



Municipality of Mississippi Mills
COMMITTEE OF THE WHOLE AGENDA

Tuesday, January 28, 2020
Council Chambers, Municipal Office

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

Committee of the Whole minutes dated January 9 and 14, 2020 Pages 4-9

E. CONSENT REPORTS

Motion to Receive

- i. CAO Report – January 2020 Pages 10-11
- ii. 2019 FOI Summary Report Pages 12-16

Committee/Board Minutes to Receive:

- iii. Accessibility – Jan 15, 2020 Pages 17-18
- iv. Committee of Adjustment – Jan 15, 2020 Pages 19-21

F. STAFF REPORTS

Fire Department

- 1. Volunteer Firefighter Remuneration Criteria Pages 22-30

Recommendation:

That the Committee of the Whole recommends that Council pass a resolution to accept Fire Department Remuneration Policy 001-2020.

Recreation and Culture

2. Road Closure Request – Fatman Productions Services, Inc. Pages 31-36

Recommendation:

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

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

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

Roads and Public Works

3. 2020 Wild Parsnip Management Plan Pages 37-46

Recommendation:

That Committee of the Whole recommend Council receive the 2020 Wild Parsnip Management Program as outlined in the Environmental Compliance Coordinator's Report dated January 28, 2020, as information;

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

Finance & Administration

4. 2020 Budget Pages 47-49

Recommendation:

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

5. Professional Fees as 100% Benefit Pages 50-51

Recommendation:

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

6. Municipal Drainage Works **Pages 52-65****Recommendation:**

That the Committee of the Whole recommend that Council direct staff to obtain quotes and appoint a Drainage Engineer under Section 78 of the Drainage Act to do the following:

- a) Inspect the problem areas, prepare a solution that is cost effective;
- b) Present a report for the consideration of Council and affected land owners with cost estimates to improve; and
- c) That the Engineer follow requests of the Drainage Act and guides Municipality through the steps to complete the improvements.

7. Award of Request for Proposal for Redesign of Municipal Website **Pages 66-67****Recommendation:**

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

G. NOTICE OF MOTION (None)**H. INFORMATION ITEMS**

- | | |
|---|-------------|
| i. Mayor's Report | Pages 68-69 |
| ii. County Councillors' Report | Page 70 |
| iii. Mississippi Valley Conservation Authority Report | None |
| iv. Information List (motion to receive) | Pages 71-83 |
| v. Meeting Calendars (January/February) | Pages 84-85 |

I. OTHER/NEW BUSINESS**J. PENDING LIST**Pages 86**K. ADJOURNMENT**



The Corporation of the Municipality of Mississippi Mills

Committee of the Whole Meeting #01-20

MINUTES

A special meeting of Committee of the Whole was held on Thursday, January 9, 2020 at 10:00 a.m. at the Mississippi Valley Conservation Authority – Board room.

A. CALL TO ORDER

Councillor Dalgity called the meeting to order at 10:05 a.m.

B. ATTENDANCE

PRESENT:

Mayor Christa Lowry
Deputy Mayor Minnille
Councillor John Dalgity
Councillor Denzil Ferguson
Councillor Cynthia Guerard
Councillor Bev Holmes
Councillor Jan Maydan

ABSENT:

Ken Kelly, CAO
Jeanne Harfield, Acting Clerk

C. APPROVAL OF AGENDA

Motion No. CW001-20
Moved by Mayor Lowry
Seconded by Councillor Maydan
THAT the agenda be approved as presented.

CARRIED

D. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

Deputy Mayor Minnille declared a conflict of interest on any discussions relating to MRPC as his son is employed by MRPC.

E. OTHER NEW BUSINESS

1. Strategic Plan Session 2

During the session, CAO Ken Kelly provided an overview of the goals for the strategic planning session (review of themes, stakeholder map, performance measurement, vision, existing committees); members identified goals and action items under the following themes: Infrastructure, Operational Excellence: Services, Economic Development, Quality of Life, and Financial Management); Environment as part of the vision for the strategic plan (Climate Action Plan).

Deputy Mayor Minnille left the room and did not participate in any discussions regarding MRPC as his son is employed by MRPC

F. ADJOURNMENT

Motion No. CW002-20

Moved by Deputy Mayor Minnille

Seconded by Councillor Maydan

THAT the meeting be adjourned at 12:23 p.m.

CARRIED

Jeanne Harfield, Acting Clerk
Recording Secretary



The Corporation of the Municipality of Mississippi Mills

Committee of the Whole Meeting #02-20

MINUTES

A regular meeting of Committee of the Whole was held on Tuesday, January 14, 2020 immediately following Council in the Council Chambers.

A. CALL TO ORDER

Councillor Dalgity called the meeting to order at 6:21 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

[None]

C. APPROVAL OF AGENDA

Motion No. CW003-20

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

[None]

E. CONSENT REPORTS

Committee/Board Minutes to Receive

Motion No. CW004-20

Moved by Mayor Lowry

Seconded by Councillor Holmes

THAT the minutes of the Library Board – November 27, 2019 be received.

CARRIED

F. STAFF REPORTS**Roads and Public Works**

1. Seasonal Road Closures

Motion No. CW005-20**Moved by Councillor Maydan****Seconded by Councillor Holmes**

THAT Committee of the Whole recommend Council enact the necessary by-law to close Seasonal Roads within the Municipality from November 1st of the year to April 15th of the following year as outlined in the Director of Roads and Public Works' report dated January 14, 2020.

CARRIED**G. NOTICE OF MOTION**

Council recessed at 6:42 p.m. and resumed at 6:45 p.m.

1. Councillor Holmes Motion

Moved by Councillor Holmes**Seconded by Deputy Mayor Minnille**

WHEREAS Council appointed members to the Agriculture Advisory Committee on April 16, 2019;

AND WHEREAS the Agriculture Advisory Committee provides recommendations to Council on referred matters;

THEREFORE BE IT RESOLVED THAT the Committee of the Whole recommends that Council direct the Agriculture Advisory Committee to bring forward options regarding wild parsnip management alternatives for organic farmers including mitigation strategies;

AND BE IT FURTHER RESOLVED THAT the Committee of the Whole recommends that Council direct the Agriculture Advisory Committee to identify organic agricultural areas within Mississippi Mills.

Motion to amend

Motion No. CW006-20**Moved Mayor Lowry****Seconded Councillor Maydan**

Strike out: recommends that Council

CARRIED

Motion as amended

Motion No. CW007-20

Moved by Councillor Holmes

Seconded by Deputy Mayor Minnille

WHEREAS Council appointed members to the Agriculture Advisory Committee on April 16, 2019;

AND WHEREAS the Agriculture Advisory Committee provides recommendations to Council on referred matters;

THEREFORE BE IT RESOLVED THAT the Committee of the Whole direct the Agriculture Advisory Committee to bring forward options regarding wild parsnip management alternatives for organic farmers including mitigation strategies;

AND BE IT FURTHER RESOLVED THAT the Committee of the Whole direct the Agriculture Advisory Committee to identify organic agricultural areas within Mississippi Mills.

CARRIED

H. INFORMATION ITEMS

i. **Mayor's Report** – None

ii. **County Councillors' Report**

Highlights: 3-year extension for the Mill Run draft plan; Lanark Lodge Strategy; Climate Action Plan, and Municipal Modernization funding allocation.

iii. **Mississippi Valley Conservation Authority Report** – None

iv. **Information List 01-20**

Motion No. CW008-20

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT Information List 01-20 be received;

AND THAT items: #2 - Transforming and Modernizing the Delivery of Ontario's Building Code Services; #3 - Natural Gas Expansion Support Program; #4 - Transition of the Blue Box to Full Producer Responsibility; #7 - Changes to the Development Charges Act be pulled for further consideration by Council.

CARRIED

v. **Meeting Calendar (January)**

Planet Youth workshop – January 20th

I. OTHER/NEW BUSINESS

[None]

J. PENDING LIST

Members reviewed the pending list.

K. ADJOURNMENT

Motion No. CW009-20

Moved by Mayor Lowry

Seconded by Councillor Ferguson

THAT the meeting be adjourned at 7:17 p.m.

CARRIED

Jeanne Harfield, Acting Clerk
Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
INFORMATION REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Ken Kelly, Chief Administrative Officer
SUBJECT: CAO's Report January, 2020

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.

Staffing
Anita Legault, Daycare Manager effective January 27, 2020

Department Updates:

The following is a list of current projects underway and planned items to come forward in the upcoming year (2019).

CAO / Clerk's		
Item	Comments	Completion
Website Upgrade	Proceeding to procure professional services – RFP issued	Award Q1
Strategic Plan	Planning sessions proceeding January 2020 with Council and Senior Team	May 2020
Business Park Phase 3	End of April for tender package to Council for consideration.	2020

Finance		
Item	Comments	Completion
Financial Plan	Update required	To be determined following strategic planning
Budget	Public Meeting held Jan 16 and Council Jan 28, 2020.	Q1, 2020

Roads and Public Works		
Item	Comments	Completion
Downtown Infrastructure Renewal	Project Plan presented to Council Sept 17 2019 direction to proceed with 90% Engineering Design costing	Q4 – costing to be brought back to Council
Volunteer Policy	Draft policy being reviewed	Q1, 2020

Building and Planning		
Item	Comments	Completion

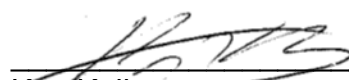
Community Official Plan	Growth Strategy and Land Evaluation and Area Review – completed.	
By-law Review and Update	Property standards, site plan, signs	?
Community Official Plan	Consultation – pending approval of COP Amendment 21	County decision presented to Council Oct 15, 2019
Pakenham Secondary Growth Plan	Undertaking of early stakeholder identification research	Q3/Q4
Affordable Housing	Update – continued monitoring of housing market trends in community and background base line research	Q3/Q4
Delegated Authority Report (Dir of Planning)	Report for quarter ending Dec 31, 2019.	Q4

Culture		
Item	Comments	Completion
Filming Policy	Valley Heartland involvement	Q4
Signage	Digital – tender closed no suitable options may need to reissue. Downtown and Business Park in development.	Q3/Q4
Almonte Old Town Hall Exterior Painting	Tender for work in progress	Q3

Recreation		
Item	Comments	Completion
Mill Run Park	Design / Build Tender being prepared	Q4

Daycare		
Item	Comments	Completion
No items		

Respectfully submitted,



 Ken Kelly,
 Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
INFORMATION REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Jeanne Harfield, Acting Clerk
SUBJECT: 2019 Freedom of Information (FOI) Summary

RECOMMENDATION:

THAT the 2019 Freedom of Information (FOI) Summary be received for information.

BACKGROUND:

Under the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA), the “Head” of the institution is responsible for overseeing the administration and decision making under the statute.

Under Subsection 26(1) of MFIPPA, the Head of an Institution is required to submit an annual report to the Information and Privacy Commissioner of Ontario (IPC) that provides statistics related to requests for access to information.

This report provides a summary of the 2019 annual report to the IPC, with data from 2018 and 2017 provided for comparative purposes.

DISCUSSION:

1. Number of new requests received - General Records and Personal Information

Request Type	2019	2018	2017
General Records	12	3	9
Personal Information	0	0	0
TOTAL	12	3	9

In 2019 no appeals were made to the IPC in regard to completed FOI requests.

2. Number of requests completed - General Records and Personal Information

Request Type	2019	2018	2017
General Records	10	3	12
Personal Information	0	0	0
TOTAL	10	3	12

Each year, staff receives and completes new requests for records. In 2019 the Municipality received 12 requests for records, 1 request was abandoned, and 1 was submitted late in December 2019 and was not completed in 2019.

3. Time to completion – General Records

Time to Complete	2019	2018	2017
30 days or less	9	2	9
31-60 days	1	3	3
61-90 days	0	0	0
91 days or over	0	1	0
TOTAL	10	3	12

The time required to complete requests can vary due to factors such as the complexity of a request, consultations and clarifications that may be required, and retrieval times. MFIPPA indicates that all FOI requests shall be completed within 30 days unless a formal notice of extension has been sent to the requestor. In 2019, one FOI was extended by 5 days.

4. Compliance with MFIPPA –General Records

Requests Completed	2019	2018	2017
Number of requests completed within the 30 day statutory timeframe or time limits permitted under a Notice of Extension and/or a Notice to Affected Person	9	3	9
Number of requests completed in excess of the 30-day statutory timeframe or time limits permitted under a Notice of Extension and/or a Notice to Affected Person	1	0	3
TOTAL	10	3	12

5. Disposition of requests – General Records

Disposition	2019	2018	2017
All information disclosed	5	0	7
Information disclosed in part	3	3	3
No information disclosed	0	0	1
No responsive records exist	2	0	1
Request withdrawn, abandoned or non-jurisdictional	1	2	1
TOTAL	11	5	13

The one request that was withdrawn/abandoned was made by the requestor following the issuing of the notice of interim decision and cost estimate.

6. Exemptions and Exclusions Applied – General Records

Exemptions and Exclusions Applied	2019	2018	2017
Section 6 – Draft Bylaws, etc.	1	0	0
Section 7 – Advice or Recommendations	0	1	0
Section 8 – Law Enforcement	0	0	0
Section 8(3) – Refusal to Confirm or Deny	0	0	0
Section 8.1 – <i>Civil Remedies Act, 2001</i>	0	0	0
Section 8.2 – <i>Prohibiting Profiting from Recounting Crimes Act, 2002</i>	0	0	0
Section 9 – Relations with Governments	0	0	0
Section 10 – Third Party Information	0	0	1
Section 11 – Economic/Other Interests	0	0	0
Section 12 – Solicitor-Client Privilege	1	0	2
Section 13 – Danger to Safety or Health	0	0	0
Section 14 – Personal Privacy (Third Party)	3	3	1
Section 14(5) – Refusal to Confirm or Deny	0	0	0

Section 15 – Information Soon to be Published	0	1	0
Section 20.1 – Frivolous or Vexatious	0	0	0
Section 38 – Personal Information (Requester)	0	0	0
Section 52(2) – Act Does Not Apply	0	0	0
Section 53(3) – Labour Relations and Employment Related Records	0	0	0
Section 53 – Other Acts	0	0	0
TOTAL	5	5	4

MFIPPA provides for a Head to withhold some or all of a requested record by applying various exemptions based on the type of information contained within the record (Sections 6 to 16 of the Act). For example, information that was provided in confidence to the Municipality by their solicitor is protected.

7. Fees Related to Requests

	2018	2018	2017
General Records			
Number of requests where fees other than application fees were collected	8	3	10
Application fees collected	\$60.00	\$25.00	\$45.00
Additional fees collected	\$630.9	\$197.20	\$554.1
TOTAL FEES COLLECTED	\$690.90	\$222.20	\$599.10
TOTAL DOLLAR AMOUNT OF FEES WAIVED	\$135.00	0	0

The two requests that resulted in no responsive records were not charged any additional fees beyond the \$5 filing fee. There was one request where the search and preparation fees were waived due to the uniqueness of the situation. MFIPPA permits that Head to waive fees if the Head is of the opinion that it is fair and equitable to do so.

All formal FOI requests are required to pay a \$5 application fee. There are additional costs associated with processing the requests as provided for in MFIPPA. The cost breakdown is as follows:

- Search Time: \$7.50 per ¼ hour required to search and retrieve the records
- Record Preparation: \$7.50 per ¼ hour required to prepare records for release

- Photocopying: 20 cents per page
- Computer Programming: \$15 per ¼ hour to develop program to retrieve information
- Disks/CD: \$10 each

Note that not all staff time is able to be charged back to the applicant as MFIPPA's scope on search and preparation time is quite narrow. In 2019, 23.25 hours were charged to individual requestors under the search and preparation reasons. However, in actuality it took staff approximately 115 hours to process the requests. Staff time accumulated outside of what is permitted to be charged include: corresponding with requestor and affected third parties; coordinating with staff to retrieve documents; researching and determining what exemptions may and may not apply; and other admin-related tasks.

FINANCIAL IMPLICATIONS:


There are not financial implications with this report.

SUMMARY:


The purpose of this report is to provide Council with a summary of 2019 annual report to the IPC.

Respectfully submitted,

Approved by,



Jeanne Harfied, Acting Clerk



Ken Kelly, CAO

A meeting of the **Mississippi Mills Accessibility Advisory Committee** was held on **Wednesday, January 15, 2020 at 3:00 p.m.** at the Municipal Office.

PRESENT:

Committee: Araina Clark
Betty Preston
Myrna Blair
Claire Marson
Jim Lowry
Paul Crozier

Staff/Others: Jeanne Harfield, Acting Clerk

Regrets: Councillor Cynthia Guerard
Kristen Cavanagh-Ray

Chairperson Betty Preston called the meeting to order at 3:05 p.m.

A. APPROVAL OF AGENDA

Moved by Jim Lowry
Seconded by Myrna Blair
THAT the agenda be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None

C. APPROVAL OF MINUTES

Moved by Myrna Blair
Seconded by Araina Clark
THAT the minutes dated November 20, 2019 be approved as amended.

CARRIED

D. DELEGATIONS / PRESENTATIONS / TOURS

None

E. BUSINESS ARISING OUT OF MINUTES

- a) Grant Research results:
Betty Preston presented her findings on potential grants:
- Ontario Trillium Grant
 - Enabling Accessibility Fund
- Certain municipal projects may be eligible for this funding. Staff will look into potential eligible projects in the municipality to bring back to the committee for review and prioritization.

F. ROUND TABLE

None

G. REPORTS**1. 2019 Annual Accessibility Report**

The Committee discussed safety on sidewalks and schedule for repairs. The Clerk will reach out to the Director of Public Works regarding the schedule for repairing sidewalks.

Staff to include a preamble to highlight achievements of 2019 and the table will highlight barriers still in place.

H. INFORMATION / CORRESPONDENCE

None

I. OTHER/NEW BUSINESS

None

J. MEETING ANNOUNCEMENTS

February 19, 2020 @ 3:00pm

K. ADJOURNMENT

**Moved by Claire Marston
Seconded by Paul Corzier
THAT the meeting be adjourned.**

CARRIED

The meeting adjourned at 4:02 p.m.

Jeanne Harfield, Acting Clerk
Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
COMMITTEE OF ADJUSTMENT & PROPERTY STANDARDS
MINUTES**

Wednesday, January 15, 2020, at 5:30 P.M.

Council Chambers, Municipal Office, 3131 Old Perth Rd., Almonte

PRESENT: Patricia McCann-MacMillan (Chair)
Stacey Blair
Connie Bielby

APPLICANTS/PUBLIC: A-01-20: Philip Putman
Cheryl Morris-Putman
Suzanne Kennedy
Paul Tasse
Kathy Tasse
Louise Powers-Wagorn
Philip Mayhew
Fran Cosgrove
Craig Cosgrove
David Whiteman

STAFF: Maggie Yet, Planner 1, Recording Secretary

Chair of the Committee called the meeting to order at 5:29 p.m.

A. APPROVAL OF AGENDA

Moved by Stacey Blair
Seconded by Connie Bielby

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

None.

C. APPROVAL OF MINUTES

1. **October 18th, 2019 PUBLIC MEETING**
Moved by Patricia McCann-MacMillan
Seconded by Stacey Blair

CARRIED

2. **November 20th, 2020 PUBLIC MEETING**
Moved by Connie Bielby
Seconded by Patricia McCann-MacMillan

CARRIED

D. NEW BUSINESS

None.

E. HEARINGS:

1. Minor Variance Application A-01-20

Owners/Applicants: Philip Putman & Cheryl Morris-Putman
Legal Description: Part Block 47 on Registered Plan 27M-88, Being Part 66 on Reference Plan 27R-10682
Address: 276 Merrithew Street
Ward: Almonte
Zoning: Residential Third Density Exception 11 (R3-11)

The owners/applicants are requesting relief from the minimum rear yard setback requirement from 7.5m (24.6ft) to 6.24m (20.5ft) to permit an addition at the rear of the existing dwelling in the Residential Third Density Exception 11 (R3-11) Zone. The proposed addition for a “garden room” would replace and expand on footprint of an existing deck.

The Chair opened the floor to comments and questions. The owner, Mr. Putnam, provided a description of building plans for a garden room and efforts made in the design to maintain privacy. Mr. Whiteman provided comments regarding concerns around the proposed foundation, that the proposed design deviated from existing design elements of the subdivision, impact of the proposal on property values and questioned if a covenant was registered on the title of the property regulating design elements to the facade. The Chair responded that a technical review has not yet been completed by the Building Department and that the potential impact on property values is not assessed as part of the minor variance application. Ms. Yet noted that the Planning Department is not aware of any covenants regulating design elements on the townhouse block and that applicants are required to identify. Ms. Powers-Wagorn provided comments related to height of the proposal, visual impact of the addition and stated that the proposal would set a precedent within the subdivision. The Chair clarified that height is compliant with the zone provisions and not subject to the minor variance application. Regarding the issue of precedence, the Chair explained that each application is judged based on the merits of the proposal and in consideration of the unique and specific characteristics of a subject property. Mr. Tasse provided comments regarding concerns around precedence and impact on property values. Ms. Tasse provided comments regarding concerns around the increased floor area. Member Blair responded that proposal is not seeking relief from floor area nor lot coverage requirements. Ms. Cosgrove provided concerns regarding the access easement. The Chair responded that the access easement would be maintained.

The Committee took to a vote and passed the following motion:

THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Part Block 47 on Registered Plan 27M-88, being Part 66 on Reference Plan 27R-10682, Almonte Ward, Municipality of Mississippi Mills, municipally known as 276

Merrithew Street, to reduce the minimum required rear yard setback from 7.5m (24.6ft) to 6.24m (20.5ft) in order to permit the construction of an addition at the rear of the existing dwelling, subject to the following conditions:

- 1. That the Minor Variance is approved based on the plans submitted;**
- 2. That the owner obtains all required building permits.**

CARRIED

F. OTHER BUSINESS

None.

G. ANNOUNCEMENTS

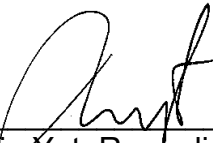
None.

H. ADJOURNMENT

Moved by Stacey Blair

Seconded by Patricia McCann-MacMillan

THAT the meeting be adjourned at 6:26 p.m. as there is no further business before the Committee.



Maggie Yet, Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
STAFF REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Chad Brown, Fire Chief
SUBJECT: **Volunteer Firefighter Remuneration Criteria**

RECOMMENDATION:

THAT the Committee of the Whole recommends that Council pass a resolution to accept Fire Department Remuneration Policy 001-2020

BACKGROUND

On November 26, 2019, Council accepted the Volunteer Firefighter Compensation Review Report that identified changes that were made to Firefighter pay. This Policy update has been prepared to clarify how firefighters receive remuneration based on firefighter attendance at emergency incidents, training and supporting the operational readiness for the Mississippi Mills Fire Department.

Remuneration rates have already been established and approved by Council in Policy 001-2017. The rate of pay for firefighters has not changed in this Policy update. The aim of this Policy is to clarify how firefighters qualify for remuneration and specifies the terms and conditions for how and when compensation is earned.

Notable changes to the Policy are as follows:

- The two hour minimum roll call and the removal of the Honorariums match the changes noted in the November Report.
- Clarification has been added for additional hours beyond the minimum roll call.
- Training compensation and hours have been defined.
- Municipal employee remuneration has been defined.
- Operational and Administrative hours are defined.
- A formal process for tracking hours has been defined.
- Medical and driver's licenses requirements are now defined.
- Adoption of the Promotional Policy establishes minimum training requirements and promotes a path for senior leadership and succession planning.
- Formalizes the process for firefighters to advance in the remuneration scale.

FINANCIAL IMPACT

Mississippi Mills Fire Department has already planned for remuneration changes in the 2020 Budget so no budget impacts are expected by adopting this Policy.

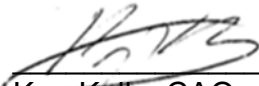
SUMMARY

A Resolution to Adopt Policy 001-2020 will ensure the Fire Department is administering remuneration for firefighters in an approved method.

Respectfully submitted,

Reviewed by,

Chad Brown, Fire Chief



Ken Kelly, CAO



Policy
Mississippi Mills Fire Department

CLASSIFICATION	#	Policy 001-2020	Remuneration
SUBJECT	Firefighter Remuneration		
AUTHORITY	Municipal Council / Fire Chief		

Scope

This policy applies to all Mississippi Mills Fire Department personnel who are not employed full-time.

Purpose / Rationale

Municipal Council is responsible to establish and approve the remuneration rates for the Fire Department. This policy confirms the remuneration system and specifications for Mississippi Mills Fire Department MMFD Firefighters.

Directive / Procedure

GENERAL

- All firefighters shall be compensated based on knowledge, skill and experience. Remuneration rates are listed in Appendix “A”.
- Department remuneration shall be calculated from November 1 to October 31 and will be known as the annual pay period.
- All remuneration will be processed and paid out by the end of November following each pay period.
- Expenses and other reimbursements shall be paid out in accordance with the municipal travel and expense policy.
- Any firefighter that resigns or retires shall be paid after the end of the annual pay period.

EMERGENCY RESPONSE

- Emergency response shall be compensated with a 2 (two) hour minimum roll call.
- All incidents that last more than the two (2) hour minimum shall be compensated at increments of one (1) hour.
- In the event of multiple calls within the first two hours of the original incident, the following shall apply:
 - Firefighters shall collect their 2 hour minimum roll call.
 - Firefighters shall be credited for their attendance on all station activity sheets.
 - Firefighters that are required for a period greater than the minimum roll call shall be compensated at increments of one (1) hour.

Issue Date: January 2020	Last Revision: January 2020	Page 1 of 7
HR Policy – Firefighter Remuneration		



Policy **Mississippi Mills Fire Department**

- A District Chief may seek a review from the Fire Chief when unassociated incidents occur within the two hour roll call.
- MMFD shall provide nourishment or a meal when firefighters are required to work longer than four (4) continuous hours. The Fire Chief may authorize any food and beverages for incidents that require ongoing rehab operations.

Monthly Scheduled Training

- Firefighters shall receive a remuneration of two (2) hours for attending each scheduled monthly training night identified in the training schedule.
- There shall be a minimum of two (2) scheduled monthly training nights. A third training night per month may occur as approved by the Chief.
- Firefighters that are required to respond to an incident during a training session shall continue to be compensated within the two (2) hour remuneration period. Remuneration for any time beyond the two hours for response or to complete the training session shall be paid in additional one (1) hour increments.

Training Courses and Seminars

- Firefighters shall receive remuneration based on their applicable hourly rate specified in Appendix A when attending training courses or seminars.
- Officers and Firefighters who provide training during scheduled training events shall receive remuneration based on their applicable hourly rate specified in Appendix A.
- MMFD will provide a department vehicle when firefighters attend an approved event, course, or seminar outside of the Municipality. Use of personal vehicles may be approved by the Chief when department vehicles are not available and the firefighter may claim expenses based on the current municipal travel rate.
- Accommodations and meals that are not included in any approved event, course, or seminar outside the Municipality may be expensed by the firefighter in accordance with the municipal policy.
- Instructors who provide training on behalf of the Regional Training Centre shall be compensated at the specified rate in Appendix A.

Training Preparation and Instruction

- The Fire Chief may approve time for course and training material preparation prior to starting any training initiatives. The approval shall include a specified amount of hours and may specify requirements such as specified training documentation and course materials.

Municipal Employees

- Municipal Employees shall receive their regular municipal salary when responding to emergency incidents during scheduled work hours.

Issue Date: January 2020	Last Revision: January 2020	Page 2 of 7
HR Policy – Firefighter Remuneration		



Policy

Mississippi Mills Fire Department

- Municipal Employees shall receive remuneration in accordance with this policy when not performing work for the municipality.
- The Municipality will remunerate employees from either their municipal salary or MMFD, not both.

Public Education and Fire Prevention Activities

- Public and fire safety education events are performed by firefighters and staff. Events are typically arranged by the Associations and are not compensated by hourly rates.
- Any remuneration for public and fire safety education shall be approved by the Chief prior to any attending any event.
- Firefighters may assist administration with fire safety inspections when required. Preference shall be provided to those who have completed inspection courses and have experience with conducting fire safety inspections. Remuneration will be based on their applicable rate specified in Appendix A.

Administration Activities

- Administrative activities shall be compensated as follows:
 - Scheduled officer meetings – two (2) hours.
 - Delivery or pick up of fleet or equipment - time spent in one (1) hour increments.
 - Fire Chief approved administrative duties - time spent in one (1) hour increments.
 - Approved Committee meetings and operational preparedness - time spent in one (1) hour increments.
 - Approved hall and maintenance projects – time spent in one (1) hour increments.

Association Events and Fundraising

- All Association business and events shall be managed by the Association President.
 - The Associations shall elect their own officers and are responsible for their own affairs.
 - Association members shall wear station wear when providing services in the community.
 - The Associations shall coordinate all community events including parades, funerals and other functions.
 - The Associations shall coordinate all fundraising events and maintain finances that are separate from the municipality. All funds generated by fundraising shall be turned over to the treasurer within seven (7) days of the event with applicable receipts and invoices for auditing purposes.

Issue Date: January 2020	Last Revision: January 2020	Page 3 of 7
HR Policy – Firefighter Remuneration		



Policy

Mississippi Mills Fire Department

- The Associations may use municipal equipment, apparatus and premises to conduct business as approved by the Chief.
- No members performing duties for the Associations will be compensated by the municipality unless otherwise approved by the Chief.

Court Attendance

- Firefighters who attend court to provide evidence or testify on behalf of the municipality shall be compensated based on their hourly rate in one hour increments.

How to obtain Remuneration

- An activity sheet shall be completed at the station after all events. Activity sheets shall be created for both paid and unpaid activities to support the tracking of all department activities. An Officer shall ensure the paperwork is properly completed and submitted to administration.
- Firefighters that attend any event shall provide their own initials on the station activity sheet after each event.
- The Officer in charge may provide their own initials on the activity sheet for any member who has attended an event and did not place their initials on the form.
- The Fire Chief or designate shall review and approve the activity sheets.

Review of Remuneration

- Firefighters have access to electronic copies of all activity sheets at any time. Activity sheets will be finalized within a couple of days after the annual pay period ends.
- Firefighters may grieve any changes to the incident / event activity sheets by contacting their Officer and/or a District Chief. The District Chief shall make a request to change any forms or compensation in writing to Administration and include supporting documentation. All change requests must be provided to Administration within seven (7) calendar days from the year end pay period.
- The Fire Chief shall approve any change requests to activity sheets and remuneration.

Medical Expenses

- Any medical examination or immunization required by MMFD shall be reimbursed to a maximum cost of \$150.00 annually. This includes any medical costs for licensing within the terms and conditions specified in the Licensing Section.
- Receipts are to be provided to Administration for approval.

Driver Licensing

- Any MMFD member who is seeking a DZ licence may be approved and compensated as follows:

Issue Date: January 2020	Last Revision: January 2020	Page 4 of 7
HR Policy – Firefighter Remuneration		



Policy

Mississippi Mills Fire Department

- Any firefighter who seeks a licence for the sole purpose of operating MMFD apparatus may qualify for compensation.
- Firefighters who require a DZ license for any other purpose, such as employment or personal use, shall not be compensated by the municipality.
- A fire apparatus shall be provided to the firefighter for the purposes of providing driver training and testing.
- The firefighter may claim the cost for the successful DZ test.
- Receipts and any other specified documentation or waivers are to be provided to Administration for approval.

Promotional Policy

- Promotions and minimum training standards shall be in accordance with the departments Promotional Policy 002-2020.
- There shall be three (3) remuneration schedules for Firefighters based on knowledge and experience which include:
 - Firefighter
 - Probationary Firefighter
 - Recruit Firefighter
- There shall be three (3) remuneration schedules for Officers based on knowledge and experience which include:
 - District Chief
 - Captain
 - Lieutenant
- New Firefighters
 - New MMFD members who have previously obtained all of the required certifications shall be remunerated as a Probationary Firefighter until he/she has successfully obtained and completed the following:
 - Attained and maintained the requirements of a Probationary Firefighter
 - Completed 1 full year
 - Completed a performance evaluation
- Any Firefighter or Officer who has not maintained or attained the required training specified in the promotional policy may be placed on a training plan that specifies how the credentials will be achieved. The Fire Chief shall administer and approve all plans.

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HR Policy – Firefighter Remuneration		



Policy
Mississippi Mills Fire Department

Performance Evaluation

- Employees shall receive a performance evaluation where specified in this document.
- Employees are required to arrange a performance evaluation, through administration, when they become eligible to advance through the remuneration scale.
- Performance evaluations shall include a review of the training and incidents that have been attended by the member and any other items identified by the Chief.
- The employee and HR shall receive official documentation from the Fire Chief confirming any changes in rank or remuneration.

Future Remuneration Adjustments

- Rates to be adjusted on an annual basis in accordance with the cost of living increase awarded by Council to Mississippi Mills staff.
- The HR Department shall provide an update to firefighters regarding any rate increases when approved by council.
- The hourly firefighter rates noted in Appendix A may be updated to reflect changes specified by HR.

Attachments

- APPENDIX A - Remuneration Rates

Repeal

- Policy 001-2017 is hereby repealed and replaced.

Recommendation

- Council approves this policy with a resolution.

Original signed by Fire Chief Brown

Chad Brown
Fire Chief, Mississippi Mills Fire Department

Issue Date: January 2020	Last Revision: January 2020	Page 6 of 7
HR Policy – Firefighter Remuneration		



Policy
Mississippi Mills Fire Department

Appendix A

Remuneration Rates

Firefighter Hourly Rate

Position	Rate
District Chief (135%)	\$36.27
Captain (120%)	\$32.24
Lieutenant (110%)	\$29.55
Firefighter (100%)	\$26.87
Probationary Firefighter (80%)	\$21.49
Recruit Firefighter (60%)	\$16.12

Instructor Rate

- Instructors shall be paid at the following as follows:

Instructor	Rate
Lead Instructor	\$32.00
Assist Instructor(s)	\$28.00
Support Staff	\$25.00

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Tiffany MacLaren, Community Economic & Cultural Coordinator
SUBJECT: Road Closure Request – FATMAN PRODUCTIONS SERVICES, INC.

RECOMMENDATION:

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

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

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

BACKGROUND:

Location Manager Sara Goncalves of Fatman Production Services contacted staff with a request for intermittent traffic stoppages on Mississippi Mills roads for their film production occurring in February and March 2020.

Fatman is a feature film starring Mel Gibson as Santa Claus. The film will centre around Mel Gibson's character who is an unorthodox Santa Claus who is fighting his declining business. The movie will be directed and was written by Eshom Nelms.

This production is planning to film in Mississippi Mills between February 13th and March 14th. They have only requested the above noted road closures. They will not be utilizing any Municipal parking lots or street parking during their time in the Municipality.

In addition, the production is planning to film at Pinehurst Manor, the Mississippi Valley Textile Museum, the Pakenham Ski Hill property and on the 5 Span Bridge.

Lanark County has authorised their intermittent road closures of the 5 Span Bridge for Thursday February 13th in the afternoon. They will be holding traffic for 3 minutes or less.

DISCUSSION

The production has provided the attached maps and the following details of their filming schedule.

“Thursday Feb. 13th 6am-6pm and Friday Feb 14th from 6am-6pm

Ski Hill Rd. from Lynx Hollow Rd. to Davison Crescent will be our Driving route with Paid Duty officers doing lock up and following our travelling vehicles. We will do intermittent stops which will be 3-5 minutes of holding traffic and then all traffic will be released. (This is a Small Scale Splinter unit shoot)

Pakenham Bridge - please see map for details (one hour max required and a splinter unit so a small scale unit) Authorized by Lanark County Public Works.

Carbine Rd. from Bar side Rd. till 256 Carbine Rd. would be our Route 1 as per map and 256 Carbine Rd. up until we reach the power lines (outlined on map) would be route 2. Paid Duty officers at each end with one PDO following our travelling vehicles for safety.

Thursday February 27th from 6am-6pm

Carbine Rd. from Bar side Rd. till 256 Carbine Rd. would be our Route 1 as per map and 256 Carbine Rd. up until we reach the power lines (outlined on map) would be route 2. Paid Duty officers at each end with one PDO following our travelling vehicles for safety. On the days we are on this road we will have our whole unit for a few hours.

Textile Museum & Pinehurst Manor

We are filming at the Textile Museum (Feb 14th or 15th) and the Pinehurst Manor (Feb 16th, March 7,8,11,12,13, 14 locked dates) and we have inquired about parking basecamp on the Almonte Fairgrounds.

We will also inquire about having our lunch at the Civitan Community Hall, still to be confirmed.”

The location team has been in contact with the Pakenham Ski Hill. They will be renting some of their property for parking and filming in some of their trails. They have informed

them of their request to Council for intermittent traffic stoppages on Ski Hill Rd. The Ski Hill management asked that they not close the road on a Tuesday evening or Saturday. Staff has received confirmation that the ski hill has been notified and is agreement with the request submitted. They will be storing their trailers at the Ski Hill during the production.

Once the production has approvals from Council the location team will begin to notify the public. They will include an advertisement on our Municipal Website and Social Media. They will distribute Filming Notification Letters to residents of the effected areas a minimum of 7 days in advance of the first day of filming. They will also place a notification in the Metroland Newspapers for Almonte/Pakenham and Arnprior/Renfrew.

FINANCIAL IMPLICATIONS

Fatman is a feature film, and this production expects to spend between \$40,000 and \$60,000 on location fees and rentals while they are in the area. These rentals fees will directly benefit some local businesses.

All costs involved in notifying residents, traffic control and paid duty OPP will be covered by the Film Production. The Municipality will not have any additional expenses.

SUMMARY

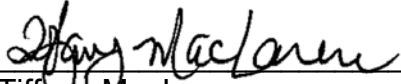
It is recommended that Council approve intermittent traffic stoppages on Ski Hill Road on February Thursday February 13th and Friday February 14th between the hours of 6:00AM and 6:00PM. Travellers will be held for no more than 3 minutes at and time and filming is projected to take aprox. 5 hours per day.

It is recommended that Council approve intermittent traffic stoppages on Carbine Rd on February Thursday February 27th between the hours of 6:00AM and 6:00PM. Travellers will be held for no more than 3 minutes at and time and filming is projected to take aprox. 5 hours.

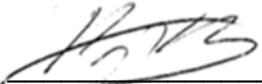
It is recommended that authorize Staff to deal with the film crew approvals within the parameter of the dates provided ensuring proper notification is given.

Respectfully submitted,

Reviewed by,



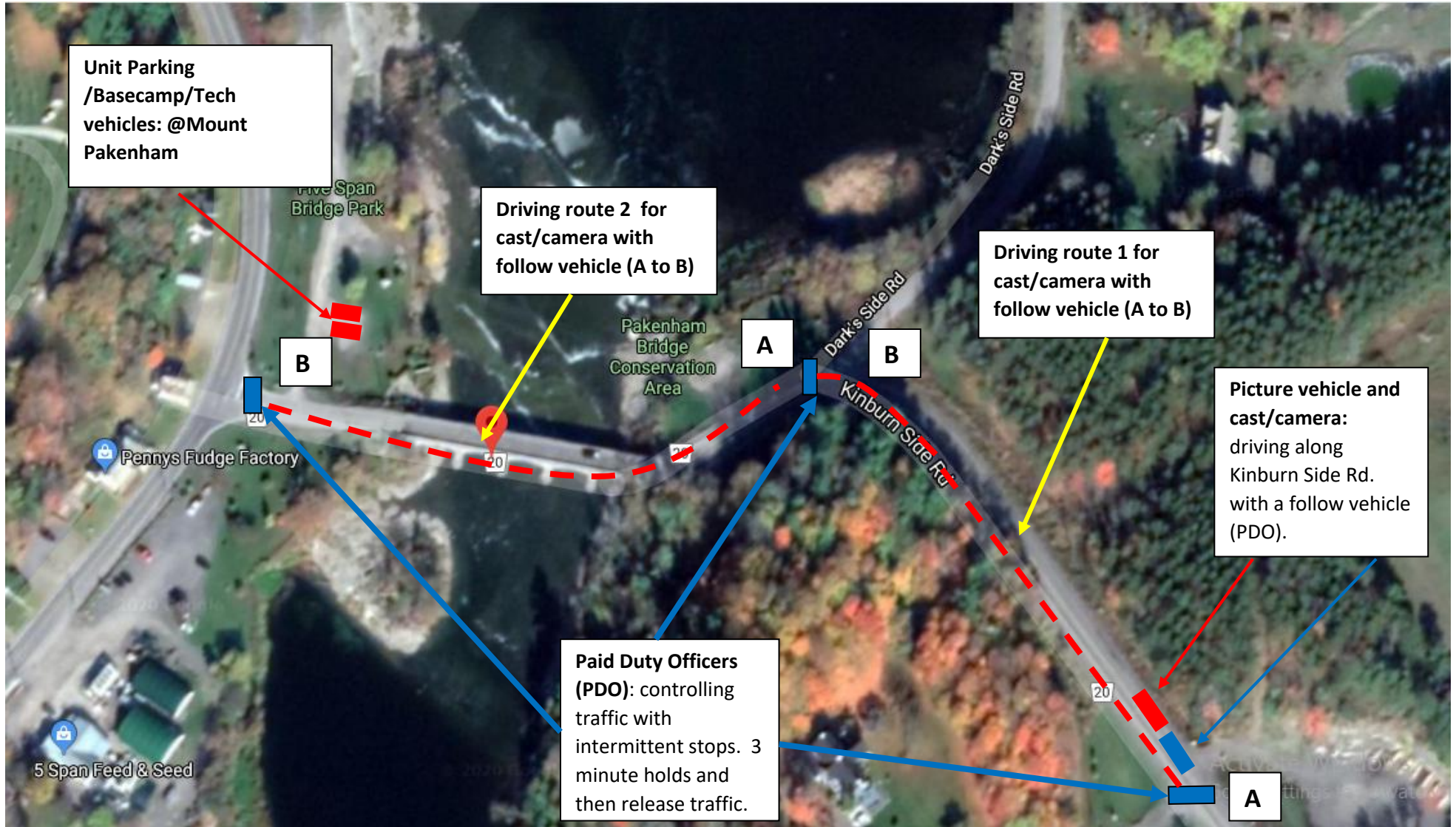
Tiffany MacLaren
Community Economic



Ken Kelly
CAO

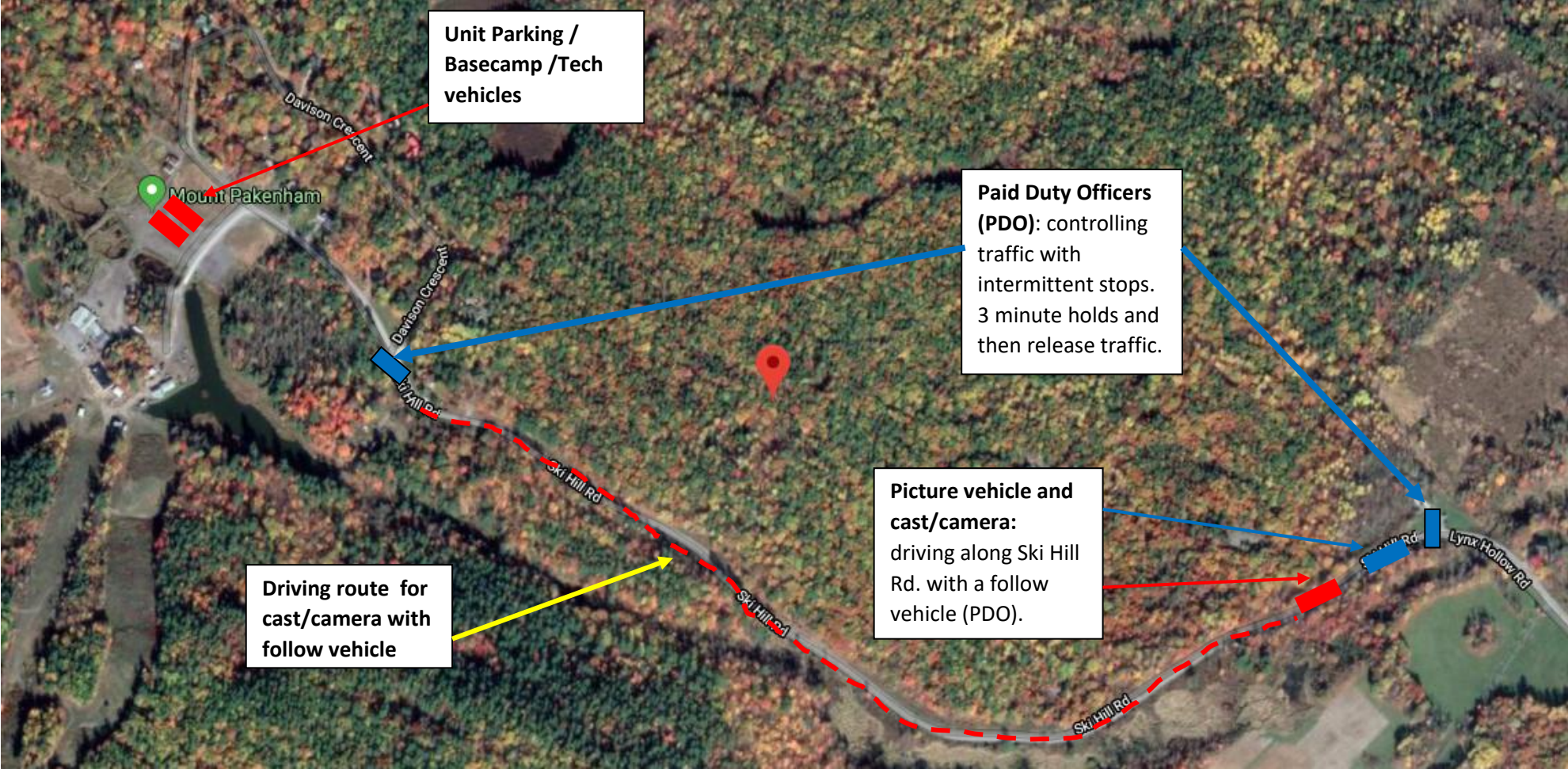
Application – Permit for Filming “Fatman” on Roads – Mississippi Mills:

Kinburn Side Rd. & Pakenham Bridge



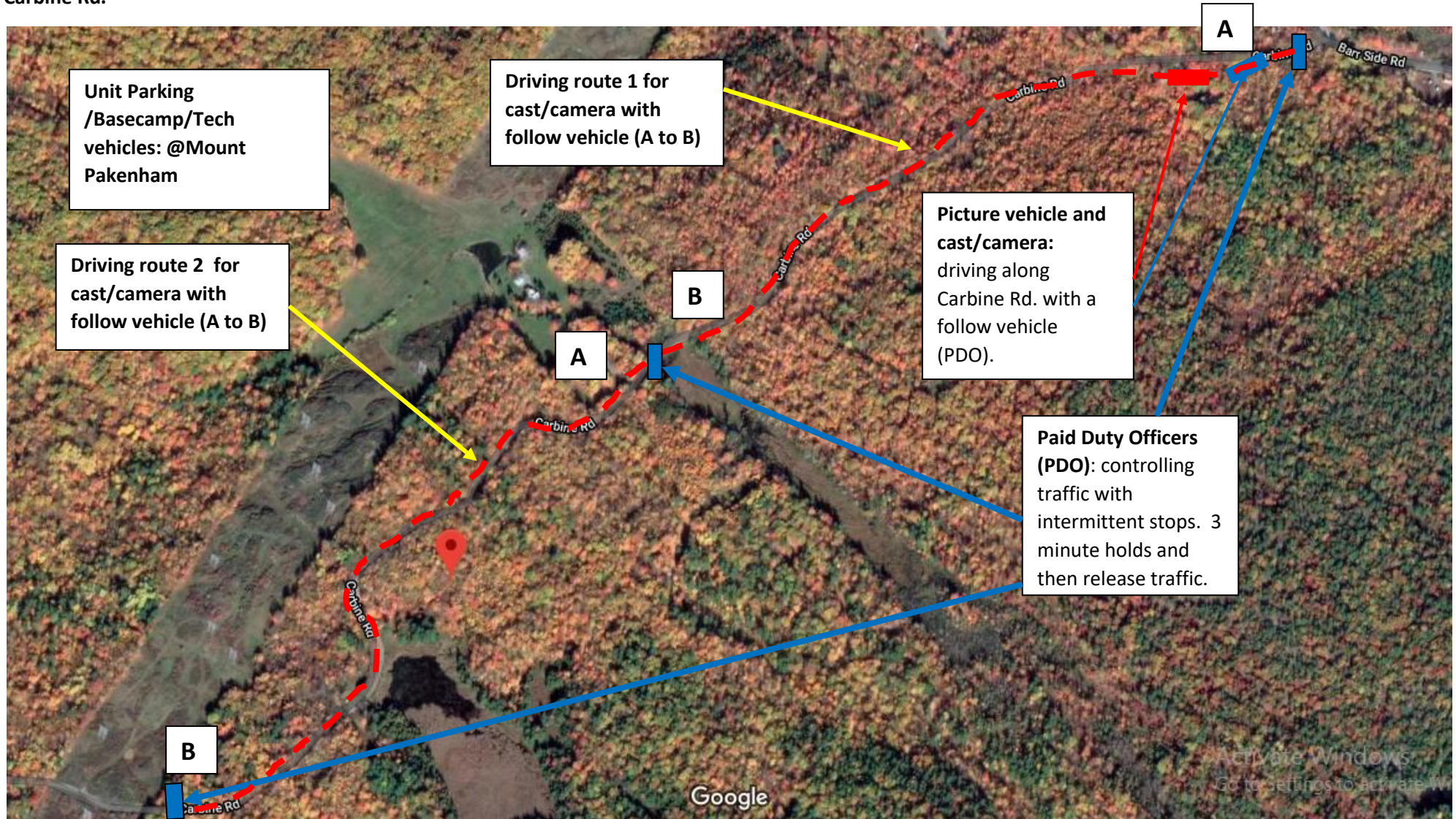
Application – Permit for Filming “Fatman” on Roads – Mississippi Mills:

Ski Hill Rd.



Application – Permit for Filming “Fatman” on Roads – Mississippi Mills:

Carbine Rd.



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

COMMITTEE OF THE WHOLE

MEETING DATE: January 28, 2020

TO: Committee of the Whole

FROM: Abby Armstrong, B.A.
Environmental Compliance Coordinator

SUBJECT: **2020 WILD PARSNIP MANAGEMENT**

RECOMMENDATIONS:

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

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

BACKGROUND:

Council approved the removal of wild parsnip by mechanical and herbicide means in 2019 with direction to staff to monitor the effectiveness of this program (Council Resolution 106-19).

In efforts to control wild parsnip, the Municipality has employed mechanical and herbicide spraying as control methods; the control method employed is based upon infestation level. Selected roads for the 2018 and 2019 Wild Parsnip Management Program were carefully chosen based on previous complaints and observations. Public notices regarding wild parsnip management were mailed to Landowners/Occupants that reside along the roads that were selected based on severity of infestation. Landowners/Occupants were given the option of completing a "no spray" agreement where the Landowner/Occupants are then responsible for vegetation control measures on that portion of the Municipal Road lying between the edge of the shoulder of the roadway and the property line of the Landowner/Occupant property. Groups of persons could similarly "Adopt a Road" to take responsibility for vegetation control on a designated section of road.

For other control means, medium and high infestations boom spraying is used, for areas of light and very light infestations, mechanical (roadside cutting) and spot spraying is used. For mechanical control methods the Municipality has a roadside grass cutting program that commences in June, cutting a width of approximately two (2) metres of

immediate roadside, after which Municipal staff cut areas on a scheduled basis for the remainder of the season. The Municipality uses the same infestation rating descriptions and corresponding method of application as the County of Lanark, who has been managing wild parsnip since 2015.

With wild parsnip seeds possibly remaining dormant and viable in the soil for up to four years, the overall efficacy of the program at large requires annual evaluation after multiple years of mechanical and herbicidal treatments. Since starting their wild parsnip management program in 2015, after multiple years of mechanical and herbicidal treatments on County roads, wild parsnip has decreased 85% from 2015.

The County has been issuing request for tenders for roadside weed spraying in Lanark County and municipalities within Lanark County’s geographic region since 2015. In the past, spraying was completed in Mississippi Mills in late June. In addition to spraying, the program consists of grass mowing in June, followed by boom spraying, spot spraying, and mechanical removal. Clearview was the herbicide used; it is registered under the Pest Control Products Act (Registration # 29752) and is a post emergent herbicide for control of annual and perennial broad leaf weeds and invasive plant species. The County reached out to municipalities on January 8, 2020 with regard to issuing the request for tenders for spraying, with a deadline of February 17, 2020 if the municipality would like to be included in this request.

DISCUSSION:

Wild parsnip requires management for many reasons, including but not limited to human safety, to control the spread of invasive species, to reduce contamination of adjacent crops, to maintain sight lines on the roads, and to promote suitable drainage. The implementation of many programs, including pollinator projects and site restoration, can aid in properly managing this invasive species.

During the spring, summer, and fall of 2019, the Roads and Public Works Department monitored the infestation level of wild parsnip on all roads within Mississippi Mills, as well as the effectiveness of the program. The 2020 Wild Parsnip Management Program is based on the findings from this program.

The table below provides an overview of the proposed changes to the total kilometers of roads in Mississippi Mills that will be treated with boom spraying or spot spraying.

Comparison of 2019 and 2020 Wild Parsnip Management Plans

Control Method	2019 (lane km)	2020 (lane km)	Difference
Boom Spraying	326	113	-213 lane km (-65%)
Spot Spraying	192	523	+ 331 lane km (272%)

The recommended 2020 Wild Parsnip Management Program will include monitoring and assessment of all roads in the spring, summer, and fall for the presence and infestation level of wild parsnip. Grass mowing will be conducted on all roads in June as per regular operations and maintenance, followed by boom spraying the twenty-one (21) perimeter roads where appropriate that were identified as having medium to heavy infestation levels in 2019 to ensure the control of spread due to neighbouring municipalities not spraying, and spot spraying where appropriate on eighty-three (83) roads that were identified as having light to very light infestation levels in 2019.

The attached 2020 Wild Parsnip Management Map outlines the roads targeted for 2020 for spraying, with the table forming Appendix 'A' outlining their level of infestation and method of application.

From complaints and observations in 2019, each identified area on the 2020 Wild Parsnip Management Program map will be treated to the property line based on its level of infestation (see attached), with roads that were sprayed in 2019 to be assessed in the spring to determine the levels of infestation from the possibility of dormancy, and they will be added accordingly to the 2020 program. Additionally, Landowners/Occupants will once again be given the option of completing a "no spray" or an "Adopt a Road" agreement to opt out of the spraying program. Those Landowners/Occupants who opted out and failed to sufficiently address the wild parsnip in front of their properties in 2019 will not be given the option to opt out in 2020.

As there are numerous invasive species throughout the Municipality, staff will continue to work with the Province and the County to move forward on best management practices for vegetation management.

PUBLIC CONSULTATION

Public awareness in previous years included information sessions, promotion and education, and signage. These means have allowed for open discussion which has aided in the overall structure of the municipality's Wild Parsnip Programs.

Public consultation on the proposed 2020 Wild Parsnip Management Plan will take place from January 29, 2020 through to February 13th, 2020. Advertisements will be on the municipal website and through the EMC newspaper requesting comments from residents on the 2020 Wild Parsnip Management Plan until February 13th, 2020. As directed by Council, the Friends of Lanark County will also be circulated with the plan in order to provide comment. At the end of the comment period, staff will bring a report to Council with the responses and for further direction. Any reductions in quantities associated with the tender can be considered prior to award to the contracts by the individual municipalities. As in previous years, all sections where opt out agreement or "Adopt a Road" agreements are in place will be removed from the contract.

In the past, respondents who oppose spraying have expressed concern over cost, possible negative effects to the environment and wildlife, as well as whether control of wild parsnip is necessary; while respondents in support of spraying have indicated

sightings of wild parsnip and the need to control the spread, negative financial consequences to crops contaminated with wild parsnip, as well as the safety of humans and pets.

FINANCIAL IMPLICATIONS

The 2020 Wild Parsnip Management Program will operate through account 1-311-0321-5680 under the 2020 Transportation Operating Budget. All associated costs will include operations and maintenance, and is based on labour, equipment, and mechanical and boom/spot spraying. Based on 2019 pricing and a 2% inflation, the below table is the estimated costs of the program.

2020 Wild Parsnip Management Program Estimated Costs


Method	Total
Boom spray (113 lane kms at \$16.32/km) HST not incl.	\$3,688.32
Spot spray (210 hours at \$147.90/hour) HST not incl.	\$31,059.00
Mowing, Supplies HST not incl.	\$23,874.69
Total	\$58,622.01

SUMMARY

In 2018 and 2019, Council approved the removal of Wild Parsnip by mechanical and herbicide means with direction to staff to monitor the effectiveness of this program. The Roads and Public Works Department is recommending continuing with the 2020 Wild Parsnip Management Program which includes boom spraying medium to heavily infested roads, spot spraying areas with light/very light infestation levels, and by mechanical means, as identified in this report. The Roads and Public Works Department will return to Council for further direction and to report on the public consultation of the 2020 Wild Parsnip Management Program.

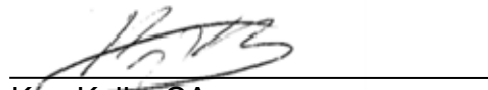
Respectfully submitted,

Reviewed by,


 Abby Armstrong, B.A.
 Environmental Compliance Coordinator


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

Approved by,

A handwritten signature in black ink, appearing to read 'Ken Kelly', is written over a horizontal line.

Ken Kelly, CA
Chief Administrative Officer

Attachments: Wild Parsnip 2020 Management Program Map

Appendix 'A'

Road Name	From	To	Length	Side of Road	Infestation Level
SPOT SPRAYING					
Ramsay Conc. 7B	Camelon Road	End	10.559	Both	Light/Very Light
Bellamy Mills Road	Gemmill Street	Ramsay Conc. 6D	5.44	Both	Light/Very Light
Camelon Road	Ramsay Conc. 7B	Ramsay Conc. 8	1.46	Both	Light/Very Light
Clayton Road	Ramsay Conc. 6D	Tatlock Road	5.39	Both	Light/Very Light
Currie Road	Tatlock Road	End	0.3	Both	Light/Very Light
Drummond Side Road	County Road 29	Quarry Road	3.73	Both	Light/Very Light
Forest Road	Ramsay Conc. 1	Old Perth Road	0.79	Both	Light/Very Light
Klondike Road	Pakenham Conc. 5	Sugar Bush Road	1.34	Both	Light/Very Light
Maple Ridge Road	County Road 29	End	0.65	Both	Light/Very Light
Needham Side Road	Mountain View Road	Pakenham Conc. 12 S	2.32	Both	Light/Very Light
Old Almonte Road	Ramsay Concession 12	Patterson Street	3.847	Both	Light/Very Light
Old Union Hall Road	Ramsay Conc. 7B	Wolf Grove Road	4.44	Both	Light/Very Light
Pakenham Conc. 8 S	End	End	3	Both	Light/Very Light
Pakenham Conc. 9 S	Cedar Hill Road	End	1.76	Both	Light/Very Light
Rae Road	Country Street	Old Perth Road	7.37	Both	Light/Very Light
Ramsay Conc. 2B	Tatlock Road	End	3.24	Both	Light/Very Light
Ramsay Conc. 3A	Old Perth Road	McIntosh Way	3.98	Both	Light/Very Light
Ramsay Conc. 4C	Clayton Road	End	0.87	Both	Light/Very Light
Ramsay Conc. 6B	Rae Road	Old Perth Road	0.88	Both	Light/Very Light
Ramsay Conc. 7A	Old Perth Road	Carleton Place	6.99	Both	Light/Very Light
Ridge Road	Blakeney Road	Panmure Road	2.126	Both	Light/Very Light
Ski Hill Road	Lynx Hollow Road	Mount Pakenham	1.78	Both	Light/Very Light
Smart Street	Country Street	Green Acres Road	0.58	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Bellamy Road	Peneshula Road	Pakenham Conc. 6	11.71	Both	Light/Very Light
Cedar Hill Side Road	Pakenham Conc. 7 S	Sugar Bush Road	1.44	Both	Light/Very Light
Comba Lane	County Road 29	End	0.4	Both	Light/Very Light
Gleeson Road	Christian Street	Ramsay Conc. 8	1.4	Both	Light/Very Light
Greystone Crescent	Ramsay Conc. 12	Greystone Drive	1.15	Both	Light/Very Light

Road Name	From	To	Length	Side of Road	Infestation Level
SPOT SPRAYING					
Heather Crescent	Ramsay Conc. 8	Ramsay Conc. 8	0.89	Both	Light/Very Light
Indian Hill Road	County Road 29	County Road 29	1.24	Both	Light/Very Light
Lynx Hollow Road	Ski Hill Road	End	1.58	Both	Light/Very Light
McCann Road	Cedar Way	Scotch Corners Road	0.34	Both	Light/Very Light
McLaughlin Road	Deer Run Road	End	0.43	Both	Light/Very Light
McManus Side Road	Campbell Side Road	End	2.69	Both	Light/Very Light
McPhail Side Road	Martin Street N	End	0.37	Both	Light/Very Light
McWatty Road	County Road 29	Lynx Hollow Road	1.38	Both	Light/Very Light
Miller Road	Ramsay Conc. 1	Tatlock Road	1.39	Both	Light/Very Light
Mountain View Road	Panmure Road	Needham Side Road	3.14	Both	Light/Very Light
Muirfield Court	Lion Head Drive	End	0.38	Both	Light/Very Light
Old Perth Road	Ramsay Con. 8	Ramsay Conc. 1	12.98	Both	Light/Very Light
Deer Run Road	Barr Side Road	Waba Road	2.04	Both	Light/Very Light
Pakenham Conc. 10	Barr Side Road	Renfrew Boundary	5.71	Both	Light/Very Light
Pakenham Conc. 11 N	Shaw Road	Young Road	3.98	Both	Light/Very Light
Pakenham Conc. 5 S	Klondike Road	End	1.57	Both	Light/Very Light
Pakenham Conc. 7 S	Cedar Hill Side Road	Ramsay Conc. 7B	3.115	Both	Light/Very Light
Pakenham Conc. 7 S	Cedar Hill Side Road	End	1.29	Both	Light/Very Light
Pakenham Conc. 8 N	Waba Road	Barrie Road	2.14	Both	Light/Very Light
Pakenham Conc. 9 N	Waba Road	Barrie Road	3.69	Both	Light/Very Light
Panmure Road	Rock Coady Trail	End	3.63	Both	Light/Very Light
Pick Road	County Road 29	Ramsay Conc. 8	0.5	Both	Light/Very Light
Ramsay Conc. 11A	March Road	End	1.66	Both	Light/Very Light
Ramsay Conc. 3B	Clayton Road	End	0.73	Both	Light/Very Light
Ramsay Conc. 3C	Bellamy Mills Road	End	1.22	Both	Light/Very Light
Ramsay Conc. 5A	Montgomery Park Road	End	3.96	Both	Light/Very Light
Ramsay Conc. 5B	Bellamy Mills Road	End	0.99	Both	Light/Very Light
Ramsay Conc. 6A	Quarry Road	End	0.51	Both	Light/Very Light
Ramsay Conc. 6C	Old Union Hall	End	0.7	Both	Light/Very Light
Ramsay Conc. 6D	Bellamy Mills Road	End	2.71	Both	Light/Very Light
Ramsay Conc. 8	Bennies Corners Road	Pick Road	13.428	Both	Light/Very Light
Scotch Corners Road	Highway 7	McCann	1.77	Both	Light/Very Light

Road Name	From	To	Length	Side of Road	Infestation Level
SPOT SPRAYING					
Stonehome Crescent	Ramsay Conc. 12	Ramsay Conc. 12	1.46	Both	Light/Very Light
Turners Road	Golden Line Road	Appleton Side Road	2.83	Both	Light/Very Light
Young Road	End	End	1.91	Both	Light/Very Light
Snedden Farm Road	End	End	1.36	Both	Light/Very Light
Ramsay Conc. 4A	Old Perth Road	Quarry Road	1.83	Both	Light/Very Light
Cedar Hill Side Road	Country Road 29	7 Conc. S Pakenham	2.83	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Clayton Road	County Road 29	Ramsay Conc. 6D	4.052	Both	Light/Very Light
Bellamy Mills Road	Ramsay Conc. 7B	Ramsay Conc. 6D	1.334	Both	Light/Very Light
James Naismith Way	County Road 29	Dead End	0.689	Both	Light/Very Light
Ramsay Conc. 8	Drummond Side Road	Bennies Corners Road	11.926	Both	Light/Very Light
Quarry Road	Ramsay Conc. 4A	Julianne Crescent	6.015	Both	Light/Very Light
Ramsay Conc. 4A	Quarry Road	Highway 7	4.343	Both	Light/Very Light
Ramsay Conc. 7B	Cedar Hill Side Road	Old Union Hall Road	8.279	Both	Light/Very Light
Panmure Road	Rock Coady Trail	End	3.63	Both	Light/Very Light
Ramsay Conc. 8	Drummond Side Road	Bennies Corners Road	11.926	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Dark's Side Road	Kinburn Side Road	City of Ottawa	1.55	Both	Light/Very Light
Hamilton Road	Ramsay Concession 12	Appleton Side Road	1.375	Both	Light/Very Light

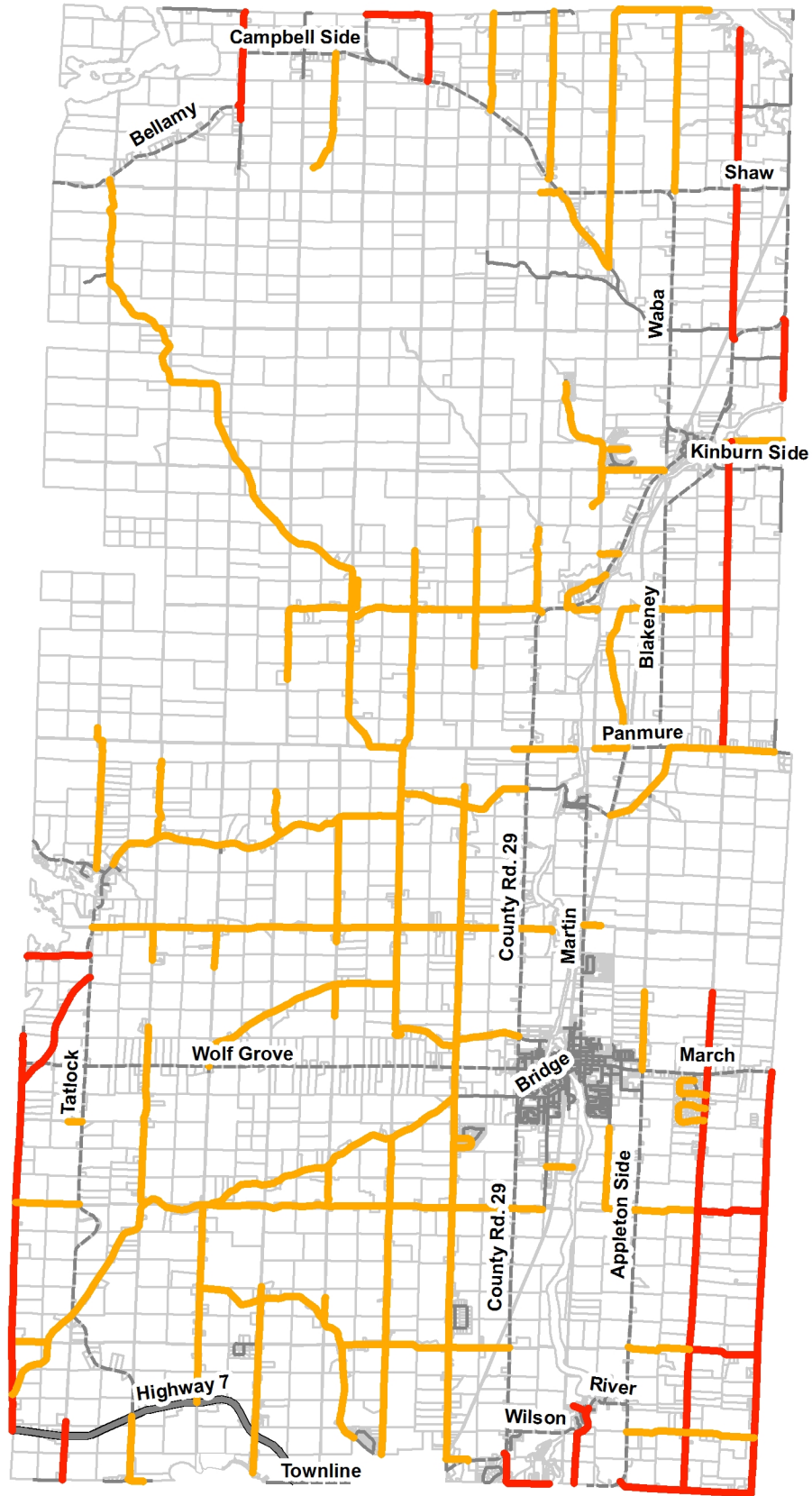
Road Name	From	To	Length	Side of Road	Infestation Level
BOOM SPRAYING					
Bowland Road	Wolf Grove Road	Tatlock Road	2.26	Both	Med/Heavy
Clayton Lake Road	Tatlock Road	Ramsay Conc. 1A	1.37	Both	Med/Heavy
Apple Street	Wilson Street	End	0.209	Both	Med/Heavy
Glen Isle Road	County Road 29	End	1.59	Both	Med/Heavy
Glen Isle Road	County Road 29	End	1.59	Both	Med/Heavy
Golden Line Road	March Road	McArton Road	9.29	1	Med/Heavy
McArton Road	Golden Line Road	Appleton Side Road	2.93	Both	Med/Heavy
Pakenham Conc. 12 N	County Road 29	End	6.84	Both	Med/Heavy
Pakenham Conc. 12 S	Panmure Road	Dark's Side Road	6.75	Both	Med/Heavy
Pakenham Conc. 4	Bayview Lodge Road	Bellamy Road	2.38	Both	Med/Heavy
Pakenham Conc. 7 N	Waba Road	Robertson Line	1.45	Both	Med/Heavy
Ramsay Conc. 12	McArton Road	End	10.98	Both	Med/Heavy
Ramsay Conc. 1	Highway 7	Cranberry Lane	8.92	Both	Med/Heavy
Ramsay Conc. 2A	Blue Heron Road	End	1.3	Both	Med/Heavy
Robertson Line	Waba Road	Pakenham Conc. 7 N	1.22	1	Med/Heavy
Walter Bradley Road	Downey Side Road	County Road 29	0.87	Both	Med/Heavy
River Road	Hill Street	Appleton Side Road	1.84	Both	Med/Heavy
Upper Perth Road	Ramsay Conc. 1	Appleton Side Road	0.58	Both	Med/Heavy
Walter Bradley Road	Downey Side Road	End	0.873	1	Med/Heavy
Old Almonte Road	Ramsay Concession 12	Almonte Boundary	1.492	Both	Med/Heavy
Hamilton Side Road	Ramsay Concession 12	Almonte Boundary	1.523	Both	Med/Heavy

2020 Wild Parsnip Management Plan



Type

- Boom
- Spot



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MLLS
ADMINISTRATION REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Rhonda Whitmarsh, Treasurer
SUBJECT: 2020 BUDGET

RECOMMENDATIONS:

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

BACKGROUND:

The 2020 draft budget was discussed with Council at meetings held on October 22nd, November 21st and December 10th, 2019. At the December 10th meeting there was a shortfall of \$376,511 and Council made the following changes to the draft budget to balance:

Added a transfer to reserves for Capital	(\$100,000)
Added tax revenue from growth	\$205,232
Removed microsurfacing on Gale St.	\$120,000
Removed funding for Deputy Fire Chief	\$110,454
Removed part time communications support	\$35,000
Used reserves for Daycare capital	\$5,825
Total changes	\$376,511

DISCUSSION:

The 2020 draft budget was presented to the public on January 16, 2020. There were comments and questions received from the public, some of which were addressed at the meeting:

Comment/Question	Response
The water storage facility costing is based on a Class D estimates from 2018	The estimates have been reviewed with the consultant to come up with the 2020 budget amount. Detailed design is under way which will provide better estimates. Should they be higher than forecast, they will come back to Council for discussion prior to proceeding.

The need for the water storage facility is based on potential population growth including commercial and industrial. Are the estimates reasonable?	The growth projections included in the consultant's report have already been reached.
A 0% tax increase should be considered.	This was a comment for Council.
Debt levels is a concern	This was a comment for Council
The working capital reserve is \$1.1 million and there is also temporary borrowing of \$1 million. Why both?	A comment for Council. To clarify, the Municipality has not had utilize temporary borrowing but it is in place if needed particularly in an emergency. This was discussed with Council in 2019. There is no cost to having the temporary borrowing by-law in place it is there as a safeguard. The working capital reserve is meant to cover tax arrears.
Why not use box culverts for bridges	Box culverts are considered as an option for bridge replacements however they have far more regulations with regard to fish habitats and also have a longer approval process. Bridges placed on existing abutments have less impact on fish habitats and are often considered more favourably.
There is a \$3.5 million difference between the 2019 executive summary and the 2020 executive summary and some of the expenses have increased	The difference is that in 2019, the water and sewer budget was separate from the municipal budget but were combined in 2020. The Treasurer has provided a response in writing directly to the resident.
The public meeting should be held the beginning of the budget process	This was a comment for Council
The Roads in the rural wards are in poor condition	The Director of Roads and Public works provided an explanation as to cuts to gravel budgets in previous years that impacted the work that could be done.
A sidewalk from Appleton Sideroad to the roundabout should be added to the budget	This was a comment for Council.

- The residents that attended the meeting did not provide any concerns with respect to the proposed water and sewer rates for 2020.
- With the exception of two residents, there were no further concerns expressed with the proposed tax revenue change.

Since the last budget meeting, Staff have identified changes to the budgets that should be made to avoid over expenditures:

Increase in Cost sharing based on actual data received from Carleton Place	\$12,594
Increase in the cost for TODS signage based on actual invoices received for the program	\$1,500

Increase in the cost to update the water and sewer rate study based on actual information supplied by the consultant	\$3,500
Increase in OMERS for the library as two staff eligible to join are proceeding	\$4,000
An increase in membership fees for the Daycare based on actual costs	\$1,500
An increase in Ontario Community Infrastructure Funding (OCIF) for capital	(\$11,618)
Allocation from reserves for TODS, Water and Sewer, daycare and general reserves	(\$11,476)
Total	\$0

FINANCIAL IMPLICATIONS:

There are no further financial implications other than what is identified in this report. The overall summary of the 2020 draft budget after all of the amendments and including a tax revenue change of 2.5% is as follows:

Mississippi Mills 2020 Budget

Description	Dollars
Municipal Operations & Capital (Total Expenditures)	\$31,255,798
Funding for Municipal Operations & Capital	
▪ Municipal Tax Revenue	\$11,173,265
▪ Long Term Financing	\$3,193,715
▪ Reserves/Development Charges	\$4,156,760
▪ User Fees & Other Revenues	\$9,065,848
▪ Federal, Provincial, County Grants	\$3,666,210
Total Revenue	\$31,255,798
Current Shortfall	\$0


SUMMARY

I am recommending that the 2020 budget be amended for changes identified by Staff since the budget meeting held on December 10, 2019 and that the 2020 budget then be approved.

Respectfully Submitted


Rhonda Whitmarsh,
Treasurer

Reviewed By


Ken Kelly,
CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Ken T. Kelly, Chief Administrative Officer
SUBJECT: Professional Fees as 100% Benefit

RECOMMENDATION:

THAT the Committee of the Whole recommend to Council that By-law 01-21 be amended to pay 100% of one annual professional or municipal fee per staff for all staff requiring such membership or certification for their position.

BACKGROUND:

The current practice of the Municipality is to pay 100% of annual costs associated with the professional fees of Department Heads. Other staff receive their professional fees covered at a rate of 50%.

Fees associated with strictly municipal organizations are paid by the Municipality at a rate of 100%.

Below is the relevant section of consolidated bylaw 01-21:

PROFESSIONAL FEES

Department Heads shall receive payment of one Professional Association related fee per year.

Support staff shall receive 50% payment of one Professional Association related fee per year.

DISCUSSION:

The Municipality has a number of professional staff that participate in their respective professional and municipal associations. Often times, the membership in these associations is a requirement to maintain your professional designation or certifications. In recognition of this the Municipality included in bylaw 01-21 the benefit to contribute to the cost of these annual professional and municipal fees. At the moment the Municipality contributes approximately \$11,117.50 to the cost of annual fees in the CPA Ontario, AMCTO, MFOA, Ont. Association of Fire Chiefs, Lanark County Fire Chief's Association, OGRA, Ontario Professional Planners, Ontario Association of Road

Supervisors, Ontario Building Officials Association, College of ECE's, Ontario East Economic Development Association, Ontario Recreation Facilities Association, Ontario Trails Council, Parks and Rec Ontario, Ontario Association of Fire Trainers, Ontario Library Association, Ontario Municipal Water Association, Ontario Environment Training, Ontario Society of Professional Engineers, Ontario Association of Certified Engineering Technologists to name a few.

There are two groups of staff that have their professional fees paid at a rate of 50% versus 100% and they are the planning staff below Director level and Early Childhood Educators.

At the moment a change of approach to provide 100% coverage of the fees would affect one person in the Planning Department and about twenty in Daycare Operations. This is seen as an equitable practice by management staff to treat all staff the same with regards to these fees which are more financially impactful on some staff than others.

PROFESSIONAL FEES

At the discretion of the respective Department Head each staff person is eligible for payment of 100% of one annual professional or municipal fee for all staff requiring such membership or certification for their position.

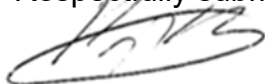
FINANCIAL IMPLICATIONS:

The costs are estimated to be \$1750 on an annual basis to apply the same benefit for all staff and their professional or municipal association annual membership fees.

SUMMARY:

Committee of the Whole and Council consider amending Bylaw 01-21 to provide 100% payment of one professional or municipal association membership fee per staff annually.

Respectfully submitted,



Ken Kelly, CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Jeanne Harfield, Acting Clerk / Ken T. Kelly, Chief Administrative Officer
SUBJECT: Municipal Drainage Works

RECOMMENDATION:

THAT the Committee of the Whole recommend that Council direct staff to obtain quotes and appoint a Drainage Engineer under Section 78 of the Drainage Act to do the following:

- a. Inspect the problem areas, prepare a solution that is cost effective;**
- b. Present a report for the consideration of Council and affected land owners with cost estimates to improve; and**
- c. That the Engineer follow requests of the Drainage Act and guides Municipality through the steps to complete the improvements.**

BACKGROUND:

Under the *Drainage Act, RSO 1980*, a municipality is responsible to maintain the drainage works and structures that were specified in the current/original report. Landowners also have a responsibility to inspect the drainage works and bring any concerns to the attention of the municipality or the drainage superintendent to the extent of the work and structures specified in the current report.

A municipal drain is simply a drainage system. Most municipal drains are either ditches or closed systems such as pipes or tiles buried in the ground. They can also include structures such as dykes or berms, pumping stations, buffer strips, grassed waterways, storm water detention ponds, culverts and bridges.

DISCUSSION:

The municipality has received a request from a landowner within the Graham-Harris-Snedden drainage scheme (Municipal Drain). A meeting was held with the landowner to discuss the issues that have been observed, history of the site, any changes that have been made/constructed on the site, and potential solutions. The process that

would be undertaken to investigate the issue and the potential financial implications for the landowner were also discussed.

Supporting documents attached to the report include: the drainage plan, drain view, and the profile view of Municipal Drains 10, 10A and 7), portions of the Engineers' report for the Graham-Harris-Snedden drain including addendums.

After discussion with the landowner and staff it was decided that a report would be prepared for Council to appoint an engineer to develop a cost of investigating the issues, develop potential solutions and provide an estimate to complete the work.

FINANCIAL IMPLICATIONS:

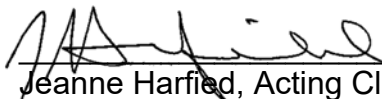
The owners within the Graham-Harris-Snedden drain the allocation of costs will be based on the assessment that is currently in place. It is noted within the Engineer's Report that additional allocation for a portion of the drain has been assessed against the municipality reflective of runoff from the municipal road.

SUMMARY:

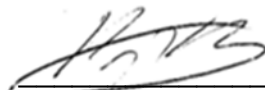
Committee of the Whole and Council consider appointing an Engineer to investigate the costs of a new drain and the cost of maintenance on the Graham-Harris-Snedden Drain.

Respectfully submitted,

Approved by,



Jeanne Harfield, Acting Clerk



Ken Kelly, CAO

REVISED JAN 24, 1990 ASSESSMENT
SCHEDULE -

ENGINEER'S REPORT
ON THE
GRAHAM-HARNOS-SNEDDEN
DRAINAGE SCHEME
LOTS 24 TO 27, CONCESSIONS 8 & 9
TOWNSHIP OF RAMSAY

Following the plan showing the drainage scheme is a table titled "Summary of Graham-Harnos-Snedden Drainage Scheme" in which each drain is listed showing the length of tile and/or open drain, special appurtenances, excavation quantities and classification and area drained.

The total drainage area for the entire scheme is approximately 795 acres or 1.25 square miles.

The total length of drainage improvement is 37,673 l.f. or approximately 7.14 miles consisting of 30,078 l.f. of tile drains and 7,595 feet of open drains.

Purpose of Drainage Improvement, Special Assessment Considerations

The tile and open drainage scheme recommended in this report should significantly improve the productivity of the lands within the drainage area. The tile mains were designed to provide outlet for existing and proposed private farm tile systems in which case a drainage coefficient of 3/8 inch per 24 hours was used to determine tile sizes.

During the design of this scheme some special problems were encountered which required either a choice between a number of possible alternatives or special assessment considerations. These cases are as follows:

1. Drain No. 7 was needed and designed, in part, to accommodate surface waters from the highway drainage including the lands west of King's Highway No. 29 (Lot 26, part, Con. 8). The run-off from these areas have created problems of top soil depletion and erosion of Mr. Graham's field in Lot 26, Con. 9 particularly in the vicinity of the tile outlet approximately 1,200 feet easterly from the highway. The Department of Highways perform annual maintenance at the tile outlet to restore eroded areas. The tile drain hereinbefore mentioned was reportedly installed by the Department when Highway No. 29 was rebuilt in 1949 presumably to alleviate this problem.

Since it is our opinion that the proposed open drains will significantly reduce these maintenance problems we have assessed the Department of Highways at a higher rate than normal. However this report does not relieve the Department from their responsibility to Mr. Graham.

2. No improvement is recommended for the portion of Drain No. 7 between approx. Sta. 22+70 to 28+00 which consists of a relatively deep ravine. The improvement commences at Sta. 28+00 to drain the flatter lands in this area and to provide outlet for Drain No. 10. At the lower end of Drain No. 7 two possible routes were available and the route recommended in this report was selected because it was the more economical involving only 60 cu. yds. of rock excavation as compared to about 90 cu. yds. of rock on the other route.

3. Presently Drain No. 10 drains to the forced road in Lot 26 where it enters a catch-basin and then drains easterly adjacent to the road via twin 7"Ø tile drains through a height of land outleting into the Mississippi River. Our investigation showed that it would involve much more expense to enlarge this system than to continue Drain No. 10 as shown on the plan. The twin 7"Ø tiles shall not be disturbed so water reaching the proposed new catchbasin shall have two outlets.

As far as we know the Township did not contribute to the cost of the twin 7"Ø tiles which was apparently built solely at Mr. A. Snedden's expense. Road water of course aggravates the flooding problems on Mr. Snedden's and Mr. Graham's fields. Accordingly, we have assessed the Township at a higher rate than normal.

4. The lower end of Drain No. 11 on Mr. Camelon's property in Lot 24, Con. 9 presently consists of twin 7"Ø tile drains. This tile system is completely inadequate to handle the large flow from this drain and consequently during flood periods most of the run-off runs over the fields to the Mississippi River. This situation creates many difficulties for Mr. Camelon who requested that a greater portion of the run-off be handled via a covered drain.

To accomplish this we are proposing the installation of 760 l.f. of 24"Ø concrete pipe drain to work in conjunction with the existing twin 7"Ø tile system. The covered drain is an expensive remedy, being approximately \$3,800.00, and the economic merits of this scheme is, in our opinion, doubtful. Nevertheless Mr. Camelon believes otherwise and the covered drain is being recommended in this report. However, the major part of the extra costs for the covered drain, as compared to an open drain, has been assessed against Mr. Camelon.

Branch Drains Not Included Under this Scheme

As instructed, only those branches which the owners involved wanted included under this scheme were surveyed. For this reason, there are other branches which are not included in this report. Some of these branches are shown on the plan in a broken blue line.

If in the future, the owners concerned wish to improve these branches, a new drainage study will be required however this new study would in no way affect the assessments established in this report.

Plan

No plan was available for reference.

A new plan was prepared from a mosaic of aerial photographs and on it are shown the names of the present owners within their respective properties and the area assessed for outlet liability, which is indicated by a red line.

The outlet areas were obtained from aerial photographs viewed stereoscopically by a photogrammetric specialist and adjusted, where necessary, from field observation.

On the accompanying plan and profile, the course of each tile drain is indicated by a solid brown line and the open drains are shown in a solid blue line. Drains not being improved under this scheme are shown in a broken blue line.

It should be noted that the proposed drainage improvement, herein reported, will not immediately improve all wet areas unless lateral drains are constructed by the individuals concerned.

Profile

To survey the tile drains a traverse line was run along the course of the drain and major deviations in the course of the drains were noted by establishing hubs known as points of intersection or P.I.

The traverse line was marked by 1" x 1" stakes and levels were taken along the course of the traverse line to obtain a profile of the traverse line.

Future Maintenance

The drainage scheme reported herein shall be maintained by the Township of Ramsay although the owners shall be responsible for periodically inspecting the drains and reporting maintenance problems, if any, to the Township. The Township may, if it so wishes, appoint a commissioner under Section 12(1), The Drainage Act, 1962-63, to report annually on the state of repair of the drainage works.

The cost of future maintenance shall be assessed against the owners of lands and roads assessed for its construction in the same proportion as shown in Schedule "A" to Schedule "C-C" except that where lands are subsequently subdivided appropriate pro-rated assessments shall be determined.

Schedule "D-D" is not to be used for assessing maintenance costs as it is merely a supplementary schedule to facilitate the bookkeeping for the improvement reported herein.

Estimate of Cost

The total estimated cost for the improvement reported herein for the Graham-Harnos-Snedden Drainage Scheme is \$33,000.00 and is summarized as follows:

Supply and complete installation 4"Ø Tile Drain 19,293 L.F. @ \$0.30/l.f.	\$ 5,787.90
Supply and complete installation 6"Ø Tile Drain 6,450 L.F. @ \$0.55/l.f.	3,547.50
Supply and complete installation 8"Ø Tile Drain 1,975 L.F. @ \$0.75/l.f.	1,481.25
Supply and complete installation 10"Ø Tile Drain 1,340 L.F. @ \$1.00/l.f.	1,340.00
Supply and complete installation 6"Ø S.C.S.P. Drain Outlets (10' lengths) 8 @ \$15.00/ea.	120.00
Supply and complete installation 8"Ø S.C.S.P. Drain Outlets (10' lengths) 10 @ \$20.00/ea.	200.00
Supply and complete installation 10"Ø S.C.S.P. Drain Outlets (10' lengths) 4 @ \$25.00/ea.	100.00

25-3442.04
44-3231.50
78-1500.50
100-1370.00

SCHEDULE "K"
SCHEDULE OF ASSESSMENT
DRAIN NO. 10

OWNER	PROPERTY		AREA DRAINED (Acres)	BENEFIT	OUTLET LIABILITY
	LOT	CONC.			
I. L. GRAY 02508601	25	9	1.49		8.81
C. Tate L. J. RINTOUL 02508600	25&26	8	23.0 21.51		127.19 136.00
A. Snedden ESTATE 02514000	25&26	9	64.1	1,082.67	907.27
E.S. Graham W.A. SNEDDEN 02527801	26	9	18.5	680.63	205.11
Township of Ramsay Part of Forced Road Lot 26, Conc. 8 & 9			5.7	283.73	244.53
Department of Highways Part of King's Highway No. 29, 15 Lots 25 & 26, Conc. 8 & 9			2.6		47.34
				2,047.03	1,540.25

ADDENDUM TO THE
ENGINEER'S REPORT
ON THE GRAHAM-HARNOS-SNEDDEN
DRAINAGE SCHEME
LOTS 24-27, CONC. 8&9
TOWNSHIP OF RAMSAY

ADDENDUM TO THE
ENGINEER'S REPORT
ON THE
GRAHAM-HARNOS-SNEDDEN DRAINAGE SCHEME
LOTS 24 TO 27, CONCESSIONS 8 AND 9
TOWNSHIP OF RAMSAY

May, 1973

To The Reeve & Members of Council,
Township of Ramsay,
c/o Mr. R.H. Brydges, Clerk,
R.R. #4,
Almonte, Ontario.

Reeve & Members of Council:

This addendum is respectfully submitted to supplement the Engineer's Report dated February, 1971 for the above noted drainage scheme and is intended to update the aforesaid report because of property ownership changes, changes in the scope of the work and unanticipated extra work. In most cases, changes that affected individual assessments were made with the full approval of the owners involved.

Following is a brief description of the amendments to the Engineer's Report:

Property Owner Revisions

During the work under this scheme one property ownership change was made. Mr. E. S. Graham sold his properties to A.R.D.A. in Lot 26 of Concessions 8 & 9 except that he retained a one (1) acre parcel of land in Lot 26 of Concession 10. Therefore, the appropriate schedules were revised accordingly.

Changes in the Scope of the Work

Revisions and Extensions

During the course of construction several diversions and/or revisions were requested by various owners or were made to facilitate construction and the more significant of these are summarized as follows:

1. During construction the outlet of Drain No. 5 was relocated to discharge into Drain No. 7.
(Sta 20 + 15 Drain No.5 = Sta 37 + 35 Drain No.7)
2. During construction that section of open drain on Drain No. 7 between approximately Sta 10 + 50 to Sta 21 + 00 was deleted and replaced with 10"Ø tile with a catch basin at Sta 10 + 60.
3. During construction the grade of Drain No. 7 between Sta: 31 + 00 and Sta: 42 + 00 was lowered to correct a very serious silting problem which occurred around the discharge outlets of Drain No. 10 at approximately Sta: 32 + 70 and Sta: 33 + 00 Drain No. 7.
4. During construction Drain No. 12 was extended to outlet into Drain No. 11 at Sta: 4 + 40 instead of Sta: 3 + 00.
(Sta:13 + 00, Drain No. 12 = Sta: 4 + 40, Drain No. 11)
5. During construction approximately 200 lineal feet of 4" Ø tile at the outlet end of Drain No. 13 was deleted and replaced with 6" Ø tile. Consequently Drain No. 14 was shortened and connected into Drain No. 13 instead of Drain No. 11 as shown in the original Engineer's Report.
(Sta: 6 + 40, Drain No. 14 = Sta: 9 + 30, Drain No. 13). Also Drain No. 14 was extended approximately 25 feet at the upper end to provide better drainage of wet lands,
6. During construction Drain No. 11 was extended some 750 lineal feet as an open drain, up stream from the 24" dia. concrete covered drain.
7. During construction the lower part of Drain No. 23 was relocated as rock was encountered. The outlet was revised to (Sta: 6 + 00, Drain No. 23 = Sta: 7 + 00, Drain No. 20).
8. During construction Drain No. 10 was extended approximately 280 lineal feet with 6" Ø tile at the request of Mr. A. Snedden to drain wet lands.

Added Drains

During construction two branch or spur tile drains were added to drain wet lands or to accommodate construction changes as follows:

1. Spur On Drain No. 20 - During construction Drain No. 23 was terminated approximately 70 feet from its connection with Drain No. 20 because of unanticipated rock. It was then decided to abandon this short section of tile drain and a new location for Drain No. 23 was determined in the field. The abandoned tile drain was renamed "Spur on Drain No. 20" for reference purposes in this Addendum Report.

Assessments for this spur drain are included under the schedule of assessment for Drain No. 20 (Sta: 1 + 00, Spur + Sta: 7 + 60, Drain No. 20).

2. Spur On Drain No. 22 - At the request of Mr. R. Toshack a spur drain was constructed involving 4" ϕ tile drain to drain wet lands (Sta 3 + 00, Spur = Sta 6 + 00, Drain No. 22). Assessments for this spur drain are included under the schedule of assessment for Drain No. 22.

Unanticipated Extra Work

During the installation of the drains under this scheme four items of unanticipated work were necessary as follows:

1. Some tile drains had to be protected with tile guard to prevent soil seepage into the drain. The cost of this protection was negotiated with the contractor at 3¢ per lineal foot.
2. Some drains had to be installed in boulder formation and hardpan and extra payment was provided in the contract for excavation of these materials. The cost was negotiated at 10¢ per lineal foot.
3. Some drains required either blind inlets or relief wells as in the case of Drain Nos. 3, 20, 23, 26 & 28. The cost was negotiated at \$50.00 per each.
4. The invert of the existing concrete culvert under Kings Highway Number 29 at Sta: 9 + 99, Drain No. 7, had to be lowered approximately 18". The cost was negotiated at cost plus 10% being \$327.80.

Since this extra work did not apply uniformly over the entire scheme it was necessary to revise the schedules of assessment to distribute the costs fairly.

Revisions To Plans, Profiles & Drainage Summary

The contract drawings have been photographically reduced and included herein to illustrate pictorially the locations, lengths and scope of improvement of the various added drains and extensions, including drain diversions. In all cases the drains were located to meet the needs of the owners and were terminated when adequate outlet was available.

The Summary of the Graham-Harnos-Snedden Drainage Scheme had to be revised because of the added drains and changes made to existing drains during the course of construction.

The total revised length of drainage improvement is 39,301 l.f. or approximately 7.44 miles consisting of 32,151 l.f. of tile drains and 7,150 feet of open drains.

Figures marked with an asterisk indicate a change from the original report.

It should be noted that the total assessed cost no longer equals the revised estimated cost shown in this Addendum Report. The difference is unimportant as each property owner's percentage share shall be applied, as shown in Schedule "D-D"-Revised, to the final total cost to determine each owner's actual final assessment.

Revisions to Schedules and Drawings

As a result of the aforesaid revisions all of the Schedules had to be revised except Schedule "Z".

Also included in Schedule "D-D"-Revised (Combined Assessment under Schedules "A" - "C-C") is the percentage each owner shall bear of the final total cost.

On the revised schedules figures marked with an asterisk indicate a change from the original report.

The contract drawings have been revised to show the approximate locations of the additional farm crossings, drain revisions and corrected property ownership.

Also included on the contract drawings are the Rock profiles where additional rock was encountered.

Future Maintenance

As outlined in the original Engineer's Report this drainage scheme, which shall include the added drains and or extension as hereinbefore reported, shall be maintained by the Township of Ramsay.

Application of Grants

Under provisions of the Drainage Act, and the Agricultural Rehabilitation and Development Act, grants totalling two-thirds of the cost of such drainage improvements that drain privately owned agricultural lands are available. No grants will be available to reduce the assessment against A.R.D.A. properties, roads held by the Township of Ramsay and the Ministry of Transportation and Communications and privately owned, non-agricultural lands. The only privately-owned, non-agricultural property not eligible for subsidy is in Lot 26 of Concession 9 and is owned by Mr. E. S. Graham.

SCHEDULE "K" - REVISED
SCHEDULE OF ASSESSMENT

DRAIN NO. 10

& RESTORATION OF DRAIN NO. 10A*

<u>OWNER</u>	<u>PROPERTY</u>		<u>AREA DRAINED</u>	<u>BENEFIT</u>	<u>OUTLET LIABILITY</u>
	<u>LOT</u>	<u>CONC.</u>	<u>(Acres)</u>		
E.S. Graham*	26	9	1.0*		4.00*
C. Tate	25&26	8	23.0		136.00
A. Snedden	25&26	9	64.1	1,136.99*	907.27
A.R.D.A.*	26	9	17.5*	680.63	201.11*
Township of Ramsay Part of Forced Road Lot 26, Conc. 8 & 9			5.7	283.73	244.53
Ministry of Trans- portation and Com- munications Part of King's Highway No. 29, Lots 25 & 26, Conc. 8 & 9			2.6		47.34
				----- 2,101.35*	----- 1,540.25

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: January 28, 2020
TO: Committee of the Whole
FROM: Jeanne Harfield, Acting Clerk
SUBJECT: Award of Request for Proposal for Redesign of Municipal Website

RECOMMENDATION:

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

BACKGROUND:

The current municipal website was launched in 2012 and has not undergone any significant changes. The 2019 budget allocated \$50,000 towards updating the municipal website.

Council provided direction to staff to issue a request for proposals (RFP) to seek qualified companies to redesign the municipal website.

DISCUSSION:

The proposals were reviewed and scored by the CAO, Acting Clerk and the Community Economic & Cultural Coordinator. The proposals were evaluated and rated in accordance with the criteria outlined within the RFP documents, and were as follows:

- | | |
|---|-----------|
| 1. Experience and Qualifications of Firm | 20 points |
| 2. Demonstrated Understanding of the Objectives | 10 points |
| 3. Quality of Approach and Services | 25 points |
| 4. Proposed Work Plan | 15 points |
| 5. Financial Proposal | 30 points |

The RFP stated that the overall award recommendation would not be based on the lowest cost but rather on the highest overall score.

Sixteen companies submitted responses to the RFP. The firms were rated overall from highest to lowest overall score. In addition to ranking the firms based on the scores, references were also checked for the highest scoring responses. The review panel also reviewed previously created websites by the top firms for ease of use, design, navigation, and additional features. Based on the total scores as well as feedback

garnered from the reference checks and the review of identified websites we are recommending that eSolutions be awarded the contract for the redevelopment and design of the municipal website. eSolutions has delivered website projects for 360 municipalities. In addition, eSolutions has upgraded their CMS to improve ease of use for municipal employees and to ensure that additional add-ons such as live streaming, meeting management software, form building, online registration, are compatible. Lastly, in addition to scoring high in the technical requirements, eSolutions was also the lowest bidder of the top firms.

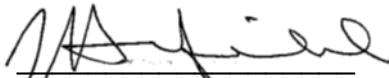
FINANCIAL IMPLICATIONS:

Council allocated \$50,000 in the 2019 budget for the redevelopment and design of the municipal website. eSolutions bid came in at \$39,324.00 (including HST). The project cost is within the \$50,000 budget.

SUMMARY:

After reviewing the submissions for redesign of the municipal website, staff recommends that the RFP be awarded to eSolutions.

Respectfully submitted,

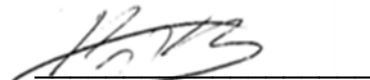


Jeanne Harfield,
Acting Clerk



Tiffany MacLaren,
Community Economic & Cultural Coordinator

Reviewed by,



Ken Kelly
CAO

OFFICE OF THE MAYOR



Mayor Christa Lowry

January 28, 2020

Rural Ontario Municipal Association Conference

I attended the Rural Ontario Municipal Association Conference, January 19-21, representing Mississippi Mills with the Lanark County Delegation. The conference provided information sessions with industry leaders, plenary sessions and addresses from Premier Doug Ford and his cabinet as well as Official Opposition and Leader of the Ontario NDP, Andrea Horwath; Interim Leader John Fraser from the Ontario Liberal Party and Green Party of Ontario Leader, Mike Schreiner.

Key messages from the Province included:

Premier Ford:

- The Ontario Energy Board will begin the process of collecting information about natural gas expansion opportunities. This was announced in December 2019.
- The provincial and federal governments are working with Southwestern Integrated Fibre Technology project to provide a combined investment of nearly \$35 million for a broadband pilot in rural communities across Ontario. SWIFT is taking the next step today by awarding contracts to successful bidders to help bring better broadband service to three counties in Southwestern Ontario. Southwestern Integrated Fibre Technology (SWIFT) is a not-for-profit corporation initiated by the Western Ontario Wardens' Caucus
- Announced the Rural Economic Development Funding open:
 - Economic Diversification and Competitiveness Stream, covers up to 50% of the costs to remove barriers to job creation and attract investment and skilled workers
 - The Strategic Economic Infrastructure Stream of the program cover up to 30% of minor capital projects that help spur economic growth, such as restoring museums and heritage sites, setting up community hubs, and streetscaping
 -

Steve Clark, Minister of Municipal Affairs and Housing

- The province received over 300 applications to the Municipal Modernization Program which are currently being reviewed. All joint applications demonstrating partnerships (27) have been accepted.
- Provincial Policy Statement is expected soon and it will support residential development on rural lands and they heard they need to make settlement boundary expansion easier.

Rod Phillips, Minister of Finance

- Ontario Municipal Partnership Fund will be maintained at \$500M for 2021. The province will look to consult with municipalities on how to better focus OMPF on communities that need it most including small, northern and rural municipalities.

Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs;

- Highlighted Bill 156, the Security from Trespass and Protecting Food Safety Act, 2019 which he introduced in the Ontario Legislature recently in response to farmer and rural municipality concerns. If passed, the legislation will better protect farmers, their families, their employees, animals, livestock transporters, and the province's food supply.

Lanark County was provided a delegation with the Honourable Todd Smith, Minister of Children, Community and Social Services and the Honourable Jill Dunlop, Associate Minister of Children and Women's Issues. Lanark County Interval House Executive Director, Erin Lee, led a well-received presentation requesting stabilization funding for anti-violence sector organizations and support for a rural service delivery model.

Information sessions included a wide range of topics including:

- Asset Management
- Cannabis in Your Community: Medical Grows - Challenges and Opportunities
- Environmental Assessment Reform: Streamlining Approvals & Local Control
- Slow Down: Speeding
- Sustainable Economic Development
- Rural Health Care
- Connecting Communities: The Importance of Broadband Access
- Comply When you Buy: Canadian Free Trade Agreement
- More Choice: Expanding Housing Options
- Preserving Home Values in a Time of Climate Change
- The Blue Box Under Full Producer Responsibility
- Senior Leadership Support of Psychological Health & Safety

Information sessions presentations will be available in the coming weeks here:

www.roma.on.ca/Events/2020ROMAConference.aspx



Christa Lowry

Mayor of Mississippi Mills

County Council Report January 28, 2020

County Council Meeting – January 22, 2020

- Key decisions of interest:
 - Lanark Lodge – CAO and Interim Director of Long-Term Care to meet with potential partners and their boards to further the discussion on the Lanark Lodge Redevelopment.
 - Municipal Modernization Funding Allocation:
 - \$10,000 – fund the Eastern Ontario Warden’s Caucus (EOWC)
 - \$200,000 – Climate Action Plan
 - \$75,000 – digitize Social Services dept. filing
 - \$40,000 – Online Social Housing Applications
 - \$100,000 – one-year consulting services for Long Term Care
 - \$300,000 – energy efficiency upgrades towards new and existing social housing builds
 - Climate Action Plan be accepted as information
 - Approve hiring a summer student
 - \$25,000 to be allocated to an insulate Lanark program to help people insulate their homes
 - \$2,500 to fund tree planting programs
 - Approve New position of Climate/Environmental Services Coordinator

County Committee Meetings – January 22, 2020

- Key reports of interest:
 - Economic Development
 - Presentation: Presentation: Rideau Valley & Mississippi Valley Conservation Authorities, Re: update on Changes to Conservation Authorities & Upcoming Consultations between Conservation Authorities, Province and Municipalities
 - Presentation: Rural Recreation Association, Re: Physical Health, Mental Health and Economic Benefits from Recreation and Leisure Services

To view full staff reports and Committee and County agendas please visit:
<https://lanarkcounty.civicweb.net/Portal/>

INFORMATION LIST #02-20 January 28, 2020

The following is a list of information items received as of January 22, 2020.

Item #	Date	Originator	* Subject	Page #
1	Jan 10, 2020	Town of Deep River	Resolution re: Nuclear Reactor Technology	72
2	Jan 15, 2020	Solicitor General	<i>Comprehensive Ontario Police Services Act, 2019</i>	74
3	Jan 16, 2020	Municipality of Dutton Dunwich	Resolution re: Support for Conservation Authorities	76
4	Jan 20, 2020	Ministry of Infrastructure	Community Infrastructure Fund – Allocation Notice	77
5	Jan 21, 2020	Almonte General Hospital	Media Release: Gift of Warmth and Comfort	80
6	Jan 22, 2020	Ministry of Agriculture, Food and Rural Affairs	Input re: Drainage Act	82

* Click on the subject name to go to the document

THE CORPORATION OF THE TOWN OF DEEP RIVER



P.O. BOX 400 • 100 DEEP RIVER ROAD • DEEP RIVER, ONTARIO K0J 1P0
Tel: (613) 584-2000 • www.deepriver.ca • Fax: (613) 584-3237

January 8, 2020

Hon. Doug Ford, Premier of Ontario
Queen's Park Legislative Building
1 Queen's Park, Room 281
Toronto Ontario
M7A 1A1

Subject: Premiers to Develop Nuclear Reactor Technology

Dear Honourable Doug Ford,

Please be advised that at the Regular Meeting of Council held October 9th, 2019, Council for the Corporation of the Town of Deep River passed the following resolution:

BE IT RESOLVED THAT the CBC News report entitled "**Group of premiers band together to develop nuclear reactor technology**", be received, and

WHEREAS the Premiers of Ontario, Saskatchewan and New Brunswick have announced their intention to work together on the development of small modular reactors to help their provinces reduce carbon emissions and address the challenges of climate change;

WHEREAS Canada has demonstrated excellence and leadership in the nuclear industry on the world stage for more than 70 years;

WHEREAS the Canadian nuclear industry is one of the safest and most well-regulated energy sectors in the world under the oversight of the Canadian Nuclear Safety Commission;

WHEREAS the citizens of Ontario have enjoyed the benefits of safe, clean, low-carbon energy produced by Ontario's nuclear industry for over 50 years;

WHEREAS small modular reactors have the potential to provide municipalities, especially rural and northern municipalities, with an innovative technology that provides a safe, low-carbon alternative to meet energy demands; therefore,

BE IT RESOLVED the Town of Deep River write to the Premiers of Ontario, Saskatchewan and New Brunswick to express support for their decision to work together on the development of small modular reactor technology as a safe, low-carbon energy option;

THAT the Town of Deep River write to the Prime Minister of Canada, Minister of Natural Resources, and the remaining provincial premiers asking that they support investment in the research and development of small modular reactor technology as an innovative, safe, low-carbon energy option; and

THAT this resolution be circulated to all upper and lower-tier municipalities in Ontario, and the Federation of Canadian Municipalities, for their consideration.

CARRIED

Thank you and please contact the writer should you have any additional questions.
Kindest regards,



Bethany McMahon, Administrative Assistant
Town of Deep River

cc: Hon. Scott Moe, Premier of Saskatchewan
Hon. Blaine Higgs, Premier of New Brunswick
Hon. Stephen McNeil, Premier of Nova Scotia
Hon. Brian Pallister, Premier of Manitoba
Hon. John Horgan, British Columbia
Hon. Dennis King, Premier of Prince Edward Island
Hon. Jason Kenney, Premier of Alberta
Hon. Dwight Ball, Premier of Newfoundland and Labrador
Hon. Francois, Premier of Quebec
Hon. Caroline Cochrane, Premier of Northwest Territories
Hon. Sandy Silver, Premier of Yukon
Hon. Joe Savikataaq, Premier of Nunavut
Hon. Justin Trudeau, Premier of Canada
Hon. Seamus O'Regan of Natural Resources
Association of Municipalities of Ontario (AMO)
Federation of Northern Ontario Municipalities (FONOM)
All Upper and Lower Tier- Municipalities

Solicitor General

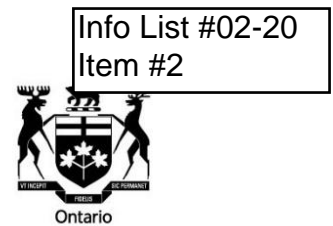
Office of the Solicitor General

25 Grosvenor Street, 18th Floor
Toronto ON M7A 1Y6
Tel: 416 325-0408
MCSCS.Feedback@Ontario.ca

Solliciteur général

Bureau de la solliciteure générale

25, rue Grosvenor, 18^e étage
Toronto ON M7A 1Y6
Tél.: 416 325-0408
MCSCS.Feedback@Ontario.ca



132-2019-3184
By e-mail

January 15, 2020

Dear Mayor:

As you may know, on March 26, 2019, Ontario passed the *Comprehensive Ontario Police Services Act, 2019* (Bill 68), which established the *Community Safety and Policing Act, 2019* (CSPA, 2019). The CSPA, 2019 supports our government's commitment to:

- Modernize Ontario's police service delivery framework;
- Strengthen public confidence in policing; and
- Improve governance, training, and transparency.

I am writing to update you on the work that is currently underway to bring the CSPA, 2019 into force in 2021, and inform you of upcoming engagement opportunities.

We are engaging a number of our stakeholders, to develop more than 50 required matters for regulation. These include several Ontario Provincial Police (OPP) related matters for regulation such as:

- Establishing OPP governance-related regulations, including the composition of OPP detachment boards and the OPP Governance Advisory Council;
- Developing an approach to determine when it is appropriate to have more than one OPP detachment board for a detachment of the OPP that provides policing to municipalities or First Nations;
- Aligning the existing OPP billing framework with the CSPA, 2019.

We recognize the significant implications these regulatory changes will have on communities that receive direct and/or supplemental services from the OPP.

Given these impacts, my ministry will engage communities through regional roundtable sessions. The regional roundtables will be an opportunity for the ministry to provide an overview of upcoming regulatory changes related to OPP services and for communities to identify pertinent local issues and provide feedback on OPP-related policy proposals.

.../2

The regional roundtables will take place in the following locations:

OPP Region	Regional Roundtable Locations
North West	<ul style="list-style-type: none">• Kenora• Thunder Bay
North East	<ul style="list-style-type: none">• Sudbury• Timmins
West	<ul style="list-style-type: none">• London
East	<ul style="list-style-type: none">• Brockville
Central	<ul style="list-style-type: none">• Orillia

Ministry staff will reach out to you with additional information regarding the regional roundtable sessions in the coming weeks.

We look forward to continuing our work with you to better understand local priorities, examine strategies to improve community safety and ensure the transparent and effective governance of OPP services across the province.

Should you have any questions, please contact Mr. Derwin Remedios, Team Lead, Strategic Policy, Research and Innovation, by e-mail at: Derwin.Remedios@ontario.ca.

Sincerely,



Sylvia Jones
Solicitor General



COUNCIL RESOLUTION

22

Res: 2020.01. 23

Wednesday, January 15, 2020

Moved by: Mike Hentz

Seconded by: Patricia Corneil

THAT Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years; and

THAT Municipalities must work together to ensure resilient and healthy watersheds for residents; and

THAT Conservation Authorities will be important partners in concrete and cost-effective initiatives to address climate change.

THEREFORE IT BE RESOLVED THAT the Council of the Municipality of Dutton Dunwich supports the important role Conservation Authorities provide to local communities in delivering watershed management programs

AND THAT this resolution be circulated to all upper and lower-tier municipalities, Conservation Authorities and the Provincial Government (Minister of Environment, Conservation and Parks) in Ontario

<u>Recorded Vote</u>	<u>Yeas</u>	<u>Nays</u>
P. Corneil	___	___
A. Drouillard	___	___
K. Loveland	___	___
M. Hentz	___	___
B. Purcell – Mayor	___	___

CARRIED:
[Signature]
Mayor

DEFEATED:

Mayor

Ministry of Infrastructure

Infrastructure Policy Division

777 Bay Street, 4th Floor, Suite 425
Toronto, Ontario M5G 2E5

**Ministry of Agriculture, Food and Rural
Affairs**

Rural Programs Branch

1 Stone Road West, 4th Floor NW
Guelph, Ontario N1G 4Y2



January 2020

File #: OCIF FC2-M-0241

Ken Kelly, CAO
Municipality of Mississippi Mills (Corporation)
PO Box 400, 3131 Old Perth Road
Almonte, Ontario
K0A 1A0

Dear Ken Kelly:

Ontario Community Infrastructure Fund – Formula-Based Funding Allocation Notice

We are pleased to confirm your eligibility in the 2020 Ontario Community Infrastructure Fund – Formula-based Component (OCIF-Formula). Per section F1.2 of the OCIF-Formula Contribution Agreement (CA), enclosed you will find your municipality's Revised Allocation Notice.

As recently communicated, this notice confirms the previously proposed 2020 allocation communicated to your community. Payments of confirmed allocations will be made in accordance with the schedule provided in the attached notice conditional upon having met all reporting requirements.

In March 2019, the Ministry of Infrastructure communicated plans to work with the Association of Municipalities Ontario and municipalities to review the design of the program. More details will be available soon.

Staff from the Ministry of Agriculture, Food and Rural Affairs will be contacting you in the near future to provide details on reporting required to close-out your 2019 Formula Funding.

Should you have any questions regarding the above, please do not hesitate to contact your Project Analyst, Joseph Dubonnet, toll free at 1-877-424-1300 or directly at (519) 400-6184 or via email at Joseph.Dubonnet@ontario.ca.

Sincerely,

Julia Danos
Director, Intergovernmental Policy Branch
Infrastructure Policy Division
Ministry of Infrastructure

Carolyn Hamilton
Director, Rural Programs Branch
Economic Development Division
Ministry of Agriculture, Food and Rural Affairs



**Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component**

Revised Allocation Notice

Ministry of Infrastructure
Ministry of Agriculture, Food and Rural Affairs

Municipality of Mississippi Mills (Corporation)

January 2020

Disponible en français

Ontario Community Infrastructure Fund (OCIF)
Formula-Based Component- Revised Allocation Notice

Municipality of Mississippi Mills (Corporation)

This Revised Allocation Notice is to inform you of your 2020 Ontario Community Infrastructure Fund formula allocation.

Formula-Based Funding Allocation

Your community's formula-based allocation of funding under the Ontario Community Infrastructure Fund for 2020 is as follows:

2020 formula allocation	\$254,705
-------------------------	-----------

Terms and Conditions

Receipt of formula allocations are conditional upon compliance with all of the terms and conditions of your existing OCIF formula-based funding agreement

The Province reserves the right to adjust or terminate any allocations contained in this notice, without consent or notice, to account for changes in a municipality's situation, the OCIF program guidelines, or other parameters or administrative procedures.

Payment Schedule

The Province proposes to make payments in accordance with the following schedule:

- Allocations of \$150,000 or less will be provided in one payment*
- Allocations greater than \$150,000 but less than \$1 million will be provided through up to 6 payments*
- Allocations greater than \$1 million will be provided through up to 12 payments.*



MEDIA RELEASE

January 21, 2020

A GIFT OF WARMTH AND COMFORT

The Lanark County Paramedic Service (LCPS) has a new addition to its ambulances. The LCPS recently received a gift of approximately 100 handmade, child-sized quilts. The angels behind this very generous donation are members of the Almonte Quilters Guild.

The Almonte Quilters Guild formed in September 2004 and they welcome both beginner quilters and experts alike. They currently have 79 members and are known as the “friendliest” quilt guild around. They meet the 3rd Monday of every month from September to June, except for December.

The Guild’s charity coordinator Lisa Compton explains that these donated quilts were coined the “I Spy” project and were completed as part of the Guild’s 15th anniversary celebration. Each quilt has colourful, playful patterns to keep the eyes entertained. “You would be hard pressed to choose a favourite as each quilt is more special than the last, with unique blocks, borders, and backing,” explains Lisa. “Each quilt takes about 20 hours to create.”

Lisa is a first responder herself; a military nurse with 6 courageous tours in Afghanistan. She has also worked at Carleton Place & District Memorial Hospital. She is no stranger to the challenges faced in emergency medicine and hopes that these quilts will keep the littlest patients warm and busily distracted from the crisis they may be experiencing.

“We are beyond grateful to be the recipients of these beautiful quilts and will graciously distribute them to our young patients,” notes Ed McPherson, Chief, Lanark County Paramedic Service. “We are sure these quilts will provide joy and comfort, as they were created with an abundance of tender loving care.”



Cutline:

Lanark County paramedic Clint Allan (right) with Almonte Quilters Guild charity coordinator Lisa Compton.

Media Contact:

Jane Adams
Communications Lead
Almonte General Hospital
613-729-4864
jane@brainstorm.nu

**Ministry of Agriculture,
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



January 22, 2020

Ken Kelly
CAO
Municipality of Mississippi Mills
kkelly@mississippimills.ca

Dear Mr. Kelly:

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) is seeking input on a proposal to streamline Drainage Act approval processes that would address common stakeholder concerns about the act while maintaining our province's high environmental standards. This is part of our government's broader initiative to reduce regulatory burden in consultation with the farm and agri-food sector while preserving rules that keep Ontarians safe and healthy.

The Drainage Act Discussion Paper is posted on the province's Environmental Registry at ero.ontario.ca/notice/019-1187. It describes some of the proposed changes which would reduce costs and project delays for farmers and other rural landowners and municipalities. The paper also poses questions for your feedback.

OMAFRA will be hosting webinars for key stakeholders who play an important role in the Drainage Act. The webinars are scheduled for:

January 31st	10:00 - 11:00 a.m.	Municipalities
January 31st	1:00 - 2:00 p.m.	Conservation Authorities
February 7th	10:00 - 11:00 a.m.	Drainage Industry
February 7th	1:00 - 2:00 p.m.	General Farm Organizations

To register, please contact the Agricultural Information Contact Centre (AICC) by email to ag.info.omafra@ontario.ca or call 1-877-424-1300. Although the webinars are targeted to specific audiences, you are very welcome to enroll at a time or date that better suits your schedule.

.../2

Printed copies of the French Discussion Paper are also available from the AICC on request.

Our Ministry is committed to relieving the red tape burden that will ensure drainage continues to deliver critical economic and environmental benefits that will help rural communities, agricultural landowners and drainage contractors save money and/or time. We are confident the proposed changes will assist in making this a reality.

I look forward to your input.

Sincerely,

A handwritten signature in black ink, appearing to read "Ernie Hardeman". The signature is fluid and cursive, with a large initial "E" and a long, sweeping tail.

Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs



COUNCIL CALENDAR

January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 New Year's Day Office Closed	2	3	4
5	6	7	8	9 10am Sp Council	10	11
12	13	14 12:30pm Ag 6pm Council	15 10am Joint Rec 3pm AAC 5:30pm CoA	16 6pm Sp Council (Budget)	17	18
19	20	21 8am CEDC	22 5pm Heritage	23 10:30am COW (Strat Plan)	24 2:30pm Library	25
ROMA Toronto	ROMA Toronto	ROMA Toronto				
26	27	28 9:30am CPAC 3pm Parks & Rec 6pm Council	29 7:30am CP Chamber	30 12:30pm Ag	31	



COUNCIL CALENDAR

February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 6pm Council	5	6	7	8
9	10	11 9:30am CPAC	12 9:30am LCAPSB	13 7am Business Breakfast	14	15
16	17	18 6pm Council	19 3pm Accessibility 5:30pm CoA	20	21 2:30pm Library	22
23	24	25 8am CEDC 3pm Parks & Rec	26 5pm Heritage	27	28	29
OGRA Toronto	OGRA Toronto	OGRA Toronto	OGRA Toronto			



Municipality of Mississippi Mills
PENDING LIST
January 28, 2020

Title	Department	Comments/Status	Report to Council (Date)
Community Official Plan (COP) Registry	Planning	Quarterly Updates, invitation sent to County to present to Council	Every Quarter
Strategic Plan	CAO	Ongoing - Final Report to Council May 2020	Q2 2020
Paterson St. Parking Restrictions	Public Works	Deffered from December 3rd Council Meeting, looking for further public input	18-Feb-20
Public Engagement Strategies	Clerks	Council direction provided Dec 3, 2019. Remove "Open Forum" from Procedural By-law to allow for further debate and review of additional public engagement strategies/options.	18-Feb-20
Micro surfacing Gale St.	Public Works	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020
Full Time Deputy Fire Chief	Fire Dept.	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020