



The Municipality of Mississippi Mills

Council Meeting

MINUTES

November 21, 2023

5:45 p.m.

Hybrid

3131 Old Perth Road.

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
Kathy Davis, Director of Corporate Services
Cory Smith, Director of Public Works

A. CALL TO ORDER

Mayor Lowry called the meeting to order at 5:47 p.m.

B. CONSIDERATION OF A CLOSED SESSION

Resolution No 419-23

Moved by Councillor Lowe

Seconded by Councillor Souter

THAT Council enter into an in-Camera session a 5:47 pm as per a proposed or pending acquisition or disposition of land by the municipality or local board - Business Park Offer of Purchase

CARRIED

B.1 Business Park Offer of Purchase

C. RISE AND REPORT

C.1 Business Park Offer of Purchase

Resolution No 420-23

Moved by Councillor Souter

Seconded by Councillor Holmes

THAT Council direct the CAO to accept the purchase of 7 Frank Davis St

CARRIED

D. O CANADA

Council stood for the playing of O Canada.

E. MOMENT OF SILENT MEDITATION

Council observed a moment of silent meditation.

F. ATTENDANCE

The Clerk announced attendance.

G. APPROVAL OF AGENDA

Resolution No 421-23

Moved by Councillor Ferguson

Seconded by Councillor Lowe

THAT the agenda be approved as presented.

CARRIED

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

None were declared.

I. APPROVAL OF MINUTES

Resolution No 422-23

Moved by Councillor Holmes

Seconded by Deputy Mayor Minnille

THAT the Council minutes dated **November 7, 2023** be approved as presented.

CARRIED

J. DELEGATIONS, DEPUTATIONS, AND PRESENTATIONS

J.1 Deputation - Lanark County Climate Action

Elizabeth Gallant, Lanark County Climate Environmental Coordinator, presented on the Lanark County Climate Action Plan, highlights include: background, Lanark County Council approved the Lanark County Climate Action Plan on November 8, 2023, currently on the implementation stage (4 of 5), corporate plans and targets, community plans and targets, the role of lower tier municipalities, encourage municipalities to complete their own climate action plans, ongoing climate initiatives, next steps.

Members then posed questions including: regular reviews and timelines, duplication of plans and targets, funding available, rural transit goal, available funding programs, timeline for developing a corporate plan, process for development of County Plan and partnerships.

Resolution No 423-23

Moved by Councillor Torrance

Seconded by Councillor Ferguson

THAT the deputation from Elizabeth Gallant, Lanark County Climate Action Coordinator be received as information.

CARRIED

Resolution No 424-23

Moved by Councillor Torrance

Seconded by Councillor Lowe

THAT Council direct staff to bring forward a report to provide options and timelines for the development of a local climate action plan and how it fits into the Strategic Plan and timeline and to identify available grants.

CARRIED

J.2 Deputation - Lorne Franklin, Drainage Superintendent

Lorne Franklin, Drainage Superintendent, Robinson Consultants, presented to Council regarding municipal drains highlights include: what is a municipal drain, Drainage Act, location of municipal drains, benefits of good drainage, changes to municipal drains, Mississippi Mills drains stats, and drain maintenance considerations.

Members then posed questions including: the age of drains and maintenance, proactive maintenance approach, municipal responsibility when a drain fails on private property, and the difference between municipal and private drains.

Resolution No 425-23

Moved by Councillor Ferguson

Seconded by Councillor Holmes

THAT the deputation from Lorne Franklin, Drainage Superintendent be received as information.

CARRIED

K. PUBLIC MEETINGS

None

L. COMMITTEE OF THE WHOLE REPORT

Resolution No 426-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council approve the Committee of the Whole motions L.1 - L.2 and L.4 - L.8 from the **November 7th, 2023** meeting;

AND THAT item L.3 Fees and Charges be pulled for further consideration

CARRIED

L.1 Zoning By-law Amendment (Housekeeping) - D14-MUN-23

Resolution No 427-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council approve the Housekeeping Zoning By-law Amendments similar in effect to those detailed in Attachments A to D to amend various provisions within Zoning By-law #11-83 to clarify the intent of provisions; correct technical errors to align with the Community Official Plan; and reflect the current best practices in planning.

CARRIED

L.2 Recognition of Part-time Service

Resolution No 428-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council approve the standardized process for recognizing part-time service for non-union employees who move to full-time status.

CARRIED

L.4 Surplus Equipment – 2007 Chev Silverado

Resolution No 429-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council declares the following equipment as surplus equipment;

- 2007 CHEV – SILVERADO – BLUE
- VIN # 1GCEK19V87E143540

AND FURTHERMORE THAT Council approves the items for sale as scrap metal in the event that no bids are received.

CARRIED

L.5 Review of Pedestrian Crossovers Downtown Core

Resolution No 430-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council direct staff to reduce the PXO to a Level 2, Category C, PXO using a smaller diameter historic looking post.

AND THAT the costs be covered by the surplus from the Downtown Core Project.

CARRIED

L.6 Quarterly Reports - Review

Resolution No 431-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council approve the proposed changes to the Quarterly Reports;

AND THAT Council approve a by-law to amend Section 35.1 “Committee of the Whole Order of Business” of Procedural By-law 23-041.

CARRIED

L.7 Lease of 478 Almonte St to ORPC

Resolution No 432-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council that it consider renewing the lease for office space and a portion of the garage located at 478 Almonte St., Almonte Ward with Ottawa River Power Corporation for the sum of \$90,400;

AND THAT the CAO and Manager of Facilities and Special Projects be authorized to negotiate the exact terms of the lease;

AND THAT the Mayor and Clerk be authorized to execute the lease based on a recommendation of acceptance from the CAO and Manager of Facilities and Special Project.

CARRIED

L.8 What We Heard Report – Community Services Master Plan

Resolution No 433-23

Moved by Deputy Mayor Minnille

Seconded by Councillor Souter

THAT Council to accept this report on the stakeholder consultation conducted by the Community Services Master Plan Steering Committee.

CARRIED

L.3 2024 Fees and Charges

Resolution No 434-23

Moved by Councillor Holmes

Seconded by Councillor Souter

THAT Council approve proposed changes to 2024 fees and charges and that public notice be given as to Council’s intention to pass the 2024 Fees and Charges By-Law;

AND THAT the following items be removed from the 2024 Fees and Charges By-law and be considered as part of the 2025 Fees and Charges: Burial Permit (after-hours fee), and fee for the reprint of a tax bill.

CARRIED

STAFF DIRECTION: track the number of times tax bills are re-printed required and after-hour requests for burial permits.

M. COUNCIL REPORT

M.1 Municipal Resolution - Request for Support

Resolution No 435-23

Moved by Councillor Lowe

Seconded by Councillor Torrance

THAT the following municipal resolutions be received as information:

AND THAT the following M.1.b be pulled for support.

CARRIED

M.1.a Dufferin County - Violence Against Women

M.1.b Municipality of Wawa - Firefighter tax credit

M.2 Proclamations

M.3 Time Sensitive Items

M.4 Notice of Reconsideration

N. BY-LAWS

Resolution No 436-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-laws 23-073 to 23-078 be taken as read, passed, signed, and sealed in Open Council.

CARRIED

N.1 Bylaw 23-073 2023 Fees and Charges

Resolution No 437-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-073 being a by-law to establish fees and charges for services provided by the Municipality of Mississippi Mills be read, passed, signed, and sealed.

CARRIED

N.2 Bylaw 23-074 Procedural By-law Amendment COW Order of Business (amends 23-041)

Resolution No 438-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-074 being a by-law to amend Procedural By-law 23-041 be read, passed, signed, and sealed.

CARRIED

N.3 Bylaw 23-075 Zoning Amendment D14-MUN-23 (correct mapping error)

Resolution No 439-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-075 being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills be read, passed, signed, and sealed.

CARRIED

N.4 Bylaw 23-076 Zoning Amendment - D14-MUN-23 (section 23.3.2)

Resolution No 440-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-076 being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills be read, passed, signed, and sealed.

CARRIED

N.5 Bylaw 23-077 Zoning Amendment - D14-MUN-23 (outdoor commercial patio and restaurant definition)

Resolution No 441-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-077 being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills be read, passed, signed, and sealed.

CARRIED

N.6 Bylaw 23-078 Zoning Amendment - D-14-MUN-23 (Changes to permitted projections)

Resolution No 442-23

Moved by Councillor Holmes

Seconded by Councillor Torrance

THAT By-law 23-078 being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills be read, passed, signed, and sealed.

CARRIED

O. ANNOUNCEMENTS AND INVITATIONS

O.1 New Committee of the Whole Chair for December

Member of Council shared the sad news of Al Potvin's passing on Sunday, November 19th. Al Potvin was a community builder who, over the decades, nurtured the community. Al Potvin's passing is a great loss to the community, but he has left a strong and lasting legacy.

Monica Blackburn, Deputy Librarian, retired after 30 years with the municipality.

P. CONFIRMATORY BY-LAW

Resolution No 443-23

Moved by Councillor Holmes

Seconded by Councillor Souter

THAT By-law 23-079 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 21st day of November 2023, be read, passed, signed, and sealed in Open Council this 21st day of November 2023.

CARRIED

Q. ADJOURNMENT

Resolution No 444-23

Moved by Councillor Lowe

Seconded by Councillor Ferguson

THAT the meeting be adjourned at 7:19 p.m.

CARRIED

Christa Lowry, MAYOR

Jeanne Harfield, Clerk