



## The Corporation of the Municipality of Mississippi Mills

### Council Meeting #42-19

### MINUTES

A regular meeting of Council was held on Tuesday, December 17, 2019 at 5:45 p.m. in the Council Chambers.

#### A. CALL TO ORDER

Mayor Lowry called the meeting to order at 5:45 p.m.

#### B. CONSIDERATION OF A CLOSED SESSION

**Resolution No. 747-19**

**Moved by Councillor Dalgity**

**Seconded by Councillor Ferguson**

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

**CARRIED**

**Resolution No. 748-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Dalgity**

**THAT** Council return to regular session at 5:48 p.m.

**CARRIED**

Council recessed at 5:48 p.m. and resumed at 6:00 p.m.

#### Rise and Report

##### 1. Appointment to Committee

**Resolution No. 749-19**

**Moved by Councillor Holmes**

**Seconded by Deputy Mayor Minnille**

**THAT** Council accept the resignation of Councillor Maydan from the Community Policing Advisory Committee with regret.

**AND THAT** Council appoint Councillor Dalgity to the Community Policing Advisory Committee.

**CARRIED**

#### C. O CANADA

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

**D. ATTENDANCE**

**PRESENT:**

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

**ABSENT:**

Ken Kelly, Chief Administrative Officer  
Jeanne Harfield, Acting Clerk  
Niki Dwyer, Director of Planning  
Guy Bourgon, Director of Roads and Public Works (left at 7:20 p.m.)  
Rhonda Whitmarsh, Treasurer (left at 8:05 p.m.)  
Tiffany MacLaren, Community, Economic and Cultural Coordinator (left at 8:05 p.m.)  
Calvin Murphy, Recreation Manager (left at 7:21 p.m.)

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**MAYOR'S ANNUAL ADDRESS**

Mayor Lowry presented her annual address for the year 2019. A copy is attached to the minutes.

**E. APPROVAL OF AGENDA**

**Resolution No. 750-19**  
**Moved by Councillor Maydan**  
**Seconded by Councillor Ferguson**  
**THAT** the agenda be approved as presented.

**CARRIED**

**F. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

**G. APPROVAL OF MINUTES**

**Resolution No. 751-19**  
**Moved by Deputy Mayor Minnille**  
**Seconded by Councillor Ferguson**  
**THAT** the Council Minutes dated November 26 and December 3, 6, 10 and 12, 2019 be approved as presented.

**CARRIED**

## H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Jeff Mills, Silver Chain Challenge  
Re: 2019 Silver Chain Challenge Results

Jeff Mills provided an overview of the Silver Chain challenge including participation by other communities, results, and the promotion of bicycle month. Jeff Mills presented the Mayor with the silver chain.

**Resolution No. 752-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Maydan**

**THAT** the delegation by Jeff Mills re: 2019 Silver Chain Challenge Results be received for information.

**CARRIED**

2. Jeff Mills, Augusta Street Park  
Re: Update on Augusta Street Part Community Group

Jeff Mills provided an update on the work from the August Street Park Community Group including: funding, gardens developed, walking bridge, accessible pathways, community partners and donors; the proposed splash pad; support from Council and next steps.

**Resolution No. 753-19**

**Moved by Councillor Maydan**

**Seconded by Deputy Mayor Minnille**

**THAT** the delegation by Jeff Mills re: Update on Augusta Street Part Community Group activities be received for information.

**CARRIED**

3. Fraser Scantlebury, United Way East Ontario  
Re: Planet Youth Lanark County

Fraser Scantlebury provided an overview of the Planet Youth Lanark County including: participating in workshops in 2020, support public meetings and media releases from Planet Youth Lanark County; and upcoming public meetings on January 20 (workshop) and January 21 (training).

**Resolution No. 754-19**

**Moved by Councillor Guerard**

**Seconded by Councillor Dalgity**

**THAT** the delegation by Fraser Scantlebury re: Planet Youth Lanark County be received for information.

**CARRIED**

**I. PUBLIC MEETINGS**

[None]

**J. COMMITTEE OF THE WHOLE****Resolution No. 755-19****Moved by Councillor Holmes****Seconded by Councillor Maydan**

**THAT** Council resolve into Committee of the Whole, with Deputy Mayor Minnille in the Chair.

**CARRIED**

**J.1 CONSENT ITEMS****Resolution No. 756-19****Moved by Councillor Maydan****Seconded by Councillor Dalgity**

**THAT** the CAO's Report November 2019, the 3<sup>rd</sup> Quarter Drinking Water Quality Management report, and the Financial Report to November 30, 2019 be received.

**CARRIED**

**Resolution No. 757-19****Moved by Councillor Holmes****Seconded by Councillor Ferguson**

**THAT** the minutes of the following committee be received:

- Economic Development – Nov 19, 2019
- Committee of Adjustment – Nov 20, 2019
- Community Policing – Nov 26, 2019
- Heritage – Nov 27, 2019
- Finance & Policy – Nov 28, 2019

**CARRIED**

**Resolution No. 758-19****Moved by Councillor Dalgity****Seconded by Councillor Ferguson**

**THAT** the current Delegated Authority for competitive procurement for Mississippi Mills remain in force;

**AND THAT** the Delegated Authority be based on an assessment of risk to the Municipality;

**AND THAT** Consideration be given to separate Delegation of Authority tables for non-competitive procurements (including single source procurements and procurements of

Consultants and Professional Services) at the following levels; under \$10,000 for Department Heads, \$10,000-\$50,000 to the CAO and above \$50,000 to Council;

**AND THAT** Consideration be given to identifying a separate delegated authority for extensions to, or amendments of, contracts based on a percentage increase in dollar value of the extension or amendment;

**AND THAT** the Delegation of Authority for procurement tables become part of the Municipality's Procurement Policy as a separate schedule.

**CARRIED**

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

**THAT** Council direct Staff to update the debt management policy within the context of the Municipal Strategic Plan, Long Term Financial Plan and Asset Management Plan.

*Motion to amend*

**Resolution No. 759-19**

**Moved by Mayor Lowry**

**Seconded by Councillor Maydan**

Add: Considering best practices of other Ontario Municipalities

**CARRIED**

*Motion as amended*

**Resolution No. 760-19**

**Moved by Mayor Lowry**

**Seconded by Councillor Maydan**

**THAT** Council direct Staff to update the debt management policy within the context of the Municipal Strategic Plan, Long Term Financial Plan and Asset Management Plan considering best practices of other Ontario Municipalities.

**CARRIED**

## J.2 **STAFF REPORTS**

### **Roads and Public Works**

- a. 2019 Investing in Canada Infrastructure Program: Green Stream

**Resolution No. 761-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Holmes**

**THAT** Council approve Queen/Martin Streets from Princess Street to the Maclan Bridge as the first community priority under the 2019 Investing in Canada Infrastructure Program (ICIP) Green Stream;

**AND FURTHERMORE THAT** Council authorize the Director of Roads and Public Works to submit the Application for funding under the ICIP Green Stream.

**CARRIED**

**Building and Planning**

- b. Land Sale Bylaw – Proposed Repeal and Replacement

**Resolution No. 762-19****Moved by Councillor Maydan****Seconded by Councillor Dalgity****THAT** Council pass a bylaw to repeal and replace the current Land Sale Bylaw.**CARRIED**

- c. 2019 Planning Activity Report

**Resolution No. 763-19****Moved by Mayor Lowry****Seconded by Councillor Maydan****THAT** Council receive the 2019 Planning Activity Report for information.**CARRIED**

- d. Zoning By-law Amendment Z-15-19

Re: 102 Gemmill St., Ramsay Ward (Diana Jackson)

**Resolution No. 764-19****Moved by Councillor Maydan****Seconded by Councillor Holmes****THAT** Council approve the Zoning By-law Amendment to change the zoning on the lands known Municipally as 102 Gemmill Street, Ramsay Ward, Mississippi Mills from “Development” (D) to “Residential First Density” (R1).**CARRIED**

- e. Bylaw Service Contract

**Resolution No. 765-19****Moved by Councillor Ferguson****Seconded by Councillor Holmes****THAT** Council authorize an extension for twelve (12) months with Municipal Law Enforcement Services (MLEs) to provide the following Bylaw Enforcement Services to the Municipality: animal control; parking enforcement; bylaw enforcement;**AND THAT** the Mayor and Clerk be authorized to execute any required contraction agreements to grant the extension;**AND THAT** Council authorize staff to investigate service efficiencies and improvements to the Bylaw Enforcement Services as part of the municipal wide Service Delivery Review in 2020.**CARRIED**

**Administration & Finance**

## f. 2020 Municipal Grants

**Resolution No. 766-19****Moved by Councillor Maydan****Seconded by Councillor Dalgity****THAT** Council approve the following 2020 municipal grants:

<b>Applicant</b>	<b>Recommended Funding for 2020</b>
North Lanark Agricultural Society	\$5,000.00
Royal Canadian Legion Pipe Band	\$3,000.00
Old Home Week	\$2,500.00
Almonte Fish & Game Association	\$4,100.00
Almonte in Concert	\$1,750.00
Mississippi Lakes Association	\$500.00
Almonte Celfest Society	\$2,500.00
North Lanark Highland Games	\$2,500.00
Pakenham Civitan Club	\$1,500.00
<b>Total</b>	<b>\$23,350.00</b>

**CARRIED**

## g. Final Procedural By-law

**Resolution No. 767-19****Moved by Councillor Dalgity****Seconded by Councillor Maydan****THAT** Council pass a by-law to repeal and replace the current Procedural By-law**CARRIED**J. 3 **INFORMATION ITEMS**

- **Mayor's Report**

Highlights: Christmas events in Mississippi Mills

- **County Councillors' Report**

Highlights: no parking zones in Pakenham; culvert replacements; Lanark Highland will host Harvest Festival, passed the COP amendment 21; cycling without age; Ontario Health Team working group; and community services work

- **Mississippi Valley Conservation Authority Report**

[None]

- **Information List 21-19**  
**Resolution No. 768-19**  
**Moved by Councillor Maydan**  
**Seconded by Councillor Holmes**  
**THAT** Information List 21-19 be received.

**CARRIED**

- **Meeting Calendars** –December 2019 and January 2020

**Resolution No. 769-19**  
**Moved by Councillor Dalgity**  
**Seconded by Councillor Ferguson**  
**THAT** the Committee rise and return to Council to receive the report on the proceedings of the Committee of the Whole.

**CARRIED**

Council recessed at 7:45 p.m. and resumed at 7:58 p.m.

**K. RISE AND REPORT**

**Resolution No. 770-19**  
**Moved by Deputy Mayor Minnille**  
**Seconded by Councillor Ferguson**  
**THAT** the recommendations of the Committee of the Whole for the meeting of December 17, 2019 be adopted as resolutions of Council.

**CARRIED**

**L. BY-LAWS**

**Resolution No. 771-19**  
**Moved by Councillor Maydan**  
**Seconded by Councillor Dalgity**  
**THAT** By-laws 19-124 to 19-127 be taken as read, passed, signed and sealed in Open Council.

**CARRIED**

By-Law 19-124

**Resolution No. 772-19**  
**THAT** By-law 19-124, being a by-law to establish fees and charges for services provided by the Municipality of Mississippi Mills.

**CARRIED**

By-law 19-125

**Resolution No. 773-19**  
**THAT** By-law 19-125, being a by-law of the Corporation of the Municipality of Mississippi Mills to establish procedures regarding the sale of land.

**CARRIED**

By-law 19-126

**Resolution No. 774-19**  
**THAT** By-law 19-126, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills for lands legally described as Part Lot 48, 115 and 116 on PLAN 248; being Parts 1 and 2 on Reference Plan 27R-11130, Ramsay Ward, Municipality of Mississippi Mills.

**CARRIED**



By-law 19-127

**Resolution No. 775-19**

**THAT** By-law 19-127, being a by-law to govern the proceedings of the Council and its Committees.

**CARRIED**

**M. OTHER/NEW BUSINESS**

Deputy Mayor Minnille Chaired this portion of the meeting

1. Councillor Guerard Motion

**Resolution No. 776-19**

**Moved by Councillor Guerard**

**Seconded by Councillor Maydan**

**WHEREAS** the Municipality of Mississippi Mills is in a two-tier municipal structure;

**AND WHEREAS** Lanark County is the upper Tier;

**AND WHEREAS** two members of Mississippi Mills Council sit on Lanark County Council and County Committees;

**AND WHEREAS** Lanark County Council makes a number of decisions of interest to Mississippi Mills residents and Council;

**THEREFORE BE IT RESOLVED THAT** the two Mississippi Mills Council Members on Lanark County Council prepare written reports from Lanark County Council and Committee meetings;

**AND THEREFORE BE IT FURTHER RESOLVED THAT** Council direct Staff to include information all Lanark County Council and Committee meeting information in the Mississippi Mills Council agenda.

**DEFEATED**

2. Association of Municipalities of Ontario

Re: Public Health and Emergency Health Services Modernization Consultation  
(Item # 2, info list #20-19)

**Resolution No. 777-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Ferguson**

**THAT** Council direct staff to share the information regarding provincial consultation on Public Health and Emergency Services on the Municipal website and Facebook page.

**CARRIED**

3. Almonte General Hospital  
Re: RPN Innovation and Impact Challenge  
(Item # 3, Info List #20-19)

**Resolution No. 778-19**

**Moved by Councillor Dalgity**

**Seconded by Councillor Holmes**

**THAT** Council congratulate Jennifer Brunet on her successful application to the RPN Innovation and Impact Challenge.

**CARRIED**

4. Share the Road Cycling Coalition  
Re: Wheels of Change Awards 2020  
(Item #4, Info List #20-19)

**Resolution No. 779-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Dalgity**

**THAT** Council direct staff to share the information regarding nominations for the Wheels of Change Awards 2020 on the municipal website and Facebook page.

**CARRIED**

**N. NOTICE OF MOTION**

1. Councillor Holmes Motion

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 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 Council direct the Agriculture Advisory Committee to identify organic agricultural areas within Mississippi Mills.

**O. ANNOUNCEMENTS AND INVITATIONS**

**P. CONFIRMATORY BY-LAW**

By-law 19-128

**Resolution No. 780-19**

**Moved by Councillor Dalgity**

**Seconded by Councillor Holmes**

**THAT** By-law 19-128 being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 17<sup>th</sup> day of December, be read, passed, signed and sealed in Open Council this 17<sup>th</sup> day of December, 2019.

**CARRIED**

**Q. ADJOURNMENT**

**Resolution No. 781-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Maydan**

**THAT** the meeting be adjourned at 8:26 p.m.

**CARRIED**

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Christa Lowry  
MAYOR

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Jeanne Harfield  
ACTING CLERK

# OFFICE OF THE MAYOR

Mayor Christa Lowry



## Mayor's Annual Address

It has been just over a year since we were sworn into Office and as a new Council we have grown over the year and worked together to improve our municipality. We faced challenges early on with the loss of our dear colleague Deputy Mayor John Levi. John was a seasoned politician and colleague who is greatly missed. In April, Council appointed Deputy Mayor Rick Minnille who represents Mississippi Mills with charisma and heart.

### A Year of Opportunity

2019 been a year of great opportunities for Mississippi Mills. We got to share the story of Dr. James Naismith with the rest of Canada and the world as a result of the Toronto Raptors winning the NBA Championships. As his proud hometown, we hosted our own Jurassic Park for the NBA finals, captured the attention of basketball worldwide and made new friends along the way at NBA Canada, the Raptors, the Basketball Hall of Fame in Springfield and Springfield College where Dr Naismith invented the game. We celebrated Dr. James Naismith's birthday together as a community which I hope will now become an annual event.

Mississippi Mills may soon be known as "Hollywood of the Ottawa Valley" as more and more film productions are set in our beautiful neighbourhoods. In 2019, five more movies were filmed here bringing the total in recent years to 16. Economic development of a different stripe, each of these films inject approximately \$100,000 into our local economy.

Mississippi Mills continues to be promoted as one of the places to visit in Ontario especially around Christmas time due to our charming downtowns, unique shops & galleries, great coffee and restaurants and no doubt also due to the friendliness and Christmas spirit of all our citizens.

This year, the spotlight has shone on Mississippi Mills as the featured in many blogs, videos and articles across Canada:

LCBO Food & Drink Video [Feature](#)

My Wandering Voyage: Best things to do in [Almonte](#)

Travel Momma Blog: Small Town Canadian [Soul](#)

Narcity.com Winter [Escape](#)

Narcity.com 11 [Romantic](#) Spots in Canada

Maclean's Best Communities in [Canada](#)

Maclean's Top 100 [Communities](#) in Canada to Buy a Home

We are a community that likes to have fun and it is a pleasure for the Municipality to continue to host exciting events throughout the year such as Canada Day festivities, Movies in the Park, the Pakenham Fair, Light up the Night and the Santa Claus Parades. Plus there are many event hosted by community organizations such as FrostFest, PorchFest, CeltFest, the North Lanark Highland Games, 5 Wednesdays in July, the Almonte Fair and Old Home Week that show the great support, community spirit and overall quality of life shared and enjoyed by our residents in Mississippi Mills.

## **New Faces**

We have had many operational changes at the Municipal Offices this year. Our new CAO, Ken Kelly was appointed in May of this year and over the past 6 months we have worked together to prioritize and begin the development a strategic plan. We have a lot of new faces at the municipality this year. In addition to our new CAO, we have also hired a new Fire Chief, a Public Works Operations Manager, Water Operators, a Recreation administrator and an Administration Assistant. We are fortunate to have such talented and knowledgeable staff who work with dedication to the Municipality and its citizens every day.

## **Major Projects**

Council has seen some major projects completed this year and continues to advance others:

- The rehabilitation of the Stewart Community Centre in Pakenham was completed this year. This major project came in on time and on budget and is being enjoyed by our residents.
- Major construction projects have been completed on Victoria Street in Almonte, the Shaw Bridge and Pakenham crosswalks have been installed.
- The New Daycare center located at the Holy Name of Mary school is equipped, licensed and open, providing 63 new spaces for toddlers and pre-schoolers.
- Council is working towards improving pedestrian safety on Ottawa St. and Paterson St. We have hired and trained new crossing guards who started this week.
- Community Official Plan Amendment #21 was recently approved by Lanark County which sets the roadmap for how our community will evolve and grow for years to come.
- The issue of parking in downtown Almonte has been investigated to understand the challenges and outline actions to address the concerns of businesses and residents.
- The final phase of the industrial park is being designed so that Mississippi Mills can continue to attract growing and energized businesses that will increase employment opportunities within our municipality.
- Council has given direction to staff to take next steps with the Downtown Revitalization project which will result in further detailed designs and costing.

As we wrap up this first year of the 2018-2022 term, I am looking forward to continuing to grow and promote our municipality hand in hand with my Council colleagues and our community. In the New Year watch for updates and engagement opportunities as the 2020 Budget is finalized and as we continue work on our strategic plan. Thank you to my fellow Council members for your hard work over 2019, thank you to staff for your expertise and advice, and thank you to the community for your inspiration. I am looking forward to another memorable year for Mississippi Mills in 2020.



Christa Lowly  
Mayor of Mississippi Mills