



**The Municipality of Mississippi Mills
Committee of the Whole Meeting
MINUTES**

**June 6, 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
Casey Munro, Deputy Clerk
Erin Levi, Executive Assistant to Mayor, CAO, Clerk
Melanie Knight, Senior Planner
Mike Williams, Director of Protective Services
Cory Smith, Director of Public Works
Jon Wilson, Chief Building Inspector
Kathy Davis, Director of Corporate Services/Treasurer
David Shen, Director of Development and Engineering

A. CALL TO ORDER (immediately following Council)

Councillor Holmes called the meeting to order at 6:00 pm.

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

None

C. APPROVAL OF AGENDA

Resolution No CW151-23

Moved by Councillor Ferguson

Seconded by Councillor Torrance

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Resolution No CW152-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT the minutes dated May 23, 2023, be approved.

CARRIED

E. CONSENT REPORTS

F. STAFF REPORTS

F.1 2024 Budget Schedule and Process

Moved by Councillor Souter

Seconded by Deputy Mayor Minnille

THAT Committee of the Whole recommends Council approve the 2024 budget schedule and process as presented.

Amendment:

Resolution No CW153-23

Moved by Mayor Lowry

Seconded by Councillor Ferguson

To Insert:

AND THAT results of the Community Survey be presented at the Sept 26 Committee of the Whole meeting at the same time as the tabling of the first draft of the 2024 budget.

CARRIED

Resolution No CW154-23

Moved by Councillor Souter

Seconded by Deputy Mayor Minnille

THAT Committee of the Whole recommends Council approve the 2024 budget schedule and process as presented.

AND THAT results of the Community Survey be presented at the Sept 26 Committee of the Whole meeting at the same time as the tabling of the first draft of the 2024 budget.

CARRIED

F.2 2022 Council Remuneration and Expenses

Resolution No CW155-23

Moved by Councillor Lowe

Seconded by Councillor Souter

THAT Committee of the Whole recommend Council receive this report for information.

CARRIED

STAFF DIRECTION: Review the Council Remuneration bylaw and bring back recommendations, which would be effective for the next term of Council.

F.3 2022 Statement of Reserve Funds (Development Charges)

Resolution No CW156-23

Moved by Councillor Ferguson

Seconded by Councillor Souter

THAT Committee of the Whole recommend that Council accept the Treasurer's 2022 Statement of Reserve Funds (Development Charges) as presented.

CARRIED

F.4 The Future of the Planning Branch - Staffing

Resolution No CW157-23

Moved by Councillor Souter

Seconded by Councillor Lowe

THAT Committee of the Whole recommend that Council direct staff to develop job descriptions for a Policy Planner and an Engineer with associated salary ranges and report back to Council prior to the 2024 budget deliberations; and

CARRIED

Resolution No CW158-23

Moved by Mayor Lowry

Seconded by Councillor Lowe

THAT Committee of the Whole recommend that Council direct staff to begin the recruitment process for Senior Plans Examiner (with a potential of adding Deputy Chief Building Official duties in the future) to be funded within the 2023 Building Branch budget, and if necessary, supplemented from building reserves.

CARRIED

F.5 Noise Bylaw Update

Resolution No CW159-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT the Committee of the Whole recommends that Council adopt the Noise Bylaw.

CARRIED

F.6 Award of Princess Street Renewal

Resolution No CW160-23

Moved by Councillor Ferguson

Seconded by Councillor Torrance

THAT Committee of the Whole recommends Council Direct Staff to award the contract for the renewal of Princess Street to Thomas Cavanagh Construction in the Amount of \$1,464,464.64 plus HST.

CARRIED

G. NOTICE OF MOTION

None

H. INFORMATION ITEMS

H.1 Mayor's Report

None

H.2 County Councillor's Report

Deputy Mayor Minnille gave an overview of the topics discussed at Lanark County Council.

H.3 Mississippi Valley Conservation Authority Report

None

H.4 Lanark County Police Services Board

An upcoming Zone 2 meeting in Brockville is on June 16th.

H.5 Library Board Report

Councillor Lowe highlighted some programming available at the Almonte and Pakenham Libraries and funding through the Elizabeth Kelly Foundation for STEM programming. More information can be found on the library [website](#).

H.6 Information List #11-23

Resolution No CW161-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT the information list #11-23 be received for information.

CARRIED

H.7 Meeting Calendar

The Committee discussed the next strategic plan meeting. CAO Kelly advised the Committee to review the vision statement; an availability notice will be circulated for a meeting prior to June 30th.

I. OTHER/NEW BUSINESS

Mayor Lowry thanked Councillor Holmes for taking on the role of COW Chair for the next 6 months.

J. PENDING LIST

Members reviewed the pending list.

K. ADJOURNMENT

Resolution No CW162-23

Moved by Deputy Mayor Minnille

Seconded by Mayor Lowry

THAT the meeting be adjourned at 8:51 p.m.

CARRIED

Casey Munro, Deputy Clerk