



**The Corporation of the Municipality of Mississippi Mills**

**Council Meeting**

**MINUTES**

**April 20, 2021**

**5:00 p.m.**

**E-participation**

**PRESENT:** Mayor Lowry  
Deputy Mayor Minnille  
Councillor Dalgity  
Councillor Maydan  
Councillor Holmes  
Councillor Guerard  
Councillor Ferguson

**Staff Present** Ken Kelly, CAO  
Cynthia Moyle, Acting Clerk  
Jennifer Russell, Deputy Clerk  
Rhonda Whitmarsh, Treasurer

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**A. CALL TO ORDER**

Mayor Lowry called the meeting to order at 5:00 p.m.

**B. CONSIDERATION OF A CLOSED SESSION**

**Resolution No 065-21**

**Moved by** Councillor Dalgity

**Seconded by** Councillor Holmes

**THAT** Council enter into an in camera session at 5:02 pm re: personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b)) and labour relations or employee negotiations (*Municipal Act* s. 239 2 (d))

**CARRIED**

**B.1 HR Matters**

**B.2 Labour Relations**

**C. RISE AND REPORT**

**C.1 HR Matters**

Staff direction was provided incamera.

**C.2 Labour Relations**

Staff direction was provided incamera.

**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 066-21**

**Moved by** Councillor Dalgity

**Seconded by** Councillor Ferguson

**THAT** the agenda be approved as presented.

**CARRIED**

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

None

**I. APPROVAL OF MINUTES**

**Resolution No 067-21**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Holmes

**THAT** the Council minutes dated April 6, 2021 be approved as presented.

**CARRIED**

**J. DELEGATION, DEPUTATIONS, AND PRESENTATIONS**

None

**K. PUBLIC MEETINGS**

None

**L. COMMITTEE OF THE WHOLE REPORT**

**Resolution No 068-21**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Dalgity

**THAT** Council approve the Committee of the Whole motions L.1 to L.6, L.8 to L.13, and L.15 from the April 6, 2021 meeting.

**CARRIED**

**L.1 Consent Items**

L.1.a Accessibility Advisory Committee Meeting Minutes - January 15, 2020

L.1.b Parks and Recreation Committee Meeting Minutes - February 23, 2021

L.1.c Community Economic Development Advisory Committee Meeting Minutes - February 25, 2021

**L.2 Official Plan Amendment (OPA) 22 - Almonte Settlement Area**

**Motion 1**

**THAT** Council adopts Official Plan Amendment No. 22 being an amendment to expand Almonte's Settlement Area Boundary including a series of policy updates as they relate to development within Almonte's Settlement Area. These expansion areas consist of Area 1 - revised (17 hectares), Area 2 (21.9 hectares) and Area 3A (25.1 hectares).

**AND THAT** Council include Area 4 (8.9 hectares) to Almonte's Settlement Area Boundary as part of OPA 22 since OPA 26 is under appeal and therefore should not be considered as 'designated and available' for the

purpose of this Comprehensive Review. Furthermore, Area 4 would provide enough lands to meet a 20-year planning horizon as per OPA 21.

**Motion 2**

**THAT** Council approve an Official Plan Amendment for lands located along the east side of Ramsay Concession 11A to be included within the Urban Settlement Area and to re-designate approximately 1.07 hectares of lands from “Rural” to “Highway Commercial” and re-designate approximately 1.71 hectares of land at 1728 Concession 11 A from “Rural” to “Residential - Community Facility”.

**Motion 3**

**THAT** Council direct staff to submit an Official Plan Amendment to the Lanark County Sustainable Communities Official Plan (County SCOP) to expand Almonte’s Settlement Area Boundary.

**L.3 Zoning By-law Amendment - Mississippi Mills Business Park**

**THAT** Council enacts and passes Zoning By-law Amendment No. 21-030 being an amendment to change the zoning of the (proposed) subject property from “Business Park Special Exception” (E1-1) Zone to “Business Park Special Exception” (E1-X) Zone to permit a range of additional light industrial and commercial uses not currently permitted.

**L.4 143 Marshall Street – Lifting of Holding Zone and Site Plan Control**

**THAT** Council approve the lifting of the holding (h) symbol from the “Residential Third Density – Special Exception 15 Holding” (R3-15h) Zone for the lands legally described as Lot 11 and 12, Plan 6262, Almonte Ward, Municipality of Mississippi Mills, municipally known as 143 Marshall Street;

**AND THAT** Council approve the site plans for the property known municipally as 143 Marshall Street;

**AND THAT** the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

**L.5 Site Plan Control – 237 Borden Road (Riendeau)**

**THAT** Council approve the site plans for the property described legally as Part Lot 2, Concession 9, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 237 Borden Road;

**AND THAT** the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

**L.6 Site Plan Control – 354 Lynx Hollow Road (D11-TER-20)**

**THAT** Council approve the site plans for the property described legally as Lot 11, Concession 10, Being Parts 2 and 3 on RP 27R10265, Pakenham Ward, Municipality of Mississippi Mills, municipally known as 354 Lynx Hollow Road;

**AND THAT** the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

**L.8 Fire Safety Grant Transfer Payment Agreement**

**THAT** Council authorize the Clerk and Treasurer to execute a Fire Safety Grant Transfer Payment Agreement with the Province of Ontario.

**L.9 Appointment to Community Services Master Plan Working Group**

**THAT** Council appoint (2) two members of Council to the Community Services Master Plan Steering Committee being Councillor Dalgity and Counciller Guerard;

**AND FURTHERMORE THAT** staff representation from the Recreation and Culture department, Library and Daycare departments be included in the working group.

**L.10 Grave Marking for Veterans at Rest**

**THAT** Council approve the grave marking for the late veteran John Donohoe Senior at the Wesleyan Methodist Burial grounds on County Road 29 in the Municipality of Mississippi Mills.

**L.11 2020 Year End Results**

**THAT** Council accept the 2020 year end results presented by the Treasurer as information.

**L.12 Water and Sewer Rate Study**

**THAT** Council sole source the completion of the Water and Sewer Rate Study update to Watson and Associates Economists Ltd. In the amount of \$28,415 (including non-refundable HST).

**L.13 Write off of Uncollectible Taxes**

**THAT** Council write off taxes on five (5) tax accounts as uncollectible per the Treasurer's report dated April 6, 2021.

**L.15 Councillor Holmes Motion - Approval of Executive Assistant Position**

**THAT** Council approve the staff position of Executive Assistant effective as soon as possible;

**AND FURTHERMORE THAT** the estimated salary of \$25,980 subject to job evaluation and \$2,500 for office set up be funded from the 2021 year end surplus.

**L.7 Delegated Authority for Municipal Planner**

**Resolution No 069-21**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Dalgity

**THAT** Council approve amendments to the Delegated Authority By-law 13-18 to include under Schedule A, Section C – Specified Staff Authorities:

9. The Municipal Planner be authorized to approve minor Site Plan Control applications in accordance with By-law 19-93.

**CARRIED**

**L.14 Appointment to Carleton Place's Parks and Recreation Committee #4**

**Resolution No 070-21**

**Moved by** Councillor Holmes

**Seconded by** Councillor Ferguson

**THAT** Council accepts the staff report as information.

**CARRIED**

**L.16 Information List 07-21, Item 14 - Town of Carleton Place - Mayor Doug Black re: Letter - Library Component of Howard Allan Cost Sharing Agreement**

**Resolution No 071-21**

**Moved by** Councillor Ferguson

**Seconded by** Deputy Mayor Minnille

**THAT** the letter from Mayor Doug Black of the Town of Carleton Place re: Library agreement component of the Howard Allan Cost Sharing Agreement, be referred to the April 20, 2021 Committee of the Whole meeting.

**CARRIED**

Other Items to Council

**L.17 Limb Loss Awareness Month Proclamation**

**Resolution No 072-21**

**Moved by** Councillor Maydan

**Seconded by** Councillor Holmes

**WHEREAS**, an estimated 227,000 Canadians are affected by an amputation or have a limb difference;

**AND WHEREAS**, amputations are often performed due to complications from diabetes, cardiovascular disease, cancer and trauma;

**AND WHEREAS**, losing a limb can result in physical, spiritual and financial challenges that affect how people live their daily lives such as isolation that can lead to mental health issues;

**AND WHEREAS**, the Corporation of the Municipality of Mississippi Mills supports organizations and individuals committed to raising awareness about diseases, conditions and illnesses that affect all Canadians through education, fundraising and support, and this support only improves the health and well-being of our communities;

**THEREFORE BE IT RESOLVED THAT**, the Corporation of the Municipality of Mississippi Mills hereby proclaims April 2021 as Limb Loss Awareness Month.

**CARRIED**

**L.18 Emergency Preparedness Week Proclamation - May 2-8, 2021**

**Resolution No 073-21**

**Moved by** Councillor Maydan

**Seconded by** Councillor Dalgity

**WHEREAS** Emergency Preparedness Week is an annual event that takes place each year during the first full week of May;

**AND WHEREAS** this initiative has taken place since 1996 and is a collaborative event undertaken by provincial and territorial management organizations in conjunction with Public Safety Canada and other partners;

**AND WHEREAS** Emergency Preparedness Week encourages Canadians to take three simple steps to become better prepared to face a range of emergencies:

1. Know the Risks
2. Make a Plan
3. Get an Emergency Kit;

**AND WHEREAS** the safety of our community is the responsibility of each and every resident;

**THEREFORE BE IT RESOLVED THAT** the Council of the Corporation of the Municipality of Mississippi Mills does hereby proclaim May 2 - 8, 2021, as Emergency Preparedness Week in an effort to raise awareness of the need to prepare for the possibility of an emergency, know the risks, make a plan, and get an emergency kit.

**CARRIED**

#### **L.19 May is Museum Month Proclamation**

**Resolution No 074-21**

**Moved by** Councillor Maydan

**Seconded by** Councillor Dalgity

**WHEREAS** throughout our community, museums, art galleries, and heritage sites reflect our local history and culture and contribute to our development;

**AND WHEREAS** this month provides an opportunity to increase awareness of our community's museums and celebrate the contributions these institutions make to quality of life, education, and economic development;

**AND WHEREAS** museums, galleries, and heritage sites welcome visitors and tourists to our community;



**AND WHEREAS** these museums, galleries, and heritage sites are valuable resources for education and learning, are important community hubs, and support our work for diversity and inclusion;

**NOW THEREFORE BE IT RESOLVED** that the Municipality of Mississippi Mills proclaim May 2021 as “May is Museum Month” in Mississippi Mills, and encourage all residents and tourists to visit our local museums in May, virtually and in person depending on restrictions.

**CARRIED**

**M. BY-LAWS**

**Resolution No 075-21**

**Moved by** Councillor Maydan

**Seconded by** Councillor Ferguson

**THAT** By-laws 21-029 to 21-032 be taken as read, passed, signed and sealed in Open Council.

**CARRIED**

**M.1 By-law 21-029 Development Charges Amendment**

**M.2 By-law 21-030 Zoning Bylaw Amendment - Mississippi Mills Business Park**

**M.3 By-law 21-031 Zoning Bylaw Amendment - 143 Marshall Street**

**M.4 By-law 21-032 Tax Rates 2021**

**N. ANNOUNCEMENTS AND INVITATIONS**

None

**O. CONFIRMATORY BY-LAW**

**Resolution No 076-21**

**Moved by** Councillor Holmes

**Seconded by** Councillor Guerard

**THAT** By-law 21-033 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 20th day of April 2021, be read, passed, signed and sealed in Open Council this 20th day of April 2021.

**CARRIED**

**P. ADJOURNMENT**

**Resolution No 077-21**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Ferguson

**THAT** the meeting be adjourned at 6:25 p.m.

**CARRIED**

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Christa Lowry, MAYOR

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Cynthia Moyle, ACTING CLERK