



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

**Committee of the Whole Meeting**

**MINUTES**

**#11-20**

**August 11, 2020**

**Council Chambers, Municipal Office**

**3131 Old Perth Road**

Committee Present: Mayor Lowry  
Deputy Mayor Minnille  
Councillor Dalgity  
Councillor Maydan  
Councillor Holmes  
Councillor Guerard  
Councillor Ferguson

Staff Present: Jeanne Harfield, Clerk  
Ken Kelly, CAO  
Dawn McDonald, A/ Deputy Clerk  
Kate Hallas, Admin Assistant  
David Armstrong, A/Director of Roads and Public Works  
Maggie Yet, Planner I  
Cory Smith, Public Works Technologist

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**A. CALL TO ORDER**

Councillor Dalgity called the meeting to order at 6:12 p.m.

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

Councillor Maydan declared a pecuniary interest on item G.2. and did not participate in the discussion

**C. APPROVAL OF AGENDA**

**Resolution No CW074-20**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Holmes

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

**CARRIED**

**D. APPROVAL OF MINUTES**

**Resolution No CW075-20**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Maydan

**THAT** the Committee of the Whole minutes dated March 3, March 5 and June 11, 2020 be approved as presented.

**CARRIED**

**E. CONSENT REPORTS**

**Resolution No CW075-20**

**Moved by** Councillor Maydan

**Seconded by** Councillor Ferguson

**THAT** the minutes from the Community Policing Advisory Committee(February 11, 2020), Library Board (April 24, Mat 13 and June 26, 2020), Mississippi River Power Corporation (May 21, 2020) and the Committee of Adjustment (July 23, 2020) be received.

**CARRIED**

**F. STAFF REPORTS**

Roads and Public Works

**F.1 Roads and Public Works - Activity Report**

**Resolution No CW077-20**

**Moved by** Councillor Ferguson

**Seconded by** Mayor Lowry

**THAT** Committee of the Whole receive the Roads & Public Works Activity Report as prepared by the A/Director of Roads & Public Works, dated August 11, 2020, as information.

**CARRIED**

**F.2 Assume Phase 1 of Mill Run**

**Resolution No CW078-20**

**THAT** Committee of the Whole recommend that Council authorize final acceptance for plan of subdivision 27M-58 (Mill Run, Phase 1A), 27M-63 (Mill Run, Phase 1B) and 27M-71 (Mill Run, Phase 1C) in accordance with Section 15 of the subdivision agreement(s) with Menzie Almonte Inc.;

**AND FURTHERMORE THAT** Committee of the Whole recommend that Council authorize the final release of securities totaling \$312,969.00 in accordance with Section 23 of the subdivision agreement(s);

**AND FURTHERMORE THAT** Committee of the Whole direct staff to prepare an assumption by-law for the roads and associated infrastructure works constructed with the development of plan of subdivision 27M-58, 27M-63 and 27M-71.

**CARRIED**

Building and Planning

**F.3 Zoning By-law Amendment Z-02-20 Lot 11 and 12, PLAN 6262  
Almonte Ward**

**Resolution No CW079-20**

**Moved by** Councillor Guerard

**Seconded by** Councillor Holmes

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to change the zoning on the lands known as 143 Marshall Street, Almonte Ward, Municipality of Mississippi Mills from “Residential Second Density (R2)” to “Residential Third Density – Special Exception Holding (R3-xh)”, where the special exception will prescribe: a minimum lot area of 160m<sup>2</sup>; a minimum exterior side yard setback of 3m; a minimum rear yard setback of 6m; maximum lot coverage of 65%; and a maximum net density of 55 units per ha, subject to a holding provision pending the submission of a Stormwater Management Report to the satisfaction of the Mississippi Valley Conservation Authority and the Municipality of Mississippi Mills.

**CARRIED**

**Resolution No CW080-20**

**Moved by** Mayor Lowry

**Seconded by** Councillor Maydan

**THAT** Committee of the Whole direct staff to review the existing conditions in the Finner Court Subdivision and surrounding areas to ensure that the dry-pond and municipal drain are functioning;

**AND THAT** any capital projects related to the Finner Court Subdivision and the surrounding areas be brought forward to the first budget meeting in September;

**AND THAT** Committee of the Whole direct staff to move forward with any required maintenance in accordance with the Almonte Drain Stormwater Management Study.

**CARRIED**

**F.4 Zoning By-law Amendment Z-06-20, Part Lot 27, Plan 6262**

**Resolution No CW081-20**

**Moved by** Councillor Maydan

**Seconded by** Deputy Mayor Minnille

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning on the lands known legally as Part Lot 27, PLAN 6262 on Farm Street in Almonte Ward, Municipality of Mississippi Mills from “Downtown Commercial” (C2) to “Downtown Commercial – Special Exception (C2-x), where the special exception will add triplex, fourplex and ground floor residential uses up to 50% of the gross floor area at the rear of the building as additional permitted uses, and recognize the following site specific exception provisions: minimum setback between a parking space and a habitable room window of 1.37m; minimum setback between a driveway aisle and a habitable room window of 0m.

**CARRIED**

**F.5 Zoning By-law Amendment Z-03-20, East Part Lot 9, Concession 9 Pakenham**

**Resolution No CW082-20**

**Moved by** Councillor Ferguson

**Seconded by** Deputy Mayor Minnille

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to change the zoning on part of the lands known Municipally as 101 Lynx Hollow, Pakenham Ward, Municipality of Mississippi Mills from “Rural” (RU) to “Limited Service Residential- Special Exception” (LSR-x) to permit agricultural uses in addition to those uses permitted in the LSR Zone.

**CARRIED**

**F.6 Zoning By-law Amendment Z-04-20, Part Lot 23, Concession 1 Ramsay**

**Resolution No CW083-20**

**Moved by** Councillor Maydan

**Seconded by** Deputy Mayor Minnille

**THAT** Committee of the Whole recommend that Council approve the Zoning By-law Amendment to change the zoning on part of the lands known legally as Part Lot 23, Concession 1, Ramsay Ward, Municipality of Mississippi Mills from “Development” (D) to “Residential Type One” (R1) and “Rural” (RU).

**CARRIED**

**F.7 Official Plan Amendment 24, Rural Designated Lands**

**Resolution No CW084-20**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Holmes

**THAT** Committee of the Whole recommend that Council approves Community Official Plan Amendment (COPA) 24 regarding Section 3.3.6 Severances and Lot Creation on Rural Lands respecting Surplus Farm Dwellings severances;

**AND THAT** Committee of the Whole recommend that Council direct staff to forward Amendment 24 to the County of Lanark for approval.

**CARRIED**

**F.8 Animal Control By-Law – Amendment to Permit Hens**

**Resolution No CW085-20**

**Moved by** Councillor Maydan

**Seconded by** Councillor Guerard

**THAT** Committee of the Whole recommend that Council direct staff to bring forward an amendment to the current Animal Control By-law to permit the keeping of hens in defined settlement areas.

**DEFEATED**

**F.9 Municipal Bylaw Enforcement Policy**

**Resolution No CW086-20**

**Moved by** Councillor Maydan

**Seconded by** Councillor Holmes

**THAT** Committee of the Whole recommend that Council pass a resolution to adopt the proposed Municipal Bylaw Enforcement Policy;

**AND THAT** Committee of the Whole direct staff to bring forward options to have By-law enforcement services in-house as part of the 2021 budget deliberations.

**CARRIED**

**F.10 Request to Purchase – Glass Street**

**Resolution No CW087-20**

**Moved by** Deputy Mayor Minnille

**Seconded by** Mayor Lowry

**THAT** Committee of the Whole recommend that Council pass a resolution declaring the portion of the unopened Glass Street road allowance surplus and directing staff to proceed with the sale in accordance with the Municipal Land Sale By-law.

**CARRIED**

**F.11 Site Plan Control - 55 Spring St., Almonte**

**Resolution No CW088-20**

**Moved by** Councillor Holmes

**Seconded by** Councillor Maydan

**THAT** Committee of the Whole recommend that Council approve the site plans for the property described as Part Lot 2, McClellan Section, Plan 6262, being Part 1 on Registered Plan 27R-5684, municipally known as 55 Spring Street;

**AND THAT** Committee of the Whole recommend that Council authorize the Mayor and Clerk to enter into a Site Plan Control Agreement for the proposed works.

**CARRIED**

Finance and Administration

**F.12 Addition to the Municipality's Names Reserve List – Clarence Colley and C.V. Colley**

Council recessed at 7:33 p.m. and resumed at 7:40p.m.

**Resolution No CW089-20**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Ferguson

**THAT** the Committee of the Whole recommend that Council approve the addition of "C.V. Colley" and "Clarence Colley" to the Municipality's Names Reserve List for consideration for future naming of a street within the municipality.

**CARRIED**

**F.13 Amendment to Procedural By-law, E-Participation**

**Resolution No CW090-20**

**Moved by** Councillor Maydan

**Seconded by** Councillor Holmes

**THAT** Committee of the Whole recommend that Council pass a by-law to amend Procedural By-law 19-127 to allow for Council, Local Boards and Committees to hold electronic meetings.

**CARRIED**

**G. NOTICE OF MOTION**

Mayor Lowry Motion

**G.1 Mayor Lowry Motion**

Motion was withdrawn

Councillor Dalgity Motion

**G.2 Safe Bicycle Routes in Almonte**

Mayor Lowry took over as Chair for items G.2 and G.3

Councillor Maydan did not participate in discussions around item G.2.

Motion was not moved

**ACTION:** Councillor Dalgity to work with the CAO to ensure that priorities identified in Councillor Dalgity's motion are incorporated into the appropriate project charter within the Strategic Plan.

Councillor Dalgity Motion

**G.3 Business Park - Vacant Lots**

**Resolution No CW091-20**

**Moved by** Councillor Dalgity

**Seconded by** Councillor Maydan

**THAT** Staff be directed to review by-law 11-83, Section 27 Business Park (E1) Zone subsection 27.1 USES PERMITTED and subsection 27.3 SPECIAL PROVISIONS;

**AND THAT** Staff provide recommendations to Council for additional uses appropriate for the Business Park Zone

**CARRIED**

Councillor Holmes Motion

**G.4 Safety on Gravel Roads**

Councillor Dalgity resumed as Chair

**Resolution No CW092-20**

**Moved by** Councillor Holmes

**Seconded by** Councillor Guerard

**WHEREAS** there has been a number of complaints received relating to traffic speeds and pedestrian safety on gravel roads where the speed limits are not posted;

**AND WHEREAS** the speed limit on the majority of gravel roads is 80 km/hour;

**AND WHEREAS** as part of the draft Strategic Plan Council prioritized Vision Zero to improve pedestrian safety of municipal roads;

**THEREFORE BE IT RESOLVED THAT** the Committee of the Whole directs the Roads and Public Works Department to investigate solutions to address enhancing pedestrian safety on gravel roads and to bring forward a report to Committee of the Whole with options for consideration.

**CARRIED**

Councillor Holmes Motion

**G.5 MVCA - Funding for the Water and Erosion Control Infrastructure (WECI) program**

**Resolution No CW093-20**

**Moved by** Councillor Holmes

**Seconded by** Mayor Lowry

**WHEREAS** the province reaffirmed its commitment to “continue its cost share funding arrangement with municipalities...to support high priority repairs to conservation authority infrastructure” in its March 2020 Ontario Flooding Strategy;

**AND WHEREAS** the province allocated \$5 million annually for this purpose in 2003 and has not increased or indexed the funding envelop in 17 years;

**AND WHEREAS** demand for replacement and upgrade of water and erosion control assets is ever increasing due to aging infrastructure and the impacts of climate change;

**AND WHEREAS** critical infrastructure within the Mississippi Valley watershed that serves this municipality did not receive funding this year and there are no guarantees that it will in the foreseeable future based upon current program demand;

**AND WHEREAS**, should funding not be received from the province for these and other MVCA capital projects the burden of those costs will fall in part to this municipality;

**NOW THEREFORE BE IT RESOLVED** the CAO be directed to draft a letter on behalf of Council for submission to the Minister of Natural Resources and Forestry, the Minister of Environment, Conservation and Parks, and the Minister of Municipal Affairs and Housing supporting the letter from the MVCA and requesting that funding of the Water and Erosion Control Infrastructure (WECI) program be significantly increased and that program rules be adjusted to allow for reasonable construction periods and the carry- over of funds between fiscal years.

**CARRIED**

#### **G.6 Verbal Notice of Motion**

Councillor Maydan introduced a Notice of Motion verbally regarding the Cost Sharing Agreement - the motion will be debated at the August 25th Committee of the Whole meeting.

#### **H. INFORMATION ITEMS**

##### **H.1 Mayor's Reports**

None

##### **H.2 County Councillor's Report**

None

##### **H.3 Mississippi Valley Conservation Authority Report**

MVCA - report available in information list as Item # 6

##### **H.4 Information List**

**Resolution No CW094-20**

**Moved by** Councillor Maydan

**Seconded by** Deputy Mayor Minnille

**THAT** the information list #06-20 be received for information;

**AND THAT** items 2 (Request to Regulate and Enforce Odour and Lighting Nuisances Related to the Cultivation of Cannabis Plants) 4 (Federal Funding for Broadband Access Across Ontario), 7 (Land Registration Services), 10 (Off Road Vehicle Changes) and 18 (Supporting City of Brantford Resolution Proclaiming March 17 as Essential Workers Day) be pulled for further consideration.

**CARRIED**

##### **H.5 Meeting Calendars (August and September)**

#### **I. OTHER/NEW BUSINESS**

None

#### **J. PENDING LIST**

Members reviewed the pending list.

**K.     ADJOURNMENT**

**Resolution No CW095-20**

**Moved by** Mayor Lowry

**Seconded by** Councillor Maydan

**THAT** the meeting be adjourned at 8:22 p.m.

**CARRIED**

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Jeanne Harfield, CLERK,  
Recording Secretary