



The Municipality of Mississippi Mills

Committee of the Whole Meeting

MINUTES

May 23, 2023

Hybrid

3131 Old Perth Road.

Committee Present: Mayor Lowry
Deputy Mayor Minnille
Councillor Ferguson
Councillor Holmes
Councillor Lowe
Councillor Souter
Councillor Torrance

Staff Present: Ken Kelly, CAO
Jeanne Harfield, Clerk
Casey Munro, Deputy Clerk
Cory Smith, Director of Public Works
David Shen, Director of Development Services & Engineering
Kathy Davis, Director of Corporate Services
Cyndy Woods, HR Business Partner

A. CALL TO ORDER (immediately following Council)

Deputy Mayor Minnille called the meeting to order at 6:55 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None were declared.

C. APPROVAL OF AGENDA

Resolution No CW135-23

Moved by Councillor Souter

Seconded by Councillor Ferguson

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Resolution No CW136-23

Moved by Councillor Lowe

Seconded by Councillor Souter

THAT the minutes dated May 9 and 16, 2023, be approved.

CARRIED

E. CONSENT REPORTS

Resolution No CW137-23

Moved by Councillor Lowe

Seconded by Mayor Lowry

THAT the consent reports E.1 - MRPC Quarterly Update - Q1 and E.3 - Recreation Department Quarterly Report - Q2 be received.

CARRIED

E.1 MRPC Quarterly Update - Q1

E.3 Recreation Department Quarterly Report – Q2

E.2 Community and Economic Development Department Quarterly Report - Q2

Resolution No CW138-23

Moved by Councillor Ferguson

Seconded by Councillor Holmes

THAT the Community and Economic Development Department Quarterly Report - Q2 be received as information.

CARRIED

F. STAFF REPORTS

Roads and Public Works

F.1 Pedestrian Crossovers Downtown Core

Resolution No CW139-23

Moved by Councillor Lowe

Seconded by Councillor Souter

THAT Council approve funds in the amount of \$11,000.00 from the approved budget from traffic calming to replace the existing pedestrian Cross over Polls on Mill Street with black mast poles to provide a more heritage feel.

CARRIED

F.2 Blakeney Bridge Renewal – Pedestrian Options

Resolution No CW140-23

Moved by Councillor Ferguson

Seconded by Councillor Holmes

THAT Committee of the Whole recommend that Council Direct Staff to notify Lanark County to move forward with Option 2: a 2 lane bridge (7.9m wide) including 0.3m shoulder, 2-3 m lanes and 1.6 m walkway protected by flexible bollards,

AND THAT Committee of the Whole recommend Council direct Staff to include \$180,000.00 in the 2024 Budget for Mississippi Mills share of the additional costs,

AND THAT Committee of the Whole recommend Council direct staff to request Lanark County complete a review of the geometry and make recommendations to the appropriate speed limit for the Blakeney Bridge and its approaches.

CARRIED

Development Services & Engineering

F.3 Developing Engineering Capacity and Establishing Engineering-Related Fees/Charges (Part 1)

Resolution No CW141-23

Moved by Councillor Holmes

Seconded by Councillor Ferguson

THAT this report be received as information.

CARRIED

F.4 Developing Engineering Capacity and Establishing Engineering-Related Fees/Charges (Part 2)

Resolution No CW142-23

Moved by Councillor Souter

Seconded by Councillor Lowe

THAT this report be received as information.

CARRIED

F.5 Developing Engineering Capacity and Establishing Engineering-Related Fees/Charges (Part 3)

Resolution No CW143-23

Moved by Mayor Lowry

Seconded by Councillor Holmes

THAT, Committee of the Whole recommend that Council approve the proposed engineering-related fees/charges and direct staff to prepare an amendment of fees/charges By-Law to implement the fees/charges.

CARRIED

Corporate Services

F.6 Market Salary and Pay Equity Review

Resolution No CW144-23

Moved by Mayor Lowry

Seconded by Councillor Holmes

THAT Committee of the Whole recommend that Council direct staff to take the necessary steps to comply with the legislative requirements of the Pay Equity Act which stipulates that the plan be updated every five (5) years; ensuring that we are maintaining pay equity and that we close any new pay gaps.

AND THAT Committee of the Whole recommend that Council direct staff to proceed with Option 3 as a salary survey participant for \$3,000.00, to utilize internal and external resources to complete an Internal Equity Review and Market Salary/Benefit Survey Review to ensure that our compensation practices position the Municipality with the ability to attract and retain high performing employees.

CARRIED

F.7 Consolidated Benefits By-law

Resolution No CW145-23

Moved by Mayor Lowry

Seconded by Councillor Ferguson

THAT Committee of the Whole recommend that Council direct staff to proceed with Option 1: approve the recommended amendments to the Consolidated Benefits By-law in its entirety. Supports best practice, removes unnecessary risk, assists with employee attraction & retention and aligns compensation practices with neighbouring Municipalities excluding item number 4- Long Term Disability (LTD) Premiums;

AND THAT LTD Premiums be included as part of the Pay Equity and Market Salary Review discussions.

CARRIED

Clerks & Administration

F.8 Annual Integrity Commissioner Report - 2022

Resolution No CW146-23

Moved by Councillor Lowe

Seconded by Councillor Souter

THAT the 2022 annual Integrity Commissioner report be received as information.

CARRIED

F.9 Revised Code of Conduct

Resolution No CW147-23

Moved by Councillor Holmes

Seconded by Councillor Souter

THAT Committee of the Whole recommend that Council adopt a by-law to amend Schedule A “Code of Conduct for Members of Council, Committees and Local Boards” of by-law 18- 86 Council Employee Codes of Conduct Council Staff Relations.

CARRIED

F.10 Public Notice Policy

Resolution No CW148-23

Moved by Councillor Holmes

Seconded by Councillor Souter

THAT Committee of the Whole recommends that Council adopts the updated Public Notice Policy for the Municipality of Mississippi Mills.

CARRIED

G. NOTICE OF MOTION

None

H. INFORMATION ITEMS

H.1 Mayor's Report

None

H.2 County Councillor's Report

Deputy Mayor Minnille provided an update from the recent County Council meeting including: Andrewsville bridge construction, \$200,000 climate action funding, June is Pride Month -flag raising on June 1st. Presentations at Committees including school board, Eastern Ontario Wardens Caucus 7 for 7 project (attainable market housing).

H.3 Mississippi Valley Conservation Authority Report

First Monday in June is the Conservation Tour.

H.4 Lanark County Police Services Board

None

H.5 Library Board Report

H.5.a Mississippi Mills Public Library Board Minutes - April 12, 2023

None

H.6 Information List #10-23

Resolution No CW149-23

Moved by Councillor Lowe

Seconded by Councillor Holmes

THAT the information list #10-23 be received for information;

AND THAT item A - Prince Edward County Resolution re: Provincial Policy Statement be pulled for further consideration

CARRIED

H.6.a May 10, 2023 - Prince Edward County Resolution re: Provincial Policy Statement

H.6.b May 10, 2023 - City of Cambridge Resolution re: Highway Traffic Act Amendments

H.6.c May 12, 2023 - Township of Havelock-Belmont-Methuen Resolution re: Call to Action: Review of the Cannabis Act

H.7 Meeting Calendar

I. OTHER/NEW BUSINESS

I.1 Memo - Committee of the Whole Chair

J. PENDING LIST

Members reviewed the pending list.

K. ADJOURNMENT

Resolution No CW150-23

Moved by Councillor Ferguson

Seconded by Councillor Souter

THAT the meeting be adjourned at 9:13 p.m.

CARRIED

Jeanne Harfield, Clerk