRT) Bypass Option 3, as amended;

AND THAT the recommendation be forwarded to Lanark County Council for approval.

DEFEATED 5-4

Councillor Ferguson requested a recorded vote.

Yeas: Mayor McLaughlin, Councillors McCubbin, Torrance and Wilkinson

Nays: Councillors Abbott, Ferguson, Gillis, Lowry, and Watters

N. NOTICE OF MOTION

[None]

O. ANNOUNCEMENTS AND INVITATIONS

[None]

P. CONFIRMATORY BY-LAW

By-law 18-59

Resolution No. 301-18

Moved by Councillor Ferguson

Seconded by Councillor Lowry

THAT By-law 18-59, 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 5th day of June 2018, be read, passed, signed and sealed in Open Council this 5th day of June 2018.

CARRIED

Q. ADJOURNMENT

Resolution No. 302-18

Moved by Councillor Abbott

Seconded by Councillor Gillis

THAT the meeting be adjourned at 9:27 p.m.

CARRIED

Shaun McLaughlin
MAYOR

Shawna Stone
CLERK



The Corporation of the Municipality of Mississippi Mills

Special Council Meeting #14-18

MINUTES

A special meeting of Council was held on Tuesday, June 19, 2018 at 6:00 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor McLaughlin called the meeting to order at 6:00 p.m.

B. O CANADA

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

C. ATTENDANCE

PRESENT:

Mayor Shaun McLaughlin
Councillor Duncan Abbott
Councillor John Edwards
Councillor Denzil Ferguson
Councillor Christa Lowry
Councillor Alex Gillis
Councillor Jill McCubbin
Councillor Amanda Pulker-Mok
Councillor Jane Torrance
Councillor Paul Watters
Councillor Val Wilkinson

ABSENT:

Ken Becking, CAO
Shawna Stone, Clerk
Niki Dwyer, Director of Planning
Andrew Scanlan-Dickie, Junior Planner

D. APPROVAL OF AGENDA

Resolution No. 303-18
Moved by Councillor Ferguson
Seconded by Councillor Pulker-Mok
THAT the agenda be approved as presented.

CARRIED

E. DISCLOSURE OF PECUNIARY INTEREST

[None]

F. REPORTS**a. Draft II Community Official Plan Summary of Public Meeting Comments**

The Director of Planning reviewed the comments received during the statutory and supplemental consultation processes conducted to-date. Members discussed multiple items including affordable housing; settlement boundaries; lot size; rural development; development plan (s.3.9.1); natural heritage linkages; servicing capacity; growth projections.

Resolution No. 304-18**Moved by Councillor Wilkinson****Seconded by Councillor McCubbin**

Strike out s.3.1.3:

Prior to the next comprehensive Official Plan Review, it is expected that Lanark County will have prepared a County-wide Natural Heritage System Strategy. Until such time as this strategy is completed, a natural heritage system for Mississippi Mills will consist of natural heritage features identified in this policy, as well as their adjacent lands, which provide for linkages.

CARRIED**Resolution No. 305-18****Moved by Councillor Wilkinson****Seconded by Councillor Lowry**

Insert s.4.4.1:

6. Recognize farm and food entrepreneurs as part of the economic value of Mississippi Mills.

CARRIED**Resolution No. 306-18****Moved by Councillor Ferguson****Seconded by Councillor Gillis**

Insert s.3.1.4

4. Council shall work collaboratively with rural landowners who wish to build or construct buildings or structures adjacent to a NHS that are incidental, accessory or essential to a permitted land use to avoid unnecessary delay and minimize costs.

CARRIED**Resolution No. 307-18****Moved by Councillor Torrance****Seconded by Councillor Gillis**

Insert s.4.6:

The Municipality shall partner with private, municipal and community partners, where possible and practical, on public transportation initiatives to encourage ride-sharing and commuting opportunities within Lanark County and into the City of Ottawa.

CARRIED**Resolution No. 308-18****Moved by Councillor Wilkinson****Seconded by Councillor Ferguson**

Strike out s.3.1.5.5: either direct or indirect; insert: potential

CARRIED**Resolution No. 309-18****Moved by Councillor Edwards****Seconded by Councillor McCubbin**

Insert s.3.9.1(v)i: walkability and cycling

CARRIED**Resolution No. 310-18****Moved by Councillor Edwards****Seconded by Councillor Lowry****THAT** the comments received at the public meeting of May 22, 2018 re: Draft II of the Community Official Plan be received.**CARRIED****G. CONFIRMATORY BY-LAW****Resolution No. 311-18****Moved by Councillor Ferguson****Seconded by Councillor Pulker-Mok****THAT** By-law 18-60, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its special meeting held on the 19th day of June, 2018, be read, passed, signed and sealed in Open Council this 19th day of June, 2018.**CARRIED****H. ADJOURNMENT****Resolution No. 312-18****Moved by Councillor Gillis****Seconded by Councillor****THAT** the meeting be adjourned at 8:05 p.m.**CARRIED**

Shaun McLaughlin
MAYOR

Shawna Stone
CLERK



2018 Development Charges Background Study

Public Meeting
June 26, 2018

1

Public Meeting Purpose

- This meeting is a mandatory requirement under the *Development Charges Act* (D.C.A.)
- Prior to Council's consideration of a by-law, a background study must be prepared and available to the public a minimum of 2 weeks prior to a public meeting and provided on the Municipality's website 60 days prior to by-law passage
- This public meeting is to provide a review of the Development Charges (D.C.) proposal and to receive public input on the proposed policies and charges

2

Study Process



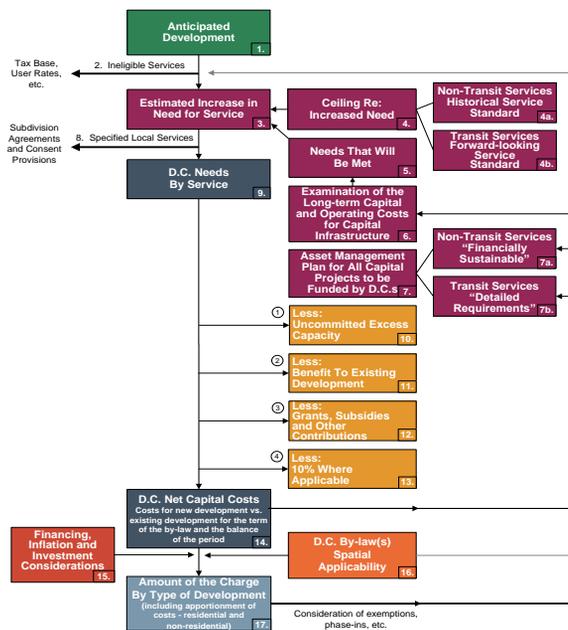
- ✓ Growth forecast and detailed discussions with staff regarding future needs to service growth
- ✓ Preliminary findings review with Municipal Staff – May 11, 2018
- ✓ Council presentation of draft D.C. Background Study and By-Law – June 5, 2018
- ✓ D.C. Background Study and By-Law public release – June 11, 2018
- ❖ Statutory Public Meeting – June 26, 2018
- Council to consider adoption and passage of D.C. Background Study and By-law

3

D.C. Methodology



The Process of Calculating a Development Charge under the Act that must be followed



4

Growth Forecast



- The following sources were reviewed:
 - Town of Mississippi Mills Official Plan Five-Year Comprehensive Review, April 2017; and
 - Town of Mississippi Mills Development Charge Background Study, May, 2014.
- Growth forecast prepared for:
 - 10-year period (2018-2028)
 - 19-year period (2018-2037)
- The forecast was modified to allocate 50% of anticipated growth to the urban area.

5

Growth Forecast



TIME HORIZON	RESIDENTIAL		NON-RESIDENTIAL	
	Net Population	Units	Employment	Sq.ft. of Non-Residential G.F.A.
2018	13,665	5,564	2,694	
2028	15,816	6,624	3,174	
2037	17,598	7,524	3,619	
2018 - 2028	2,151	1,060	480	388,400
2018 - 2037	3,933	1,960	925	732,600

6

Development Charge Services



10-Year Municipal-Wide Services

- Parks and Recreation Services
- Library Services
- Child Care Services
- Administration (Studies) Services

19-Year Urban-Area Services

- Wastewater Services
- Water Services

19-Year Rural-Area Services

- Septage Services

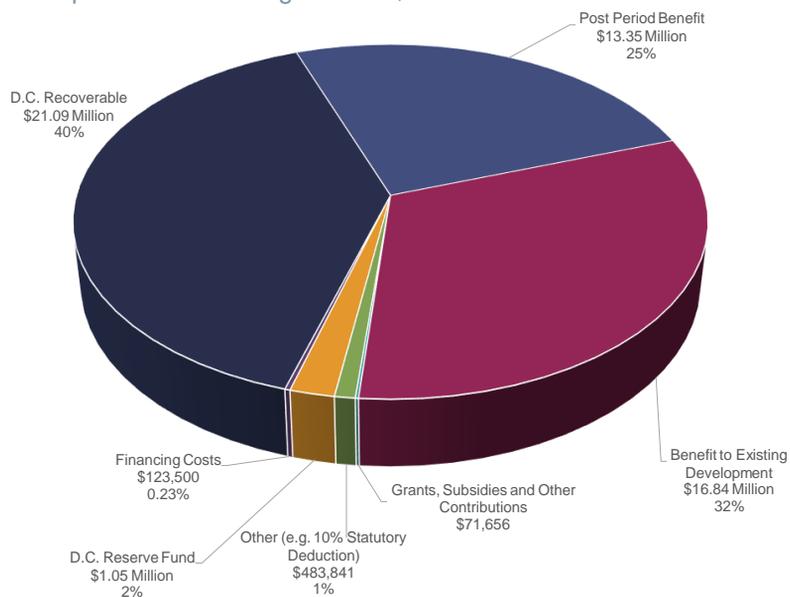
19-Year Municipal-Wide Services

- Services Related to a Highway
- Fire Protection Services

7

Anticipated Capital Needs

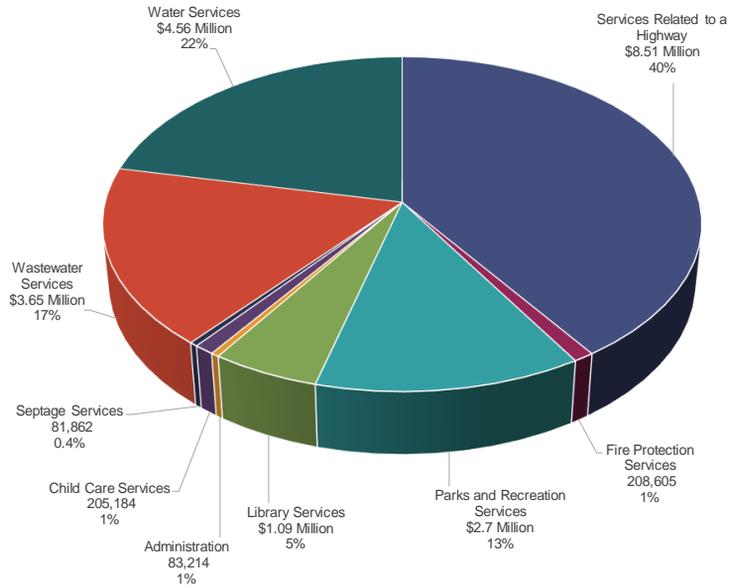
Gross Capital and Financing Costs - \$52.89 million



8

D.C. Recoverable Costs

\$21.09 million



xxxxx million

9

Proposed Schedule of Charges



Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq.ft. of Gross Floor Area)
Municipal Wide Services:						
Services Related to a Highway	3,671	2,074	1,956	2,945	1,501	2.21
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	2,476	1,399	1,319	1,987	1,012	0.35
Library Services	1,005	568	536	806	411	0.14
Administration	66	37	35	53	27	0.04
Child Care	198	112	106	159	81	0.00
Total Municipal Wide Services	7,506	4,241	4,000	6,022	3,069	2.79
Rural Services						
Septage Services	77	43	41	62	31	0.05
Total Rural Services	77	43	41	62	31	0.05
Urban Services						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
Total Urban Services	7,728	4,365	4,118	6,200	3,159	2.26
GRAND TOTAL RURAL AREA	7,583	4,284	4,041	6,084	3,100	2.84
GRAND TOTAL URBAN AREA	15,234	8,606	8,118	12,222	6,228	5.05

10

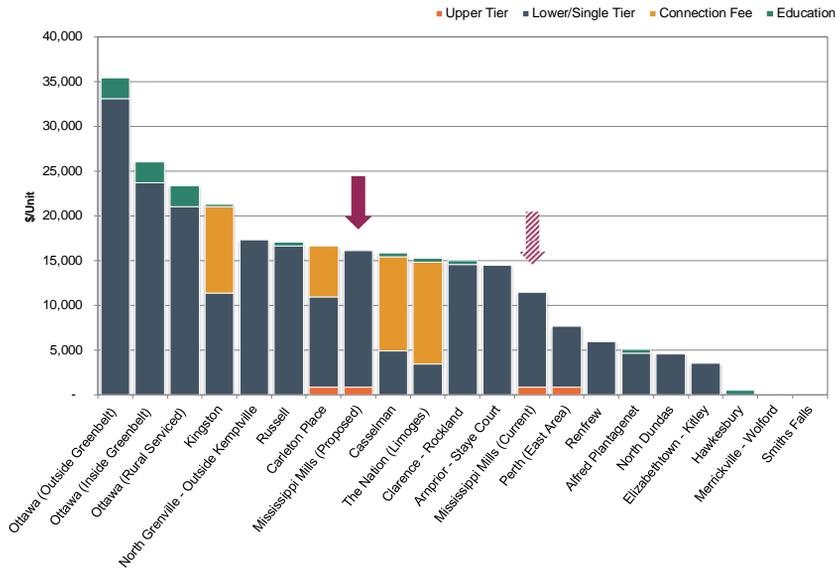
Development Charge Impacts Calculated Charges vs. Existing Charges



Service	Residential (Single Detached Unit) Comparison		Non-Residential (per Sq.Ft. of GFA) Comparison	
	Current	Calculated	Current	Calculated
Municipal Wide Services:				
Services Related to a Highway	\$2,208	\$3,671	\$1.38	\$2.21
Fire Protection Services	\$499	\$90	\$0.24	\$0.05
Parks and Recreation Services	\$1,269	\$2,476	\$0.17	\$0.35
Library Services	\$796	\$1,005	\$0.09	\$0.14
Administration	\$52	\$66	\$0.03	\$0.04
Child Care	\$130	\$198	\$0.00	\$0.00
Total Municipal Wide Services	\$4,954	\$7,506	\$1.91	\$2.79
Rural Services:				
Septage Services	\$102	\$77	\$0.05	\$0.05
Total Area Specific Services - Rural	\$102	\$77	\$0.05	\$0.05
Urban Services:				
Stormwater Services	\$135	\$0	\$0.06	\$0.00
Wastewater Services	\$2,600	\$3,274	\$0.86	\$1.23
Water Services	\$2,863	\$4,454	\$0.95	\$1.03
Total Area Specific Services - Urban	\$5,598	\$7,728	\$1.87	\$2.26
Grand Total - Rural Area	\$5,056	\$7,583	\$1.96	\$2.84
Grand Total - Urban Area	\$10,552	\$15,234	\$3.78	\$5.05

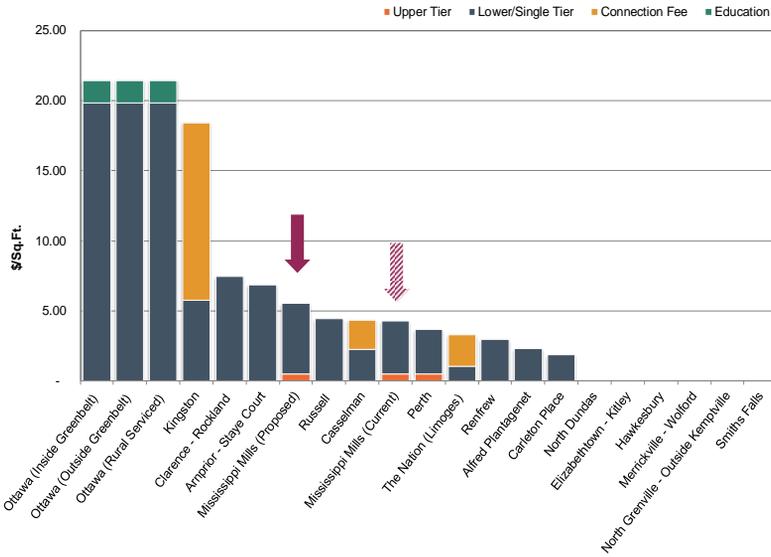
11

Development Charges Municipal Survey Single Detached Residential Dwelling Unit



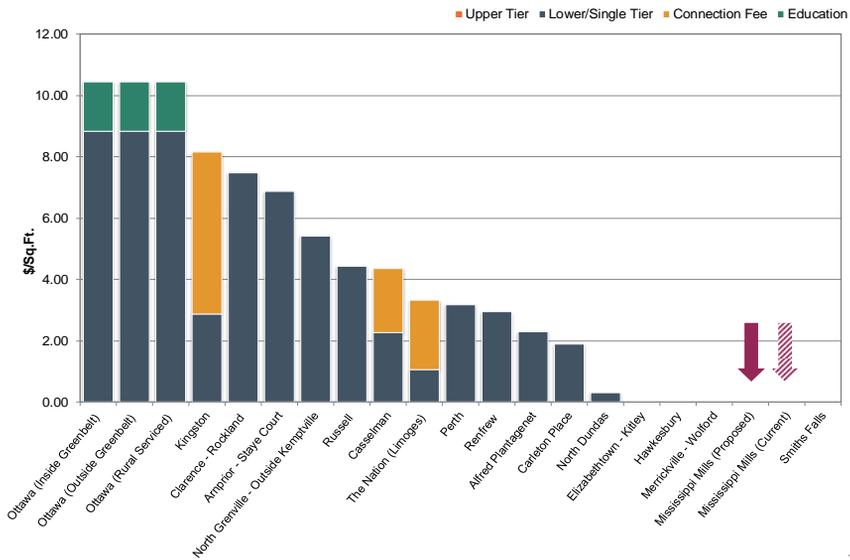
12

Development Charges Municipal Survey Commercial Development



13

Development Charges Municipal Survey Industrial Development



14

Development Charge Policies



Imposition of the Charges

- The charges are imposed by residential dwelling unit type and per square foot of gross floor areas. **Special care dwelling units charged as residential**
- The charges are payable at the time of issuance of a building permit
- Municipality may enter into agreement for the prepayment or deferral of D.C. payments

Indexing

- The by-law provides for mandatory annual indexing on January 1st of each year

Redevelopment Credits

- The by-law provides D.C. credits for residential and non-residential redevelopments for structures demolished, or converted from one principal use to another, provided the structure existed on the same land within 24 months prior to the date of payment of the D.C., based on current schedule of charges

15

Development Charge Policies



Statutory Exemptions

- Industrial expansions of up to and including 50% of the existing GFA of the building
- Land used for Municipal or Board of Education purposes
- Residential development that results in only the enlargement of an existing dwelling unit, or that results only in the creation of up to two additional dwelling units

16

Development Charge Policies

Non-Statutory Exemptions



- Industrial development (**distillery, marijuana production?**)
- Buildings used as hospitals as governed by the *Public Hospitals Act*
- Partial exemption from payment of 50% of the Municipal-wide service components of the charge for:
 - commercial and institutional development; and
 - rental apartment development of 5 dwelling units of greater
- **Residential intensification (e.g. granny suite) on lot with existing dwelling unit**
- Partial exemption requiring the payment of only the water, wastewater, and storm sewer components of the charge for:
 - the first two apartment units constructed above a commercial use within the downtown core of the Almonte Ward; and
 - all residential unit types constructed by or for charitable organizations, non-profit organizations and publicly funded non-profit housing and used for residential purposes
- **Non-Residential Farm Buildings**

17

Next Steps



- Council to receive input from public on the proposed D.C. By-law
- Consider any amendments to the D.C. Background Study and D.C. By-Laws subsequent to the Public Meeting
- Determine if a subsequent Public Meeting is required on the matter
- Council to consider draft D.C. Background and By-law (August 14, 2018)
- Passage of D.C. Study By-Law (TBD)

18

Friday, June 1, 2018

Chief Administrative Officer Ken Becking
Mississippi Mills
3131 Old Perth Rd
Almonte, ON
K0A 1A0

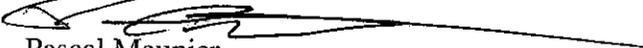
Dear Chief Administrative Officer Becking,

Please let this letter serve as my resignation from the Fire Chief position at the Mississippi Mills Fire Department, effective July 2, 2018.

This was not an easy decision to make. I have thoroughly enjoyed my time with Mississippi Mills and am grateful for the opportunities and support I have received.

I am open to helping during the transition to ensure the fire department has proper coverage and a smooth changeover to new management. Please let me know how I can help make the process easier.

Sincerely,


Pascal Meunier

JUNE 14,2018

TO THE TOWNSHIP OF MISSISSIPPI MILLS,
RE: RETIREMENT DATE FOR MICHEAL FRASER

TO: CALVIN MURPHY.

I AM WRITING THIS LETTER TO INFORM YOU THAT AS OF
DECEMBER 15,2018 WILL BE MY RETIREMENT DATE.

THANK YOU

MICHEAL FRASER

A handwritten signature in black ink that reads "Michael Fraser". The signature is written in a cursive style with a large, stylized initial 'M'.

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
INFORMATION REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Kenneth D. Becking, P.Eng., Chief Administrative Officer
SUBJECT: CAO's Report June 2018

The following information is an update on delegated authority items approved under By-law 13-18, namely for tenders, requests for proposals, and staff hiring.

General
I have moved to the area and I am starting to settle in. There is a lot to learn and I expect that it will take several months before I am fully up to speed. I have met with the Administrative, Parks Recreation and Culture, Public Works and Library staff. I still need to meet with the Fire and Water and Waste Water groups.
MM2020 I met with Mr. Mike O'Malley and Mr. Clem Pelot to discuss their ideas for extending cellular and internet service to the Clayton area. It is clear to me that a business case has to be made before the initiative can move forward. While staff has the skills and expertise (with outside assistance) to structure and evaluate the deal we do not have the in-house expertise needed to design and evaluate the costs for the initiative. We will be speaking with Mr. O'Malley and Mr. Grant Street of Storm Internet to see if they can assist with the development of the business case.
Service Delivery Review Direction has been given to the consultant to finalize their recommendations and the report. The report will be presented to Council at their August 14, 2018 meeting.
Market Salary Review The job descriptions are not in a fit state to be forwarded to the consultant for evaluation. In numerous cases significant rework is required to put them in a state where they are useable for the review. I have prepared several documents which will aid staff in properly completing the job descriptions so that they are consistent vertically and across the organization. The guidance documents are currently under review by the department heads and will be finalized by July 23, 2018. Reworking of the job descriptions should be complete by September 1, 2018.

Riverwalk Extension

I have met with Councillor Gillis and the Riverwalk Advisory Committee. The design is essentially complete and the committee is now ready to move forward with fund raising for the initiative. We wish the committee every success in meeting their goal.

Staffing

Library CEO Recruitment

At the request of the Library Board, I participated in the interviews for a new CEO to replace our retiring CEO, Pam Harris who will be leaving us at the end of the month. I understand that an appointment is imminent.

Fire Chief

It is with regret that I accepted the resignation of the Fire Chief effective July 2, 2018. Despite the short time of working together I appreciate and will miss his obvious talents and capabilities. Mr. Bruce Toshack is being promoted to the position of Acting Chief pending the determination of a direction for filling the position. I am considering options for replacement of the Chief and will bring forward recommendations at a later date.

Procurement

Tender 18-18 Riverfront Estates Parkland Tree/Brush Removal - Charles McLellan Excavating	\$ 5,000
Award of Contract - Wood Grinding at Howie Road Depot and Pakenham Depot - National Grinding Inc.	\$10,625
Award of Contract - Watermain Looping on Concession 11A - JP2G Consultants Inc (Standing Offer)	\$17,323.75

*All items awarded within budget.

**All quotes and tenders awarded to the lowest compliant bidder.

***Section IX 4b Procurement Policy for specialty services, no competitor in area or substitute available, extension of a pre-existing contract resulting in time and cost savings.

Respectfully submitted,



Kenneth D. Becking P. Eng.,
Chief Administrative Officer

MEMORANDUM

To: Committee of the Whole
From: Shawna Stone, Clerk
Date: June 26, 2018
Re: **Fence Viewers**

The *Line Fences Act* provides a procedure for a resolution of line fence disputes where a property owner desires a new fence on the boundary line or when a property owner wishes to repair an existing fence. The fence viewers examine the premises and, if required by either adjoining owner, will hear evidence and may interview the owners and witnesses under oath. A decision is then made as to the style, location, and cost sharing between the neighbours.

The allocation of costs to the proceedings is determined by the fence viewers and includes remuneration and expenses of the fence viewers, administrative fees of the Municipality, and surveyor fees (if applicable). Costs associated with the process are to be paid by the property owners involved, not the taxpayers of the Municipality.

A Form 1 - Request for Fence Viewing has been received. A revised by-law is required to appoint fence viewers and fix their remuneration as the current By-law 99-57, adopted in June 1999, is out of date. Based on agricultural background, experience, and references, Andy Brown, Sandy Snedden, Kurtis McRae, David Blair, and Alex Hazelwood are being recommended (see By-law 18-62).

MEMORANDUM

To: Committee of the Whole
From: Shawna Stone, Clerk
Date: June 26, 2018
Re: **Petition – Bicycle Lanes on Sadler Drive**

A petition, objecting to the proposed bicycle lanes and ban on street parking on Sadler Drive, was received on June 18, 2018.

Section 2 of the Petition Policy states that every petition shall a) be addressed to Council; h) contain the printed names, addresses and original signatures written directly on the face of the petition; and i) contain a notice on each page that the name and address of every person who signs it may be made available to the public. The petition is not addressed to Council. In some cases, addresses are incomplete and original signatures are missing. The petition does not include a notice on each page to state that it may be made available to the public. Given that there is only a note on the first page stating that verbal permission has been obtained from the signatories to publish their names, this petition has been circulated to Council by email for their consideration. The petition contains 117 names of residents on Sadler Drive, Laroque Street, Horton Street, Honeyborne Street, and Augusta Street.

Mississippi River Power Corp.

Meeting #197, Wednesday, April 25, 2018

At 8:30am, in the offices Mississippi River Power Corp., 28 Mill St., Almonte, Ontario

Attendance: President Paul Virgin, Vice-President Adrian Foster (via telephone), Directors Lyman Gardiner, Garry Dalgity, Mayor Shaun McLaughlin
General Manager - Scott Newton

Absent: none

Guests: Howard Allan & Ashley Liznick (Allan & Partners)

Additions to the Agenda: none

Approval of Agenda:

Motion #1-197

Moved by Director Lyman Gardiner,

Seconded by Mayor Shaun McLaughlin.

That the agenda for meeting #197, be approved as amended, all in favour,

CARRIED

Approval of Expenditure Report:

Motion #2-197

Moved by Director Garry Dalgity,

Seconded by Director Adrian Foster.

That the expenditure reports for the pay periods ending March 29, 2018, in the amount of \$112,144.04, April 12, 2018, in the amount of \$33,653.56, and April 26, 2018, in the amount of \$102,340.51, be approved, all in favour,

CARRIED.

Approval of Minutes:

Motion #3-197

Moved by Director Garry Dalgity,

Seconded by Mayor Shaun McLaughlin.

That the minutes of the one-hundred and ninety-sixth meeting of the Mississippi River Power Corp. held on March 28, 2018, be approved as amended, all in favour,

CARRIED.

Guest Presentation:

Howard Allan and Ashley Liznick of Allan & Partners presented the 2017 draft financial statements.

- Information Items:**
- 2018 Projects
 - Market Renewal

Action on Information Items:

Scott reviewed proposed project and equipment purchases for 2018. Board members agreed with the list. The items will be included in the 2018 budget. One of the items was the repair, rather than replacement of the Hawk.

Matters for Discussion:

There was a lengthy discussion about the office building at 28 Mill Street. Mr. Allan offered advice on the various options available. Further discussion are to be held with the Municipality to review these options and develop a path forward.

Scott provided an update on the Millfall Dam project. MNR is now seeking comments from the Algonquins of Ontario and will wait until those comments are received prior to issuing the Lakes and Rivers Improvement Act approval. Scott shared an email with the Board from the Algonquins of Ontario, requesting additional project information.

Board members provided input on the content of the upcoming Public Information Centre.

Approval to award the construction contract to the preferred bidder is being sought at the next Council meeting on May 1st.

CIMA+ have asked for additional funds as they've reached the maximum approved budget for the tender process phase of their role. The additional costs were mainly due to multiple changes to the design requested by MNR. The Board agreed that they were justified.

Scott discussed MRPC's social media platforms. Scott showed the Board draft content for an MRPC facebook page. The Board agreed that MRPC should add a facebook page to complement the existing twitter account. Scott will create the page right away.

Operations Report:

The Operations Report was reviewed. See attached report.

Matters for Decision/Motion:

Motion #4-197

Moved by Director Garry Dalgity,
Seconded by Director Lyman Gardiner.

That the quotation from Freco Fluid Power to overhaul the hydraulic components of the Hawk Trashrack Cleaner, at an estimated price of \$8,773.50 plus HST, be approved, all in favour,
CARRIED.

Motion #5-197

Moved by Director Garry Dalgity,
Seconded by Director Lyman Gardiner.

That pending Mississippi Mills Council approval on May 1st, the Board authorize awarding the Millfall Dam Rehabilitation construction contract to Ross & Anglin at a price of \$1,620,147.85, plus HST, all in favour,

CARRIED.

Motion #6-197

Moved by Director Lyman Gardiner,
Seconded by Director Garry Dalgity.

That the request from CIMA+ for additional fees of \$12,016.00 plus HST, relating to the tender process on the Millfall Dam Rehabilitation project, be approved, all in favour,

CARRIED.

Motion #7-197

Moved by Mayor Shaun McLaughlin,
Seconded by Director Garry Dalgity.

That the all documents requested by the Algonquins of Ontario relating to the Millfall Dam Rehabilitation project be forwarded to them immediately, all in favour,

CARRIED.

Motion #8-197

Moved by Mayor Shaun McLaughlin,
Seconded by Director Garry Dalgity.

That the Operations Report be approved as printed and circulated, all in favour,

CARRIED.

New Business: none

Meeting Finalisation:

The next meeting will be at the call of the Chair.

Motion #9-197

Moved by Mayor Shaun McLaughlin,

Seconded by Director Garry Dalgity.

That the meeting be adjourned at 10:37am, all in favour,

CARRIED.

Scott Newton, General Manager

Paul Virgin, President

Lyman Gardiner, Director

Operations Report to Directors - Mississippi River Power Corp.

April 25, 2018

Last regular meeting – March 28, 2018

Generation for the month of March was 3,199,769 KWh. We generated 700,512 Kwh on peak, at a rate of \$0.1499 per KWh for a total of \$105,006.77. We generated 2,499,257 KWh off peak, at a rate of \$0.1147 per KWh, for a total of \$286,664.78. Total generation revenue for the month of March was \$391,671.54.

At the time of our last meeting the flow in the river was around 40 cms, which was well below the average of 60 cms. Over the next week, flows increased to a high of nearly 75 cms. Since that time flows have been increasing, and should continue to do so over the next. The recorded flow at the Appleton stream gauge last Thursday was 89 cms, which is still a little below the average for that day (100 cms). We've been running at full capacity since the time of our last meeting. We don't expect the peak to be anywhere close to last year's (213 cms).

We've had to make some adjustments to our system since the Enerdu plant started up in February. The new station passes more water than the old one, so the way our station reacts to changes in their output had to be tweaked. They installed equipment to provide our system with a signal based on their output and they've been extremely cooperative in working the kinks.

Earlier this month Tammy and Merlin started some of the end-of-winter tasks. They removed the tarps from the rocks in Metcalfe GeoHeritage Park, removed the "No Winter Maintenance" signs on the Riverwalk extension, and patched up some ruts in the lawn at the old Generating Station with soil and seed. They also changed the claw on the Hawk to the plastic one that we use outside of the winter months. Finally, just last week, they started putting out the picnic tables and garbage cans in Metcalfe GeoHeritage Park.

Tammy and Merlin will be painting the floor and walls in the public washroom in Metcalfe GeoHeritage Park this week and hope to have it open shortly.

We have received final drawings for the proposed new overhead crane in the generating station to assist with maintenance on top of the generators. I've sent the drawings to JL Richards for a structural review.

On April 5th, Merlin attended a Workplace Safety session put on by the WSIB. There are additional sessions focusing on workplace Health and Safety Committees, which he will attend in May.

Merlin and Tammy removed and replaced the old bench seats in Metcalfe GeoHeritage Park that had cracked and split. The company we purchased them from sent us replacement benches last Fall. Merlin is working on the old ones, trying to repair the splits, so we can re-use them elsewhere in the park.

We received a quotation from Freco Fluid Power, for a complete hydraulic overhaul/replacement on the Hawk.

On April 13th, we pulled two logs out of the Millfall Dam in preparation for Spring flows. We pulled two more logs yesterday as a precaution.

We picked up our spare frazil ice pump from the Pump House last week, after dropping it off for repairs.

Generation Stats

This section shows annual figures

Budget Generation 2014	\$2,299,000
Actual Generation 2014	\$2,948,670
Actual Generation 2014 (KWh)	24,288,843
Budget Generation 2015	\$2,308,000
Actual Generation 2015	\$2,153,100
Actual Generation 2015 (KWh)	17,631,720
Budget Generation 2016	\$2,424,651
Actual Generation 2016	\$1,918,603
Actual Generation 2016 (KWh)	15,715,881
Budget Generation 2017	\$2,355,095
Actual Generation 2017	\$3,899,139
Actual Generation 2017 (KWh)	31,939,350

This section shows figures representing the period of January 1 – March 28 (2017 vs 2018)

2017		2018	
Budget Generation	\$826,638	Budget Generation	\$809,492
Actual Generation	\$1,019,346	Actual Generation	\$894,190
Actual Generation	8,327,510 KWh	Actual Generation	7,288,243 KWh

NOTE: The projected (or budgeted) revenue/KWh output is often well above or below the actual totals. As a run-of-river station we must base our projections on AVERAGE flows. Verified flow data exists on our system from 1919 to the present. We use data from 1960 to the present in our projections, as regulation of the system has changed significantly over the past 100 years.

Scott Newton, General Manager

**The Corporation of the Municipality of Mississippi Mills
ACTIVE TRANSPORTATION ADVISORY COMMITTEE MINUTES**

A regular meeting of the Active Transportation Advisory Committee was held on May 29, 2018 at 6:00 p.m. at the Old Town Hall.

Present:

Jeff Mills, Chair
Theresa Peluso
Councillor John Edwards
Heather Smith
Councillor Jill McCubbin
George Yaremchuk
Danielle Shewfelt

Absent:

Robbie Brady, regrets

Staff:

Guy Bourgon, Director of Roads and Public Works
Calvin Murphy, Recreation Manager
Cindy Hartwick, Recording Secretary

Chair Jeff Mills called the meeting to order at 6:03 pm.

A. APPROVAL OF AGENDA:

Moved by Councillor John Edwards
Seconded by Danielle Shewfelt

THAT the agenda be approved.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST:

None

C. DELEGATIONS/PRESENTATIONS/TOURS:

None

D. APPROVAL OF MINUTES:

Moved by Theresa Peluso
Seconded by Heather Smith

THAT the Active Transportation Advisory Committee minutes dated April 10, 2018 be approved.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES:

1. Update on pedestrian crossover on Bridge Street

The project is moving forward, the County is hoping the concrete pedestals will be poured this week.

2. Bike Lanes – Martin Street & Sadler Drive – Open House May 30, 2018

Open House scheduled for tomorrow night, May 30, 2018 at the Old Town Hall from 6pm to 8pm.

F. REPORTS:

None

G. INFORMATION/CORRESPONDENCE:

1. School Travel Planning Committee – There haven't been any meetings, but it was reported that there is a new school health nurse.
2. Working Group – develop a plan for a trail system in and around the hamlet of Pakenham – update – Jeff Mills

An open house was held and a community group of interested people has been formed.

A report is going to Council for path upgrades with stone dust in Fred Millar Park along the water, as well as 2 concrete slabs for 2 benches that were also donated by the Pakenham Business and Tourism Association for along this trail.

H. OTHER/NEW BUSINESS:

1. 2018 Bicycle Month

The rack cards have been printed and distribution has started. The website mmbm.ca has all the events listed for bike month.

2. Eastern Ontario Active Transportation Summit and Network

The Eastern Ontario Active Transportation Summit in Brockville was a huge success and lots of positive comments were received.

Congratulations to Danielle Shewfelt, Leeds, Grenville & Lanark District Health Unit Public Health Nurse received the Eastern Ontario Active Transportation Summit Community Builder Award this year.

3. Walking School Bus Project

The Walking School Bus Project has been approved. Currently waiting on the hiring of a facilitator and then the project will be moving forward.

4. Silver Chain Challenge

The old website is currently up and running as they are having issues with the new website, but they are working on it.

Promote the challenge, remind Mississippi Mills residents to log the distance they walk or bike in the month of June.

5. Active Transportation on the Mississippi River

**Moved by George Yaremchuk
Seconded by Theresa Peluso**

THAT the Active Transportation Advisory Committee recommends that Council request the County to have the OPP complete a safety and risk audit of County Road 29, from Grainger Road to Renfrew Street.

MOTION PREPARED

6. Bike Racks – Commemorative Bench, Bike and Tree Policy

**Moved by Councillor John Edwards
Seconded by Danielle Shewfelt**

THAT the Active Transportation Advisory Committee recommends that the single post and the 4 multi ring bike racks be used in the policy and that pricing and specifications be forwarded to the Recreation Manager.

CARRIED

7. OVRT – Trail Access Point

Councillor Edwards will discuss with the Appleton Community Association on best possible routes.

The Committee felt that the Southern Entrance access points should be the first priorities, including an access point at Ann Street, off Snedden Casey Park and another off Robert Street.

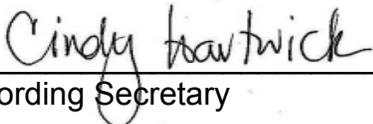
I. MEETING ANNOUNCEMENTS:

Active Transportation Advisory Committee Old Town Hall– 6:00 pm
Tuesday, September 11, 2018

J. ADJOURNMENT:

Moved by Councillor Edwards
Seconded by Councillor McCubbin
The meeting adjourned at 7:35 p.m.

CARRIED



Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
HERITAGE ADVISORY COMMITTEE
MINUTES**

Wednesday, May 30, 2018 @ 7:00 P.M.

Council Chambers, Municipal Office

PRESENT: Jason Gilmore, Chair
Harold McKay
Al Jones
Michael Rikley-Lancaster
David Thomson
Councillor John Edwards
Sarah More

ABSENT: Fred Dennis

STAFF: Roxanne Sweeney, Recording Secretary

Chair Jason Gilmore called the meeting to order at 7:00 p.m.

A. APPROVAL OF AGENDA

Moved by Harold McKay

Seconded by Michael Rikley-Lancaster

THAT the Agenda dated May 30, 2018, be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

None were declared.

C. APPROVAL OF MINUTES

Moved by Al Jones

Seconded by Councillor John Edwards

THAT the Minutes dated March 28, 2018 be accepted as presented.

CARRIED

D. DELEGATIONS/PRESENTATIONS

E. NEW BUSINESS

1. Leckie's Corners Signage

Moved by Councillor John Edwards

Seconded by Harold McKay

THAT Council approve the installation of 12 historical signs:

- **Site of Mississippi Pride Cheese Factory**
- **Foundations of Robert Drury's "Harness Shop" and House c. 1850**
- **Robert Yule's Tailor Shop and House c. 1839**

- **Foundations of Thomas Leckie's General Store c. 1845**
- **Site of Original Log Schoolhouse**
- **Site of Methodist Church c. 1835**
- **Free Church Manse c.1845**
- **Foundations of Free Church c. 1845**
- **Site of Isaac Mansell's House**
- **School House c. 1856**
- **Auld Kirk Manse c. 1835**
- **Site of Old Town Hall c.1851; and**
- **Four settlement area signs (Galbraith, Uneeda, Bennies Corners, and Union Hall)**

And that the signs be funded from the Heritage Committee budget and installed by the Public Works Department.

CARRIED

F. INFO/CORRESPONDENCE

G. BUSINESS ARISING FROM MINUTES

1. **Almonte Old Hospital – deferred to June 27, 2018 meeting.**

H. ANNOUNCEMENT

Next meeting: Wednesday, June 27, 2018

I. ADJOURNMENT

Moved by Al Jones

Seconded by David Thomson

THAT there being no further business before the Committee, the meeting adjourned at 7:41 p.m.

CARRIED

Roxanne Sweeney, Recording Secretary

The Corporation of the Municipality of Mississippi Mills

**COMMUNITY POLICING ADVISORY COMMITTEE
MINUTES**

A meeting of the Community Policing Advisory Committee was held on Tuesday, March 6, 2018 at 9:30 a.m. in the Council Chambers, Municipal Offices.

Members: Neil MacLeod, Chairperson
Anne Mason, Vice Chairperson
Councillor Denzil Ferguson
Councillor Jane Torrance
Mayor Shaun McLaughlin
Inspector Derek Needham, Lanark County OPP Detachment
Staff Sargent Marty McConnell, Lanark County OPP Detachment

Staff: Shawna Stone, Acting CAO
Carolynn Errett, Recording Secretary

Acting CAO called the meeting to order at 9:37 a.m.

A. APPROVAL OF AGENDA

Moved by Councillor Torrance

Seconded by Anne Mason

THAT the agenda be accepted with the following addition under section G: under Business Arising out of Minutes #3 process for removing vehicles blocking or causing a security concern for public events.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

Acting CAO requested that any member having a pecuniary interest declare it now or at the time of discussion. None were declared.

C. ELECTION OF OFFICERS

Acting CAO called for nominations for the position of Chairperson.

Moved by Anne Mason

Seconded by Mayor McLaughlin

THAT Neil MacLeod be nominated for the position of Chairperson for 2018.

CARRIED

The meeting was turned over to the Chair who called for the nominations for Vice-Chair and Secretary.

**Moved by Mayor McLaughlin
Seconded by Council Ferguson
THAT Anne Mason be nominated for the position of Vice-Chairperson for 2018.**

CARRIED

**Moved by Councillor Torrance
Seconded by Mayor McLaughlin
THAT Carolyn Errett be appointed the position of Secretary for 2018.**

CARRIED

D. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

**Moved by Councillor Ferguson
Seconded Anne Mason
THAT the minutes dated December 12, 2017 be approved as presented.**

CARRIED

E. DELEGATIONS

1. Inspector Derek Needham
Re: Findings from review of fatal collisions on Highway No. 7 and recommended solutions

Inspector Needham stated that there had been five fatal accidents since 2002; all occurred during winter months when weather and driving conditions were consider a major factor, not excessive speeds; all in passing lanes; difficult to distinguish between lanes.

Recommendations to the MTO:

- Install signage warning drivers of icy conditions and drifting snow
- Review corner just west of 5A Ramsay
- Reduce curvature in road at 5A Ramsay
- Installation of a direct Liquid Applicator

**Moved by Councillor Torrance
Seconded by Councillor Ferguson
THAT a motion goes forward to council requesting follow up with MTO regarding the following:**

- **A collision study on Highway 7 between Carleton Place and Perth since 1998**
- **The completion of an engineering review based on the recommendation made by Lanark County O.P.P.**
- **The consideration for twinning highway 7 between Carleton Place and Perth**
- **A current update on the status of MTO's plans for highway 7**

CARRIED

F. REPORTS

Inspector Needham reviewed the Q4 reports with the members and addressed questions:

- Notable reduction (39%) in 'trouble with youth' and a decrease in motor vehicle theft
- O.P.P to add more personnel to Property Crime Unit with the goal to increase clearance rate

Inspector Needham to provide a five year trend on motor vehicle theft.

Councillor Torrance to share statistics regarding drug related fatalities in the County over the last year (information provided by Health Unit).

G. BUSINESS ARISING OUT OF MINUTES

1. Task chart – No updates
2. Further discussion to be had regarding format and implementation of a CPAC Annual Report. TBD
3. Process for removing vehicles blocking or causing a security concern for public events. Acting CAO to investigate and follow up with staff report.

H. CORRESPONDENCE

CPAC01-03-18 Lanark County Association of Police Services Board December 13, 2017 Meeting Minutes

CPAC02-03-18 Marie-France Lalonde, Minister, Ministry of Community Safety and Correctional Services, dated December 22, 2017
Re: Provincial funding in support of local situation tables

CPAC03-03-18 Amanda Mabo, Clerk, Tay Valley Township, January 20, 2018
Re: Moving Upstream

CPAC04-03-18 AMO Policy Update – Bill 175, Safer Ontario, February 12, 2018

CPAC04-03-18 The Review Magazine, Fall/Winter 2017

Correspondence items CPAC01-03-18 to CPAC04-03-18 accepted as information.

I. OTHER/NEW BUSINESS

1. 2018 YTD Police Financials – received.

J. “IN CAMERA” SESSION

None.

K. MEETING ANNOUNCEMENTS

- Next regular meeting of Community Policing Advisory Committee – Tuesday, June 5th, 2018 at 9:30 a.m.
- Next Joint Lanark County PSB meeting – Wednesday, April 4, 2018 at 9:30 a.m. – Rosedale Centennial Hall in Smiths Falls, Hosted by Montague Township
- Next OAPSB Zone 2 meeting is scheduled for Thursday, April 19, 2018 at 7:00 p.m. – Hawkesbury Town Hall and Friday April 20, 2018 at 10:00 a.m. – La Cite Golf Course, Hawkesbury
- Annual OAPSB General Conference is scheduled for Wednesday May 23-26 – Blue Mountain. Registration required

L. ADJOURNMENT

**Moved by Councillor Torrance
Seconded by Mayor McLaughlin
THAT the meeting be adjourned at 11:27 a.m.**

CARRIED

Carolynn Errett, Recording Secretary

HIGHWAY 7 FATAL MVC REVIEW

Mississippi Mills



Lanark County OPP

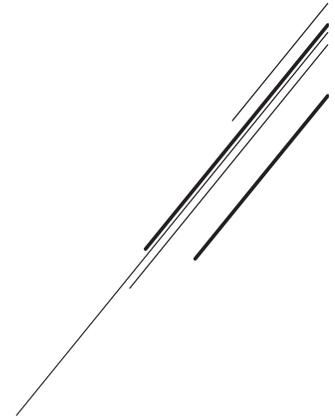


- ▶ Since the 14th of January 2002 there have been 5 Fatal Motor Vehicle Collisions on Highway 7 within Mississippi Mills
- ▶ All five have occurred during the winter months.
- ▶ All five have occurred in passing lane sections of the highway
- ▶ Highway 7 travels through approximately 7.5 km of Mississippi Mills

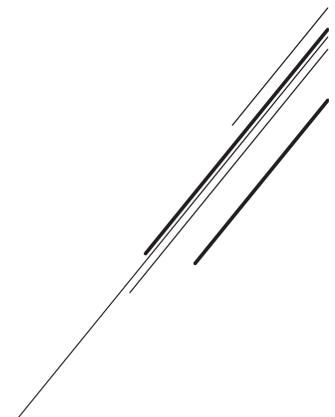
OVERVIEW



OVERVIEW OF COLLISION LOCATIONS

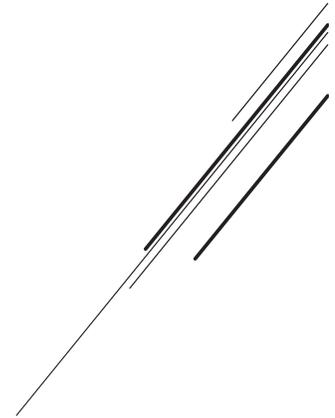


WEST END COLLISIONS

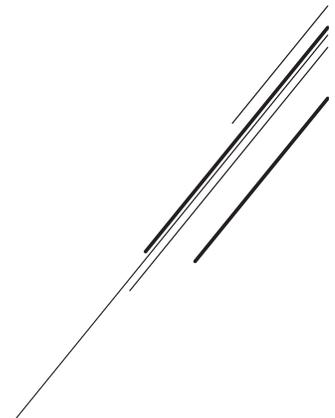




EAST END COLLISIONS



CENTRAL COLLISION



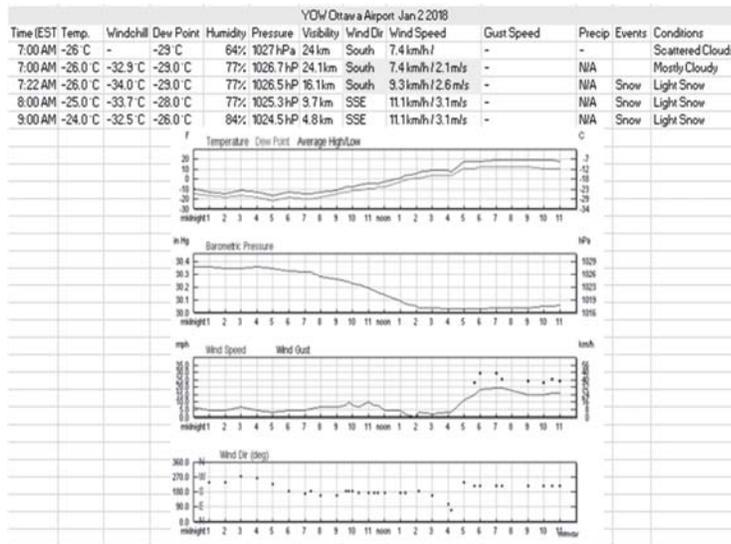
Photograph of Scene



Google Image of Location



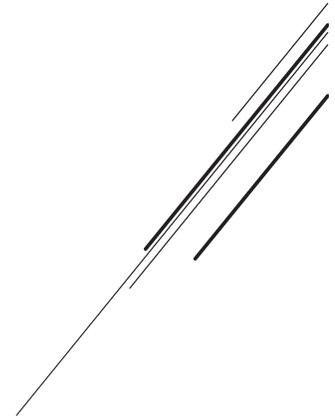
02 JANUARY 2018



WEATHER

- ▶ D1 was travelling East Bound in the two lane portion of the East Bound Lanes
- ▶ D1 failed to negotiate the corner nearing the merge to one lane
- ▶ D1 crossed center line and Struck V2 head on.
- ▶ V2 was pronounced deceased at the scene

SP18000791 DETAILS



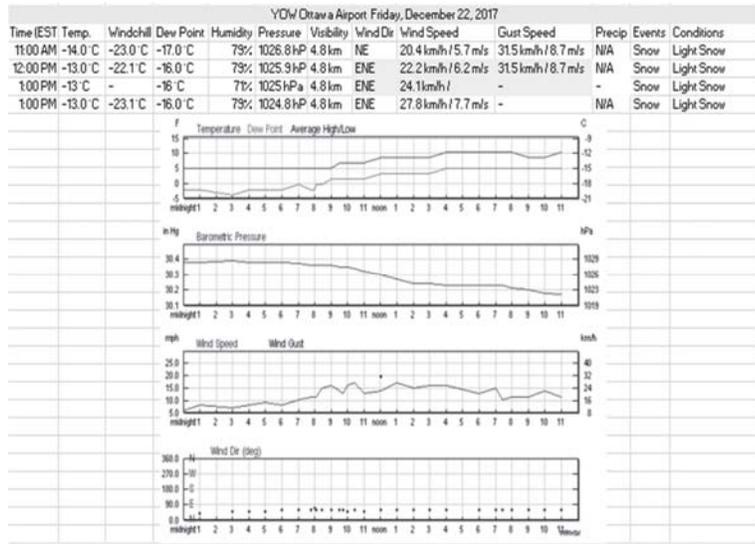
Photograph of
Scene



Google Image of
Location



22 DECEMBER 2017



WEATHER

- ▶ Driver 1 was travelling west bound in the fast lane of the three lane portion.
- ▶ Driver 1 crossed center lane colliding with a Tractor Trailer Head on
- ▶ Driver 1 was pronounced deceased at the scene

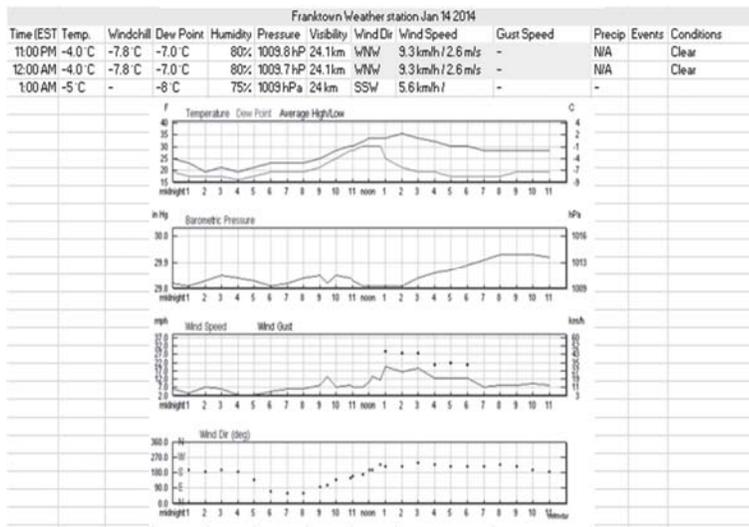
SP17281239 DETAILS

Photograph of Scene

Google Image of Location



30 JANUARY 2014



WEATHER

- ▶ V1 Travelling East bound
- ▶ D1 lost control of V1
- ▶ V1 Crossed center line and was struck Head on by V2
- ▶ D1pronounced deceased at scene

SP14023745 DETAILS

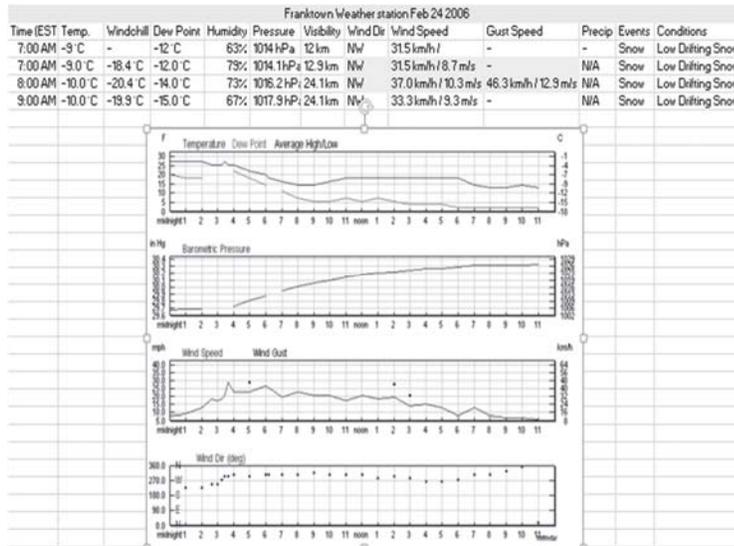
Photograph of
Scene



Google Image of
Location



24 FEBRUARY 2006



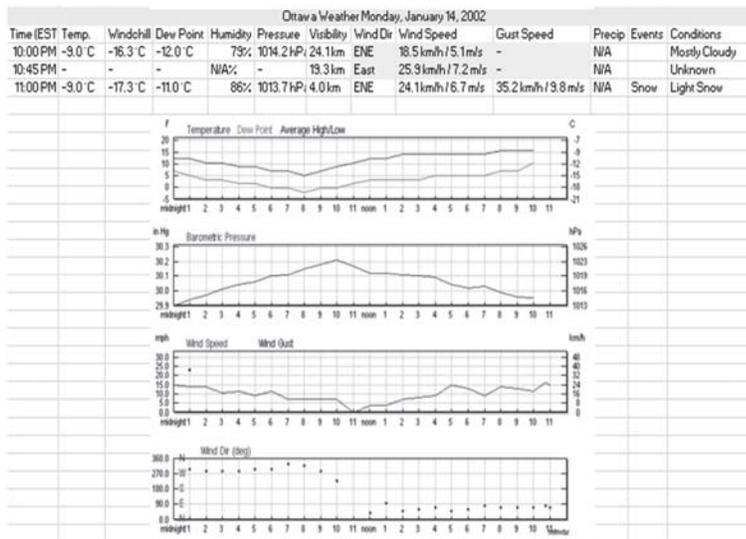
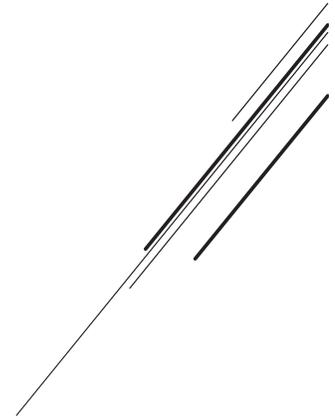
WEATHER

- ▶ D1 Travelling east bound
- ▶ D1 crossed center line at apex of corner sliding sideways
- ▶ V1 struck by V2 T Bone fashion
- ▶ D1 pronounced deceased at scene

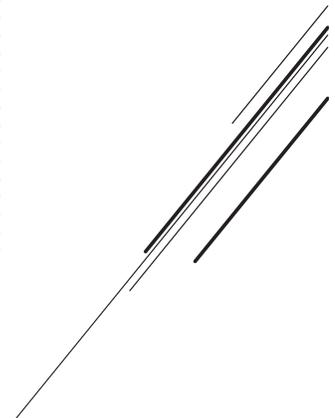
SP06033273
DETAILS



14 JANUARY 2002

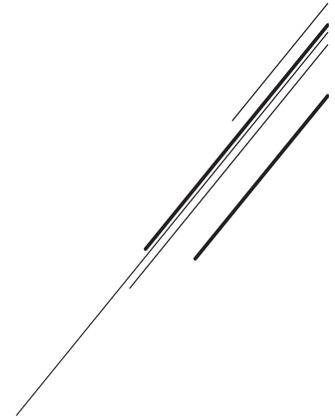


WEATHER



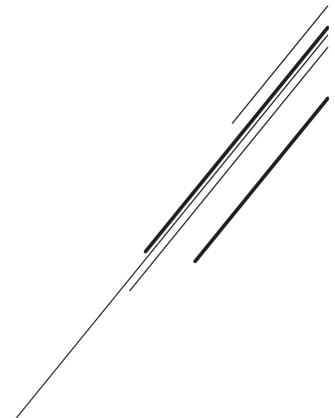
- ▶ D1 travelling East bound in the fast lane of the 3 lane portion of highway
- ▶ D1 lost control of vehicle sliding sideways across center line
- ▶ V1 struck by V2 travelling West Bound in T Bone fashion
- ▶ V1 left roadway
- ▶ D1 Pronounced Deceased at Carleton Place Hospital

PP02001159 DETAILS



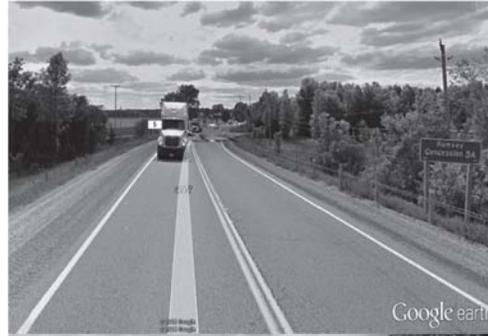
SUMMARY

- ▶ All collisions resulted in a fatality
- ▶ All collisions occurred during January, February
- ▶ All collisions involved the roadway having snow or drifting snow on it
- ▶ All collisions Driver 1 was driving "too fast for the conditions"
- ▶ All collisions involved a vehicle crossing center lane
- ▶ All collisions occurred where a passing lane existed
- ▶ 2 of the collisions occurred on the apex of a corner
- ▶ 2 of the collisions occurred over a culvert



RECOMMENDATION 1

Consideration be made to install Permanent variable message signs West bound highway 7, East of the 5th Line of Ramsay and West Bound, West of Ferguson Falls road



RECOMMENDATION 2

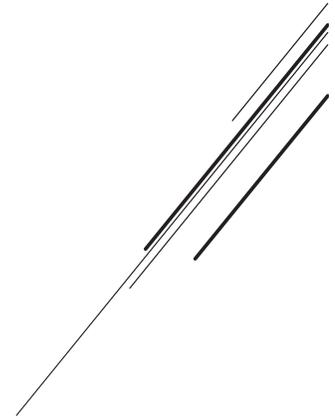
A review of the corner just west of 5A Ramsay.

This review would be to monitor the impact of the culvert on the apex of the corner and how it impacts the roadways temperature and the possibility of causing frost / ice at this location.



RECOMMENDATIO N 3

Reduce the curvature of
the corner located West of
Ramsay 5A



RECOMMENDATION 4

Consider the installation of a Direct Liquid
Application (DLA) system on the Apex of
the corner located West of Ramsay 5A

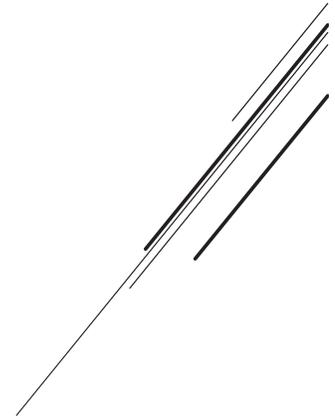


'It's not just a speedway'

Wilkinson also questions whether Ontario Provincial Police are patrolling the nearly 35-kilometre stretch of Highway 7. She often sees them in Perth and Carleton Place, but not pulling speeders over between the two towns.

OPP could not be reached for comment.

She hopes the highway will be twinned eventually, but it's unclear if that will happen anytime soon, especially in that area. In the meantime, she wants drivers to slow down.



**The Corporation of the Municipality of Mississippi Mills
COMMUNITY POLICING ADVISORY COMMITTEE MINUTES**

A meeting of the Community Policing Advisory Committee was held on Tuesday, June 5, 2018 at 9:30 a.m. in the Council Chambers, Municipal Office.

PRESENT: Neil MacLeod, Chairperson
Anne Mason, Vice Chairperson
Councillor Denzil Ferguson
Councillor Jane Torrance
Mayor Shaun McLaughlin
Inspector Derek Needham, Lanark County OPP Detachment
Staff Sargent Marty McConnell, Lanark County OPP Detachment
Staff Sargent Marc Hemmerick Lanark County OPP Detachment

STAFF/OTHERS: Ken Becking, CAO
Carolynn Errett, Recording Secretary

Regrets:

The Chair called the meeting to order at 9:37 a.m.

A. APPROVAL OF AGENDA

**Moved by Councillor Ferguson
Seconded by Councillor Torrance
THAT the agenda be accepted as presented.**

CARRIED

B DISCLOSURE OF PECUNIARY INTEREST

None were declared.

C. DELEGATIONS/PRESENTATIONS/TOURS

None.

D. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

**Moved by Councillor Ferguson
Seconded Anne Mason
THAT the minutes dated March 6, 2018 be approved as presented.**

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

1. Updated Task Chart
 - The Chair to present an annual report to Council February/March 2019
 - Request to Council to amend terms of reference to increase number of meetings from four to six times a year
 - Increase public awareness about local policing matters
2. OPP Highway 7 Report
 - Inspector Needham MTO responsive to the recommendations made by the Lanark OPP; signage has been posted; and a full MTO investigation is underway regarding the contributing factors; majority of offense notices issued for speeding
3. Mississippi Mill's policy and procedure for removing vehicles
 - The Chair to provide list of upcoming Legion events to CAO for future planning consideration
 - CAO to review current by-law regarding vehicle removal/relocation

F. ROUND TABLE

Inspector Needham – approved crime's grant will result in new collaboration between the Lanark County Detachment and the Lanark County Mental Health.

Councillor Torrance – positive relationship developing between the Youth Centre and Lanark County OPP; fundraising opportunities being directed at trouble with youth.

G. REPORTS

1. OPP Report – Inspector Derek Needham
 - Calls for Service 2017 Billing Summary
 - Q1 Stats
 - Q1 Collisions
 - PSB Complaints –1st Quarter
 - PSB 1st Quarter Calls for Service
 - PSB 1st Quarter Collisions

Received for information.

H. INFORMATION/CORRESPONDENCE

1. AMO Member Q and A, dated March 9, 2018
Re: Cannabis Legalization Implementation Funding for Ontario Municipalities

2. LCAPSB Minutes – April 4, 2018
3. Fred Kaustinen, OAPSB Zone 2, dated April 20, 2018
Re: Presentation on Bill 175
4. Canadian Mental Health Association, dated April 20, 2018
Re: CMHA Champlain East Court Related Programs and Services
5. Matthew Wilson, Senior Advisor, AMO, dated May 10, 2018
Re: AMO Policy Update – Changes to Fire and Police and what you need to know
6. Marie-France Lalonde, Minister, Ministry of Community Safety and Correctional Services, dated May 5, 2018
Re: Bill 175
7. Marie-France Lalonde, Minister, Ministry of Community Safety and Correctional Services, dated May 5, 2018
Re: Safer Ontario Act, 2018
8. OAPSB Zone Meeting Conference, dated May 24, 2018
Re: Bargaining Overview/Update
9. Eli El-Chantiry, OAPSB Chair
Re: OAPSB AGM 2018 Chair Report

Correspondence Items 1 to 9 accepted as information.

I. OTHER/NEW BUSINESS

1. YTD Financial report
 - Outstanding travel receipts from conferences to be submitted to the Secretary/Treasurer
2. Vandalism and nuisance concerns at Gemmill Park
 - Deadbolts installed on new bathroom doors
 - Poor visibility in the park, difficult to see from the main road
3. Enforcement of ATV By-law
 - Municipality to look into short form wording and fines
 - CAO to review the County and Municipal by-laws

J. “IN CAMERA” SESSION

None

K. MEETING ANNOUNCEMENTS

- Community Policing Advisory Committee – September 11, 2018 at 9:30 a.m.
- Joint Lanark County PSB meeting –June 27, 2018 at 9:30 a.m. – 80 Gore St, Perth
- Zone 2 OAPSB meeting –September 21, 2018 – Cornwall

L. ADJOURNMENT

**Moved by Councillor Ferguson
Seconded by Mayor McLaughlin
THAT the meeting be adjourned at 11:40 a.m.**

CARRIED

Carolynn Errett, Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Pascal Meunier, Fire Chief
SUBJECT: **New Fire Safety Regulations under the *Fire Protection and Prevention Act, 1997***

RECOMMENDATION:

THAT the Fire Chief's report, New Fire Safety Regulations under the *Fire Protection and Prevention Act, 1997*, dated June 26, 2018, be received for information.

BACKGROUND:

In January 2017, the Minister of Community Safety and Correctional Services (MCSCS), Marie-France Lalonde, assembled a Fire Safety Technical Table of fire service personnel from across Ontario with the goal of improving fire safety in the province. The members of the Table worked with the Ministry on the development of three new fire safety regulations.

On May 8, 2018, Minister Lalonde announced the three new fire safety regulations under the Fire Protection and Prevention Act (FPPA).

These regulations will require additional time from the existing Fire Department staff, as well as a new full time position and some additional costs for training resources, courses and certification.

DISCUSSION:

Risk Assessment Regulation

As of July 1, 2019, all municipalities must undertake a standardized risk assessment that will be used to inform the development of municipal fire protection services. This full risk assessment must be conducted every five years with monitoring and reviewing conducted annually.

The Ministry hopes that by completing and maintaining the risk assessment, municipalities will ensure the delivery of fire protection services, including the development of public education and fire prevention programs, will be based on

consideration of each specific profile of the community. The risk assessment will help direct decision making around the provision of fire protection services.

The risk assessment includes the following 9 mandatory profiles: geographic, building stock, critical infrastructure, demographic, hazard profile from our Emergency Management Plan, public safety response, community services, economic profile, and past loss and event history profile. Each profile is to be interpreted as extending only to matters relevant to fire protection services. The Office of the Fire Marshal and Emergency Management (OFMEM) will provide a template to complete the assessment.

Impact on the Mississippi Mills Fire Department:

In the past, a simplified risk assessment was required by the OFMEM annually and, therefore, is familiar to staff. However, the new risk assessment is more in-depth and will take staff more time to compile the data, complete the new assessment and update it annually.

Training Certification Regulation

The new regulation for mandatory certification will only apply to new firefighters (hired after July 1, 2019), those looking to progress to more senior positions (i.e.: firefighter to fire officer), or those looking to perform certain specified roles (i.e.: fire investigator). As such, the majority of existing suppression firefighters in Ontario will not need to certify to maintain their current jobs.

Mandatory certification will be implemented for the following roles for firefighters hired after July 1, 2019:

- Suppression (NFPA 1001)
- Pump Operator (NFPA 1002)
- Technical Rescuers (NFPA 1006)
- Fire Educator (NFPA 1035)

Mandatory certification will be implemented for the following roles for new and existing firefighters as of January 1, 2020:

- Fire Officers (NFPA 1021)
- Fire Inspectors (NFPA 1031)
- Fire Investigators (NFPA 1033)
- Fire Instructors (NFPA 1041)
- Fire Dispatchers (NFPA 1061)
- Hazardous Material Personnel (NFPA 1072)

New firefighters who need to be certified will be able to work under the supervision of another certified firefighter, via an internship program, while they complete their training.

They will have two years to complete their certification, with the potential of an additional 12 months upon approval of the Fire Marshal.

Current firefighters looking to advance as either a Fire Instructor or Fire Inspector will also have the opportunity to enter into the internship program for a period of six months with an additional six month extension if approved by the Fire Marshal to allow them to train and become certified.

Fire inspectors, Fire Officers and Fire Instructors will need to be certified by January 1, 2020 unless they were hired before July 1, 2019 and were grandfathered.

Impact on the Mississippi Mills Fire Department:

Since Ontario adopted the National Fire Protection Association (NFPA) standards in 2014, the Mississippi Mills Fire Department has ensured all current members (including officers) have either been grandfathered to meet the now required certification or, if not eligible for grandfathering, they have obtained, or are working toward obtaining, the required certification. Therefore, the department is in a good position to meet these requirements with current members. It is important to note that the Mississippi Mills Fire Department does not need to meet all certification as some roles are not fulfilled by the Department (ie: fire dispatcher). For the services we currently offer, our members meet the required certification.

The majority of the work and cost for the Department will be when new recruits are hired as they will need to be fully certified. This mandatory training requires hundreds of hours of instructing, planning and paperwork, and is impossible to maintain at the Fire Department's present staffing level. As all Fire Departments face the same challenge, the Fire Chiefs in Lanark County have committed to working together on the certification process for new recruits in an effort to reduce costs. The Mississippi Mills Fire Department has been very pro-active by hosting several NFPA courses and inviting other Fire Departments to participate. This approach has proven to be very successful and is a great cost-saver.

The OFMEM will provide online theory testing free of charge by July 1, 2019.

Practical skill testing and certification would involve an OFMEM Provincial Evaluator attending with local evaluators free of charge.

There has been no announcement of funding from the province to support these new training requirements.

Public Reports Regulation

As of January 1, 2020, fire departments will need to provide response time stamp data to OFMEM through the existing Standard Incident Reporting system. The OFMEM will then use this information to calculate response times and will then provide calculated

response times back to fire departments. Upon receiving calculated response time data, fire departments must prepare a public report and submit the report to Council. This provides fire departments and municipalities the opportunity to explain their response times which will help the public understand the factors that may impact the times. Once OFMEM receives public reports from all fire departments, OFMEM will publicly post these reports on its website.

Impact on the Mississippi Mills Fire Department:

Under the FPPA, Fire Departments already report response time information through the completion of a Standard Incident Report (SIR) to the OFMEM. Therefore, this aspect is not new to staff and will be achievable by the deadlines provided. However, with the added information required, it will take staff more time to compile the data and draft the public report.

FINANCIAL IMPLICATIONS:

In the future, when new recruits are hired, course fees to be fully certified will cost approximately \$5000 per recruit. In addition, the Municipality will also have to pay new recruit staff compensation for approximately 260 hours of training to be fully certified under this new legislation. The current budget will not be impacted by these regulation changes, but there will be an increase in training costs in the 2019 budget to reflect the changes.

There will also be additional costs for firefighters looking to progress to more senior positions, as they will require additional certification.

In order to maintain the current level of service to the community and to be able to meet the new legislation requirements, a new full-time position will be proposed to Council on a separate report.

SUMMARY:

The Province recently announced three new fire safety regulations under the Fire Protection and Prevention Act (FPPA), 1997. These new regulations relate to the certification of firefighters, mandatory community risk assessments to inform the delivery of fire protection services, and public reporting on Fire Department response times.

The regulation changes and their impact on the Mississippi Mills Fire Department are discussed above. Since 2014, MMFD has been working in anticipation of these regulations coming into place. As such, Staff believes these new requirements can be met by the Ministry deadlines by adding a new full time position and by adding hours to existing positions to allow us to maintain the requirements. Staff will continue to work with other Fire Departments in the County to share training costs to certify firefighters

locally at a reduced cost. The current approach of hosting training for the County will also bring added revenue to the Department.

Respectfully submitted,

Approved by,



Pascal Meunier, Fire Chief



Kenneth D. Becking, P. Eng.,
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Tiffany MacLaren, Community Economic and Cultural Coordinator
SUBJECT: Funding for Museums

RECOMMENDATION

THAT Council recommend 2019 funding for the Mississippi Valley Textile Museum (MVTM) of \$65,089 plus 2.2%;

AND THAT Council recommend 2019 funding for the North Lanark Regional Museum (NLRM) at \$25,134 plus 2.2%;

AND THAT the above funding is to be used towards museum operations and receipt of this funding prohibits additional request for funds including requests for capital improvements;

AND THAT The Mississippi Valley Conservation Authority continue to receive funding allocations for both the R. Tait McKenzie Museum (RTMM) and the Dr. James Naismith Museum(JNM) in one payment of \$11,464.00 plus 2.2% for 2019;

AND THAT the newly elected council review the funding model.

BACKGROUND

In 2016 a new funding structure for Mississippi Mills Museums was adopted to better align the museum's funding with the recommendations from a 2014 Museum Study. This funding was phased in over three years. This funding commitment ends at the end of 2018. This report is to address funding for 2019 only. Museums depend on sustainable funding from the Municipality to operate and to qualify for other funding.

In April 2017 The James Naismith Foundation formally transferred ownership and care of their James Naismith collection and assets to the Mississippi Valley Conservation Authority.

For 2017 & 2018 the municipality forwarded the operating grant for both the James Naismith Museum and the R Tait McKenzie Museum to the Mississippi Valley Conservation Authority.

DISCUSSION

The current municipal grant allotment to Mississippi Mills museums was established in 2015 and set out funding amounts until 2018. Considering the fall election this report is only making recommendations for 2019 leaving it to the new Council to make a longer term commitment. Staff recommendation at this time is that museums receive the 2018 amount plus a 2.2% CPI increase.

Mississippi Mills Museums depend on sustainable funding from the Municipality to retain their eligibility for some Provincial and Federal Funding. Museums in Ontario are eligible for Community Museum Operating Grants (CMOG) through the Ministry of Tourism Culture and Sport. Currently the MVTM and the RTMM receive this funding in amounts equaling approximately 13% of their operational budget annually.

DR. JAMES NAISMITH MUSEUM AND R. TAIT MCKENZIE MUSEUM

The JNM and the RTMN are located at the Mill of Kintail. This unique arrangement continues to work well. It should be acknowledged that the Mill of Kintail site and museums create a tremendous tourism draw for our region. The Mill of Kintail site recorded approx 25,000 visitors over 2017. The recorded number of visitors to the museum was 8403. The housing of the two museum collections in the former home of R. Tait McKenzie is a wonderful partnership. The conservation authority pays for full time staff and all collection upgrades and maintenance. It is difficult to quantify the value this has for our municipality, not only in tourism impact but with preservation and promotion of the history of two of our area forefathers.

The funds provided by the Municipality represent a small percentage of the museums' operating budgets. Thanks to the commitment and contribution of MVCA these museums are not dependant on volunteer hours and fundraising to stay open and operate. In 2018 Mississippi Mills provided MVCA with \$11,476 towards museum operations. The Mill of Kintail site also generates revenue by hosting weddings and other special events. Since the Museums' budgets fall under the umbrella of the conservation authority it should be noted that Mississippi Mills also provides MVCA with funding through a levy increasing annually. The Municipality does not determine the amount of this levy. The conservation authority also receives funding from other municipalities including the city of Ottawa.

The James Naismith Foundation formally transferred the James Naismith Museum collection and assets to the Mississippi Valley Conservation Authority in 2017. For 2017 & 2018 the MVCA received two separate grants for their museums. Staff recommends these payments be merged and that the Mississippi Valley Conservation Authority be funded at \$11,476 plus CPI for 2019.

Staff also recommends that council continue providing project based additional funding to the Mississippi Valley Conservation Authority for special events and promotions around R. Tait McKenzie and Dr. James Naismith since their names and history are significant to the Municipality. These funds could be requested from C&EDC or Recreation budgets.

FINANCIAL IMPLICATIONS

	2018 Municipal Funding Provided	2019 Funding Recommended	Increase to Municipal budget or 2018
MVCA (R Tait MacKenzie and Dr. James Naismith Collections)	\$11,464.00 (in two separate payments of \$5732)	\$11,716.20	\$252.20
Mississippi Valley Textile Museum	\$65,089.00	\$66,520.96	\$1,431.96
North Lanark Regional Museum	\$25,123.00	\$25,675.70	\$552.71
Total increase to 2019 Municipal Budget			\$2,256.87

***assuming CPI 2.2%

SUMMARY

Mississippi Mills Museums depend on sustainable funding from the Municipality to retain their eligibility for Provincial and Federal Funding. Staff recommends Council give pre-budget approval for the 2019 Museum grant in amounts matching their 2018 grant plus 2.2% CPI. Leaving further consideration 2020 and beyond to the newly elected Council.

Furthermore staff recommends funding to the Mississippi Valley Conservation Authority for the R Tait McKenzie Museum and the James Naismith Museum be merged into one payment with an increase for 2019 over 2018 based on CPI.

It is also recommended that the new funding model specifically preclude additional capital requests.

Respectfully submitted,



Tiffany MacLaren
Community Economic and Cultural Coordinator

Approved by,



Kenneth D. Becking, P. Eng.
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Guy Bourgon, P.Eng., Director of Roads and Public Works
SUBJECT: Martin Street North and Sadler Drive Bicycle Lanes

RECOMMENDATIONS:

1. **THAT Council direct staff to install bicycle lanes on Martin Street North between Princess Street/Victoria Street and Teskey Street in accordance with the Partham Engineering design dated April 26, 2018;**

AND THAT the Traffic and Parking By-law 02-27 be amended accordingly.

2. **THAT Council direct staff to install bicycle lanes on Sadler Drive from the rear entrance of the commercial development to Horton Street in accordance with the Partham Engineering design dated April 26, 2018;**

AND THAT the Traffic and Parking By-law 02-27 be amended accordingly.

BACKGROUND:

At the April 10th, 2018, Active Transportation Advisory Committee, Committee carried the following motion:

THAT the Committee supports proceeding with Martin St. N and Sadler Drive being the preferred bicycle lane projects for 2018 and proceed with the design and public open house process.

The ATAC minutes were subsequently received by Council at the May 1st, 2018, meeting.

DISCUSSION:

The primary reason for the introduction of bicycle lanes on both of these streets is to provide increased bicycle safety. Studies have shown a significant reduction in collisions and injuries involving cyclists once bicycle lanes were introduced. The delineation of both car and bicycle travel lanes resulted in increased driver awareness of cyclists, acted as a traffic calming mechanism, eliminated the threat of dooring from parked vehicles and generally made cyclists feel safer in travelling on the roadway. Secondary benefits included reduced traffic congestion, noise and green house gas

emissions, increased cycling tourism and health benefits to the community from cycling. Discussion related to the specifics of each street follows.

Martin Street North:

On January 12, 2016, Council resolved to receive the Comprehensive Transportation Master Plan (TMP) and Active Transportation Plan (ATP), and referred the ATP to the new Active Transportation Advisory Committee (ATAC) for review and recommendations on the implementation strategy. The ATP identifies Martin Street North (County Road 17) as a Primary Urban Route for cycling facilities in Almonte. The Almonte District High School is a primary destination for many cyclists during the school year.

The TMP identified the 2015 peak hour volume at 275 vehicles/hour for this portion of road. The volume is forecasted to grow to 600 vehicles/hour in the peak hour by 2035. The TMP classifies this section of roadway as a collector road. OTM Book 18 indicates that for mobility roads such as arterials and collectors, some level of formal bicycle facility such as a bicycle lane or separated facility is appropriate; for roadways with a moderate operating speed (50 to 69 km/h based on the 85th percentile), exclusive operating space for both bicycles and motor vehicles in the form of paved shoulders, bicycle lanes or separated facilities is recommended.

The current asphalt surface on Martin Street North between Victoria Street and Teskey Street varies from 10 m to 11 m in width and allows for two (2) travel lanes with cars parked on either side. Parking is presently permitted on the west side of Martin Street North between Wilkinson Street and Princess Street, and on the east side from Victoria Street to Teskey Street. A parking survey completed during regular work hours in the month of May indicated that parking along this section of roadway is not heavily used, with an average of two (2) parked cars in the morning and three (3) parked cars in the afternoon. With the introduction of bicycle lanes on Martin Street North, parking would still be available on nearby side streets for visitors to the properties located on Martin Street North when required.

Based on the existing width of the asphalt surface, it is recommended that two (2) - 1.5m wide bicycle lanes be installed on Martin Street North between Victoria/Princess Streets and Teskey Street to ensure that two (2) travel lanes with a minimum width of 3.5m are preserved. Installation of the bicycle lanes will be in accordance with the requirements of OTM Book 18 Cycling Facilities.

It should be noted that the Martin Street North bicycle lanes will require the approval of County of Lanark Council subsequent to MM Council approval, prior to implementation.

Sadler Drive:

The ATP also speaks to the development of Complete Streets when looking at new roadway construction in developments. Complete Streets include the provision of cycling and pedestrian facilities in addition to vehicle requirements. A Complete Streets Policy was developed by the ATAC and accepted by Council on August 8th, 2017.

In the early stages of the planning for the Mill Run Subdivision, Sadler Drive was identified to be the proposed collector roadway with pedestrian and cycling facilities to provide a complete street. In October of 2013, a final design for Sadler Drive was approved consisting of sidewalks on both sides of the roadway and a 10 m asphalt surface to accommodate two (2) 3.5 m travel lanes and two (2) 1.5 m future bicycle lanes. In addition, curb inlet catch basins were used along Sadler so as not to interfere with bicycle tires within the future bicycle lanes. Please refer to the attached memo from the former Planner to Members of Council concerning this design.

The subdivision agreement between the developer, Menzie Almonte Inc., and the Municipality did not include the provision for the developer to install the signage and line painting as these functions have typically been completed by the Municipality. We are now at the stage with the assumption of the Phase 1 works that the Municipality can move forward with the provision of the bicycle lanes.

Parking is presently permitted along the east side of Sadler Drive only. On-street parking is not heavily utilized during the day. The May parking survey showed no more than 2 parked vehicles at any given time in the morning or afternoon. This is likely due to the fact that all of the residences fronting onto this section of Sadler Drive have two car garages and the ability to park two additional cars in their laneways.

It is recommended to install 1.5 m bicycle lanes from the rear accesses of the commercial properties at Ottawa Street (which are beyond the left turn lane) to the end of Horton Street. Sharrows will extend to Ottawa Street to alert vehicles to share the roadway with bicycles.

General:

It should also be noted that Traffic and Parking By-law 02-27 defines parking as follows:

Park or parking – means the halting of a vehicle, whether occupied or not, except when standing temporarily for the purpose of and while actually engaged in loading or unloading merchandise or passengers.

Therefore stopping temporarily in a no parking zone while actively dropping off or picking up persons or goods is not an offence under our by-law. This would include such things as pulling over for emergency vehicles, food deliveries, and picking up/dropping off passengers. It should also be noted that there are no restrictions under the Highway Traffic Act which would prohibit a vehicle crossing over a bicycle lane to enter a private entrance or to pass a vehicle turning left in the travel lane.

Upon approval of the bicycle lanes installation by all relevant Councils, a notice would be circulated to property owners along these sections of Martin Street North and Sadler Drive advising of the new “no parking” restrictions and the installation of bicycle lanes.

PUBLIC INFORMATION CENTER:

A Public Information Center (PIC) was held on May 30th, at the Almonte Old Town Hall. The meeting was advertised on the Municipality's website and in the local newspaper, and notices were hand-delivered by Public Works staff to the residences along the affected sections of Martin Street North and Sadler Drive.

The event was attended with 36 persons during the two hour period. Boards showing the proposed bicycle lanes were spread out in the hall to allow all attendees to review the proposed design, with each street display occupying opposite sides of the room. Staff was present at the front entrance to the hall to ask attendees to sign in and encourage comments to be provided on the comment sheets available at the meeting or by e-mail. Staff was on hand to answer questions from the attendees. The attendees were predominantly there to discuss Sadler Drive and their opposition to the loss of parking on this street.

At the end of the commenting period, 72 responses were received, with 42 responses in support and 30 responses in opposition, with the majority of comments referring directly to Sadler Drive. Those in opposition expressed concern over lost parking, about not being informed by builder at time of purchase, loss of home value, safety at the intersection of Ottawa and Sadler, Tim Horton's line up, need for the bike lanes on Sadler, cost and timing of installation, demographics of the area, alternative routes. As several of the respondents in opposition were concerned that their comments would not be provided to Council, an extended summary of their comments received at the PIC, by mail or e-mail is attached. Specific names have been withheld to observe the privacy of all respondents.

Those 42 respondents in support applauded the Municipality for being forward thinking, commended staff for understanding that bicycles need safe direct routes to destinations such as the Almonte District High School, indicated that they feel much safer travelling within bike lanes and without parked vehicles, cited economic, health and environmental benefits, and supported the installation of further similar facilities throughout the Municipality. Many respondents specifically mentioned the increased safety on Ottawa Street since the bike lanes were installed last year, and that they wanted these facilities extended to allow them to bike to and from commercial/retail outlets, schools, areas of employment or restaurants.

FINANCIAL IMPLICATIONS:

A budget of \$59,000 was assigned to account 2-301-0301-0476 for the implementation of the ATAC recommendations. Of this amount, \$20,000 was ear-marked by the ATAC for the design and implementation of the bicycle lanes on Martin Street North and Sadler Drive, inclusive of all necessary signage and pavement markings.

SUMMARY:

In accordance with the direction of the ATP, and as recommended to Council by the ATAC, and in conformance with the Municipality's Complete Streets Policy, staff is

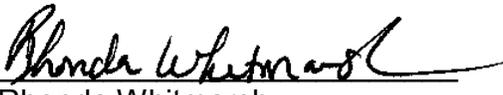
recommending that bicycle lanes be installed on Martin Street North between Victoria/Princess Streets and Teskey Street, and on Sadler Drive from Horton Street to the rear entrances of the commercial developments on Ottawa Street, and that parking be restricted on both sides of the street in this area.

Respectfully submitted,

Reviewed by,



Guy Bourgon, P.Eng.
Director of Roads and Public Works



Rhonda Whitmarsh
Treasurer

Reviewed by,



Kenneth D. Becking, P.Eng.
Chief Administrative Officer

Attachments:

1. Summary of Comments received in Opposition
2. Partham Engineering Designs for Sadler Dr. & Martin St. dated April 26, 2018
3. Planning Memo October 8, 2013

Summary of Comments Received in Opposition

- No more bike lanes, you ruined Ottawa St. now Martin & Sadler Dr. what next, fix the potholes on our street, leave the bikes out of town
- Willy's forced out, more walkers than bikes, no value for our money, fix streets first and sidewalks.
- I don't understand putting in a bike lane for one block. Future building will be over the next 10 years so the only people that would possibly use the lanes already live on Sadler. Anyone wanting to go to Ottawa or the school on Paterson will take the extension off Maude, loss of parking is another concern.
- No consultation was made with residents; how many cyclists justify this? My camera on Ottawa Street shown very few users; this is a rural community of 5,000 – no need for bicycle lanes. Any cyclist needing a bike lane here is too incompetent to ride a bike anywhere. The real reason the chip truck was prevented from opening on Martin? Not worth spending \$8M for the hobby of the Mayor and friends.
- Do a survey of how many Almonte people use the present bike paths now. Forget about the Ottawa bikers; they come into Town, ride their races and leave. No economic benefit for Almonte. They use store washrooms and leave. Bike lanes mean no parking. This detracts from the value of homes in Almonte.
- Traffic study should be performed on current traffic volumes. Very busy intersection at Tim Horton's and very unsafe to ride a bike at that end of the street, any bike lanes should travel along less used thruways. Since meeting announced, a total of 3 bikes have rode past our place. Also the demographics of this neighborhood are retirees on Sadler, 3 families only have small children. No parking signs are also a problem that should be revisited as it makes no sense as currently designed.
- It will be dangerous to have bike lanes on Sadler as it is dangerous already passing Tim Horton's in a car. People just drive right out without stopping. I am also against no parking as the driveways have room for only two vehicles as it is. Bike lanes should be placed on quieter streets. A traffic study should be performed on traffic volumes.
- Bike lane on Sadler completely unnecessary action. This is a small town residential street with no need for a bike lane. Time and money could surely be spent (or saved) on something more relevant.
- Bike lanes on busy main thoroughfares are essential. Sadler drive from Honeyborne St. to Horton St. is totally residential so therefore not necessary. Parking in new subdivisions is at a premium to start with because of lot sizes. Removing parking spots will affect the surrounding streets.
- The value of our property will most likely go down because who wants to buy a house where you parked on the sidewalk. Will the Municipality lower our taxes? As an owner, the risks coming out of our laneway has tripled since we moved in – we have to back up and cross the sidewalk, then the bike lane and then the cars – isn't that a bit much? Why a bike lane for two blocks. The future will, let's wait and see but right now there isn't a need for it. When there is a need in the future, people would be more likely to welcome it. I am a biker and I don't even use Ottawa Street, bike lane doesn't mean safety, look at the City of Ottawa.

- Not a safe route because of intersection at Shoppers and Tim Horton's. Why do this today because 1 block only to go nowhere. Parking is number one concern. We paid good money for our houses and pay lots of taxes to have no extra parking. Property value for our homes will drop. This does not have to be done today – makes no sense.
- No to bike lanes. Never seen any bikes in Almonte, only cars. Nobody rides bikes in Town. Bikes run stop signs all the time. See them all over Town running red lights and stop signs. No sense keeping bike lanes open in winter for one or two cyclists. Bike lanes should be closed in winter and parking permitted.
- Bike lanes will be seldom used, another case of many making way for the few at the behest of a few politicians.
- bike "lanes" would be installed on both sides of the street. This would this not constrict the road again and perhaps make it unsafe for opposing cars to pass each other safely? If bike "Lanes" are installed, will the parking also be restricted completely on the street? This would not be fair for the residents on Sadler.
- The design is unsafe to pedestrians, cyclists and drivers. Sadler residents (when backing out of our driveways) will need to negotiate a sidewalk, a bicycle lane and road traffic to enter the street; eventually, someone will miss a situation and someone will be seriously injured. View of the sidewalks and bike lanes will be obscured by vehicles parked in driveways. This residential neighbourhood is comprised of older adults that are retired or downsizing from larger homes. Those that bike feel quite safe and able to manage Sadler Drive which is quieter than other streets that they bike on in Almonte. Removing all parking on Sadler will push parking onto the other side streets which will be annoying to the residents on those streets. If you want an easy solution, pave over the space between the sidewalks and curb and make these the bike lanes. This means you have the bike lanes in a safe space and parking on the street does not have to be eliminated. This space currently serves no purpose except to be an annoyance to residents who have to keep repairing damage made by city workers with sidewalk plows and the space only becomes a garden of weeds.
- However when a plan that was made years ago does not meet the needs of the community today, I would hope responsible and intelligent amendments would be made. Parking restrictions: I have many visitors. Like me, they are retired and senior citizens. Walking from side streets to my home, sometimes carrying things is dangerous, especially in inclement weather. Yes, I have a driveway and a double car garage. We have 2 vehicles of our own and I was amazed that you would suggest my personal space should be used for the parking of my friends and family! Side streets have town homes and doubles...very hard to find space to park on these streets at anytime. Garage sales go on in the community throughout the summer. Where do the potential buyers park? Safety: You promote bike lanes as a safe place for cyclists. You want to encourage more people to cycle. There are very few bikes on Sadler! There are very few families with children! The children who have bikes use the sidewalks! I don't blame them! The traffic is fast, due to no stop signs, and construction vehicles are intimidating. Communities are built for all the people who live there, not for streets that cater to a select few...in this case, cyclists. Backing into the street will also be a challenge as we will be crossing sidewalk and the bike lane before

moving into the street and traffic where there are no measures to slow the speed of vehicles. Also, with many vehicles crammed into driveways, many of them trucks, the view of the driver backing out to the street will be impeded...a serious accident in the making for pedestrians and cyclists.

- We are residents of Martin Street North. We have not noticed a large volume of bicyclists travelling down Martin Street. We personally do not think bike lanes on this street are necessary, we would not recommend anyone ride their bike down this street as the vehicle traffic is quite fast, including heavy construction equipment, farm equipment and most importantly school buses. Parking is very limited on this street and the town is not very inviting for visitors as there is barely any parking. We believe some streets should have sidewalks instead of bike lanes. We realize the Municipality is trying to accommodate all interests and causes in this town. But how about maybe giving it more thought and do a traffic study of the two streets before a decision is made? There are not as many environmentalists and people in the Municipality of Mississippi Mills who will give up their cars and motorcycles and use the bike lanes. We mean you no disrespect but having lived here for almost 48 years and watching a town grow exponentially in the last 10 years, more bike lanes are one of the last things we need in this town.
- To summarize, this “project” would: result in bicycle lanes that would go a short distance, to and from a vacant lot/undeveloped park; possibly expose cyclists to traffic hazards; address an unsubstantiated and unexplained desire, vice a need, for bicycle lanes; adversely impact the home owners on Sadler Dr. both financially in terms of resale values and reduce their enjoyment of their current properties; not advance the reputation of the municipality, rather it will tarnish it; and provide a vivid illustration of the perils of purchasing new and expensive homes in Almonte and why potential buys should avoid buying property here.
- There is limited parking in the neighbourhood and the addition of bike lanes would restrict the parking even more. Also I can't see the purpose. Where would these lanes go??
- No one on that street section is going to be able to have visitors parking on the street. Most houses have several cars, and due to the impeding sidewalks cutting across on both sides already have parking issues on their own driveways. This of course means that visitors will have to park on Honeyborne and other streets in order to visit someone on Sadler. Has anyone considered that some people are handicapped and need closer access to their own homes or friends/families they are visiting? It also does not make any sense given that there is parking allowed everywhere on Honeyborne, which is a major traffic street into the neighborhood. There are almost ZERO kids in this neighborhood to even warrant some sort of bike lane being installed on Sadler for their safety. The kids that do live here either ride the bus or get driven to school by their parents. Putting a bike lane on Sadler is not going to change these facts. Did anyone even do a demographic study? A bike lane over here also gets them NOWHERE. What do they do when they get to the traffic light at the corner of Ottawa Street? Then they get to choose between going on Ottawa Street

(insanely too busy for them and totally unsafe), Patterson Street (the same), the street going to the grocery store (the same), and so on.

- Cart before the horse and need; bike lane to nowhere
- the proposal is a BIKE LANE GOING NO WHERE even when Sadler St. is completed which could be 2 to 3 years from now you explained the Bike Lane would only be going to the end of Sadler so you go up one side of Saddler and down the other and stop at Tim Hortons or Shoppers. To get out to Conc. 11 you would drive on a side street without a Bike Lane to get there....and if it is okay to drive on a side street where there is not bike to get through to Conc. 11 which is more of a main artery than Saddler why would you put one on Saddler why concentrate on putting bike lanes in an unfinished development which go nowhere when you have areas where the bike lanes now go nowhere like the rest of Almonte St. from Paterson St.- how are you going to move bike traffic from Patterson to the shopping centre, or the schools, to Industrial Drive to Appleton Side Road these areas are all developed look at how you are going to bring these bike lanes to a meaningful location where there is a logical reason for doing so. This proposal for Sadler Street demonstrates lack of Planning
- We do not feel a bike lane is needed on Sadler. This is a residential street. There is limited parking for residents in this neighbourhood. As a result some vehicles need to park on the street. Adding a bike lane will increase the possibility of problems.
- Martin St N is a wonderful idea; excellent for the safety of the high school kids especially. I am quite in favour of this. Sadler Dr however, is a quiet relatively low-traffic road that doesn't require a bike lane. Cyclists can bike there comfortably and safely without concern. Adding a bike lane will not facilitate cyclists biking that one block. It makes no logical sense and the money would be much better spent elsewhere.
- I have a relative from out of town that comes to visit and sometimes stays for a while due to illness and if you put bike lanes and more no parking on the other side of the street my company would have no where to park and parking on a next street over is unrealistic and also unfair to the residents of the next streets....also some residents have health care help and cleaners and you expect them to park on the next street over and not be able to park close to the resident where they are working. Bike lanes aren't always the answer and I don't believe they are needed on Sadler drive.
- Safety on Sadler Drive is a grave concern for all who reside here. Was there a feasibility study in regards to need of bike lanes that will only go two blocks to an undeveloped piece of land that will not be built on for at least five or ten years? Where can it be accessed to substantiate this waste of tax payers dollars! The intersection on Ottawa Street and Sadler is one of the most dangerous intersections in the township if not the worst. Perhaps the municipality should revisit the entrance and exit to Tim Hortons. Having bicycle lanes that run for two blocks with an intersection on Honeybourne in the mix is an accident waiting to happen. Putting bike lanes in when construction vehicles are constantly coming and going is putting the cyclists in grave danger. Painted lines on the road will not make it safe if there is so much congestion on the street that they are not visible. If bicycle lanes are a must then wait until the Subdivision is finished!

When purchasing from NeilCorp, there was no mention of this in their site plans and was never mentioned. If there had been full disclosure on this many would not have purchased on this street as Bike lanes will decrease the value of the homes and thus impacting resale of these homes. I am in agreement that there should be no parking from 121 to 124 Sadler because of the intersection at Honeybourne, but cannot see any reason why parking on the North end of Sadler be allowed for the home owners to enjoy their home and have parking for family and friends when they come to visit. A survey of all the persons in the subdivision should have been done to see if bike lanes were a priority. If one was done you would have found out that most of the persons residing are retired or retiring in a few years. Some of us who bike feel there is no need of bike lanes especially with the heavy traffic from construction that goes all day.

- As a resident of Sadler Drive, I ask that council not go forward at this time with the addition of bike lanes on Sadler Drive. It is only paint on the road and can be done at any time once the requirement is there.
- This is basically a waste of taxpayer money. The proposed lane for Sadler Dr does not even lead anywhere, other than to the park that is currently non-existent. There is very little traffic and therefore poses no current danger to cyclists. This bike lane will create a lack of parking for any visitors of all the residents of the street as well.
- These are not needed at the present time. They go nowhere. When and if a park is built, with children's play area and sports fields, that would be the time to consider bike lanes. Taxpayer's money would be better spent, on extending bike lanes on busy town streets (e.g. Ottawa Street) not on a residential street.
- We do not agree with the proposed bike lanes: Streets are narrow enough as it is and bike lanes would reduce it to almost one way traffic. It would eliminate the required street visitor parking. Community is quiet and respectful of bikes and kids without having bike lanes. All that is required are caution signs for cyclist and children if there are such concern for safety.

FOR CONTINUATION SEE DRAWING 02 OF 03



LOCATION: SADLER DRIVE:
HORTON STREET TO OTTAWA STREET
ALMONTE, ONTARIO

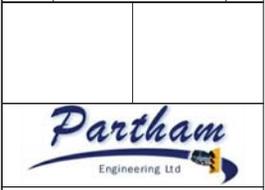
PROPOSED BICYCLE LANES | DWG: 03 OF 03

DRAWN BY: GCDS SCALE: 1:250

CHECKED BY: PEL DATE: 2018-04-26

APPROVED BY:

DATE	REVISION	SIG.



FOR CONTINUATION SEE DRAWING 02 OF 03



LOCATION: MARTIN STREET:
STEPHEN STREET TO OTTAWA STREET
ALMONTE, ONTARIO

PROPOSED BICYCLE LANES | DWG: 03 OF 03

DRAWN BY: GC SCALE: 1:250

CHECKED BY: PEL DATE: 2018-04-26

APPROVED BY:

DATE	REVISION	SIG.



Troy

PLANNING MEMO
TOWN OF MISSISSIPPI MILLS
BUILDING AND PLANNING DEPARTMENT

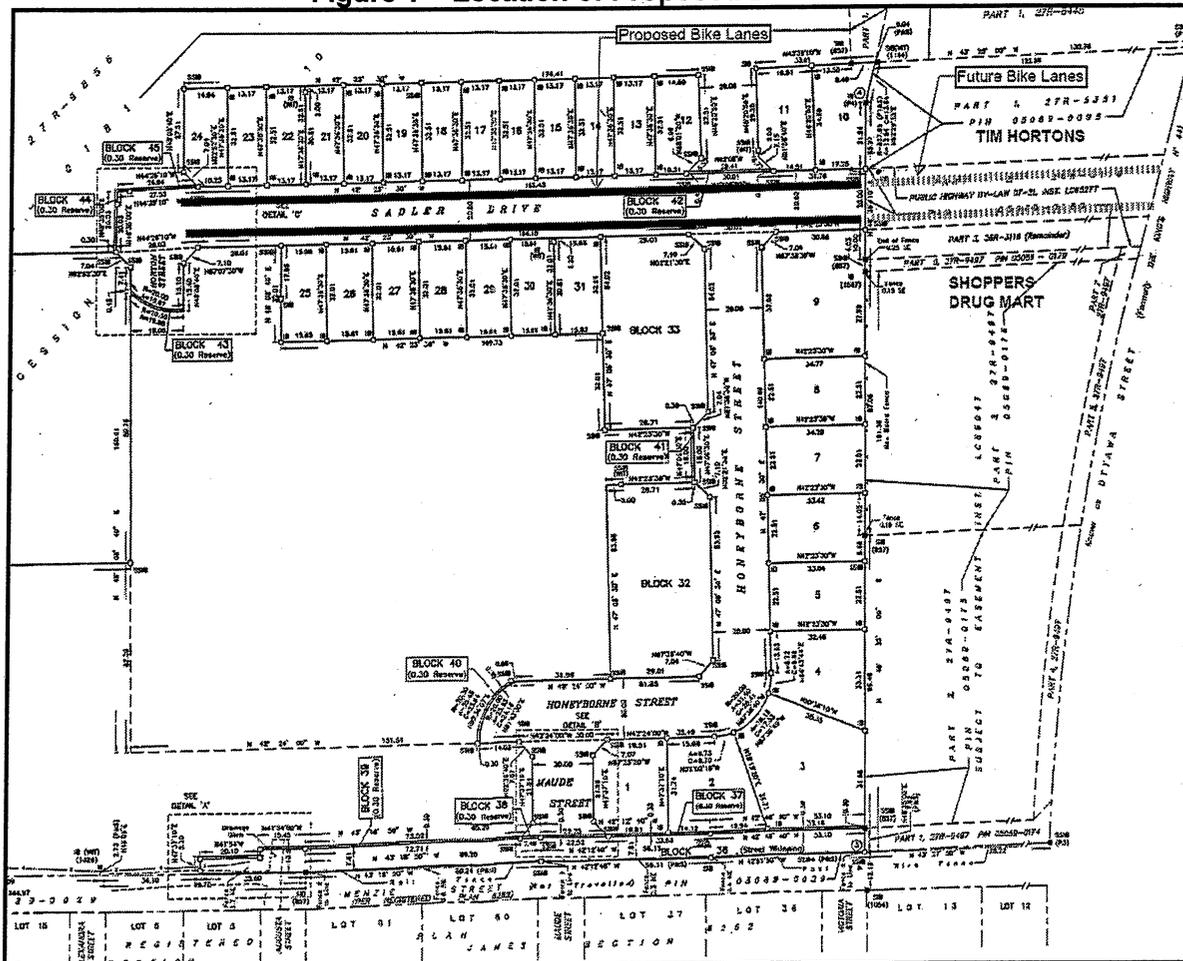
Date: 08 October 2013

SUBMITTED TO: Members of Council

SUBJECT: Millrun Revised Road Detail
Include Bike Lane on Sadler Drive

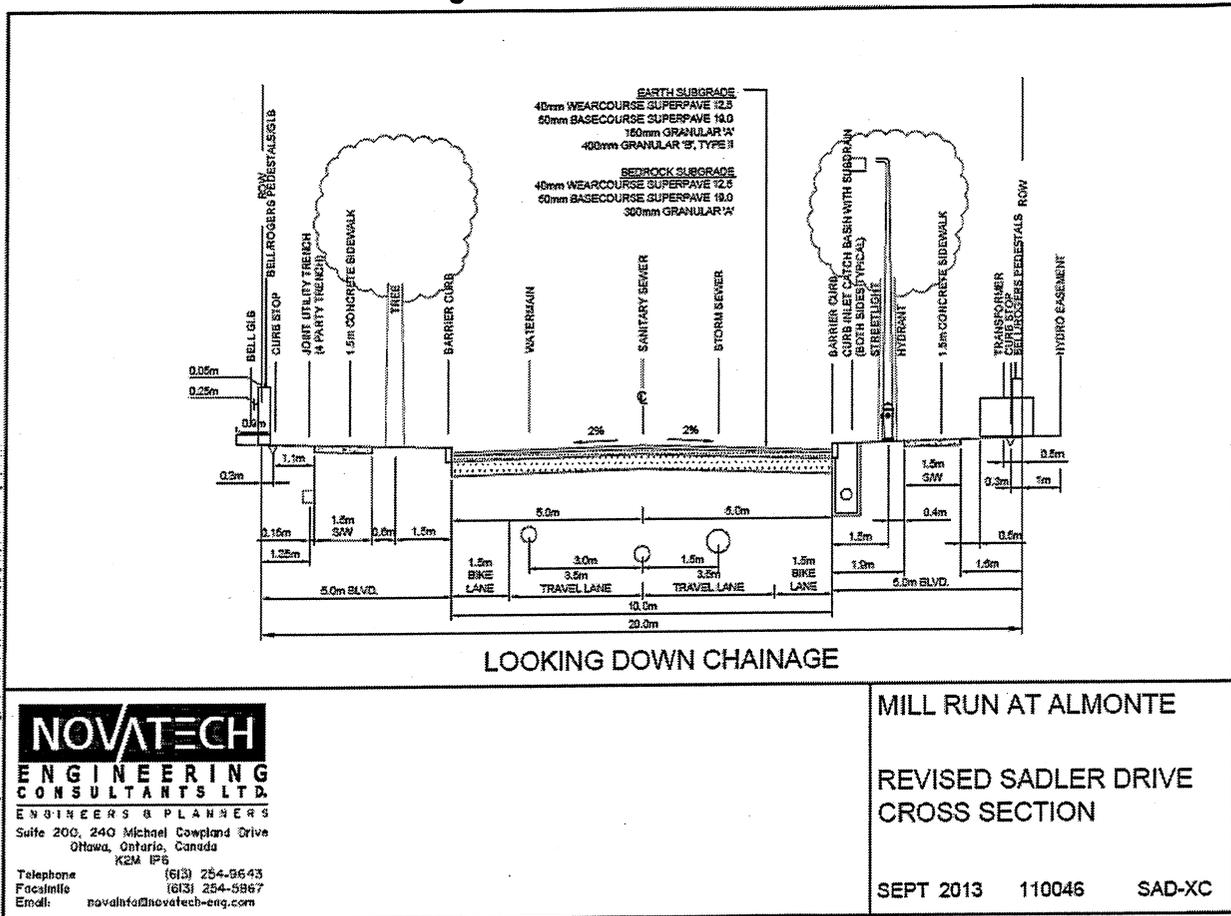
Through negotiations with Staff, the developer of the Mill Run Subdivision has proposed to revise the road details for Sadler Drive to widen the road to the extent that they can to include bike lanes on both sides of the Sadler Drive design (see Figure 1). The proposed bike lanes would replace a previously approved multi-use pathway (for cyclists and pedestrians) which was to be constructed within the road allowance. It should be noted that the on-street cycling lanes were the Town's initial preference to address cycling needs when the subdivision was originally reviewed. The lack of a defined cycling plan however resulted in discussions falling apart resulting in a narrower road with an off-road multi-use patch.

Figure 1 – Location of Proposed Bike Lanes



Sadler Drive is a 20m wide municipally owned and maintained road allowance. As proposed (and illustrated in Figure 2 below), the right-of-way would consist of a 10m wide paved area bounded by 5m wide boulevards on each side. The 10m paved area would accommodate two 3.5m wide vehicle lanes as well as two 1.5m wide bike lanes; while each 5m wide boulevard would accommodate a 1.5m wide sidewalk as well landscaping and other infrastructure.

Figure 2 – ROW Cross Section



NOVATECH
ENGINEERING
CONSULTANTS LTD.
 ENGINEERS & PLANNERS
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 Facsimile: (613) 264-5867
 Email: novatech@novatech-eng.com

MILL RUN AT ALMONTE
 REVISED SADLER DRIVE
 CROSS SECTION

SEPT 2013 110046 SAD-XC

SHTX11.DWG - 21/Nov/2013

The Town's Community Official Plan contains the following policies related to cycling:

4.6.11 Cycling Policies

Cycling also reduces the dependence on the automobile. This Plan shall encourage people to ride bicycles.

1. Where Council considers it appropriate, new development or redevelopment will be expected to provide bike racks.
2. When undertaking public works and where appropriate, the Town will include the provision of bike lanes and bike racks to address the needs of cyclists.
3. The Council shall establish a cycling plan for urban and rural areas which identifies cycling routes. Such a plan shall encourage the interconnections between bike routes and open space areas. Such a plan shall be designed to improve the viability of cycling as an alternative to car use.

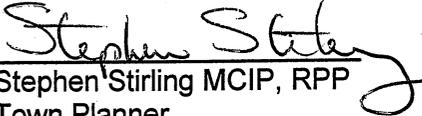
At this point in time, a 'Cycling Plan' has yet to be established by the Town. That being said, Staff acknowledge the need for such a plan and intend to begin such works in the near future.

Staff envision the bike lanes being extended to Ottawa Street as well as to future phases of the development with the eventual goal to connect with other cycling/active transportation infrastructure within the Town as part of an Active Transportation Network. On a related note, the County of Lanark has proposed bike lanes as part of the County Road 16A rehabilitation project between County Road 29 and Country Street in Almonte.

Overall, Staff are in favour of the proposal as it would allow pedestrians and cyclists to each have a dedicated travel lane/path, thus reducing conflict between the two users; and would help establish a cycling network and promote active transportation options within the Town.

Should you have any questions or comments related to this proposal, please do not hesitate to contact me.

Regards,


Stephen Stirling MCIP, RPP
Town Planner

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018

TO: Committee of the Whole

FROM: Cory Smith, Engineering Technologist

SUBJECT: **State Street and Martin Street Reconstruction – Easement between Martin Street South and Clyde Street**

RECOMMENDATION:

THAT Council direct staff to proceed with conveying a small portion of lands along the property line from 125 Brougham Street to 69 Clyde Street as identified in the report from the Roads and Public Works Technologist dated June 26, 2018.

BACKGROUND:

The Municipality is completing sewer and water renewals in an easement between Martin Street South and Clyde Street. The two properties affected by the easement are 60 Martin Street South and 69 Clyde Street. It should be noted that the current sanitary sewer crosses underneath a portion of the buildings on both 60 Martin Street South and 69 Clyde Street. The existing easement also goes through these buildings. With the realignment of the sanitary and water main, this easement through the buildings is no longer required.

The existing easements on the properties are not represented on a registered plan, but registered through description without staked out boundaries on the property. In order to facilitate a more accurately defined easement, upon completion of work, a legal survey and registered plan are to be completed for both properties.

The Old Registry Office, owned by the Municipality, located at 125 Brougham Street shares a property line with 69 Clyde Street. In reviewing the easement with the property owner at 69 Clyde Street, it was identified that the house on 69 Clyde Street has approximately 1 m of the Northwest corner of the house located over the shared property line and encroaching on the property belonging to 125 Brougham Street.

DISCUSSION:

This matter has been discussed with the Owner of 69 Clyde Street and reviewed by Bell Baker on behalf of the Municipality. Having the property boundary for 125 Brougham Street extend through a small portion of the house located at 69 Clyde Street can create future problems for sale of the land of 125 Brougham Street should the Municipality choose to sell this asset. In addition, this could create future problems for the sale of the 69 Clyde Street property. The matter at some point will need to be rectified.

As the Municipality will already be preparing a legal survey/registered plan for the 69 Clyde Street property, the Municipality has the ability to convey a small portion of lands (approximately 1 m, matching the existing apparent boundary) from 125 Brougham Street to 69 Clyde Street at the same time as the new easement is registered. In consultation with Bell Baker and Municipal Planning Staff, a by-law authorizing the conveyance of the lands would be required.

The owner at 69 Clyde Street would consider the conveyance of this small portion of land to be adequate compensation for the new easement to be registered on his lands. Staff feels this is reasonable and would benefit both the Municipality and the owner of 69 Clyde Street in the future should either wish to sell their property.

FINANCIAL IMPLICATIONS:

There are no additional financial implications to the Municipality.

The legal fees, the legal survey, preparation of a Registered Plan, and registering the easement are already incorporated in the costs of the State and Martin Street Sewer and Water renewal project. The additional work created by conveying the property is minimal and will not have significant impact on the costs of registering the new easement and releasing the existing easement.

SUMMARY:

A small conveyance of lands from 125 Brougham Street to 69 Clyde Street will resolve the issue of the house on 69 Clyde Street encroaching on the Old Registry Office Property. The adjustment of the property line will come with no financial implications to the Municipality and provide a mutually beneficial outcome.

Staff recommend that Council direct staff to proceed with completing the required works to convey the lands from 125 Brougham Street to 69 Clyde Street at the time as registering of the new easement for 69 Clyde Street.

Respectfully submitted,


Cory Smith
Roads and Public Works

Reviewed by,


Guy Bourgon
Director of Roads and Public Works

Approved by,


Kenneth D. Becking, P.Eng.
Chief Administrative Officer

Attachments:

- 1. Map of Proposed Property Adjustment 69 Clyde St.



PROJECT: **Conveyance of Lands**
69 Clyde St.

DRAWING: **Proposed Property Adjustment between 125 Brougham and 69 Clyde St.**

 Mississippi Mills	97	DESIGN: C.S.	DRAWING NO.: FIGURE 1
		DRAWN: C.S.	
		CHECKED: C.S.	

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Andrew Scanlan Dickie – Junior Planner
SUBJECT: **ZONING BY-LAW AMENDMENT APPLICATION Z-02-18**
Concession 10, Part Lot 1
Pakenham Ward, Municipality of Mississippi Mills
Municipally known as 158 Mountain View Road

OWNER/APPLICANT: William & Miriam Tuffin

RECOMMENDATION:

THAT Council approve the necessary Zoning By-law Amendment to change the zoning of the retained agricultural parcel for part of the lands legally described as Concession 10, Part Lot 1, Pakenham Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception 30 (A-30)” Zone in order to reduce the minimum non-farm residential lot frontage from 45m (147.6ft) to 0m.

BACKGROUND:

In summer 2017, a lot addition Consent application – B17/046 – was submitted to the County of Lanark and the Municipality of Mississippi Mills for the property legally known as Concession 10, Part Lot 1, Pakenham Ward. The intent of the application was to transfer land south of the bisecting creek. Those lands receiving the transfer are legally known as Concession 10, Part Lot 1, Plan 27R-6285, Part 1. Figures 1 and 2 illustrate the lot lines before and after the proposed boundary adjustment.

The quantity of land to be conveyed was based on the presence of the creek and its associated slopes, which limit the ability to access Panmure Road via a driveway. As such, the subject property’s existing dwelling (built around 1900) has historically accessed Mountain View Road.

Although the property maintains access to a municipal road and shares the same roll number as the lot directly abutting Mountain View, its legal frontage remains along Panmure. The removal of this frontage through the lot addition, coupled with the Ottawa Valley Recreation Trail (OVRT) bisecting the Owners’ property, results in a landlocked parcel. Consequently, staff imposed conditions to the severance application, including that the Owner must apply for relief from Comprehensive Zoning By-law #11-83’s frontage requirements and that legal access be granted by the County across the OVRT.

The consent was conditionally approved in November 2017 and the Owner has set out to complete the required conditions. The owner has received approval from Lanark County for an easement across the OVRT trail and legal registration of the easement is

pending. The only remaining condition to the Consent approval is the successful amendment to the Zoning By-law to change the property from the “Agricultural (A)” to “Agricultural Exception 30 (A-30)” zone.

Figure 1 – Before Lot Addition



Figure 2 – After Lot Addition



PURPOSE AND EFFECT

The purpose and intent of the Zoning By-law Amendment is to change the zoning from “Agricultural (A)” to “Agricultural Exception X (A-30)” to fulfil a condition of a lot addition Consent application. The Owner must obtain relief from the frontage requirements to legally recognize an existing dwelling on the subject property and to avoid future access complications if said lands were to be sold.

DESCRIPTION OF SUBJECT LANDS

The subject lands sit at the border of the Ramsay and Pakenham Wards, located just east of the Mississippi River. The lands are described as Concession 10, Part Lot 1, Pakenham Ward, municipally known as 158 Mountain View Road. The retained lot subject to the amendment is ±1.04ha (2.56ac) and would not have legal frontage as described within the Comprehensive Zoning By-law #11-83 but has historical (and soon to be legal) access to Mountain View Road. Although the subject lands are purely used as residential, neighbouring lands are predominantly agricultural.

SERVICING & INFRASTRUCTURE

The property is exterior of the Almonte Ward’s municipal services boundary. Consequently, the dwelling utilizes private water and septic. The subject lands are accessed from Mountain View Road, a municipally owned and maintained road.

COMMENTS FROM INTERNAL CIRCULATION

Comments received based on the circulation of this application have been summarized below:

Acting CAO: No concerns or objections.

Acting Clerk: No comments received.

CBO: No concerns or objections.

Fire Chief: No concerns or objections.

Director of Roads and Public Works: No concerns as long as the County is in agreement that the lot continues to have access in perpetuity across the OVRT.

Recreation Coordinator: No concerns or objections.

COMMENTS FROM EXTERNAL AGENCY CIRCULATION

No objections were received from external agencies as of the date this report was prepared.

COMMENTS FROM THE PUBLIC

The Municipality held a Public Meeting on June 5th, 2018 to provide an opportunity for the public to comment on the application. During the Public Meeting, no one spoke in support of or in opposition to the proposal. No comments have been received as of the date this report was prepared.

EVALUATION

PROVINCIAL POLICY STATEMENT (PPS), 2014

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As per Section 3(5)(a) of the *Planning Act, R.S.O. 1990*, all planning decisions must be consistent with the PPS. The following is a list of applicable sections of the PPS as well as a review of the proposal against these policies:

1.1.5 *Rural Lands in Municipalities*

1.1.5.5 *Development shall be appropriate to the infrastructure which is planned or available and avoid the need for the unjustified and/or uneconomical expansion of this infrastructure.*

No expansion of Municipal or County infrastructure is required as part of the application. The retained property, subject to this zoning amendment, would continue to use its existing access point along Mountain View Road, thereby avoiding any impacts to traffic.

1.6.8 *Transportation and Infrastructure Corridors*

1.6.8.3 *Planning authorities shall not permit development in planned corridors that could preclude or negatively affect the use of the corridor for the purpose(s) for which it was identified.*

New development proposed on adjacent lands to existing or planned corridors and transportation facilities should be compatible with, and supportive of, the long-term purposes of the corridor and should be designed to avoid, mitigate or minimize negative impacts on and from the corridor and transportation facilities.

The applicant requires, as part of their list of severance conditions, legal right-of-way access across the OVRT. This access has been granted by the County and is in its final legal stages. The PPS does not permit planning authorities to cross planned infrastructure corridors. However, this reflects new development. The OVRT has historically been used by the land owner and would continue to do so for the foreseeable future. The Consent application has simply triggered the requirement to obtain clear access. As such, even if the retained lands are technically landlocked because of the OVRT, they will continue to have legal access in perpetuity.

2.2 Water

2.2.2 Development and site alteration shall be restricted in or near sensitive surface water features and sensitive ground water features such that these features and their hydrological functions will be protected, improved or restored.

The two properties exchanging land are developed and are not anticipated to be redeveloped. As such, the Mississippi Valley Conservation Authority (MVCA) concluded that they foresee no impacts to significant natural heritage features or natural hazards. By using the creek as the division point of the boundary adjustment and continuing to utilize the existing right-of-way access for the retained lands, the existing sensitive surface water feature remains undisturbed.

2.3.4 Lot Creation and Lot Adjustments (Agriculture)

2.3.4.2 Lot adjustments in prime agricultural areas may be permitted for legal or technical reasons.

Staff supported the lot adjustment that triggered the subject application due to the adjustment being minor in nature. The transferred lands are not accessible by the existing owners because of the existing creek and its adjacent topography. Furthermore, the lands cannot be used for agriculture, which means the exchange would have no negative impacts to the Mississippi Mills' agricultural community and economy.

COMMUNITY OFFICIAL PLAN (COP)

The subject lands are designated as "Agriculture" in the Municipality's Community Official Plan (COP). The Agriculture designation permits agricultural operations and accessory residential dwellings, non-farm residential dwellings, and home-based businesses (among others), set out in and subject to the Zoning By-law.

Agriculture Consent Policies

Section 3.2.7 of the COP provides the policies for Consents related to boundary adjustments in the Agriculture designation. The following are those relevant to this application:

- 3.2.7.3 *Severances for boundary adjustments between agricultural holdings may be permitted provided that no new lot is created and the size of the lots are appropriate for the type of agriculture proposed.*

Staff supported the lot adjustment that triggered the subject application due to the adjustment being minor in nature. The transferred lands are not accessible by the existing owners because of the existing creek and its adjacent topography. Furthermore, the lands cannot be used for agriculture, which means the exchange would have no negative impacts to the Mississippi Mills' agricultural community and economy.

Transportation

Section 4.6 of the COP provides the policies related to the Municipalities road network. The following are those relevant to this application:

4.6.3 County Roads

- 4.6.3.3 *Direct access onto a County road should be minimized and subject to the requirements and permits of the County of Lanark.*

- 4.6.3.7 *In rural areas, access to a County road is restricted to one entrance for each 150m of road frontage.*

Not only would the land owner continue to use the historical right-of-way as access to their lands, but the County restricts the amount of entrances on a County Road (Panmure Road) to one every 150m (492ft). The County has been flexible with this requirement in the past; nonetheless, locating a potential driveway between 5128 Panmure Road (the receiving lands) and the Mountain View-Panmure intersection would not be advisable. Using the historical access is the logical option for the property, regardless of whether or not it is technically landlocked.

ZONING BY-LAW #11-83

The subject properties are currently zoned "Agricultural (A)" by the Municipality's Comprehensive Zoning By-law #11-83. The "A" Zone permits agricultural and non-farm residential uses.

Agricultural (A) Zone

Both the transferring and receiving properties are zoned as Agricultural (A) but, due to size, are regarded as non-farm residential lots. Furthermore, said properties would not be feasible for agriculture because of the creek and the steep slopes that lie adjacent to it. The following table outlines the minimum lot area and lot frontage requirements of the A Zone against the dimensions of the proposed lots:

Table 1: A Zone Development Standards vs. Proposed Lot Dimensions

12.2 ZONE PROVISIONS	REQUIRED (BY-LAW #11-83)	RECEIVING LANDS (TOTAL)	RETAINED LANDS
Minimum Lot Area (ha)	0.4	1.5	1.3
Minimum Lot Frontage (m)	45	104	0

All lots involved in the land transfer would maintain sufficient lot area to meet municipal requirements. Although the property owner does own land adjacent to Mountain View Road, its frontage does not apply to the lot subject to this amendment application because of the bisection by the OVRT. As such, the applicant has requested relief from the frontage requirement, as discussed through previous sections. The amendment would have a twofold effect. It would: (1) allow for the lot to have 0m of frontage, and (2) that the property is not subject to Section 6.7 which speak to general requirements for frontage on a open and maintained road.

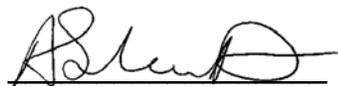
CONCLUSION:

Overall, staff supports the subject Zoning By-law Amendment application. The retained property already has historical access to Mountain View Road. Utilizing the existing access point avoids the increase of entryways along Panmure Road (a County Road) and degradation of the creek to build a laneway. As such, staff consider the continued use of the historical right-of-way as appropriate and consider the parcel being landlocked as inconsequential.

Staff views the proposal to conform to the agricultural policies of the Community Official Plan, to be consistent with the PPS, and to generally satisfy the development standards of Zoning By-law #11-83. Therefore, Staff recommends that the subject Zoning By-law Amendment application be approved.

All of which is respectfully submitted by,

Reviewed by,



Andrew Scanlan Dickie
Junior Planner



Nicole Dwyer
Reviewed by Director of Planning

Approved by,



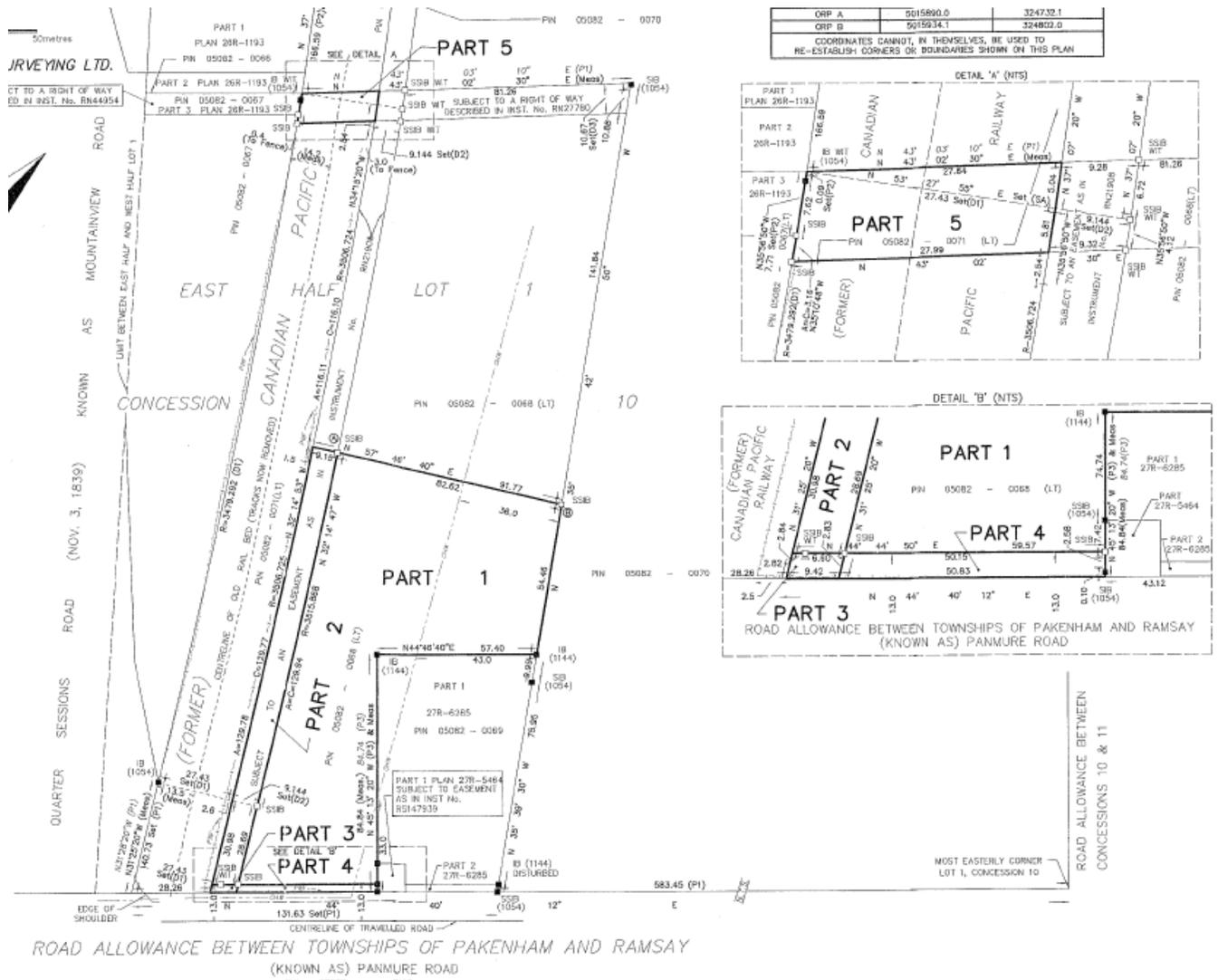
Kenneth D. Becking, P. Eng
Chief Administrative Officer

ATTACHMENTS:

Schedule A – Provisionally Approved Lot (Plan 27R-11058)

Schedule B – Draft By-law

SCHEDULE A – Severance of Provisionally Approved Lots (Plan 27R-11058)



SCHEDULE B – Draft By-law

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-XX

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

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

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

1. That Schedule 'B' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Agricultural (A)" Zone to "Agricultural Exception 30 (A-30)" Zone for the lands identified on the attached Schedule 'A', which is described as part of Concession 10, Part Lot 1, Pakenham Ward, Municipality of Mississippi Mills.
2. That By-law No. 11-83, as amended, is hereby further amended by adding the following subsection to Section 11.3:

11.3.30 *Notwithstanding their 'A' zoning designation, lands designated as 'A-30' on Schedule 'A' to this By-law, may be used in compliance with the A Zone provisions contained in this by-law, excepting however, that:*

 - i) *0m of frontage is required; and*
 - ii) *that the lands are not subject to Section 6.7*
3. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13.

BY-LAW read, passed, signed and sealed in open Council this **26th day of June, 2018.**

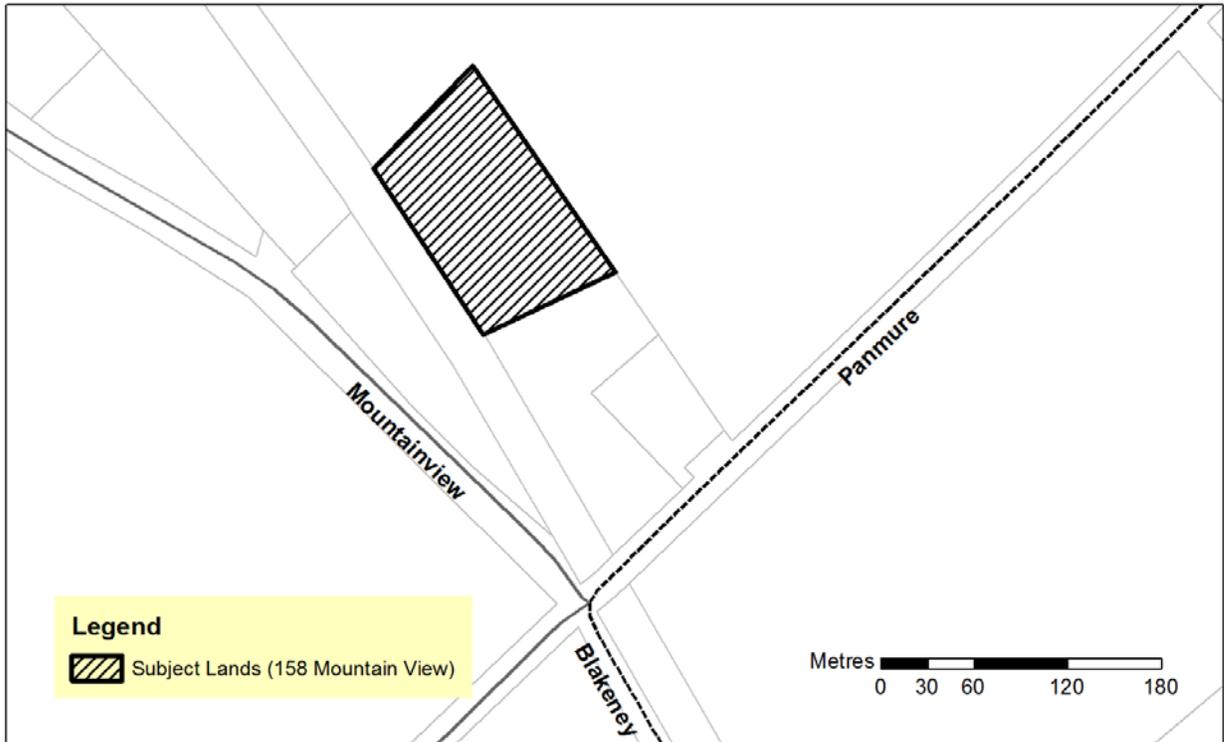
Shaun McLaughlin, Mayor

Shawna Stone, Clerk

SCHEDULE 'A'
TO BY-LAW NO. 18-XX



Zoning By-law Amendment Application D14-TU-18; Z-02-18
Part of Concession 10, Part Lot 1
Pakenham Ward, Municipality of Mississippi Mills
Municipally known as 158 Mountain View Road



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Andrew Scanlan Dickie, Junior Planner
SUBJECT: **Site Plan Control – McCabe Single-detached Infill (D11-247-18)
Plan 6262, Cameron Section, Lot F, Plan 27R-10622, Part 3
Almonte Ward, Municipality of Mississippi Mills
Located on Dunn Street**
OWNER: Gregg McCabe
APPLICANT: Doyle Homes

RECOMMENDATION:

THAT Council approve the site plans for the property described as Plan 6262, Cameron Section, Lot F, Plan 27R-10622, Part 3, Almonte Ward subject to their revision to the satisfaction of the Municipality’s Director of Roads & Public Works;

AND THAT the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

SITE PLAN CONTROL APPLICATION SUMMARY

Doyle Homes have filed a Site Plan Control Application on behalf of the owner of the subject property for the approval of a single-detached bungalow infill development on a vacant property at the corner of Dunn and Malcolm Streets. The proposal would be subject to the development standards of the “Residential First Density (R1)” Zone and those reliefs approved in early 2018 by the Committee of Adjustment and would use municipal water and sewer.

LOCATION AND DESCRIPTION OF SUBJECT LANDS AND SURROUNDING AREA

The lands subject to the application are located at the corner of Dunn and Malcolm Street, municipally owned and maintained roads within the Almonte Ward, and are legally described as Plan 6262, Cameron Section, Lot F, Plan 27R-10622, Part 3. The lot size is approximately 493m² (5,307ft²) with driveway access to Dunn Street. The Community Official Plan designates the lands as “Residential”. Notable characteristics of the surrounding area include:

- It is predominantly residential, with *Development* lands located to the north that are encouraged to be developed in a similar capacity.
- The property is a one of four severances taken off of the original Cameron property, known as 297 Strathburn Street.

- The Mississippi River sits approximately 160m (525ft) to the east of the subject lands. The property falls exterior of the Mississippi Valley Conservation Authority’s (MVCA) regulation limit.

Figure 1 – Site Location



COMMUNITY OFFICIAL PLAN (COP)

The subject lands are designated “Residential” in the local Community Official Plan, which aims to direct development to provide for a broader range of housing options in terms of housing types and rental opportunities. The goal of residential land use policies is to “*promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community.*” The development would fulfil the following objectives:

Objectives

1. *Promote and support development which provides for affordable, rental, and/or increased density of housing types.*
4. *Direct the majority of new residential development to areas where municipal sewer and water services are/will be available and which can support new development.*
5. *Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of design.*

The development is occurring in an area that is predominantly occupied by single-detached dwellings. Although the form of development would not substantially increase the density of the area nor provide a more affordable housing form, the dwelling type conforms to the character and design of the neighbourhood, as limited by its associated “Residential First Density (R1)” Zone.

The neighbourhood has an eclectic variety of single-detached dwelling designs, with no strictly defined character (see **Schedule D** for site photos). Homes along and near the subject lot vary in height and size. Furthermore, they vary in age, with homes built in the early 1900s, 1950s,

1970s, and after 2000. A recent development, 87 Malcolm Street, uses similar design features. All dwellings, inclusive of the proposed, are supported by municipal water and sewer. As such, Staff believe the development to be generally compatible with the surrounding area.

3.6.5 Range of Housing Types

1. *The [Municipality] shall support a wide range of housing types, zoning standards and subdivision design standards.*
2. *The [Municipality] has established the following housing mix targets:*

Low density	-	70%
Medium density	-	30%
3. *Low-density residential development shall include single-detached, semi-detached, duplex, converted dwellings, and triplex housing. In general, the gross density for low-density residential development shall be 15 units per hectare (6 units per acre).*

The addition of a single-detached dwelling contributes to the Municipality’s total low-density housing stock. According to Staff estimates, the addition of one (1) unit to Dunn Street would result in a gross density of approximately 8.8 units per hectare – calculated by dividing the number of homes along Glass, Malcolm, Dunn, Hope, and Colina Street. The low-density maximum target of 15 units per hectare is thereby maintained.

ZONING BY-LAW

The subject property is zoned “Residential Second Density (R1)” within the Municipality’s Zoning By-law #11-83. The R1 Zone allows for single-detached dwelling and related accessory uses. The R1 Zone contains various development standards. The following table outlines the associated zoning provisions and the proposed development specifications.

Development Standard	R1 Provisions	Proposed
Lot Area, min. (m ²)	450	493
Lot Frontage, min. (m)	18	18
Front Yard, min. (m)	6	7
Side Yard, min. (m)	1.2	1.2
Exterior Side Yard, min. (m)	4.5	4.5
Rear Yard, min. (m)	7.5	5 (Note A)
Building Height, max. (m)	9	~6
Lot Coverage, max. (%)	45	~38
Dwelling Unit Area, min. (m ²)	75	~140

NOTE A – The Committee of Adjustment approved Minor Variance A-01-18 to reduce the required rear yard setback from 7.5m (24.6ft) to 5m (16.4ft). Thus, the application complies with municipal standards.

REVIEW

Comments received based on the circulation of this application have been summarized below:

INTERNAL CIRCULATION

CAO: No concerns or objections.

CBO: No concerns or objections.

Director of Roads and Public Works: Revised grading plan is satisfactory with the exception of one grade in the west yard that is clearly in error (75.20) as it is 3m lower than all other grades.

Fire Chief: No concerns or objections.

Recreation Coordinator: No concerns or objections.

EXTERNAL AGENCY CIRCULATION:

Enbridge: No comments received.

Ottawa River Power Corp.: No comments received.

TECHNICAL CONSIDERATIONS:

Parking

The Zoning By-law requires one (1) parking space per single-detached dwelling unit. The home would provide a double driveway with two garages, providing space for upwards of four (4) vehicles. The proposals meet the required minimum set out by the Zoning By-law.

Corner Site Lines

The Zoning By-law requires that corner lot properties maintain a 6m x 6m triangle free of visual obstacles to maintain safe pedestrian and vehicle site lines. Original site plans positioned the driveway within this triangle. Although the driveway itself posed no safety concern, the potential for parked cars did. Consequently, the Municipality required that the applicant shift the driveway/home to address the concern.

Projections

A covered porch projects from the front façade (located within the exterior side yard). The Zoning By-law permits a projection of 2m (6.6ft) into a required yard at a maximum of 3m (9.8ft) from an exterior side yard. The projection meets municipal requirements.

Servicing and Grading

The proposal would use municipal water and sewer and is thus subject to an assessment by the Department of Roads & Public Works. As such, the applicant submitted a grading and servicing plan for review. After comments from Staff and subsequent amendments, it was determined that the Grading & Drainage is satisfactory to proceed with development, except for one apparent error being that one elevation is supposed to read 78.20m instead of 75.20m, which will be amended prior to entering into Site Plan Agreement

Landscaping

The Municipality understands that planting trees and shrubs beautifies home properties, adds value, reduces heating and cooling costs, and produces numerous environmental benefits. As

such, the Municipality aims to address the loss of vegetation from development. If and when the applicant or homeowner wishes to plant a tree, staff recommend that the applicant contact the Municipality to uphold tree planting standards, as set out in the Municipality's *Guidelines for Tree Conservation & Planting*. Namely, that the tree species be indigenous to the region, that it be located away from important infrastructure, and that the tree is of adequate caliper size to ensure healthy growth.

Building Configuration/Façade

The elevation drawings for the proposed single-detached dwelling depicts a one-storey bungalow with stone veneer along the bottom half of the front façade and side wall facing Malcolm Street, with vinyl siding along the top halves. Vinyl siding covers the remaining of the building along the sides and rear. The front building profile shows gable roof peaks filled with decorative shakes and covered by asphalt shingles.

The immediate neighbourhood can be characterized as using a combination of vinyl or wood siding, brick veneer façades, and gable roofs of varying pitch. Nonetheless, staff believe that the proposal does not significantly deviate from the neighbourhood character, specifically since there is a wide variety of materials used, and that it generally meets the residential infill policies of the *Mississippi Mills Urban Design Guidelines*. Notably, by complimenting the massing, height, and scale of nearby homes. The wrapping of the stone veneer along both streets and the use of added windows facing Malcolm, rather than a typical stark sidewall, integrates better with the public right-of-way. Furthermore, the garage sits flush with the front wall, taking up 43% of its width.

CONCLUSION

The proposed site plans satisfy the provisions of the Zoning By-Law #11-83 and are consistent with relevant planning policies of the Community Official Plan. Revisions of submitted plans have been conducted and comments have been provided. However, small revisions are required to be given final approval from Mississippi Mills staff prior to commencing construction.

All of which is respectfully submitted,



Andrew Scanlan Dickie
Junior Planner

Reviewed by,



Niki Dwyer, MCIP, RPP
Director of Planning

Approved by,



Kenneth D Becking, P.Eng
Chief Administrative Officer

ATTACHMENTS:

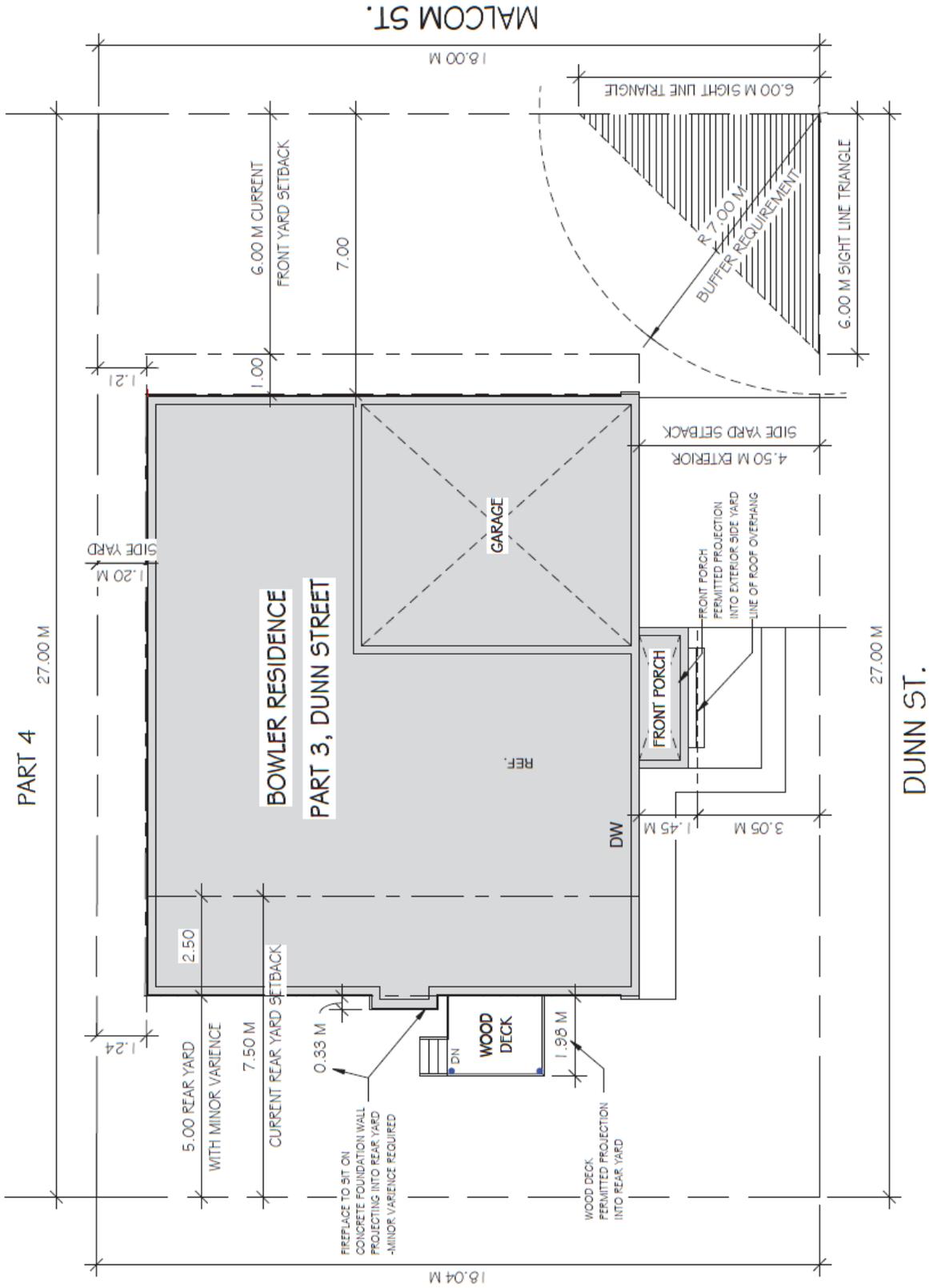
Schedule A – Site Plan

Schedule B – Grading Plan

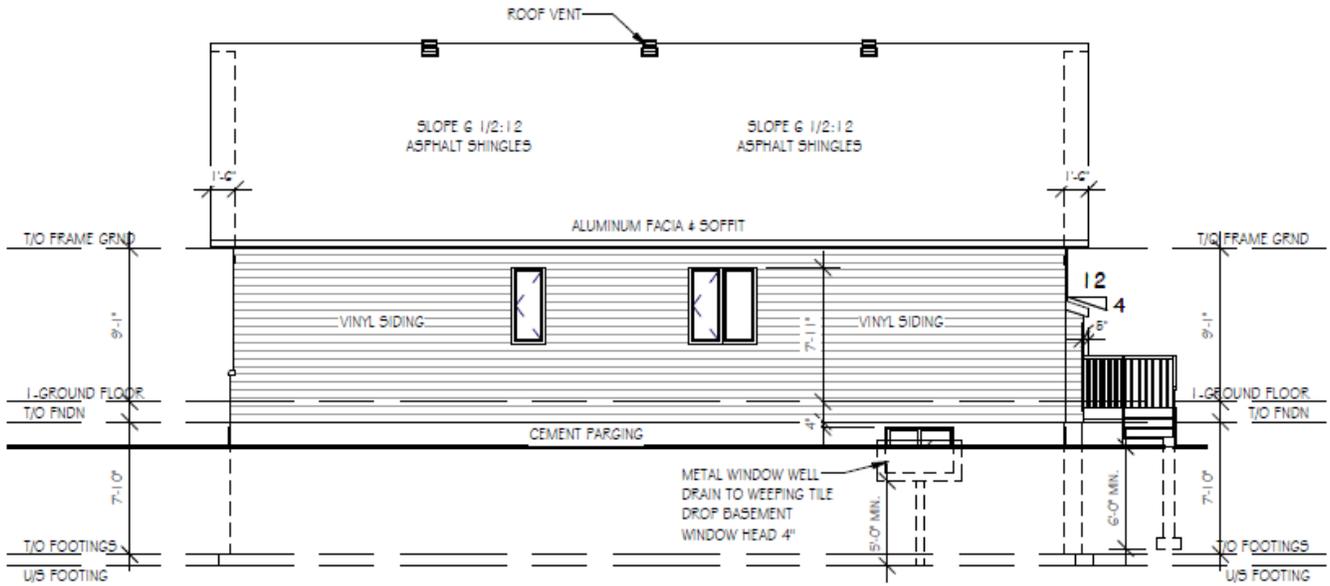
Schedule C – Elevations

Schedule D – Site Photos

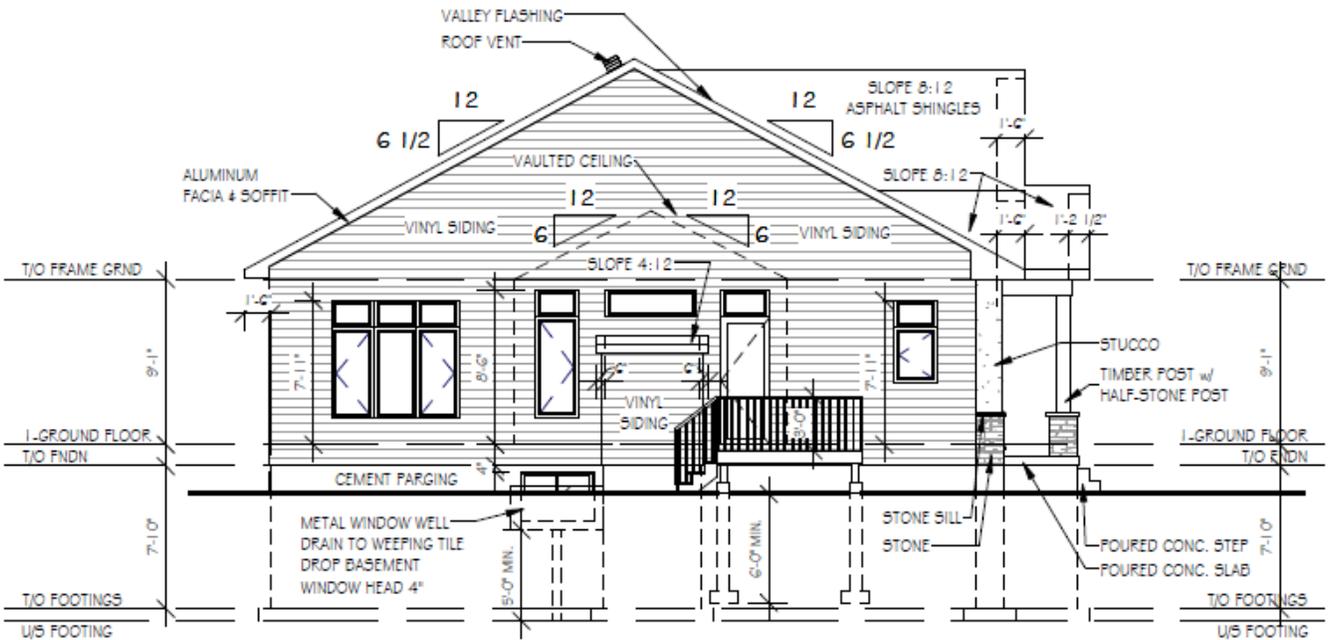
SCHEDULE A – Site Plan



Side Elevation – Western Wall



Rear Elevation – Northern Wall



SCHEDULE D – Site Photos

SUBJECT PROPERTY



126 GLASS ST



GLASS ST (EAST SIDE)



GLASS (WEST SIDE)



1 HOPE ST



87 MALCOLM ST



110 DUNN ST



120 MALCOLM ST



110 COLINA ST



89 COLINA ST



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Rhonda Whitmarsh, Treasurer
SUBJECT: **Council Compensation Review**

RECOMMENDATIONS:

- 1. THAT the annual salary be established for the Mayor at \$37,740, the Deputy Mayor at \$22,778 and Councillors at \$18,935, effective December 1, 2018;**
- 2. THAT the Deputy Mayor be provided with a cell phone funded by the Municipality;**
- 3. THAT the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;**
- 4. THAT an “In Lieu of Benefits” account be established for each Council member of \$500 for health care and dental expenses that will be administered by the Treasurer and reimbursed based on submitted receipts effective January 1, 2019.**

BACKGROUND:

A report on council compensation was presented to Council on April 3, 2018 and a further revised report was presented on June 5, 2018 with a deferral to the June 26, 2018 meeting. Councillors were asked to provide comments/suggestions to the Treasurer for consideration in the next report.

The original motion was amended on June 5, 2018 to remove the recommendation for discretionary funds for the Deputy Mayor and council members. The motion that was deferred to June 26, 2018 is as follows:

THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$20,678 and Councillors at \$17,435, effective December 1, 2018;

AND THAT the Deputy Mayor be provided with a cell phone funded by the Municipality;

AND THAT the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;

AND THAT Council agrees to implement an In Lieu of Benefits account for Council with an annual up set limit of \$500 per Member for health care and dental expenses;

AND THAT the administration of the In Lieu of Benefits will be the responsibility of the Treasurer expenses will be reimbursed on submitted receipts.

DISCUSSION:

Based on comments received, a number of options for the salary portion are examined in Attachment 1.

From the feedback on the last report, the majority of council members agree that council remuneration should remain as salary with per diems provided to attend conferences and seminars as it is now. There also seems to be support for providing some financial assistance for cell phones for those council members who are not supplied one directly by the municipality. There was support as well from reallocating the previously proposed discretionary funds for the Deputy Mayor and Councillors to salary.

At this time there does not appear to be support for reducing council's salary level and increasing per diems for committee work. Offering a per diem for meetings may be more equitable and fair for council members that sit on multiple committees; however, the appropriate salary level and per diem amount is difficult to determine. It could also be construed as inequitable for those members of the public who volunteer their time for the same committee meeting attendance and participation. This option has not been fully developed and is not being recommended at this time.

In terms of salary, it is recommended that Option 5 (Attachment 1) be selected. Option 5 is comparable to other similar sized municipalities' compensation levels and has the following additional benefits:

- Recognizes that there is an expectation of council members to participate in community events, fundraisers, etc. by reallocating the previously proposed discretionary funding to salary for all members including the Mayor.
- It eliminates the administration of and the policy required by having a separate discretionary fund for the Mayor.
- It recognizes that council members who are not supplied with a cell phone by the municipality may incur additional charges on their personal cell phones as a result of conducting council or municipal business
- There is still a proposed savings for 2019 of \$41,637 over the 2018 budget.

There were no other comments received with the exception of one council member's support for OMERS. What was not addressed in the original report is that OMERS cannot be provided to any member of council unless the Head of Council (Mayor) participates. It is recommended that a decision about OMERS be made following the 2018 election with the newly elected council.

It is also recommended that Council compensation be reviewed within the first year to revisit the salary component. The expected participation on committees with a reduced

council size may affect the appropriate level of compensation for council going forward. This report was developed based on past participation on committees by council members. It is understood that the Clerk will be providing council with suggested changes to committees in the near future.

FINANCIAL IMPLICATIONS:

The financial implications of each option are noted in Attachment 1.

SUMMARY:

It is recommended that Council approve the compensation package as presented.

Respectfully submitted,

Reviewed by,



Rhonda Whitmarsh,
Treasurer



Kenneth D. Becking, P.Eng.
Chief Administrative Officer

Attachment 1 – Options and Financial Implications

ATTACHMENT 1 – OPTIONS AND FINANCIAL IMPLICATIONS

Option	Recommendations	Reasons	Financial Implications for 2019 budget
1	THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$20,678 and Councillors at \$17,435 effective December 1, 2018;	Status Quo-original motion	Additional savings from the original report of \$8,400 making overall savings \$51,237 after eliminating discretionary fund allocation to Deputy Mayor and Councillors
2	THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$22,778 and Councillors at \$18,695, effective December 1, 2018;	Previously proposed discretionary funds are reallocated to salary of Deputy Mayor (\$2,100) and Councillors (\$1,260). Mayor's discretionary fund remains separate at \$3,500	No additional savings over the original report of \$42,837
3	THAT the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$22,778 and Councillors at \$18,935, effective December 1, 2018;	Same as #2 plus \$20/month*** added to Councillors remuneration towards cell phone use. The Mayor and Deputy Mayor will both have cell phones paid for by the Municipality and all Council members are provided with ipads with data coverage paid for by the Municipality	Savings from the original report are reduced by \$1,200 to \$41,637

4	THAT the annual salary be established for the Mayor at \$37,640, the Deputy Mayor at \$22,778 and Councillors at \$18,695, effective December 1, 2018;	Previously proposed discretionary funds are reallocated to salary of Deputy Mayor (\$2,100) and Councillors (\$1,260). Mayor's discretionary fund at \$3,500 is also reallocated to salary	No additional savings over the original report of \$42,837
5	THAT the annual salary be established for the Mayor at \$37,640, the Deputy Mayor at \$22,778 and Councillors at \$18,935, effective December 1, 2018;	Same as #3 plus \$20/month*** added to Councillors remuneration towards cell phone use. The Mayor and Deputy Mayor will both have cell phones paid for by the Municipality and all Council members are provided with ipads with data coverage paid for by the Municipality	Savings from the original report are reduced by \$1,200 to \$41,637

***A cell phone allowance would be taxable, so for ease of administration it is being recommended as part of council salary rather than a separate allocation.

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Kenneth D. Becking P. Eng., Chief Administrative Officer
SUBJECT: **Delegated Authority By-law Amendment**

RECOMMENDATION:

THAT the Delegated Authority By-law 13-18 be amended to read:

14. The Statutory Officers consisting of the CAO, the Clerk and the Treasurer, acting as a collective, shall have the authority to take action, where necessary, on certain restrictions listed in Section 275 (3) of the *Municipal Act, 2001* during the 2018 “lame duck” period:

- **The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal;**
- **The hiring or dismissal of any employee of the municipality; and**
- **Making any expenditure or incurring any other liability which exceeds \$50,000**

In addition, the CAO may consult with the Municipal Solicitor, where appropriate, prior to exercising that delegated authority; and the CAO on behalf of the group will advise Council in writing prior to exercising that delegated authority.

BACKGROUND:

The lame duck period extends from the day of the closing of nominations to the date of inauguration of the new council. Typically during this period, it is customary for Council to delegate their authority to dispose of real property, hire or dismiss staff and making of expenditures greater than \$50,000 to the Chief Administrative Officer. The proposed amendment would require consensus amongst the three Statutory Officers prior to the exercising of this considerable authority.

DISCUSSION:

While I would normally consult all key parties including Council as a matter of course prior to exercising this authority, given my relative recent appointment it is appropriate to ensure that matters are properly considered. By involving both the Clerk and the Treasurer it ensures that the critical background information and differing perspectives are reflected in any decisions that are made to exercise this power.

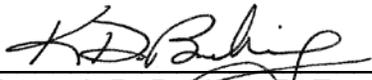
FINANCIAL IMPLICATIONS:

None

SUMMARY:

The proposed amendment is to ensure that the use of the authority under the lame duck period in advance of the 2018 election as defined under the *Municipal Act, 2001* is appropriately considered prior to its exercise.

This report respectfully submitted,



Kenneth D. Becking P. Eng.,
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Rhonda Whitmarsh, Treasurer
SUBJECT: MM2020

RECOMMENDATION:

THAT Council continue to support the efforts of MM2020 through the funding allocated in the 2018 budget;

AND THAT Council support the use of these funds for the development of a business plan and financial plan by MM2020 to provide improved cellular and broadband services in the rural areas of the Municipality.

BACKGROUND:

Some rural areas of the Municipality have limitations with regard to cellular and broadband coverage. The volunteer organization "MM2020" has formed to improve service in the rural areas. On April 17, 2018 Council heard a presentation from MM2020 and passed the following resolution:

Resolution No. 204-18

Moved by Councillor Edwards

Seconded by Councillor Gilles

THAT the delegation by Mike O'Malley and Clem Pelot, MM2020, Update on Clayton Broadband and Cellular Project, be received for information;

AND THAT MM2020's request be referred to the Treasurer and Director of Public Works for review and report back to Council.

A subsequent meeting with Mr. O'Malley and Mr. Pelot was held on April 28/18 with the Treasurer. Many questions were asked about the financing of the project and their proposed payback to the municipality by the residents benefitting from this initiative. It was communicated that no commitment to this project could be made by the municipality without further review and that the Treasurer and Public Works Director had been directed to write a follow up report to Council with their recommendations. Concern was expressed by the Treasurer during the meeting that the group did not have a business plan or a financial plan nor could they provide information on other municipalities that may have implemented something similar.

DISCUSSION:

After of a review of the Municipal Act by the Treasurer, it wasn't clear that this project would be considered a municipal mandate. It was also felt that it was too difficult to properly analyze and provide recommendations for Council as directed with regard to this project in the absence of a well formed business plan. In order to respond to the direction from Council, the Treasurer sought legal advice from the Municipal Solicitor, specifically confirmation that it is allowable under the Municipal Act, a review of Section 106 (bonusing) and a clearer understanding of how this project may be implemented as well as an indication of any potential risks (financial or otherwise) to the Municipality.

The Municipal Solicitor provided feedback to Treasurer some of which can't be fully explored with regard to the proposed project without a business plan. The following comments/concerns are offered:

- 1) Council needs to satisfy themselves that this project would be considered a municipal mandate and a service that they wish to provide. If yes, then the Municipal Solicitor has advised on how this could be implemented (i.e. the formation of a corporation).
- 2) If a Corporation was formed, how would it work and be funded? Formation of a Corporation could be costly.
- 3) The understanding is that private enterprises are investigating options for the provision of broadband service to the rural areas and that the request of Council is to expedite this process. Is this an appropriate use of financial and staff resources?
- 4) If Council is to pursue this initiative, who would be responsible for preparing the business and financial plans? Both of these items would have cost implications.
- 5) It is possible to provide an area rated service for those residents in the rural area but it is generally for a service that benefits all equally. It could be done as either a levy or a fixed charge. If this is the case, all rural residents would be charged whether they intend to use the service or not.
- 6) The expectation from the group is that the municipality would front the cost of this initiative up front and then would be paid back through individual agreements with residents participating. What recourse does the Municipality have in the event of default? This could potentially be a great number of agreements to administer.
- 7) If the intent is not to charge all rural residents equally, then it would be very difficult administratively to determine the residents participating in this service versus those that are not and there would be no ability to prevent those that didn't participate initially from participating sometime in the future after it has been fully implemented and paid for by others.
- 8) If this initiative were to proceed who would own and maintain the assets? Future maintenance will have cost implications.
- 9) This project was never identified in any long term financial plan of the Municipality and therefore has no immediate funding available which means reliance on debt. The approved financial plan's guiding principles indicate that

no new financing would be incurred after 2018 except in exceptional circumstances. This debt, although within our borrowing capacity, would not be available to fund municipally owned infrastructure needs if required.

- 10) The Director of Roads and Public Works has advised that no construction detail has been provided. The only information provided to date has been a desire to locate the fibre under the graveled shoulder of the roadways. There are concerns with this location and depth of installation due to yearly grading work on the gravel roads, conflicts with culverts and other utilities and proper protection of the cable.
- 11) There may be Federal regulations that would also have an impact on this project.

FINANCIAL IMPACT:

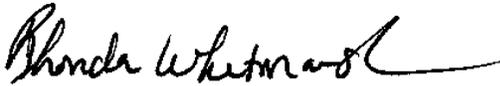
There is no financial impact associated with the above recommendation.

SUMMARY

There are too many unknowns at this time with regard to the proposed project by MM2020 in the absence of a business plan. The recommendation is to have MM2020 continue with the development of a business and financial plan supported by the municipality through funds allocated in the 2018 budget.

Respectfully submitted,

Reviewed by,



Rhonda Whitmarsh, Treasurer



Ken Becking, CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: June 26, 2018
TO: Committee of the Whole
FROM: Kenneth D. Becking P. Eng., Chief Administrative Officer
SUBJECT: Ottawa Valley Rail Trail (OVRT)

RECOMMENDATION:

THAT Council receive the report on the Ottawa Valley Rail Trail (OVRT) from the CAO dated June 26, 2018, as information.

BACKGROUND:

Lanark and Renfrew bought their respective portions of the former CP rail line running from Smith's Falls to Mattawa in 2016. Of the 296 km trail, approximately 61 km lie within Lanark County and approximately 33 km lie within the municipal boundaries of the Municipality of Mississippi Mills. The proposal is to have the trail as a dual purpose trail meaning that both motorized and non-motorized uses will be permitted. Mississippi Mills (MM) has objected to the proposed designation through the Almonte ward. In summary the concerns include:

- Safety of pedestrian users
- Noise
- Impact of trail related motorized vehicles on adjacent municipal streets
- Enforcement of regulations intended to mitigate some of the impacts and existing ordinances
- Surface quality and suitability for non-motorized uses
- Aesthetic concerns i.e. bridge railings etc.

MM has proposed a variety of bypass routes to get around the Town, primarily on existing municipal roads. The proposals in their various forms have been rejected by the County on the grounds of practicality and safety.

The County has been preparing the trail for use. These efforts have included the application of 5/8" gravel (Granular M) wearing surface the main bed, the construction of a granular base for the exclusive use of pedestrians from Ann St to Bridge St. and the construction of railings on bridges for public safety. Unlike the practice in Carleton Place where steel railings were erected, the County is proposing wooden railings for the bridges in MM. The County requested input from MM on the design of the bridge railing particularly through the Almonte ward. The request was directed to the Heritage Committee who expressed a preference for a wood railing. This was passed back to the County without the value of the input of Council. The proposed wood design has since

been objected to by residents on aesthetic grounds. At this point we understand that the tenders have been awarded and it is too late to change.

The purpose of this report is to provide Council with suggestions on the balance of the outstanding issues.

DISCUSSION:

The County is the owner of the trail and is the senior level of government in this instance. As such they have the authority to move forward with the trail. County Council has directed that the trail will stay in the former rail corridor.

Mississippi Mills Council has identified several issues for which direction is still required. The options are discussed below.

1. Use of OMCC cycling commuter funds (\$25k this year)

The funds were originally intended to be used for paving in the Almonte portion of OVRT as an accessibility improvement. The grant was received in 2017 and does not have to be used until 2020. The funds are too little to do any meaningful amount of work. It may be possible to request a change in the use of the funds. Other projects must be in relation to encouraging commuter cycling. At this point in time there are too many unknowns and it is suggested that the use of the funds be delayed until a firm need is identified and adequate funds are available. The next intake under the program was expected in the spring and is being delayed by the recent provincial election. If the program is continued, funds will be sought to complete the paving project.

2. Gates and/or bollards to prevent ATV's from accessing residential streets.

Bollards or other obstacles will interfere with snow clearing operations and will likely be seen as more of a challenge than a barrier to prevent the ATV's from accessing the town streets. Signs placed at the edge of the OVRT would be more effective.

3. Fence at the library

The fence is intertwined with the surrounding vegetation making it difficult and therefore expensive to remove. Additionally, the fence represents a barrier that will keep the ATV's off the library property. The fence should be left in place with repairs made if required.

4. ATV/Snowmobile Parking

The only location for parking in the vicinity of the downtown area is the widening immediately south and east of Bridge St. at Reserve St. The construction and signage for a designated parking area would be a municipal cost. At this point we are unaware of the need for such a facility and it may be wise to delay a decision on the matter until we determine whether there is a need. This might be identified as part of the development of a master plan for the redevelopment of the entire area in a few years' time if warranted.

5. Bike Parking

Bicycles are permitted in the downtown area and there are currently numerous opportunities for bicycle parking. It is suggested that the matter be reviewed in a few years and incorporated into a master plan for the area if warranted.

6. Signage

The County will be responsible for all signage on the trail and at the intersections with the road network. It is suggested that we wait until we see the extent of the County's signage and augment it if needed.

7. Opening up a south end of town access point near the Snedden Casey Field / Ball Diamond

This will require further study to determine land ownership and the practicality of making such a connection. This can be considered later and brought forward as a budgetary item if appropriate to do so.

8. Lookout Platform on Main Bridge

Any additional work to the bridge would be at municipal cost and there are no funds allocated in this year's budget for any additional work. The tender for the rehabilitation of the bridges has been awarded by the County and the contractor will be moving in shortly to complete the works. It is too late to make changes.

9. Complaints Procedure

The OVRT is the responsibility of the County and all complaints received should be forwarded to the County for their action. A log of complaints or suggestions received that are related to areas of municipal responsibility will be maintained to the extent possible for review at a later date.

The County's activities will address only 5.0 m of a corridor that is in some locations over 30.0m wide. A future Council may wish to consider turning the balance of the corridor into an urban park as is contemplated in Carleton Place. A possible approach would involve the retention of a landscape architect to assist the community to develop a vision for the corridor through a series of charrettes. Staff have successfully used this approach in other jurisdictions to bring opposing sides together to achieve solutions. It is suggested that this could be accomplished over the period of approximately six months. The result would be a plan which the municipality could work towards over a period of years. This approach could be considered as part of future budget deliberations if desired.

FINANCIAL IMPLICATIONS:

A grant of \$25,000 under the OMCC has been obtained for work on the trail. It is recommended that these funds be held in reserve and applications under the program be submitted as and when possible for additional funds so that the proposed paving project can be completed.

SUMMARY:

Attempts to restrict motorized use of the OVRT through Almonte ward have been unsuccessful. The best approach to proceeding is to allow the County to move forward with their works and evaluate the impacts over the next year or two. Adjustments can then be made on the basis of actual experience.

Consultations:

This report has been prepared with input from:

- Kurt Greaves, County CAO
- Shawna Stone, Clerk
- Guy Bourgon, Director of Public Works and Roads
- Rhonda Whitmarsh, Treasurer

This report respectfully submitted,



Kenneth D. Becking P. Eng.,
Chief Administrative Officer

Lanark County embarks on new Tourism Strategy

The County of Lanark is pleased to announce it will be embarking on a two-year project to develop one of the key actions identified in the recently completed Economic Development Strategic Plan, a new Tourism Strategy.

Once completed, the tourism strategy will become a strategic document used to communicate and share information on the many tourism initiatives and partnership opportunities taking place in the County, and ensure a coordinated approach to maintaining the County's tourism position in the marketplace.

The Tourism Strategy will provide guidance for tourism in Lanark County between 2020 to 2025. Development of the project will run from May 2018 to January 2020, and will include consultations with municipal partners, and communication with local and regional tourism organizations and businesses. Stakeholder surveys, feedback and previous plans for tourism in Lanark County will be taken into account.

"Every year, 1.4 million visitors are attracted to Lanark County because of our current tourism assets, but we have found that our visitors are spending 50 per cent less per person than the provincial average," explained Marie White, Lanark County tourism manager. "Through the strategic planning process, we will gain further insight into what is needed for tourism growth. We are looking forward to working collaboratively with our local businesses, tourism organizations, partners, municipalities and communities."

The development of the Tourism Strategy will be a two-phase process; Phase One officially launches in May 2018, and involves an input gathering period to continue until May 2019. Report findings will be released in June 2019.

Phase Two will launch in July 2019, with a focus on developing the actions and priorities needed to implement the Tourism Strategy. In September 2019, a draft annual tourism budget will be produced, and the final Tourism Strategy will be published in January 2020.

The strategy will provide a three- to five-year outlook and will include a framework for tourism success based on leading research and best practices in the industry. Key tourism stakeholders in Lanark County will help identify the resources required and guide the actions needed to achieve growth. Lanark County Council will be asked to support the directions set out in the plan and set priorities for participation by the Tourism Department.

The project will unfold in partnership with the Ontario's Highlands Tourism Organization, the Lanark County Tourism Association and businesses, municipalities and tourism stakeholders. In-depth consultation with all invested parties will be a key part of the strategic planning process.

Tourism in Lanark County includes everything that attracts visitors to the region, and celebrates the people, places and experiences that are distinctive to the region. Tourism fosters community pride and encourages increased visitation as a revenue generator. Lanark County is committed to fostering

and promoting sustainable tourism for the economic prosperity of its communities. Tourism efforts are aimed at increasing both visitation and length of stay within Lanark County.

As the development of the Tourism Strategy moves forward, the Tourism Department in Lanark County will continue to fulfill its role as the Destination Marketing Organization (DMO) for Lanark County through: the development of a destination strategy and annual marketing plan for Lanark County; creation of destination-focused marketing; support of the development of local tourism products and destination development activities; and the development of goals for tourism infrastructure investment.

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For more information, contact:

Marie White
Tourism Manager
Lanark County
1-888-4-LANARK

Andrew Donaldson
Special Projects Tourism Intern
Lanark County Tourism
613-267-4200 ext. 1533

Lanark County Housing Corporation (LCHC) to merge into Lanark County operations

At a Special Community Services Committee meeting on Wednesday, May 23rd, 2018 County Council directed that staff move forward with the recommendation to assume the management and administration of the Lanark County Housing Corporation (LCHC) under the direct umbrella of the County operations, more specifically the Lanark County Social Services Department. The status of the LCHC will be maintained as a “shell corporation.” Currently the Lanark County Housing Corporation operates as a separate corporation reporting to a Board of Directors, with the role of the Service Manager being provided by the Lanark County Social Services Department.

While the Lanark County Housing Corporation has provided excellent service to its tenants across the County this merger supports integration of our services, provides for efficiencies, simplifies reporting and approval lines, and will ensure effective long-term service planning. It is also seen as a very positive step in the delivery of affordable housing and the access to service that will be provided to the tenants of the approximately 533 housing units at 26 different locations in Mississippi Mills, Carleton Place, Perth and Smiths Falls. Ultimately, housing tenants will be afforded the opportunity to access full services through Lanark County Social Services offices to meet their needs. The social housing tenants, community stakeholders and members of the public can expect a seamless transition with minimal, if any disruptions.

“We are very excited about the integration of the Lanark County Housing Corporation (LCHC) into the County operations. While the Board and staff at LCHC have done a great job managing the housing portfolio, the opportunities that lie ahead will be fantastic. The support of the LCHC Board in this decision should not go unrecognized,” said Warden John Fenik (Perth Mayor).

Management of the Service Delivery Transition Plan will be supported by an Implementation Team, consisting of the Lanark County Director of Social Services, Finance, HR and the Interim Executive Director of LCHC. The plan has been developed to guide the integration of the Lanark County Housing Corporation (LCHC) into the Lanark County Social Housing program, under the Social Services Department, no later than January 1st, 2019. The new department will be entitled Housing Services, and the current 13 LCHC staff will be offered employment with Lanark County.

– 30 –

For more information, contact:

Emily Hollington
Housing Renewal Coordinator
Lanark County
613-283-2555, Ext. 106

or

Nancy Green
Director, Social Services
Lanark County
613 267-4200, Ext 2101



LANARK COUNTY
Harvest Festival
Get Fresh with a Local Farmer!

Celebrate Lanark County's bounty at Harvest Festival

Want to get fresh with a local farmer? The fifth annual Lanark County Harvest Festival will give everyone a chance to do just that!

This outdoor event, slated for Sunday, Sept. 9 at Beckwith Park (1319, 9th Line, Beckwith), will celebrate the county's bounty of the harvest featuring local producers, food seminars, cooking demonstrations, children's activities, local musicians, historical displays and more. This year, we feature our partnering Township of Beckwith by showcasing its people, products and projects.

The Lanark County Harvest Festival is an opportunity for people to meet our local farmers and purchase local food and other locally made products. The county has a unique blend of producers, passions and food. Warden John Fenik notes that "the Harvest Festival has become such a wonderful event because we are showcasing the best of the best here in Lanark County; from local honey to handmade goods and top it off with lunch from a group of eclectic food vendors, there is truly something for everyone at this event and is a must see."

The festival will run from 11 a.m. to 4 p.m. and is a collaboration of several local groups, including Lanark Local Flavour, Lanark County Farmers' Markets, the Lanark County Agricultural Advisory Working Group, the Township of Beckwith, and Lanark County.

In 2018, the collaboration among four Beckwith Churches will continue to deliver the popular "Harvest Church Supper" of traditional stew including lamb stew, vegetable stew, beef stew and gluten-free stew (not to mention pie of all kinds). Some of the participants are growing the ingredients, and others are sourcing local ingredients. It is "stew good to miss." Tickets are \$12 and will be sold in advance (online at Ticketsplease.ca) or at the door for the supper, taking place from 4:00 p.m. to 6:00 p.m. in the main arena building following the Harvest Festival.

The program includes cooking demonstrations featuring local chef Ian Carswell of Black Tartan Kitchen who will present information about cooking with local ingredients. The renowned "Bowes Brothers" are returning as the musical entertainment; and children's activities (weather permitting) such as a petting zoo, bouncy castle, and face painting, can be expected.

"The event provides a perfect opportunity for local producers to connect with visitors and residents," adds Marie White, Lanark County tourism manager. "The benefits of local food are becoming ever more popular. This festival is a good time to celebrate by sharing food, stories and laughter."

“Beckwith Township is pleased to be the host municipality for the Lanark County Harvest Festival,” says Richard Kidd, Beckwith Reeve. “Our staff has been working very hard with partners to ensure the event is a huge success. It is a tribute to our agricultural past and future.”

This annual event supports more than 55 local businesses and six farmers’ markets, as well as developing a new business network for the county’s producers. “We hope to continue to create employment, build on the customer base and encourage lots of visitors to come to Lanark County,” states festival founder Bill Dobson, Montague Reeve.

There are still spaces for vendors. To register, contact bectp@twp.beckwith.on.ca. For farmer profiles, follow our Facebook/Lanark County page. For general information, visit www.harvestfestival.ca , or call 1-888-4-LANARK.

– 30 –

For more information, contact:

Marie White, Tourism Manager
Lanark County
1-888-452-6275

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

Mississippi Valley Conservation Centre
Carleton Place

MINUTES

May 16, 2018

2018 MEMBERS PRESENT:

D. Abbott, Chair;
J. Mason, Vice-Chair;
D. Black;
M. Burnham;
F. Campbell
G. Code;
J. Flynn;
A. Gillis;
J. Karau;
G. Martin;
B. MacDonald;
G. McEvoy;
K. Thompson;
P. Sweetnam;
M. Wilkinson.

2018 MEMBERS ABSENT:

E. El-Chantiry;
J. Hall.

INVITED MEMBERS ABSENT:

L. Antonakos.

STAFF PRESENT:

P. Lehman, P. Eng., General Manager;
J. Sargeant, Secretary-Treasurer;
A. Broadbent, Information Technology Supervisor;
M. Craig, Manager, Planning and Regulations;
S. Gutoskie, Community Relations Coordinator;
C. McGuire, Water Recourses EIT;
G. Mountenay, Water Management Supervisor;
T. Oattes, Communications Assistant;
A. Playfair, Recording Secretary;
J. Price, Director, Water Resource Engineering.

OTHERS PRESENT:

J. Glaser, Cornerstone Management Solutions.

BUSINESS:

1. Minutes – Board of Directors Meeting – April 18, 2018

B05/16/18-1

MOVED BY: F. Campbell

SECONDED BY: G. Code

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Board of Directors meeting held on April 18, 2018 be received and approved as printed.

“CARRIED”

2. Minutes – Finance and Administration Advisory Committee Meeting – April 24, 2018

B05/16/18- 2

MOVED BY: A. Gillis

SECONDED BY: P. Sweetnam

Resolved, That the Minutes of the Mississippi Valley Conservation Authority Finance and Administration Advisory Committee meeting held on April 24, 2018 be received.

“CARRIED”

3. Revisions to Employee Manual

Mrs. Sargeant presented staff report #2956/18. She noted the members were emailed the revised employee manual with the revision Joanne Glaser from Cornerstone Management Solutions updated. She also noted the review of the Employee Manual and subsequent changes were a result of Bill 148, ‘Fair Workplaces, Better Jobs Act, 2017’ which was enacted on Nov 28, 2017. Highlights of the Act include:

- raising the minimum wage
- equal pay for equal work for casual, part-time, temporary and seasonal workers
- paying wages for three hours of work if scheduled to be on-call
- a minimum of three weeks' vacation after five years with the same employer
- up to 10 individual days of leave and up to 15 weeks of leave, without the fear of losing their job when a worker or their child has experienced or is threatened with domestic or sexual violence
- expanded personal emergency leave in all workplaces
- unpaid leave to take care of a critically ill family member.

Mrs. Sargeant informed the members that MVCA exceeds the statutory requirements included in the Act in most areas, namely:

- MVCA wages exceed the general minimum wage included in the Act
- Three weeks' vacation is offered after 3 years of service
- All workers performing the full range of duties are paid on the appropriate salary grid
- Regular salaried employees receive a variety of paid leave days such as sick leave, personal leave, bereavement leave, etc. These paid leave days normally result in a benefit that exceeds the legislative requirement.

She noted in addition to the legislative changes, there are sections being clarified and/or updated to better reflect the current environment (ie Harassment - MoL 2016 Guidelines, cell phone usage in vehicles, use of marijuana in the workplace, etc). She also noted that in addition to the legislative changes, the sections on overtime and vacation accumulation had been updated to not allow staff members to carry over more than 4 weeks of vacation in a year and no overtime to be carried from year to year without approval of the General Manager. The changes to vacation and overtime accumulation will resolve the issue of liability at year end when the Authority goes through the annual audit review process.

She advised that the Finance and Administration Advisory Committee reviewed and discussed all changes and recommended that the updated manual be forwarded to the Board of Directors for adoption.

B05/16/18- 3

MOVED BY: J. Karau

SECONDED BY: B. MacDonald

Whereas, subsequent to the passing of Bill 148 “Fair Workplaces, Better Jobs Act, 2017, updates have been made to the Mississippi Valley Conservation Authority Employee Manual, and Whereas, those updates have been approved by the Finance & Administration Advisory Committee on April 24, 2015, therefore,

Be it Resolved, That the Mississippi Valley Conservation Authority Employee Manual dated May 16, 2018 be adopted.

“CARRIED”

4. Recruitment Process – General Manager

Mr. Abbott presented staff report #2957/18. He noted Paul Lehman, General Manager, following more than 35 years of dedicated service to the Mississippi Valley Conservation Authority had informally advised that he will be retiring later in 2018. Mr. Lehman will vacate the General Manager’s office on October 30th; however, Mr. Lehman has offered to continue to support specific projects in the event they extend beyond October 30th.

Ms. Glaser outlined the proposed recruitment process.

It was also noted the current job description for the General Manager had been reviewed and revised. A discussion was held regarding the education/experience required for the position.

B05/16/18- 4

MOVED BY: J. Flynn

SECONDED BY: K. Thompson

Resolved, That the Board of Directors approve the proposed recruitment process and revised job description for the General Manager dated May 7, 2018.

“CARRIED”

5. Budget Report

The budget report dated May 9, 2018 was reviewed.

6. Gilmor Case Update

Mr. Craig presented a brief history on the Gilmor case, the appeal and the ruling of Supreme Court of Canada. The decision confirms the mandate, that Conservation Authorities have jurisdiction to restrict development due to safe access and public safety.

Mr. Craig advised that MVCA staff have begun to work with members of the municipalities to produce mapping that identifies areas with issues of safe access.

7. Watershed Conditions Report

Mr. Moutenay commented on staff report 2958/18. He noted flows and levels across the watershed had peaked and had begun to recede. He also noted dams are currently being closed off to prepare for summer levels and mentioned no additional flooding is expected.

He informed the members the long range forecast indicates a wet May, normal temperatures for June and July and a warmer August. Dryer conditions are expected through the summer. MVCA staff will keep the water in the system for as long as possible and will continue to monitor the situation.

8. Water Management Program Update

Mr. McGuire presented the Water Information System of KISTERS (WISKI) and the different data collecting software and devices used to collect the water levels throughout the watershed. He explained Kiwis collects data from the Authority gauges and other sources like data field sheets and uploads the information to the web so data can be shared with other CA's and the public. He noted the WISKI hub is shared with 10 other CA's which help to cover the cost of the system.

He noted MVCA's next steps are to import all historical data into WISKI, automate the 9 remaining staff gauge sites, continue digitizing field sheets such as: Dam Operations; MTO Traffic Plans; Health and Safety Inspections, as well as integrate snow survey and water quality data onto the website.

9. Ontario Regulation 153/06 Permits

Staff report #2959 outlining Ontario Regulation 153/06 approved permits and active permits to May 8, 2018 was received.

10. Other Business

Ms. Gutoskie informed the members that of the details for the Board Tour that will be held on June 20th that will also include the rededication of the Chairman's Way. She also noted the official opening of the Carp River Restoration Park will be held on June 19, 2018 and the Board members are all invited to attend.

Ms. Wilkinson noted the wetland park opening and thanked staff for taking on the project. She also noted WOW Week (Welcome Ottawa Week) will be the week of June 18-22 and asked if a staff member would speak at the event during speaker's corner on June 21, 2018.

ADJOURNMENT

The meeting was adjourned at 2:26p.m.

B05/16/18- 5

MOVED BY: G. Code

SECONDED BY: F. Campbell

Resolved, That the Mississippi Valley Conservation Authority Board of Directors meeting be adjourned.

“CARRIED”

“A. Playfair, Recording Secretary

D. Abbott, Chairman”

INFORMATION LIST #09-18
June 26, 2018

The following is a list of information items received as of June 19, 2018.

Item #	Date	Originator	Subject
1	4-April-18	Canada Post	Resolution re: Postal Banking
2	11-May-18	Association of Ontario Road Supervisors	Letter re: AORS Public Works Leadership Development Program
3	8-June-18	OPP Municipal Policing Bureau	Letter re: Updates on Municipal Policing Initiatives
4	18-June-18	Town of Amherstburg	Resolution re: Support for Cannabis Grace Period Request



A bank for everyone

Support Postal Banking

Dear member of Parliament

RE: Requesting your support for Motion M-166 on striking a committee to study the creation of a postal bank

I am writing to request your support for a motion (M-166) that has been tabled in the House of Commons that aims at studying and establishing a postal bank in Canada.

More than 900 municipalities have demonstrated their support for the creation of a postal bank or service expansion by either adopting a resolution or writing to the federal government.

Thousands of rural municipalities, as well as Indigenous communities, do not have a bank, but many of them do have a post office that could provide financial services.

As well, nearly two million Canadians desperately need an alternative to payday lenders. A postal bank could be that alternative.

Postal banks already exist in many parts of the world where they are used to increase financial inclusion, promote economic development and generate revenue to preserve public postal service and jobs. Canada had a successful postal bank until 1968. It's time to bring it back!

Almost two out of every three respondents (63%) to a 2013 Stratcom poll supported Canada Post expanding revenue-generating services, including financial services like bill payments, insurance and banking. Canada needs a postal bank as an alternative to big banks.

Motion M-166 proposes the establishment of a committee aimed at studying various postal banking models used around the world, and at proposing a model for Canada.

For more information on postal banking, visit our website, at postalbanking.ca.

Yours truly,

(name) _____

(address) _____

(city/town) _____

(postal code) _____

(email) _____

I give CUPW permission to contact me on this issue and related matters.

A bank for everyone – Support postal banking

Whereas the federal government's Canada Post Review, will conclude in the spring of 2017, with the government announcing decisions on the future of Canada Post.

Whereas this review did not seriously consider postal banking even though the Minister responsible for Canada Post promised that all options would be considered.

Whereas there is an urgent need for this service because thousands of rural towns and villages do not have a bank and nearly two million Canadians desperately need alternatives to payday lenders.

Whereas postal banking helps keep post offices viable and financial services accessible in many parts of the world.

Whereas postal banking has the support of over 600 municipalities and close to two-thirds of Canadians (Stratcom poll, 2013).

Be it resolved that the (name of organization, municipality) supports the addition of postal banking at Canada Post, with a mandate for financial inclusion.

Be it also resolved that (name of organization, municipality) call on the federal to ensure that a serious examination of postal banking is part of the government's response to the Canada Post Review.

Be it also resolved that Council direct staff to forward this resolution to other local governments in Canada for whom contact information is readily available, requesting favourable consideration of this resolution to the Federation of Canadian Municipalities.

MAILING INFORMATION

Please send your resolution to: Judy Foote, Minister of Public Services and Procurement, Rm 18A1, 11 Laurier Street Phase III, Place du Portage, Gatineau, QC, K1A 0S5.

Please send copies of your resolution to:
Mike Palecek, President, Canadian Union of Postal Workers, 377 Bank Street,
Ottawa, Ontario, K2P 1Y3

Your Member of Parliament. You can get your MP's name, phone number and address by calling 1-800 463-6868 (at no charge) or going to the Parliament of Canada website: <http://www.parl.gc.ca/common/index.asp?Language=E>.

Clark Somerville, President, Federation of Canadian Municipalities, 24 Clarence St,
Ottawa, Ontario K1N 5P3



ASSOCIATION OF ONTARIO ROAD SUPERVISORS

PROMOTING **KNOWLEDGE**. PURSUING **EXCELLENCE**.

May 11, 2018

Municipality of Mississippi Mills
Mayor Shaun McLaughlin
3131 Olde Perth Rd., RR. 2, PO Box 400
Almonte, ON KOA 1A0

Attention: Mayor McLaughlin and Council Members

Re: AORS Public Works Leadership Development Program

Dear Mayor McLaughlin and Council Members:

On behalf of the Association of Ontario Road Supervisors (AORS), I would like to congratulate your employee, John Gleeson, for successfully completing the Public Works Leadership Development Program. As well, we would like to acknowledge the support of your Municipal Council and administration for AORS training and professional development programs.

AORS Education Committee and our training partners realize that local municipal operations require experienced, highly trained professional managers who can efficiently execute the corporate blueprint. Strong, committed leadership at all organizational levels ensures the focused development and delivery of essential community services. For your information the program was developed exclusively for AORS by Ainslie Wood (Wood-Sloan Inc.) and her team of knowledgeable instructors. The main module topics included local government, leadership, communications, process and talent management, financial planning, customer service and continuous improvement.

We received very positive feedback about the program and therefore we have integrated the modules into our Certified Road Supervisor (CRS) Professional Development Program, effective March 4, 2013. In 1996 AORS was granted – by Provincial Legislation – the exclusive right to use the designation 'Certified Road Supervisor' (CRS). The four levels of Certification – Associate, CRS, Intermediate and Senior – have mandatory experience and education criteria established by the AORS Education Committee and Certification Board. Certified individuals may publicize their credential by using initials after their names and displaying their certificate and Code of Ethics.

Certification is important for your municipality because it increases corporate 'professionalism', accountability and morale. Certified Road Supervisors use their broad base of knowledge to make confident decisions and therefore serve Council, staff and the public more effectively.

Thank you again for your continued support of our educational programs.

Yours truly,

John Maheu, M.A.Sc., P.Eng.
Executive Director

cc. John Gleeson

Ontario
Provincial
Police

Police
provinciale
de l'Ontario



Municipal Policing Bureau
Bureau des services policiers des municipalités

777 Memorial Ave.
Orillia ON L3V 7V3

777, ave Memorial
Orillia (ON) L3V 7V3

Tel: (705) 329-6200

Fax: (705) 330-4191

File number/Référence:

612-20

June 8, 2018

Mayor/Reeve and Clerk/CAO,

As one of my primary goals is to keep you informed of the latest initiatives relevant to OPP municipal policing.

Please note that:

- The Safer Ontario Act, 2018, which creates, among other legislations, a new Police Services Act, 2018 (PSA 2018), received Royal Assent on March 8, 2018. Before the legislation becomes law, a collection of supporting regulations must be developed, so the Act can be ready for proclamation by the Lieutenant Governor. Until the PSA 2018 is proclaimed by the Lieutenant Governor, the existing PSA 1990 continues to apply.
- As of July 1st, 2018, Motor Vehicle Accident Reports (MVAR) to third party requestors (such as Insurance Services Bureau Canada) are to be directed to the Ministry of Transportation (MTO). The traffic reports are MTO documents that MTO is responsible to provide to third party requestors; the OPP is just assisting with completing them. As such, when the OPP created our internal collision reporting system the decision was made to return the responsibility for providing the requests to third party requestors back to MTO. As a result, the OPP Detachment administrative staff will resume fulfilling their main responsibilities of assisting officers, municipalities and civilian governance structures. This change in process will result in a reduction of the total revenue collected by the detachments on behalf of municipalities as these requests will no longer be processed by the OPP. Paper MVAR unit 4 and 5 provided basic information for the driver, which is now the "driver's " portion of the report. It can either be printed or emailed on eCRS to drivers involved in collisions at their request. Please direct further questions on this initiative to Inspector Luis Mendoza by phone at 416-553-7601 or by email at luis.mendoza@opp.ca

The OPP continues to promote community policing model, where the focus is on community needs and public trust. Recent initiatives such as Fraud prevention month and OPP Gun Amnesty combined with our ongoing community mobilization situation tables showcase the proactive form of law enforcement based on education and community effort adopted to improve community relationships and prevent crime before it happens. Implementation of these recent projects and initiatives demonstrates once again our commitment to decreasing crime through reducing the number of calls for services and making our communities safer.

Between now and the end of this year our bureau will continue develop innovative solutions designed to further streamline our operations and enhance municipal policing services

offered to all OPP-policed municipalities. In fact, I believe that our ongoing efforts to continuously improve our services will be a never-ending quest.

In addition to the ongoing and organic growth of our current projects, the OPP Municipal Policing Bureau recently sought your input on a quick survey which will help us assess your communication needs moving forward. We had some great input and suggestions from survey respondents. We plan on implementing some of them right away and look at others for medium-term implementation. Thank you once again for your time responding to the survey.

Please visit our website at www.OPP.ca/billingmodel Resource section to review the 2018 OPP municipal policing costs, documents on the current billing model and property counts. We update our website regularly with information that may be of assistance to you.

As usual, our Bureau will have a booth at the upcoming Association of Municipalities of Ontario (AMO) Conference, which will be held August 19-22 in Ottawa. Drop in at our booth and speak to our analysts directly or should you like to have a more formal discussion during the conference, please contact us directly at opp.municipalpolicing@opp.ca and we will set up a time to meet you the day following the Minister's delegation meetings.

Thanks for your and your community's help as we continue to make steady and encouraging progress towards our community safety target.

Thank you again.

Sincerely,



M.M. (Marc) Bedard
Superintendent
Commander,
Municipal Policing Bureau

Email OPP.MunicipalPolicing@opp.ca

Twitter @OPP_Mun_Pol

/nv



The Corporation of The Town of Amherstburg

June 18, 2018

VIA EMAIL

Ms. Lynn Dollin, President
Association of Municipalities of Ontario
200 University Ave., Suite 801
Toronto, ON M5H-3C6
Email: amopresident@amo.on.ca

RE: Resolution – Cannabis Grace Period Request

Dear: Ms. Lynn Dollin,

At its meeting of June 11th, 2018, Amherstburg Town Council passed the following resolution:

“That a letter **BE SENT** in support of the City of Quinte West’s resolution regarding their request that a 6 month grace period be enacted once the cannabis legislation passes to ensure that municipal law enforcement officers and the OPP are adequately trained to enforce the legislation.”

Sincerely,

Tammy Fowkes - Deputy Clerk, Town of Amherstburg

cc: Taras Natyshak – MPP, Essex
Tracey Ramsey – MP, Essex
Ontario Municipalities

encl: City of Quinte West Resolution re: Cannabis Grace Period Request

CITY OF QUINTE WEST

*Office of the Mayor
Jim Harrison*



**P.O. Box 490
Trenton, Ontario, K8V 5R6**

**TEL: (613) 392-2841
FAX: (613) 392-5608**

May 28, 2018

Ms. Lynn Dollin, President
Association of Municipalities of Ontario
200 University Ave, Suite 801
Toronto, ON M5H 3C6

RE: Resolution – Cannabis Grace Period Request

Dear: Ms. Lynn Dollin,

This letter will serve to advise that at a meeting of City of Quinte West Council held on May 22, 2018 Council passed the following resolution:

“That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities. **Carried**”

We trust that you will give favourable consideration to this request.

Sincerely,

CITY OF QUINTE WEST

A handwritten signature in black ink that reads "Jim Harrison". The signature is written in a cursive style with a long, sweeping underline.

Jim Harrison
Mayor

cc: MP Neil Ellis, Bay of Quinte
cc: MPP Lou Rinaldi, Northumberland-Quinte West

COUNCIL CALENDAR

June 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 FCM Halifax	2 FCM Halifax
3 FCM Halifax	4	5 8:00am CEDC 9:30am CPAC 6:00pm Council	6	7 Provincial Election	8	9
10	11 1:00pm EAC	12	13	14	15	16 12:00pm Gemmill Park Opening
17	18	19 8:00am CEDC 2:30pm AAC 6:00pm Special Council - COP	20 5:30pm CoA 7:00pm Daycare	21 8:00am Beautification	22	23
24	25	26 6:00pm Council	27 7:00pm Heritage 7:00pm Library	28	29	30

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-61

BEING a by-law to appoint an Interim Fire Chief for the Municipality of Mississippi Mills.

WHEREAS pursuant to Section 6(1) of the *Fire Protection and Prevention Act, 1997*, S.O. 1997, c. 4, as amended, the council of a municipality shall appoint a Fire Chief for the Fire Department;

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

1. **THAT** pursuant to the provisions of Section 6(1) of the *Fire Protection and Prevention Act, 1997*, as amended, Bruce Toshack be appointed Interim Fire Chief for the Municipality of Mississippi Mills.
2. **THAT** By-law 14-43 shall be and is hereby repealed effective July 2, 2018.
3. **THAT** this By-law shall come into force and effect on July 3, 2018.

BY-LAW READ, passed, signed and sealed in open Council this 26th day of June, 2018.

Shaun McLaughlin, Mayor

Shawna Stone, Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-62

BEING a by-law to appoint Fence Viewers and for fixing their remuneration.

WHEREAS Section 2 of the *Line Fences Act*, R.S.O. 1990 Chapter L.17, provides that the council of every local municipality shall by by-law appoint such number of fence viewers as are required to carry out the provisions of this Act and the by-law shall fix the remuneration to be paid to the fence viewers and the remuneration may be fixed on an hourly or daily rate or a rate for each attendance or reattendance by the fence-viewers;

AND WHEREAS the Council of the Corporation of Municipality of Mississippi Mills adopted By-law 99-57 to appoint fence viewers and fix their remuneration is now outdated;

AND WHEREAS the Council of the Corporation of Municipality of Mississippi Mills deems it expedient to restrict the attendance of fence viewers to specific periods of the year;

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

1. **THAT** the following persons shall be and are hereby appointed as Fence Viewers:
 - Andy Brown
 - Kurtis McRae
 - Sandy Snedden
 - David Blair
 - Alex Hazelwood
2. **THAT** said viewers shall be guided in the performance of their duties by the provisions of the *Line Fences Act*.
3. **THAT** no arbitration or other proceeding requiring the attendance or reattendance of fence viewers shall be scheduled between the 1st day of November and the 31st day of March in the following year.
4. **THAT** the remuneration shall be set at a flat rate of \$60.00 per hour per fence viewer plus the current mileage rate set by the Municipality.
5. **THAT** all administrative costs, including but not limited to staff time, registered mail, and photocopies, incurred in processing a Request for Fence Viewers be captured and billed to the parties as directed by the Fence Viewers in their final determination of the application.

6. **THAT** By-law 99-57 is hereby repealed.

BY-LAW READ, passed, signed and sealed in open Council this 26th day of June, 2018.

Shaun McLaughlin, Mayor

Shawna Stone, Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-63

BEING a by-law to authorize the sale of certain lands described as Part Lot 15, Concession 10, being Lot 24 as identified on the concept plan of the Business Park lands located on the south side of Industrial Drive, Almonte Ward (Part of PIN 05090-0231).

WHEREAS Section 5.3 of the *Municipal Act, 2001* (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

AND WHEREAS Section 9 of the *Municipal Act, 2001* (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

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 Municipality of Mississippi Mills deems it appropriate to pass a by-law to sell such land;

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

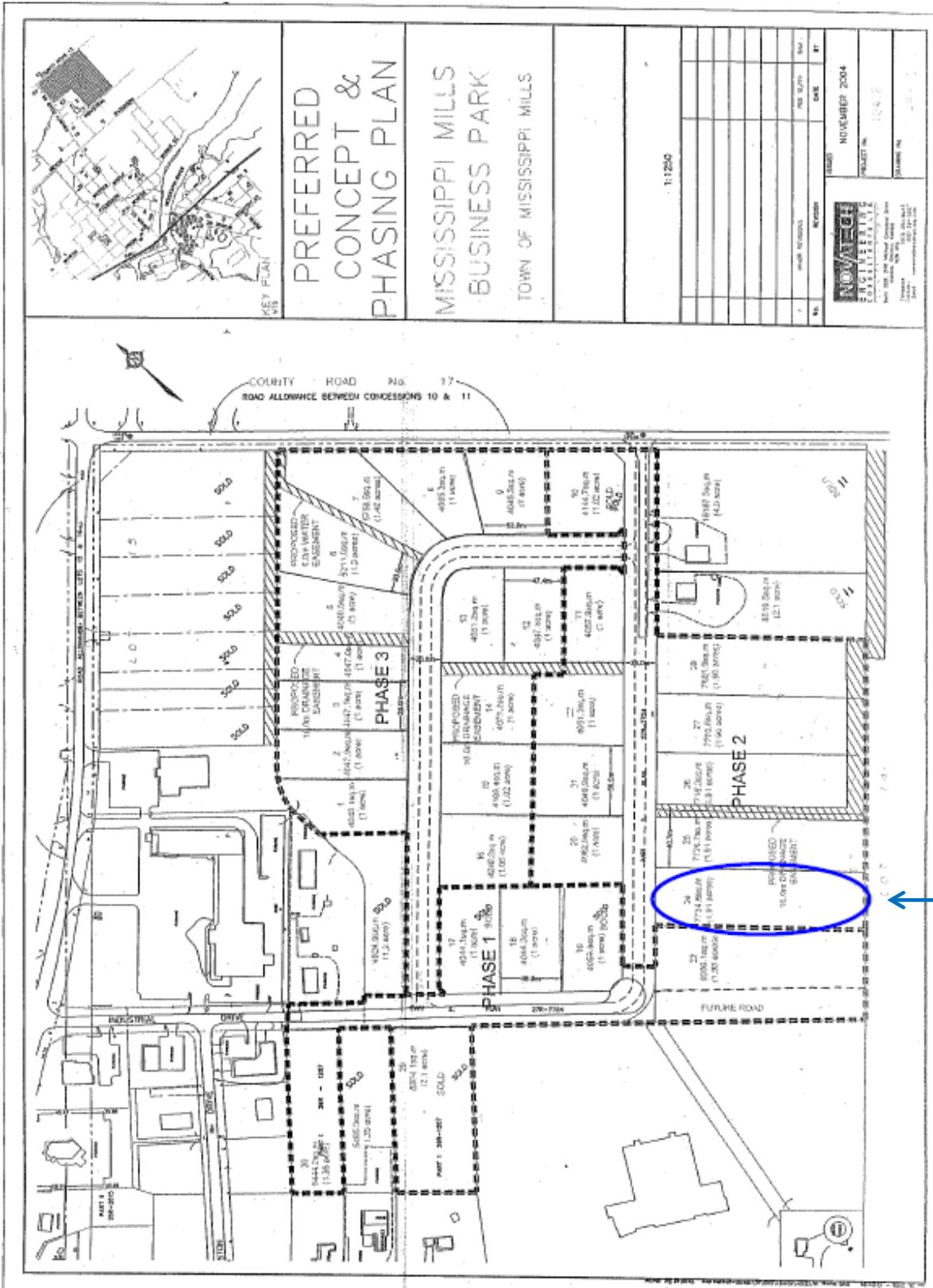
1. That the lands described as Part Lot 15, Concession 10, being Lot 24 as identified on the concept plan of the Business Park lands, Almonte Ward, as shown on Schedule 'A' be sold to the Ottawa River Power Corporation for the consideration of \$83,000.00 plus HST.
2. That the Mayor and Clerk are hereby 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, passed, signed and sealed in open Council this 26th day of June, 2018.

Shaun McLaughlin, Mayor

Shawna Stone, Clerk

SCHEDULE 'A' TO BY-LAW NO. 18-63



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-64

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 in Block 1, Plan 27M-80, in order to accommodate the development of ten (10) freehold semi-detached dwellings and ten (10) freehold townhouse dwellings for a total of twenty (20) freehold lots;

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-80, Part of Block 1, described as Parts 1, 2, and 5 on Reference Plan 27R-11092, Municipality of Mississippi Mills, County of Lanark.
 - ii) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 3 and 4 on Reference Plan 27R-11092, Municipality of Mississippi Mills, County of Lanark.
 - iii) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 1 to 3 on Reference Plan 27R-11091, Municipality of Mississippi Mills, County of Lanark.
 - iv) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 1, 2, and 6 on Reference Plan 27R-11090, Municipality of Mississippi Mills, County of Lanark.
 - v) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 3 to 5 on Reference Plan 27R-11090, Municipality of Mississippi Mills, County of Lanark.
 - vi) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 1 to 10 on Reference Plan 27R-11089, Municipality of Mississippi Mills, County of Lanark.

- vii) Registered Plan of Subdivision 27M-80, Part of Block 1, described as Parts 1 to 10 on Reference Plan 27R-11088, 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 26th day of January, 2020, 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 26th day of June, 2018.

Shaun McLaughlin, Mayor

Shawna Stone, Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-65

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

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

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

1. That Schedule 'B' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Agricultural (A)" Zone to "Agricultural Exception 30 (A-30)" Zone for the lands identified on the attached Schedule 'A', which is described as part of Concession 10, Part Lot 1, Pakenham Ward, Municipality of Mississippi Mills.
2. That By-law No. 11-83, as amended, is hereby further amended by adding the following subsection to Section 11.3:
 - 11.3.30 *Notwithstanding their 'A' zoning designation, lands designated as 'A-30' on Schedule 'A' to this By-law, may be used in compliance with the A Zone provisions contained in this by-law, excepting however, that:*
 - i) *0m of frontage is required; and*
 - ii) *that the lands are not subject to Section 6.7*
3. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13.

BY-LAW read, passed, signed and sealed in open Council this 26th day of June, 2018.

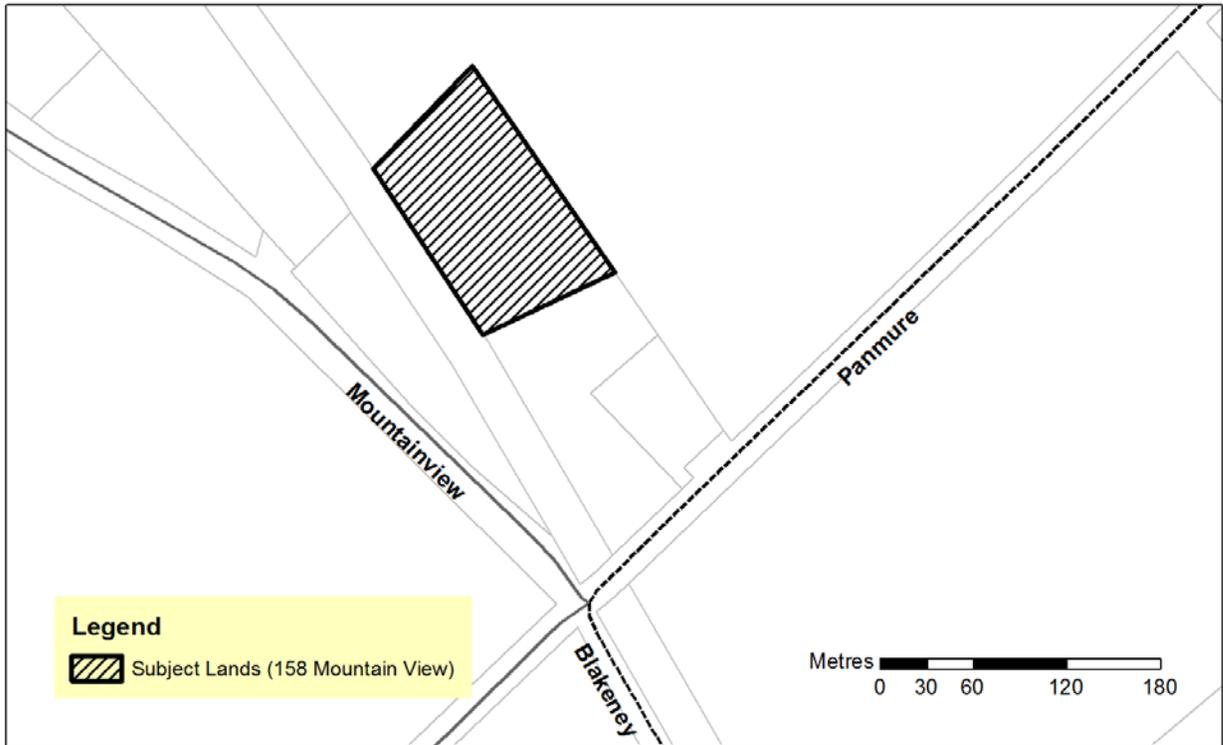
Shaun McLaughlin, Mayor

Shawna Stone, Clerk

SCHEDULE 'A' TO BY-LAW NO. 18-65



**Zoning By-law Amendment Application D14-TU-18; Z-02-18
Part of Concession 10, Part Lot 1
Pakenham Ward, Municipality of Mississippi Mills
Municipally known as 158 Mountain View Road**



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 18-66

BEING a by-law to adopt Amendment No. 21 to the Mississippi Mills Community Official Plan.

WHEREAS the recommendation has been made to Municipality of Mississippi Mills Council that Amendment No. 21 to the Mississippi Mills Community Official Plan, be adopted by Council in accordance with the provisions of the Planning Act, R. S. O. 1990.

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

1. That Amendment No. 21 to the Mississippi Mills Official Plan, a copy of which is attached to and forms part of this By-law, is hereby adopted.
2. That the Clerk is hereby authorized and directed to make application to the County of Lanark for the approval of the aforementioned Amendment No. 21 to the Mississippi Mills Community Official Plan.
3. This By-law shall come into force and take effect in accordance with the provisions of the Planning Act, R.S.O. 1990.

BY-LAW read, passed, signed and sealed in open Council this 26th day of June, 2018.

Shaun McLaughlin, Mayor

Shawna Stone, Clerk



**Municipality of Mississippi Mills
PENDING LIST
June 26, 2018**

Title	Department	Comments/Status	Report to Council (Date)
Memorial Donations Policy to Parks and Public Spaces	Parks & Rec	Comments from AAC and ATAC received.	August
Service Delivery Review	CAO	Draft of final report is underway	August
Downtown Infrastructure Renewal	Public Works	Next steps - detailed Plans for Phases 1 and 2 to go to public meeting/PIC	Sept
Live Streaming	Clerk	Investigate and recommend options	2019