



Municipality of Mississippi Mills
COMMITTEE OF THE WHOLE AGENDA
Tuesday, February 18, 2020
Council Chambers, Municipal Office

- A. CALL TO ORDER** (immediately following Council)
- B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- C. APPROVAL OF AGENDA**
- D. APPROVAL OF MINUTES**

Committee of the Whole minutes dated February 4, 2020 Pages 5-9

E. CONSENT REPORTS

Motion to Receive:

- i. CAOs Report – Feb 2020 Pages 10-12

Committee/Board Minutes to Receive:

- ii. MRPC – Dec 19, 2019 Pages 13-17
- iii. Parks and Rec – Jan 28, 2020 Pages 18-20
- iv. Agriculture – Feb 11, 2020 Pages 21-23

Motion to Approve/support:

Parks and Recreation

- a. Resignation of Member Page19

Recommendation:

That Committee of the Whole accept with regret the resignation of Denny O'Connell from the Parks and Recreation Advisory Committee.

Agriculture

- b. Provincial Consultation
Re: Proposed Changes to the Drainage Act

Page 23

Recommendation:

That Council send correspondence to the Province supporting the proposed changes to the Drainage Act.

F. STAFF REPORTS

Recreation and Culture

1. Funding for Ramsay Recreational Halls 2020

Pages 24-26

Recommendation:

That Committee of the Whole recommends that Council approve 2020 funding for Union Hall and the Clayton Hall based on 35% of their respective 2019 operating;

And furthermore that Committee of the Whole recommends Council require both organizations to develop a five-year business plan to be submitted by the end of July, 2020;

And furthermore that a review of the funding model for 2021-2024 occur in October 2020 upon review of business plans from both facilities.

Roads and Public Works

2. Paterson Street Parking Restrictions

Pages 27-31

Recommendation:

That Committee of the Whole recommend Council direct staff to amend By-law 02-27 Traffic and Parking to restrict parking on Paterson Street in proximity to the Orchardview Estates development as detailed in the report by the Director of Roads and Public Works dated February 18th, 2020.

And that Committee of the Whole recommend Council direct staff with respect to public consultation in accordance with the options identified in this report.

3. 2020 Wild Parsnip Management Program Pages 32-43

Recommendation:

That Committee of the Whole recommend Council approve the 2020 Wild Parsnip Management Program as identified as Option 1 in the Environmental Compliance Coordinator's Report on the 2020 Wild Parsnip Management Program dated February 18, 2020 with the understanding that modifications may be made to the plan based on the forthcoming Agriculture Advisory Committee recommendations with regards to organic farming operations.

Finance and Administration

4. Community Engagement Strategies Pages 44-49

Recommendation:

That the Committee of the Whole recommends that Council direct staff to develop a community engagement strategy as part of the strategic plan;

And that the Committee of the Whole recommends that Council direct staff to formalize plans for ward open houses/town halls;

And that the Committee of the Whole recommends that Council direct staff to incorporate cost effective online community engagement tools into the website development;

And that the Committee of the Whole recommends that Council direct staff to obtain quotes for online community engagement software as part of the community engagement strategy;

And that the Committee of the Whole recommends that Council provide direction to staff regarding the option of facilitating council drop-ins or office hours and including more detailed information about Councillors on the new municipal website.

5. Support Development of Independent Model for Mill of Kintail Pages 50-52

Recommendation:

That the Committee of the Whole recommend Council direct the Mayor and staff to work with the Mississippi Valley Conservation Authority, the Mill of Kintail Special Advisory Committee, the Provincial Government and other private parties to develop an independent and sustainable model for the R. Tait McKenzie and Dr. James Naismith Collections.

And that the Committee of the Whole recommend Council allocate \$10,000 to support the professional legal advice for a governance structure.

G. NOTICE OF MOTION

1. Mayor Lowry Motion

Re: Memorandum of Understanding Between the Municipality of Mississippi Mills and the Mississippi Valley Textile Museum

Whereas the Municipality will be undertaking Phase 2 of the Riverwalk which includes the Mill Workers' staircase;

And whereas the Municipality owns or has agreements in place for all lands related to Phase 2 of Riverwalk;

And whereas the mandate of the Mississippi Valley Textile Museum includes preserving and sharing the history of mill workers in the area;

And whereas the Mississippi Valley Textile Museum has secured grant funding for projects connected to the Riverwalk Expansion;

Therefor be it resolved that Council directs staff to draft and execute a Memorandum of Understanding between The Municipality of Mississippi Mills and The Mississippi Valley Textile Museum for projects pertaining to the Riverwalk and Millworkers' Staircase.

H. INFORMATION ITEMS

- | | |
|---|-------------|
| i. Mayor's Report | None |
| ii. County Councillors' Report | Page 53 |
| iii. Mississippi Valley Conservation Authority Report | None |
| iv. Information List (motion to receive) | Pages 54-67 |
| v. Meeting Calendars (February/March) | Pages 68-69 |

I. OTHER/NEW BUSINESS**J. PENDING LIST**

Page 70

K. ADJOURNMENT



The Corporation of the Municipality of Mississippi Mills

Committee of the Whole Meeting #05-20

MINUTES

A regular meeting of Committee of the Whole was held on Tuesday, February 4, 2020 immediately following Council in the Council Chambers.

ATTENDANCE

Present:

Committee: Mayor Lowry
Deputy Mayor Minnille
Councillor Dalgity (Chair)
Councillor Maydan
Councillor Holmes
Councillor Guerard
Councillor Ferguson

Staff: Ken Kelly, CAO
Jeanne Harfield, Acting Clerk
Guy Bourgon, Director of Roads and Public Works (left at 7:36 p.m.)
Cory Smith, Public Works Technologist (left at 7:36 p.m.)
Tiffany MacLaren, Community and Culture Coordinator (left at 7:36 p.m.)

Absent:

A. CALL TO ORDER

Councillor Dalgity called the meeting to order at 7:22 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None

C. APPROVAL OF AGENDA

Motion No. CW026-20
Moved by Councillor Maydan
Seconded by Mayor Lowry
THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Motion No. CW027-20**Moved by Councillor Ferguson****Seconded by Councillor Guerard****THAT** the minutes dated January 28, 2020 be approved.**CARRIED****E. CONSENT REPORTS***Committee/Board Minutes to Receive***Motion No. CW028-20****Moved by Councillor Maydan****Seconded by Mayor Lowry****THAT** the following advisory committee minutes be received:

- Library Board – Dec 18, 2019
- CEDC – Jan 21, 2020
- Heritage – Jan 22, 2020
- Agriculture – Jan 30, 2020

CARRIED*Motion to approve/support***Agriculture**

- a) Organic Farming Operations and Wild Parsnip Management

Motion No. 029-20**Moved by Councillor Holmes****Seconded by Councillor Maydan****THAT** the Committee of the Whole authorize members of the Agriculture Advisory Committee to communicate directly with identified organic farmers in Mississippi Mills regarding proposed wild parsnip management options as well as mapping information;**AND THAT** Committee of the Whole authorize the Agriculture Advisory Committee to submit comments directly to the Environmental Compliance Coordinator regarding preferred methods of wild parsnip management on land directly abutting organic farming operations.**CARRIED****F. STAFF REPORTS****Roads and Public Works**

1. Ottawa Street Intersection Study

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT Committee of the Whole recommend Council receive the technical memorandum prepared by Parsons dated January 16th, 2020, entitled “Mississippi Mills Traffic and Safety Review” as information;

AND THAT Committee of the Whole recommend Council direct staff to implement the recommended mitigation measures identified in Table 6 of the memorandum in 2020.

Motion to amend

Resolution No. CW030-20

Moved by Councillor Maydan

Seconded by Councillor Guerard

Strike out: And that Committee of the Whole Recommend Council direct staff to implement the recommended mitigation measures identified in Table 6 of the memorandum in 2020.

Insert: And that Committee of the Whole recommend that Council direct the public works committee to review the recommendations with the CAO;

And that the Public Works Department assist the CAO and Public Works Committees.

WITHDRAWN

Motion to defer

Resolution No. CW031-20

Moved by Mayor Lowry

Seconded by Deputy Mayor Minnille

Defer until February 18, 2020

CARRIED

2. Capital Priorities for Hard-Surfaced Roadways

Motion No. CW032-20

Moved by Councillor Ferguson

Seconded by Councillor Holmes

THAT Committee of the Whole recommend Council receive the Capital Priorities for Hard-Surfaced Roadways report dated February 4th, 2020, prepared by the Public Works Technologist as information.

CARRIED

Finance and Administration

3. Mississippi Mills Bicentennial Celebrations 2023

Motion No. CW033-20**Moved by Mayor Lowry****Seconded by Councillor Maydan**

THAT the Committee of the Whole recommend to Council to direct staff to develop recommendations for Mississippi Mills Bicentennial Celebrations in the year 2023 including planning committee structure, workplan, budget and funding opportunities.

CARRIED**G. NOTICE OF MOTION**

[None]

H. INFORMATION ITEMS

- i. **Mayor's Report** – None
- ii. **County Councillors' Report** – None
- iii. **Mississippi Valley Conservation Authority Report** – None
- iv. **Information List 03-20**

Motion No. CW034-20**Moved by Councillor Maydan****Seconded by Councillor Holmes****THAT** Information List #03-20 be received.**CARRIED**

- v. **Meeting Calendar (February)**
OPP Police Service Board meeting with Solicitor General on Feb 20th in Brockville. Councillors Ferguson, Dalgity and Mayor Lowry will attend as Mississippi Mills representatives.

I. OTHER/NEW BUSINESS

[None]

J. PENDING LIST

Members reviewed the pending list.

K. ADJOURNMENT

Motion No. CW035-20
Moved by Mayor Lowry
Seconded by Councillor Maydan
THAT the meeting be adjourned at 7:47 p.m.

CARRIED

Jeanne Harfield, Acting Clerk
Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

INFORMATION REPORT

DATE: February 18, 2020
TO: Committee of the Whole
FROM: Ken Kelly, Chief Administrative Officer
SUBJECT: CAO's Report February, 2020

The following information is an update on delegated authority items approved under By-law 13-18, namely for tenders, requests for proposals, and staff hiring.

Staffing
Jenna Lowe - Jan 13/20 - Supply Teacher ECE Kristen Green - Jan 23/20 - Supply Assistant Anita Legault - Jan 27/20 - Daycare Manager Taylor Hauner - Feb 3/20 - Supply Assistant

Procurement	Award Amount	Approved Budget
Tender # 20-03, All Season Dump Body awarded to Tenco Inc. – only 1 tender submitted	\$42,801.10 plus HST	Fire Truck Conversion (\$205,000) within the 2020 Capital Budget
Tender # PW-C-10-2020-20-EO joint with Lanark County for Micro-surfacing program awarded to Miller Paving Limited – 3 submissions	\$272,243.60 plus HST	2020 Capital Budget Line 24 - \$497,000.00
RFQ 2020-01 Hanging Flower Baskets awarded to Ramsay Creek Gardens	\$7350.00 plus HST	Within budget

*All items awarded within budget. HST not included.

**All quotes and tenders awarded to the lowest compliant bidder.

***Section IX 4b Procurement Policy for specialty services, no competitor in area or substitute available, extension of a pre-existing contract resulting in time and cost savings.

Department Updates:

The following is a list of current projects underway and planned items to come forward in the upcoming year (2020).

CAO / Clerk's		
Item	Comments	Completion

Website Upgrade	eSolutions vender - Project kick off Meeting Held	Q4
Strategic Plan	Two SMT sessions, Council Session to review in March	May 2020
Business Park Phase 3	End of April for tender package to Council for consideration.	2020

Finance		
Item	Comments	Completion
Financial Plan	Update required	To be determined following strategic planning
Budget	Approved Feb. 4, 2020	Completed
Water Sewer Rate Study		Q3/Q4

Roads and Public Works		
Item	Comments	Completion
Downtown Infrastructure Renewal	Project Plan presented to Council Sept 17 2019 direction to proceed with 90% Engineering Design costing	Costing to be brought back to Council March 2020
Volunteer Policy	Draft policy being reviewed	Q1, 2020

Building and Planning		
Item	Comments	Completion
Community Official Plan	OPA 22 and LEAR	On hold pending LPAT Appeal
By-law Review and Update	Property standards, Clean Yard, Secondary Unit Policies	Q1
Pakenham Secondary Growth Plan	Undertaking of early stakeholder identification research	On hold pending LPAT Appeal
Affordable Housing	Establish stakeholders group and commence policy research	Q4
Delegated Authority Report (Dir of Planning)	Quarterly Reports	Q1, Q2, Q3, Q4

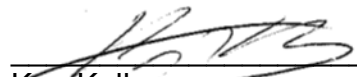
Culture		
Item	Comments	Completion
Filming Policy		Q4
Signage	Re-tendering. Downtown and Business Park in development.	Q2/Q3
Almonte Old Town Hall Exterior Painting	Tender for work in progress	Q2/Q3

Recreation		
Item	Comments	Completion
Mill Run Park	Design / Build Tender being prepared	Q2

Daycare		
Item	Comments	Completion
No items		

Fire		
Item	Comments	Completion
Open Burning Bylaw	Draft Bylaw completed. Under review.	Q1
Tired Medical Response		

Respectfully submitted,



 Ken Kelly,
 Chief Administrative Officer

Mississippi River Power Corp.

Meeting #213, Thursday, December 19, 2019

At 8:00am, in the offices Mississippi River Power Corp., 28 Mill St., Almonte, Ontario

Attendance: President Paul Virgin, Secretary Lyman Gardiner, Director Garry Dalgity,

General Manager - Scott Newton

Absent: Vice-President Adrian Foster and Mayor Christa Lowry (with regrets)

Guests: none

Additions to the Agenda: - Bookkeeper
- Dividend

Approval of Agenda:

Motion #1-213

Moved by Director Garry Dalgity,

Seconded by Director Lyman Gardiner.

That the agenda for meeting #213, be approved as amended, all in favour,

CARRIED

Approval of Expenditure Report:

Motion #2-213

Moved by Director Lyman Gardiner,

Seconded by Director Garry Dalgity.

That the expenditure reports for the pay periods ending November 21, 2019, in the amount of \$8,247.22, December 5, 2019, in the amount of \$90,596.60, and December 19, 2019, in the amount of \$31,424.75, be approved, all in favour,

CARRIED.

Approval of Minutes:

Motion #3-213

Moved by Director Garry Dalgity,

Seconded by Director Lyman Gardiner.

That the minutes of the two-hundred and twelfth meeting of the Mississippi River Power Corp. held on November 15, 2019, be approved, all in favour,

CARRIED.

Information Items: - Permit to Take Water

Action on Information Items: none

Matter for Discussion:

Scott gave a brief update on the Crown Land Quit Claim application at the Millfall Dam. Since all information has been submitted to MNRF and we are just waiting for a response, the Board instructed Scott to follow up with MNRF in the new year.

There was a brief discussion about the status of the office building. This item will be carried over to the January meeting.

The Board discussed replacement of the falls lighting. Due to the high cost, it was decided that partners be sought, including the Municipality, and a Trillium grant be pursued.

Scott provided an overview of MRPC's current financial picture and 2019 revenues. The Board discussed a potential dividend to the Municipality for 2019.

President Paul Virgin asked Scott to leave the room so that he could discuss the Employee Reviews with the Board.

Motion #4-213

Moved by Director Garry Dalgity,
Seconded by Director Lyman Gardiner.

That all employees and contract positions listed on the MRPC Contractors schedule, receive a cost of living increase of 1.89%, and that monthly cell phone compensation for all on-call employees be increased to \$75, effective January 1, 2020, all in favour,

CARRIED.

Employee compensation, including benefits, will be reviewed upon receipt of the Salary Review final report (expected sometime in 2020).

Due to continued issues with the Hwak (trashrack cleaner), the Board asked Scott to renew his search for a replacement machine.

Operations Report:

The Operations Report was reviewed. See attached report.

Matters for Decision/Motion:

Motion #5-213

Moved by Director Garry Dalgity,
Seconded by Director Lyman Gardiner.

That MRPC declare a dividend for 2019, in the amount of \$225,000 to its sole Shareholder, the Municipality of Mississippi Mills, with the timing of payment of said dividend to be determined in consultation with our auditor, all in favour,

CARRIED.

Motion #6-213

Moved by Director Lyman Gardiner,
Seconded by Director Garry Dalgity.

That the Operations Report be approved as printed and circulated, all in favour,

CARRIED.

New Business: none

Meeting Finalisation:

The next meeting will be held at the call of the Chair.

Motion #7-213

Moved by Director Garry Dalgity,
Seconded by Director Lyman Gardiner.

That the meeting be adjourned at 10:00am, all in favour,

CARRIED.

Scott Newton, General Manager

Paul Virgin, President

Lyman Gardiner, Secretary/Treasurer

Operations Report to Directors - Mississippi River Power Corp.

December 19, 2019

Last regular meeting – November 15, 2019

Generation for the month of November was 2,187,209 KWh. We generated 535,950 KWh on peak, at a rate of \$0.1510 per KWh for a total of \$80,928.50. We generated 1,651,258 KWh off peak, at a rate of \$0.1158 per KWh, for a total of \$191,215.75. Total generation revenue for the month of November was \$272,144.25.

The flow in the river at the time of our last meeting was around 30 cms. With that flow we were running both units at partial capacity, generating roughly 3500KW. The flow dropped over the next two weeks, reaching a low of 23 cms on November 21st. Precipitation in late November and more this past weekend, led to a significant increase in flows, which measured at 44 cms on Tuesday of this week. With that flow we are now running at, or very close to, full capacity.

We've had a few instances over the past month, where flows have dropped, due to upstream changes in flow, that have caused our units to shut down for a short period of time. We've also had some nuisance alarms that have called our staff out, and other alarms that tripped our units offline, but did not call our staff. Geoff from Gedawin Novo Controls was at the station last week and resolved those nuisance and non-calls.

In mid-November our staff covered the more delicate rock samples in the geo-park, to protect them from the snow and ice.

On November 19th, a representative from Enercare repaired the damaged pump on our boiler at the office.

At the end of November, our staff noticed that someone had pulled several of the rail trail marker signs out of the ground and threw them in the river. Most were on the rocks near the shoreline by Enerdu. Our staff went to retrieve them and returned them to a representative of the trail.

Staff repaired the louvers on the roof at the generating station. They also added Christmas lights to the roof. A week later they added Christmas lights in the windows of the old generating station as well.

Last month we repaired the damaged sump pit discharge pipe in the basement of the generating station.

We replaced our 24 foot extension ladder with a new, properly rated one.

Ottawa Valley Roofing repaired the leaking roof drain at the generating station last month.

On December 3rd, we shut down the station for about an hour so that ORPC could do some work related to moving the wires off of the side of the old generating station building. They have continued their work on this project over the past couple of weeks and are nearly ready to remove the old wires. This will make working around the old station (especially use of the Hawk) much safer for our staff.

Our staff added bearing oil to the lower bearing oil of unit #1 and the upper bearing of unit #2.

On December 5th, all of our staff completed WHMIS and Lockout/Tagout training.

On December 6th, our staff helped with setup and teardown of the Light Up The Night stage.

Last week, Branje Metal Works had representatives onsite at the Millfall Dam to complete installation of

the walkway over bay #6, the rails for the gantry over bays #1 and #6, and the walkway and gantry over the earthen dam sluice.

On December 9th we completed minor repairs to the self-cleaning strainer at the generating station.

That's all for this month.

Generation Stats

This section shows annual figures

Budget Generation 2014 \$2,299,000
 Actual Generation 2014 \$2,948,670
 Actual Generation 2014 (KWh) 24,288,843

Budget Generation 2015 \$2,308,000
 Actual Generation 2015 \$2,153,100
 Actual Generation 2015 (KWh) 17,631,720

Budget Generation 2016 \$2,424,651
 Actual Generation 2016 \$1,918,603
 Actual Generation 2016 (KWh) 15,715,881

Budget Generation 2017 \$2,355,095
 Actual Generation 2017 \$3,899,139
 Actual Generation 2017 (KWh) 31,939,350

Budget Generation 2018 \$2,306,244
 Actual Generation 2018 \$2,455,780
 Actual Generation 2018 (KWh) 19,960,232

This section shows figures representing the period of January 1 – November 30 (2018 vs 2019)

2018		2019	
Budget Generation	\$2,045,638	Budget Generation	\$2,138,565
Actual Generation	\$2,079,121	Actual Generation	\$2,698,089
Actual Generation	16,887,019 KWh	Actual Generation	21,827,809 KWh

NOTE: The projected (or budgeted) revenue/KWh output is often well above or below the actual totals. As a run-of-river station we must base our projections on AVERAGE flows. Verified flow data exists on our system from 1919 to the present. We use data from 1960 to the present in our projections, as regulation of the system has changed significantly over the past 100 years.

 Scott Newton, General Manager

CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
PARKS & RECREATION ADVISORY COMMITTEE

January 28, 2020
3:00 pm
Municipal Office - Council Chambers

PRESENT: Rick Lotan (Chairperson)
Councilor Dalgity
Scott Newton
Terry Ainsworth
Sherryl Smith
Councilor Guerard

STAFF/OTHERS: Calvin Murphy- Recreation Manager
Bonnie Ostrom, Administrative Assistant
Dawn McDonald, Recording Secretary

REGRETS: Denny O'Connell
Christine Anderson

Chairperson Rick Lotan called the meeting to order at 3:00 pm.

A. APPROVAL OF AGENDA

Moved by Councilor Dalgity

Seconded by Councilor Guerard

THAT the January 28, 2020 agenda be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None

C. DELEGATIONS/PRESENTATIONS/TOURS - None

D. APPROVAL OF MINUTES – October 29, 2019

Moved by Scott Newton

Seconded by Sherryl Smith

THAT the October 29, 2019 Parks & Recreation Advisory Committee minutes be accepted as presented.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

1. Adopt a Park Policy

The Committee reviewed “Adopt-A-Park” policies from Carstairs, AB; City of Morganton, NC; Essa, Barrie, Windsor, London and Ottawa.

The Committee agreed to use the City of Windsor Policy as a general guideline with modifications to responsibility levels, rules governing selection of alternative park locations, duration of agreement and use of personal equipment.

The Recreation Manager will discuss insurance and waiver requirements with the CAO for inclusion in the draft policy.

Staff will incorporate members’ comments into the draft policy, including related records, forms and attachments and will circulate a draft electronically for discussion at the February 25, 2020 meeting.

Councillor Dalgity will discuss the “Adopt-A-Park” policy direction with the CAO to ensure it is in line with the “Volunteer” policy.

F. ROUND TABLE

1. Recreation Program Review – The Recreation Manager assured the committee that, further to the request of Council, this item would be brought forward for discussion once the draft “Adopt-A-Park” policy had been forwarded to Council for approval.
2. 2020 Budget – The 2020 Budget is a public document and will be available for review once approved by Council.

G. REPORTS – None

H. INFORMATION/CORRESPONDENCE

1. Regrettably, Denny O’Connell has submitted his resignation as a Parks and Recreation committee member, effective January 31, 2020.

Councillor Dalgity to bring forward to Council, the resignation of Denny O’Connell, member of the Parks and Recreation Committee.

2. Mississippi Valley Conservation Authority offered the following in response to staff's inquiry re: clarification of MVCA specs on the buffer area, shore guideline restrictions.

The buffer area should be 3-5 meters; however, there is no official guideline. MVCA has offered to hold a training session which could be beneficial if an application to adopt the River Front Estates park on Spring Street is received. MVCA also suggested the question be put forward to the Mississippi Valley Field Naturalists.

3. The next scheduled meeting of the Dog Park working group is February 4, 2020.

I. OTHER/NEW BUSINESS

J. MEETING ANNOUNCEMENTS :

Next meeting: Tuesday, February 25, 2020 at 3:00 pm in Council Chambers.

K. ADJOURNMENT

Moved by Councilor Guerard

Seconded by Scott Newton

THAT the January 28, 2020 Parks & Recreation Advisory Committee meeting be adjourned at 4:42 pm.

CARRIED

_____ Dawn McDonald, Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
AGRICULTURE COMMITTEE
MINUTES**

Tuesday, February 11, 2020 @ 12:30 P.M.

Municipal Office, 3131 Old Perth Road, Almonte

PRESENT: Brenda Cochran
Lorne Heslop
Merlin Knapton
Scott Sigurdson
Councillor Bev Holmes

STAFF: Niki Dwyer, Director of Planning
Cory Smith, Public Works Technologist
Abby Armstrong, Environmental Compliance Coordinator

REGRETS: Paul Crozier

The Chair called the meeting to order at 12:34 p.m.

A. APPROVAL OF AGENDA

Moved by Lorne Heslop

Seconded by Merlin Knapton

THAT the Agenda dated February 11, 2020 be approved as presented.

CARRIED

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

None were declared.

C. APPROVAL OF MINUTES

Moved by Lorne Heslop

Seconded by Merlin Knapton

THAT the Minutes dated January 30, 2020 be approved as presented.

CARRIED

D. DELEGATIONS/PRESENTATIONS

E. NEW BUSINESS

1. Wild Parsnip Management

The Environmental Compliance Coordinator provided answers to specific questions she had received prior to the meeting from the committee related to the operation of the Wild Parsnip program. It was noted that all questions received from either the committee or public will be included in the staff report provided to Committee of the Whole.

During discussion members provided feedback and comments which included: opt out contract; results of organic farming identifications (National Farmers Union and Ontario Farm Association designations); cost associated with manual removal; and best practices (Sugar Bush Rd.)

The Public Works Technologist provided an overview of the GIS “dashboard” used to identify, track and monitor wild parsnip reports on the Municipal right of ways.

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Moved by Lorne Heslop

Seconded by Scott Sigurdson

THAT the Agricultural Advisory Committee received the organic farmer mapping and identification information presented by Scott Sigurdson;

AND THAT the Agricultural Advisory Committee acknowledges that there are 13 organic farms, the majority of which are identified by NFU or OFA, occupying 1591 acres of land and 10.45km of road frontage in the Municipality of Mississippi Mills;

CARRIED

2. Proposed Changes to the Drainage Act

The Members discussed the proposed areas of change and noted that the amendments are generally considered to be positive and non-controversial.

Moved by Lorne Heslop

Seconded by Scott Sigurdson

THAT the Agricultural Advisory Committee considers the changes proposed in the discussion paper to be positive and not controversial for the agricultural community and the Municipality of Mississippi Mills;

AND THAT the Agricultural Advisory Committee recommends that Council send correspondence to the Province supporting the proposed changes to the Drainage Act.

CARRIED

F. INFO/CORRESPONDENCE

None

G. ROUNDTABLE:

None

H. ANNOUNCEMENT

To be determined.

I. ADJOURNMENT

Moved by Merlin Knapton

Seconded by Scott Sigurdson

THAT the meeting be adjourned at 1:41 p.m.

CARRIED

Niki Dwyer, Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: February 18, 2020
TO: Committee of the Whole
FROM: Tiffany MacLaren, Community Economic and Cultural Coordinator
SUBJECT: Funding for Ramsay Recreational Halls 2020

RECOMMENDATION

THAT Committee of the Whole recommends that Council approve 2020 funding for Union Hall and the Clayton Hall based on 35% of their respective 2019 operating;

AND FURTHERMORE THAT Committee of the Whole recommends Council require both organizations to develop a five-year business plan to be submitted by the end of July, 2020;

AND FURTHERMORE THAT a review of the funding model for 2021-2024 occur in October 2020 upon review of business plans from both facilities.

BACKGROUND

Clayton Hall and Union Hall are independent recreational facilities in Mississippi Mills. Both are volunteer run organizations that raise funds through annual fundraisers, rental fees and grants. These facilities host events that cater to Mississippi Mills residents as well as visitors. Having recreational facilities in our rural communities allows residents to enjoy events and leisure activities without the need to travel far.

Union Hall

Constructed in 1857 through the efforts of local farmers and the Ramsay District Library Board, Union Hall has been used continuously for over 150 years as a library, meeting hall, place of worship, and a venue for family celebrations, memorial services, dances, children's parties, and cultural activities. It is thanks to the Union Hall Women's Institute that the hall has an expansive stage and a dance floor.

Neighbours gather for pancake breakfasts, blueberry teas, public information sessions, studio tours, a weekly farmers market, and an autumn potluck and talent show.

Clayton Hall

The Clayton Community Centre is a location for weddings, parties, meetings, family reunions, baseball tournaments and a variety of functions.

The Hall can seat a maximum of 233 people comfortably and is equipped with adequate kitchen, bar and/or canteen facilities, a stage/performance area (with piano) as well as a change room off the staged area.

Mississippi Mills traditionally provides both facilities with some annual funding through the Municipal grant process. This funding has not been guaranteed and each year these volunteer committees will apply for a portion of the funds approved during the budget process. In 2019 Union Hall received \$3000.000 and Clayton Hall received \$4,500.

DISCUSSION

Annual funding from the Municipality would allow these organizations to strengthen operations, make progress on capital projects and work towards sustainability. Both organizations have capital projects they would like to complete that will increase their ability to market and rent out the facility. Similar to municipalities the ability to plan based on “known” amounts of funding will mitigate some of the variable in any project.

Both facilities have expressed interest in several capital projects. Union Hall would like to renovate their kitchen and needs to put in an engineered wheelchair ramp. Clayton Hall would benefit from updated flooring and have discussed reconfiguring their property layout.

In order to ensure that taxpayer funds are allocated with some assurance that the funds are good investments contributing to the success of these community based facilities staff are recommending that each committee be required to develop a business plan. In this process Council is removing the annual grant requirement and will instead focus on planning for the success of these community resources. The intent would be that these plans be used to assist the organization as they prioritize projects and plan for additional fundraising. Plans would be discussed with the Treasurer and Community & Cultural Coordinator in October 2020. After which Staff would come back to Council with recommendations of annual funding for the following 3 years.

Staff recommend Council require that receipt of funding is conditional upon both organizations agreeing to develop a five-year business plan and submitting the plan before the end of July 2020.

Through discussions with these volunteer organisations it was noted that they could use some assistance identifying and applying for grants. Staff plan to organize a Funders Forum in 2020 for these and other community groups. This event would offer information on funding organizations, resources available as well as tips and tricks when applying for grants.

FINANCIAL IMPLICATIONS

In their 2020 Municipal Grant Application the Union Hall committee provided Financial Statements indicating their 2019 Operating Funds opening statement was \$13,946.64. 35% of this would be a grant of \$4881.32. Union Hall is open 6 months of the year.

In Clayton's 2018 Grant application they included their 2019 Operating Budget. In it they indicated their Budgeted Total Expense to be \$38,405.00. A grant representing 35% of this would be \$13,441.75. Clayton Hall is open 12 months of the year.

\$20,000 has been allocated in the 2020 Mississippi Municipal Budget for these facilities. The grants noted above fit within this budget totaling \$18,323.07. Additional funds could be used towards the Funders Forum.

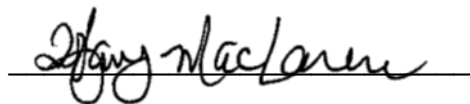
SUMMARY

Staff recommends that the Municipality move to a transparent and equitable funding model for Union Hall and the Clayton Hall. Annual funding to these organizations will enable them to strengthen operations, make progress on capital projects and work towards sustainability. Staff recommends for 2020 their allotment would be 35% of their respective 2019 operational budgets.

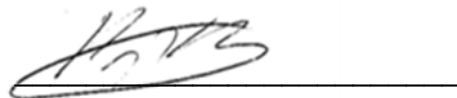
Staff recommend annual funding beyond 2020 be determined upon staff review of updated five-year business plans from both organizations. Prior to 2021 budget deliberations staff would make a recommendation to Council on funding allotments for these facilities moving forward for a period of three years.

Respectfully submitted,

Approved by



Tiffany MacLaren
Community Economic and Cultural Coordinator



Ken Kelly, CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: February 18th, 2020
TO: Committee of the Whole
FROM: Guy Bourgon, P.Eng., Director of Roads and Public Works
SUBJECT: Paterson Street Parking Restrictions

RECOMMENDATION:

THAT Committee of the Whole recommend Council direct staff to amend By-law 02-27 Traffic and Parking to restrict parking on Paterson Street in proximity to the Orchardview Estates development as detailed in the report by the Director of Roads and Public Works dated February 18th, 2020.

AND THAT Committee of the Whole recommend Council direct staff with respect to public consultation in accordance with the options identified in this report.

BACKGROUND:

Staff presented a report at the December 3rd, 2019, Council meeting regarding a request received from the owner of the Orchardview Estates retirement complex to restrict parking along both sides of Paterson Street in proximity to their establishment. The report was deferred by Council. Council further directed staff to undertake public consultation in 2020 regarding parking concerns related to the Orchardview site.

DISCUSSION:

On December 4th, 2019, Orchardview modified their request in light of Council's concerns as per their attached sketch. The request was provided to the CAO for consideration.

The new request is for parking to be prohibited a distance of 9 m north and south of each entrance to the complex to allow vehicles egressing from the Orchardview entrances better sight lines to see oncoming traffic and vice versa. These restrictions will also improve the visibility of pedestrians crossing these entrances. The current restriction from entrances as per our traffic and parking by-law (02-27) is 1.5 m from an entrance, and 3.0 m from a hydrant. It should be noted that there is a hydrant located 6 m north of the southern entrance, therefore the parking restriction at this location would only re-assert the existing by-law restriction at this location. Additionally, Orchardview is requesting parking to be restricted immediately in front of their site on the west side of the road to improve traffic circulation. Parking would therefore be restricted from 60 m south of Tatra Street to 10 m north of Robert Hill Drive at the west side of Paterson St.

A parallel parking space is generally considered to be 6.7 m in length. The net effect of the requested parking restrictions is therefore the loss of three parking spaces (one on either side of the northern entrance, and one on the south side of the southern entrance) on the east side of the roadway, and 25 potential parking spaces on the west side of the roadway. Orchardview has indicated that they have provided 22 additional parking spaces on-site as identified in the attachment to offset these losses. On-site parking is considered preferential to off-site parking.

As there will continue to be roadside parking available on either side of Paterson Street south of Tatra Street in the areas not identified for restrictions, and as Orchardview has provided additional parking spaces on site to compensate for the loss of these parking spaces, and as no other lands will be impacted by these restrictions, Staff is supportive of the implementation of parking restrictions as outlined in this report. As winter is upon us, staff would recommend that the parking restrictions come into effect May 1, 2020, to allow for ease of installation of the signage.

OPTIONS:

Should Council require public consultation, obtaining written comments from the public through a posting on our website, notification on social media and notification at Orchardview should be sufficient. Alternatively, Council could choose to direct staff to hold a public meeting should members of Council feel that it is warranted.

FINANCIAL IMPLICATIONS:


The only external costs associated with the parking restrictions will be the costs of the signage and posts, which are minor (approximately \$150/sign). The signage can be installed by municipal staff in the spring.

SUMMARY:


At the request of Orchardview Estates, staff have reviewed the parking on Paterson Street in the area of the complex and are supportive of the requested parking restrictions 9 m north and south of each entrance on the east side of Paterson Street as identified in this report.

Respectfully submitted,

Reviewed by,



Guy Bourgon, P.Eng.
Director of Roads and Public Works



Ken Kelly, CAO

Attachments: Draft By-law 20-XX
Orchardview Parking Restriction Plan
Orchardview Request

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-XX

BEING a by-law to amend Traffic and Parking By-law 02-27.

WHEREAS under section 11(2) of the Municipal Act 2001, S.O. 2001, c.25, a lower-tier municipality may pass by-laws respecting matters within the following sphere of jurisdiction: highways, including parking and traffic on highways;

AND WHEREAS Council passed Traffic and Parking By-law 02-27 on February 12, 2002;

AND WHEREAS on-street parking has become problematic in the vicinity of the entrances to the Orchardview retirement complex;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills enacts as follows:

1. That Schedule B – No Parking be amended to include:

NO PARKING

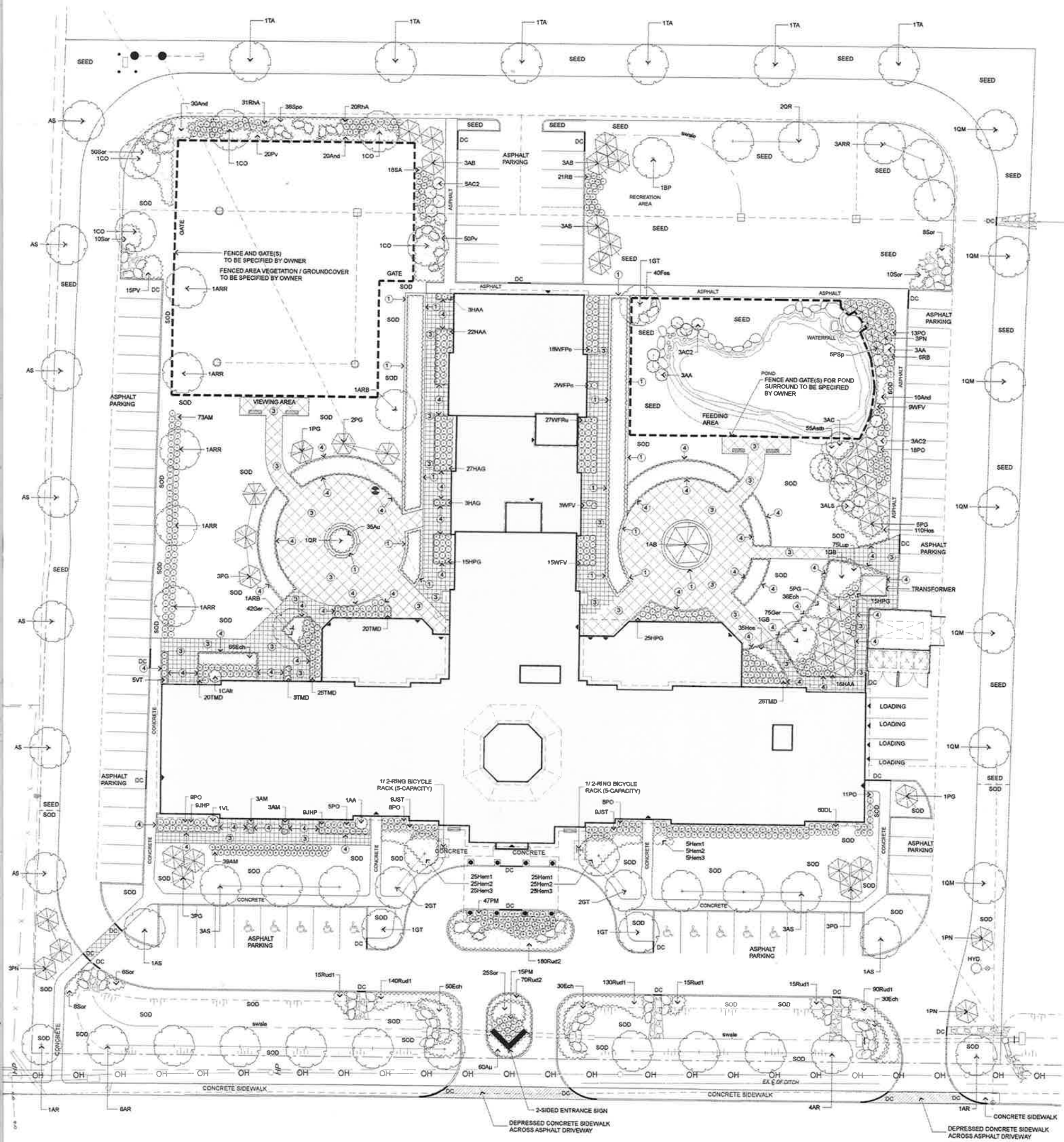
HIGHWAY/ STREET	HIGHWAY DIRECTION	FROM	TO	SIDE
Paterson Street	North/South	9 m north of each entrance	9 m south of each entrance	East
Paterson Street	North/South	60 m south of Tatra Street	10 m north of Robert Hill Drive	West

2. By-law 02-27 is hereby amended.
3. This by-law shall come into force on May 1, 2020.

BY-LAW read, passed, signed and sealed in open Council this 3rd day of March, 2020.

Christa Lowry, Mayor

Jeanne Harfield, Clerk



From: Julie Munro
Sent: December-04-19 12:47 PM
To: Guy Bourgon <gbourgon@mississippimills.ca>
Cc: Joe Price James Roy
Subject: Orchard View no Parking location

Hello Guy,

I understand that a discussion was brought to the council last evening about the No Parking request for our home and property.

From what it reads in the recommendations, I would like to request a change to the location of the No Parking signs and restrictions.

We would like the request to read that the no parking signs be situated 30' out on either side of the entrances to reduce or eliminate the visibility challenge when exiting our home. There should be no parking on the opposite side of the road in front of our home. I do not want it to indicate the whole road from Tatra to Robert Hill together. Due to our population and visitors, we have many that require close proximity to the front door. We receive many comments from our families and visitors when parking isn't available close and would like to find the happy medium.

To assist with the situation, we have added 22 more parking spaces, communicated through our newsletter to our families, as well as our receptionist is reminding everyone that comes in. During our events and busy times, we do run out of parking and I do not want to impact people with mobility challenges and their participation in our events and visiting their family & friends.

Please review the map I have attached and let me know if you have any questions.

Julie Munro

Marketing Director

www.orchardviewmississippi.ca

(O)613.963.5000

(F)613.256.6000



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

COMMITTEE OF THE WHOLE

DATE: February 18, 2020

TO: Committee of the Whole

FROM: Abby Armstrong, BA (Env.)
Environmental Compliance Coordinator

SUBJECT: **2020 Wild Parsnip Management Program**

RECOMMENDATIONS:

THAT Committee of the Whole recommend Council approve the 2020 Wild Parsnip Management Program as identified as Option 1 in the Environmental Compliance Coordinator's Report on the 2020 Wild Parsnip Management Program dated February 18, 2020 with the understanding that modifications may be made to the plan based on the forthcoming Agriculture Advisory Committee recommendations with regards to organic farming operations.

BACKGROUND:

Since 2018, numerous reports have been brought forward for Council consideration and approval with regard to wild parsnip management in Mississippi Mills. Council approved the initial control and management of wild parsnip in 2018 (Council Resolution 88-18). The following year, Council approved the 2019 Wild Parsnip Management Program by mechanical and herbicide means in 2019 (Council Resolution 106-19). Presently, Council has directed staff to participate in the joint tender issued by Lanark County for roadside spraying and to follow up with information pertaining to the Pollinator Seed Project, Mayor's Pledge, an Integrated Vegetation Management Plan, and information from Lanark County's management plan (Council Resolution 039-20).

DISCUSSION:

Wild parsnip requires management for many reasons, primarily to ensure the safety of the public, preservation of infrastructure, and to control the spread. The *Weed Control Act R.S.O. 1990* requires persons in possession of land to destroy all noxious weeds. The implementation of many programs, including spraying, pollinator projects, and site restoration, aids in properly managing this invasive species.

During 2019, the Roads and Public Works Department assessed and monitored the infestation level of wild parsnip on all roads within Mississippi Mills. The 2020 Wild Parsnip Management Program is based on the findings from this program, as well as public consultation that took place in January and February 2020.

The recommended 2020 Wild Parsnip Management Program (Option 1) includes the continuation of monitoring and assessing of all roads for the presence and infestation level of wild parsnip. Weather dependent, operations such as mowing will be conducted on all roads in June as per regular operations and maintenance, followed by boom spraying the nineteen (19) perimeter roads where appropriate that were identified as having medium to heavy infestation levels in 2019 to ensure the control of spread due to neighbouring municipalities not spraying, and spot spraying where appropriate on eighty-one (81) roads that were identified as having light to very light infestation levels in 2019. The Municipality's proposed program mirrors that of Lanark County's program where considerable boom spraying was completed in year one followed by transitioning into spot spraying in subsequent years. The below table forms Appendix 'A' outlining the level of infestation and method of application for the 2020 Wild Parsnip Management Program.

From complaints and observations in 2019, each identified area in the 2020 Wild Parsnip Management Program will be treated to the property line based on its level of infestation, with roads that were sprayed in 2019 to be assessed in the spring to determine the levels of infestation from the possibility of dormancy, to which they will be added accordingly into the 2020 program. Based on spring 2020 observations, some sections may shift from boom spraying to spot spraying and vice versa. This is not expected to have any negative impacts on the tender.

Landowners/Occupants with manicured lawns (less than 4") will not be sprayed providing these lawns receive continued maintenance for the 2020 season. Landowners/Occupants concerned with the health and safety of wild parsnip on their manicured lawns will be requested to not mow their manicured lawn for a minimum of two (2) weeks so that it may be treated with herbicide and to not mow their manicured lawn for another week minimum after spray. This is in keeping with the Lanark County program.

Landowners/Occupants will once again be given the option of completing an "opt out" or an "Adopt a Road" agreement to opt out of the spraying program where they assume responsibility for vegetation control measures on that portion of the Municipal Road lying between the edge of the shoulder of the roadway and the property line of the Landowner/Occupant property. Public notices regarding wild parsnip management will be mailed to Landowners/Occupants that reside along the roads that are selected based on severity of infestation.

As in previous years, any reductions in quantities associated with the tender can be considered prior to works, this includes areas to be revised from boom spray to spot spray or vice versa. Sections where "opt out" or "Adopt a Road" agreements are in place will be removed from the contract.

The deadline to "opt out" or "Adopt a Road" is proposed to be May 1, 2020, with Landowners/Occupants to remove wild parsnip by mid-June. Landowners/Occupants who opted out and failed to sufficiently address the wild parsnip in front of their

properties in 2019 will not be given the option to opt out in 2020. Thirteen (13) reminder letters had to be sent to owners who had opted out but were not meeting the obligations of their agreements; several of these subsequently complied.

Staff attended the Agricultural Advisory Committee (AAC) meetings on January 31, 2020 and February 11, 2020. Concerns noted at the meetings were in relation to wild parsnip and its effects on farming; physical, mechanical, and spray management; and costs. Additional recommendations are expected from the AAC which will be considered at the second Council meeting in March (17th) with respect to organic farms and how to deal with roadside wild parsnip adjacent to these areas; this will include mapping to identify the locations of certified organic farms (13 farms identified by the AAC) and the appropriate treatment for other organic farms. Once again, these areas can be considered for removal from the spray program should a suitable alternative acceptable to Council be agreed to.

Similar to the 2018 and 2019 programs, the Roads & Public Works Department is in discussions with neighbouring municipalities to address the seven (7) boundary roads impacted by the spraying. As in the past, the Municipality will continue to collaborate with these neighbouring municipalities, with the Municipality continuing to manage its side of the boundary road.

JOINT TENDER

The County has been issuing request for tenders for roadside weed spraying in Lanark County and neighbouring municipalities within Lanark County's geographic region since 2015. The County again reached out to municipalities in January 2020 with regard to issuing the request for tenders for spraying, with a deadline of February 19, 2020 for municipalities to be included.

POLLINATOR SEED PROJECT

In 2019, Council approved a pilot Pollinator Seed Project (Council Resolution 262-19). The project included discussions with a local organic farmer to allocate an approximate two (2) kilometre road adoption on Sugar Bush Road in Pakenham with seed mix to regenerate pollinator habitat. From follow-up discussions with the local organic farmer and observations, the further advancement of regeneration of plants to aid in a viable eco-system pertaining to organic farming and in comparison to the adjacent kilometre of road way that did not receive seed mix, the pilot project was successful; however continuous monitoring and removal of noxious weeds is still presently required, especially if incorporating future pollinator habitat projects.

Financials are included in the financial implications section.

MAYOR'S MONARCH PLEDGE

The Mayor's Monarch Pledge is where *'Mayors and other local and tribal government chief executives are taking action to help save the monarch butterfly...through the*

National Wildlife Federation's Mayor's Monarch Pledge...communities are committing to create habitat for the monarch butterfly and pollinators, and to educate citizens about how they can make a difference at home and in their community.' (The National Wildlife Federation, 2020).

Three (3) components of the Mayor's Monarch Pledge include:

The National Wildlife Federation's Butterfly Heroes program which brings awareness to the declining monarch butterfly population and connects gardeners, kids, and families in helping this species and other pollinators thrive.

Ensuring sustainability of native plants that form symbiotic relationships with native wildlife and their habitats. Native plants help the environment the most when planted in places that match their growing requirements; they thrive in the soils, moisture, and weather of the region, which means less supplemental watering. Native plants also assist in managing rainwater runoff and maintain healthy soil as their root systems are deep and keep soil from being compacted. Native plants define a unique sense of place and heritage for garden habitat while preserving the natural history of the flora and fauna of the region.

Certified wildlife habitats illustrate that the impact by wildlife gardens and wildlife habitats is significant especially with the connection of corridors of habitat necessary for species.

Financials are included in the financial implications section.

INTEGRATED VEGETATION MANAGEMENT PLAN

An Integrated Vegetation Management Plan for the Municipality would be a guidance document to ensure proper implementation measures in place to aid in the control and management of vegetation in Mississippi Mills. An initial plan would include the characteristics of our road system and its vegetation, control methods in place, future control and management methods, vegetation handling and disposal, public education, and ongoing assessment and monitoring of the Municipality's roadside vegetation. Similar to the County of Lanark, staff would recommend that a consultant be hired to undertake this plan.

Financials are included in the financial implications section.

LANARK COUNTY'S MANAGEMENT PROGRAM

Lanark County's Management Program revised in June 2017 focuses on the use of multiple methods of control and management of their roadsides, trails, and facilities. Methods may include the introduction of competitive vegetation, to physically targeting areas to reduce herbicide use. The program further addresses administration and public relation matters such as staff training, community involvement programs, and public education, while ensuring ongoing assessments and monitoring of the program

and continuous collaboration with municipalities. Presently, Lanark County has approximately six (6) staff that are dedicated to managing their vegetative program.

PUBLIC CONSULTATION

Public consultation on the proposed 2020 Wild Parsnip Management Plan took place from January 29, 2020 through to February 13th, 2020, with advertisements on the municipal website and through the EMC newspaper requesting comments from residents.

All unredacted comments received from residents of Mississippi Mills have been provided confidentially to members of Council for their consideration prior to this meeting in order to protect the identities of the commenters. A summary of these comments included respondents' concerns over cost, possible negative effects to the environment and wildlife, and the negative financial consequences to organic crops contaminated by the spray; while respondents in support of spraying have indicated to remove wild parsnip by any means necessary due to the serious risk to the public, the need to control the spread, and negative financial consequences to crops contaminated with wild parsnip. Answers to the more frequently asked questions will be developed and posted on our website subsequent to Council direction on the 2020 wild parsnip program.

In numerous discussions with the public, it was noted that the best course of management and control of wild parsnip is for large acreage landowners to be responsible for the management and control of their property per the *Weed Control Act R.S.O. 1990*.

OPTIONS

OPTION 1

Regular operations and maintenance of roadsides with boom/spot spraying roads set out in Schedule A, with the allowance to opt out or Adopt a Road. Manicured areas within the right of way will not be sprayed.

OPTION 2

Regular operations and maintenance of roadsides with spot spraying roads set out in Schedule A, with the allowance to opt out or Adopt a Road. It should be noted that spot spraying medium/heavy infestations is much more labour intensive and costly than boom spraying these areas. Manicured areas within the right of way will not be sprayed.

OPTION 3

Do not spray and remove mechanically; does not include whipper snipping along property lines or terrain where equipment is not able to safely access, with the allowance to opt out or Adopt a Road.

OPTION 4

Do not spray and removal by hand pulling, with the allowance to opt out or Adopt a Road.

OPTION 5

Remove wild parsnip on a case by case basis based on complaints and Provincial Orders. Costs unknown.

Promotion and education will continue to be undertaken for the 2020 Wild Parsnip Management Program.

FINANCIAL IMPLICATIONS

The 2020 Wild Parsnip Management Program will operate through account 1-311-0321-5680 under the 2020 Transportation Operating Budget. All associated costs will include operations and maintenance, and is based on labour, equipment, and mechanical and boom/spot spraying. Based on 2019 pricing and a 2% inflation, the below table is the estimated costs of the 2020 Wild Parsnip Management Program, with further potential associated costs included within the Table.

2020 Wild Parsnip Management Program Estimated Costs Table

Method	Total
OPTION 1	
Boom spray (approx.. 113 lane kms at \$16.32/km) HST not included	\$3,688.32
Spot spray (approx.. 210 hrs at \$147.90/hr) HST not included	\$31,059.00
Mowing, Supplies HST not included	\$23,874.69
TOTAL	\$58,622.01
OPTION 2	
Solely spot spray (approx. 500 hrs at \$147.90/hr) HST not included	\$73,950.00
TOTAL	\$73,950.00
OPTION 3	
Two passes of mowing, where accessible, supplies HST not included	\$221,000.00
Two passes of whipper snipping, where accessible, HST not included	\$50,000.00
TOTAL	\$271,000.00

OPTION 4	
Two manual hand pulling passes with three (3) staff (labour, materials, etc. at approx. 4500 hrs at \$50.00/hr (per light infestation and light topography, not medium/heavy infestation, etc.)) HST not included	\$225,000.00
TOTAL	\$225,000.00

FOR INFORMATION	
Pollinator Seed Project (\$500.00/lane km; all roads) HST not incl.	\$50,000.00
Mayor's Monarch Pledge (application processing fee; program implementation) HST not incl.	\$1,250.00
Integrated Vegetation Management Plan (consulting costs) HST not incl.	\$9,000.00

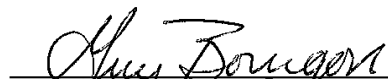
SUMMARY

In 2018 and 2019, Council approved the removal of wild parsnip by mechanical and herbicide means. The Roads and Public Works Department is recommending Council select Option 1 of the above noted options identified in this report for the 2020 Wild Parsnip Management Program. The Roads and Public Works Department will return to Council to report on the efficacy of the 2020 Wild Parsnip Management Program.

Respectfully submitted,

Reviewed by,


 Abby Armstrong, BA (Env.)
 Environmental Compliance Coordinator


 Guy Bourgon, P.Eng
 Director of Roads & Public Works

Approved by,


 Ken Kelly, CA
 Chief Administrative Office

Appendix 'A'

Road Name	From	To	Length	Side of Road	Infestation Level
SPOT SPRAYING					
Ramsay Conc. 7B	Camelon Road	End	10.559	Both	Light/Very Light
Bellamy Mills Road	Gemmill Street	Ramsay Conc. 6D	5.44	Both	Light/Very Light
Camelon Road	Ramsay Conc. 7B	Ramsay Conc. 8	1.46	Both	Light/Very Light
Clayton Road	Ramsay Conc. 6D	Tatlock Road	5.39	Both	Light/Very Light
Currie Road	Tatlock Road	End	0.3	Both	Light/Very Light
Drummond Side Road	County Road 29	Quarry Road	3.73	Both	Light/Very Light
Forest Road	Ramsay Conc. 1	Old Perth Road	0.79	Both	Light/Very Light
Klondike Road	Pakenham Conc. 5	Sugar Bush Road	1.34	Both	Light/Very Light
Maple Ridge Road	County Road 29	End	0.65	Both	Light/Very Light
Needham Side Road	Mountain View Road	Pakenham Conc. 12 S	2.32	Both	Light/Very Light
Old Almonte Road	Ramsay Concession 12	Patterson Street	3.847	Both	Light/Very Light
Old Union Hall Road	Ramsay Conc. 7B	Wolf Grove Road	4.44	Both	Light/Very Light
Pakenham Conc. 8 S	End	End	3	Both	Light/Very Light
Pakenham Conc. 9 S	Cedar Hill Road	End	1.76	Both	Light/Very Light
Rae Road	Country Street	Old Perth Road	7.37	Both	Light/Very Light
Ramsay Conc. 2B	Tatlock Road	End	3.24	Both	Light/Very Light
Ramsay Conc. 3A	Old Perth Road	McIntosh Way	3.98	Both	Light/Very Light
Ramsay Conc. 4C	Clayton Road	End	0.87	Both	Light/Very Light
Ramsay Conc. 6B	Rae Road	Old Perth Road	0.88	Both	Light/Very Light
Ramsay Conc. 7A	Old Perth Road	Carleton Place	6.99	Both	Light/Very Light
Ridge Road	Blakeney Road	Panmure Road	2.126	Both	Light/Very Light
Ski Hill Road	Lynx Hollow Road	Mount Pakenham	1.78	Both	Light/Very Light
Smart Street	Country Street	Green Acres Road	0.58	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Bellamy Road	Peneshula Road	Pakenham Conc. 6	11.71	Both	Light/Very Light
Cedar Hill Side Road	Pakenham Conc. 7 S	Sugar Bush Road	1.44	Both	Light/Very Light
Comba Lane	County Road 29	End	0.4	Both	Light/Very Light
Gleeson Road	Christian Street	Ramsay Conc. 8	1.4	Both	Light/Very Light

Greystone Crescent	Ramsay Conc. 12	Greystone Drive	1.15	Both	Light/Very Light
Heather Crescent	Ramsay Conc. 8	Ramsay Conc. 8	0.89	Both	Light/Very Light
Indian Hill Road	County Road 29	County Road 29	1.24	Both	Light/Very Light
Lynx Hollow Road	Ski Hill Road	End	1.58	Both	Light/Very Light
McCann Road	Cedar Way	Scotch Corners Road	0.34	Both	Light/Very Light
McLaughlin Road	Deer Run Road	End	0.43	Both	Light/Very Light
McManus Side Road	Campbell Side Road	End	2.69	Both	Light/Very Light
McPhail Side Road	Martin Street N	End	0.37	Both	Light/Very Light
McWatty Road	County Road 29	Lynx Hollow Road	1.38	Both	Light/Very Light
Miller Road	Ramsay Conc. 1	Tatlock Road	1.39	Both	Light/Very Light
Mountain View Road	Panmure Road	Needham Side Road	3.14	Both	Light/Very Light
Muirfield Court	Lion Head Drive	End	0.38	Both	Light/Very Light
Old Perth Road	Ramsay Con. 8	Ramsay Conc. 1	12.98	Both	Light/Very Light
Deer Run Road	Barr Side Road	Waba Road	2.04	Both	Light/Very Light
Pakenham Conc. 10	Barr Side Road	Renfrew Boundary	5.71	Both	Light/Very Light
Pakenham Conc. 11 N	Shaw Road	Young Road	3.98	Both	Light/Very Light
Pakenham Conc. 5 S	Klondike Road	End	1.57	Both	Light/Very Light
Pakenham Conc. 7 S	Cedar Hill Side Road	Ramsay Conc. 7B	3.115	Both	Light/Very Light
Pakenham Conc. 7 S	Cedar Hill Side Road	End	1.29	Both	Light/Very Light
Pakenham Conc. 8 N	Waba Road	Barrie Road	2.14	Both	Light/Very Light
Pakenham Conc. 9 N	Waba Road	Barrie Road	3.69	Both	Light/Very Light
Panmure Road	Rock Coady Trail	End	3.63	Both	Light/Very Light
Pick Road	County Road 29	Ramsay Conc. 8	0.5	Both	Light/Very Light
Ramsay Conc. 11A	March Road	End	1.66	Both	Light/Very Light
Ramsay Conc. 3B	Clayton Road	End	0.73	Both	Light/Very Light
Ramsay Conc. 3C	Bellamy Mills Road	End	1.22	Both	Light/Very Light
Ramsay Conc. 5A	Montgomery Park Road	End	3.96	Both	Light/Very Light
Ramsay Conc. 5B	Bellamy Mills Road	End	0.99	Both	Light/Very Light
Ramsay Conc. 6A	Quarry Road	End	0.51	Both	Light/Very Light
Ramsay Conc. 6C	Old Union Hall	End	0.7	Both	Light/Very Light
Ramsay Conc. 6D	Bellamy Mills Road	End	2.71	Both	Light/Very Light
Ramsay Conc. 8	Bennies Corners Road	Pick Road	13.428	Both	Light/Very Light
Scotch Corners Road	Highway 7	McCann	1.77	Both	Light/Very Light
Stonehome Crescent	Ramsay Conc. 12	Ramsay Conc. 12	1.46	Both	Light/Very Light
Turners Road	Golden Line Road	Appleton Side Road	2.83	Both	Light/Very Light

Young Road	End	End	1.91	Both	Light/Very Light
Snedden Farm Road	End	End	1.36	Both	Light/Very Light
Ramsay Conc. 4A	Old Perth Road	Quarry Road	1.83	Both	Light/Very Light
Cedar Hill Side Road	Country Road 29	7 Conc. S Pakenham	2.83	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Clayton Road	County Road 29	Ramsay Conc. 6D	4.052	Both	Light/Very Light
Bellamy Mills Road	Ramsay Conc. 7B	Ramsay Conc. 6D	1.334	Both	Light/Very Light
James Naismith Way	County Road 29	Dead End	0.689	Both	Light/Very Light
Ramsay Conc. 8	Drummond Side Road	Bennies Corners Road	11.926	Both	Light/Very Light
Quarry Road	Ramsay Conc. 4A	Julianne Crescent	6.015	Both	Light/Very Light
Ramsay Conc. 4A	Quarry Road	Highway 7	4.343	Both	Light/Very Light
Ramsay Conc. 7B	Cedar Hill Side Road	Old Union Hall Road	8.279	Both	Light/Very Light
Panmure Road	Rock Coady Trail	End	3.63	Both	Light/Very Light
Ramsay Conc. 8	Drummond Side Road	Bennies Corners Road	11.926	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Sugar Bush Road	Bellamy Road	Ramsay Conc. 7B	4.79	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Bennies Corners Road	County Road 29	Ramsay Conc. 7B	2.969	Both	Light/Very Light
Dark's Side Road	Kinburn Side Road	City of Ottawa	1.55	Both	Light/Very Light
Hamilton Road	Ramsay Concession 12	Appleton Side Road	1.375	Both	Light/Very Light
BOOM SPRAYING					
Bowland Road	Wolf Grove Road	Tatlock Road	2.26	Both	Med/Heavy
Clayton Lake Road	Tatlock Road	Ramsay Conc. 1A	1.37	Both	Med/Heavy
Apple Street	Wilson Street	End	0.209	Both	Med/Heavy
Glen Isle Road	County Road 29	End	1.59	Both	Med/Heavy
Glen Isle Road	County Road 29	End	1.59	Both	Med/Heavy
Golden Line Road	March Road	McArton Road	9.29	1	Med/Heavy
McArton Road	Golden Line Road	Appleton Side Road	2.93	Both	Med/Heavy
Pakenham Conc. 12 N	County Road 29	End	6.84	Both	Med/Heavy
Pakenham Conc. 12 S	Panmure Road	Dark's Side Road	6.75	Both	Med/Heavy
Pakenham Conc. 4	Bayview Lodge Road	Bellamy Road	2.38	Both	Med/Heavy
Pakenham Conc. 7 N	Waba Road	Robertson Line	1.45	Both	Med/Heavy
Ramsay Conc. 12	McArton Road	End	10.98	Both	Med/Heavy
Ramsay Conc. 1	Highway 7	Cranberry Lane	8.92	Both	Med/Heavy
Ramsay Conc. 2A	Blue Heron Road	End	1.3	Both	Med/Heavy

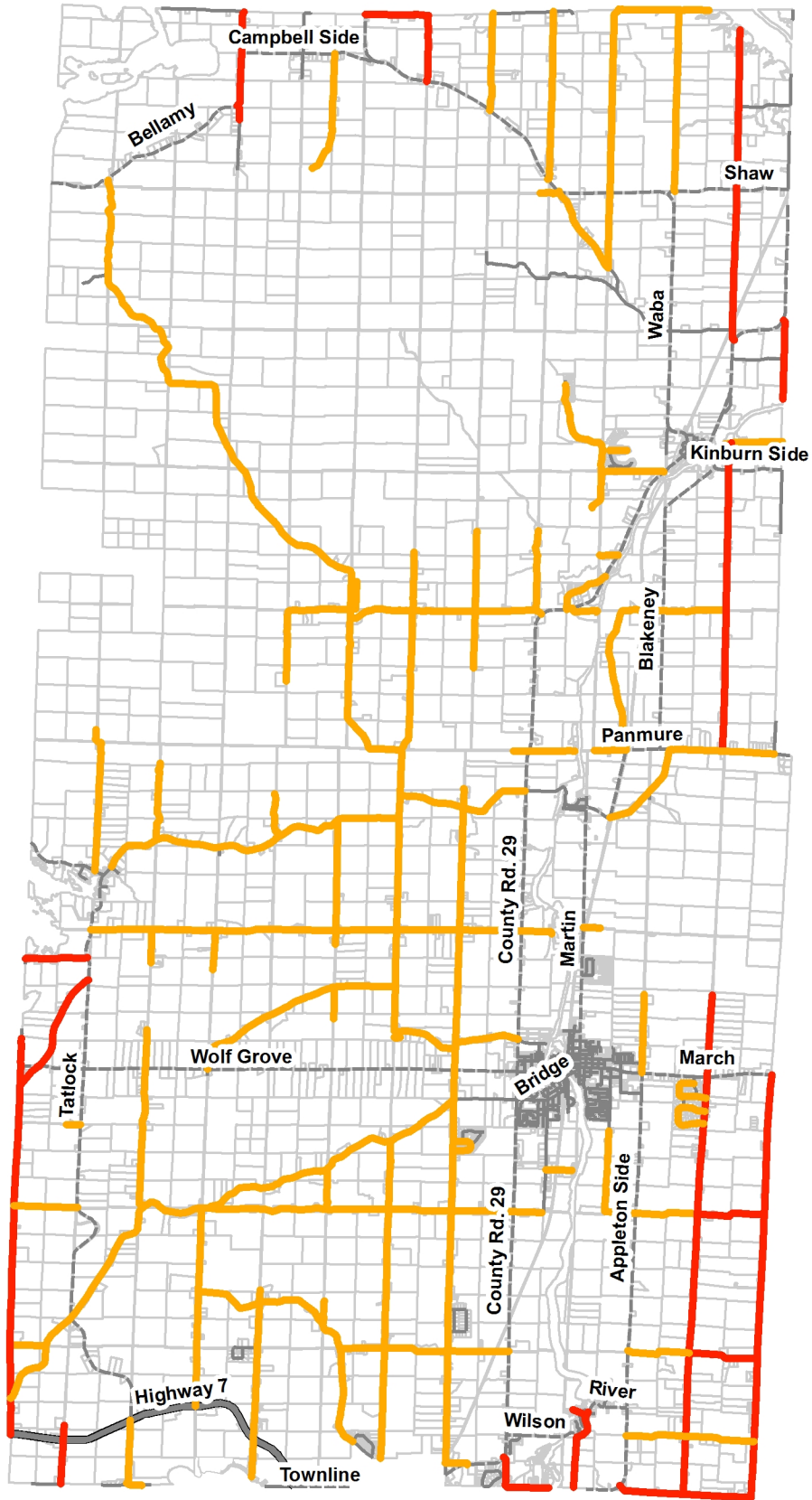
Robertson Line	Waba Road	Pakenham Conc. 7 N	1.22	1	Med/Heavy
Walter Bradley Road	Downey Side Road	County Road 29	0.87	Both	Med/Heavy
River Road	Hill Street	Appleton Side Road	1.84	Both	Med/Heavy
Upper Perth Road	Ramsay Conc. 1	Appleton Side Road	0.58	Both	Med/Heavy
Walter Bradley Road	Downey Side Road	End	0.873	1	Med/Heavy
Old Almonte Road	Ramsay Concession 12	Almonte Boundary	1.492	Both	Med/Heavy
Hamilton Side Road	Ramsay Concession 12	Almonte Boundary	1.523	Both	Med/Heavy

2020 Wild Parsnip Management Plan



Type

- Boom
- Spot



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: February 18, 2020
TO: Committee of the Whole
FROM: Jeanne Harfield, Clerk
SUBJECT: Community Engagement Strategies

RECOMMENDATION:

THAT the Committee of the Whole recommends that Council direct staff to develop a community engagement strategy as part of the strategic plan;

AND THAT the Committee of the Whole recommends that Council direct staff to formalize plans for ward open houses/town halls;

AND THAT the Committee of the Whole recommends that Council direct staff to incorporate cost effective online community engagement tools into the website development;

AND THAT the Committee of the Whole recommends that Council direct staff to obtain quotes for online community engagement software as part of the community engagement strategy;

AND THAT the Committee of the Whole recommends that Council provide direction to staff regarding the option of facilitating council drop-ins or office hours and including more detailed information about Councillors on the new municipal website.

BACKGROUND:

The new Procedural By-law was approved by Council in December 2019 and came into effect in January 2020. During the discussions of the Procedural By-law Council considered utilizing Open Forum as a tool to engage with the community.

On December 3, 2019, Council directed staff to bring forward a report to Council regarding open forum and other alternative strategies for public engagement. As a follow-up the Clerk met with certain members of Council to garner feedback as to what method of engagement they would prefer. The following report outlines options and a proposed path forward.

DISCUSSION:

For community engagement to be effective the feedback received must be meaningful to Council and the community must also feel like their input is valued and considered. There are multiple ways to approach community engagement and based on research the approach should not be ad-hoc but rather fit into a larger community engagement strategy and corresponding policies.

If Council wishes to direct staff to develop a municipal-wide community engagement framework the following should be considered: capacity of staff to take on additional responsibilities; budget considerations (software, staff overtime, promotion or rental fees, etc.); and a tailored approach for rural engagement. There are many samples of community engagement strategies or frameworks for municipalities however, some of these municipalities have departments solely responsible for community engagement and it would be unrealistic for Mississippi Mills to adopt a similar framework given that we do not have the resources available to undertake such a larger scale strategy. In a 2017 study conducted by Ipsos, they identified the top five barriers to municipal community engagement. The top five barriers include:

1. I don't hear about them;
2. I feel like a few strong voices always dominate these discussions;
3. I don't think my contributions would have an impact on the final decision;
4. I don't like participating in group discussions; and
5. They run them at times that are inconvenient for me.

While developing a fulsome public engagement strategy is in our opinion the best option, we acknowledge that there is a strong desire to move forward with public engagement initiatives in the short term. This is also stemming from Council direction provided to staff to investigate open forum and other potential alternatives as a way to engage with the public. As such, staff looked into options that could be implemented in the short term and would provide valuable feedback to Council as well as encourage members of the public to participate.

Based on research and discussions with members of Council the following options are being presented to Council for consideration:

Open Forum

Open Forum was initially discussed during the revision of the Procedural By-law. Municipalities in the area do use open forum as a tool to engage with residents. There have been instances where this works well and where it doesn't. On the positive side it allows residents to provide comment on reports that are meaningful to them beyond sending an e-mail to Council or staff. However, on the negative side of open forum is that it may derail meetings if this portion of the meeting is not managed. Also, some may feel intimidated to comment at a Council meeting or that only the louder voices are considered. Many members of the public may be intimidated of forcing their opinion publicly especially on issues that are polarized or divisive. Additionally, municipal

experts, Nigel Bellchamber and Fred Dean, advise against utilizing open forum as an engagement tool given that their experience with public forums at Council meetings. They indicated that while open forum provides a platform for certain residents it has the potential to derail a Council meeting and take the focus away from important Council business. These discussions with the public should occur but there may be a more suitable avenue to facilitate these conversations.

While there are some merits to open forum, it is staff's opinion that the drawbacks outweigh the positives. Therefore, it is our recommendation that Council focus on alternatives to open forum to engage with residents in a meaningful and positive way.

Ward Open Houses/Town Halls

Mississippi Mills is a unique municipality in that it has a strong urban centre as well as vast rural and agricultural communities. Therefore, there will not be one community engagement strategy that will work for all residents. One of the barriers identified by the Ipsos report is that engagement sessions are not run at a time that is inconvenient for residents. This could also apply for location. Ensuring that residents have access to Council in order to provide valuable input into decisions is a priority. Therefore, in order to reach all wards an option would be to host Ward Town Halls. These Town Halls would take place within the three wards (Ramsay – Clayton Hall or in Appleton, Pakenham – Stewart Community Centre, Almonte – Almonte Old Town Hall) and would have a specific focus such as the strategic plan or 2021 Budget. The idea is that the time and location would be convenient for residents and the setting would be more informal than a Council meeting allowing for residents to have the opportunity to engage with members of Council on specific topics. Should Council wish to pursue this option staff will formalize the details.

Online Engagement Software

Staff has begun working with the service provider on the development of a new Municipal website. During the development stages of the website, we can research potential online software and community engagement tools that can be incorporated into the new municipal website. There are multiple options here: the simplest could be the inclusion of a Community Engagement page on the website that lists current public engagement/consultation initiatives that are currently taking place and how residents can provide input. Other alternatives could be to look into public engagement software (Bang on the Table) that specializes in gathering feedback on specific topics. Lastly, staff can also work with the website developers to create the ability to place polls on the municipal website therefore eliminating the need for third party polling vendors (such as Survey Monkey). This would integrate polling directly on the municipal website making it easier for residents to find the poll and provide comment. According to the Ipsos report 80% of respondents identified completing an online survey as their preferred method of engaging with municipal governments. Based on this and other successful Mississippi Mills surveys (Communications Survey in 2017) staff is recommending that Council direct staff to investigate how to best incorporate polling and community engagement pages directly onto the new Mississippi Mills website.

Council Drop-ins/Office Hours/ Councillor's Corner

A major roll of Councillors is to be the liaison between residents and municipal business. It is therefore important that residents feel like they have the opportunity to approach members of Council with questions or concerns. It is also equally important that members of the public understand and appreciate all the work that members of Council do on their behalf. Therefore, under this option there are two proposals:

1. Encourage Councillor drop-ins or office hours. Currently Almonte Ward Councillors host drop-ins on the first Saturday of every month at the Almonte Library. Additionally, Mayor Lowry has constituent office hours on Thursday afternoons. Staff is recommending that other members of Council adopt a similar strategy. Staff can work with members to make office space available to members of Council to host these drop-ins or office hours.
2. Create a Council Section on the Municipal website – this could include a more in-depth bio of all members of Council and potentially include a monthly blog written by a member of Council to highlight work done in the municipality with a focus on their specific ward. In doing so it allows residents the opportunity to appreciate how much work each member of Council does while also providing more information about who members are.

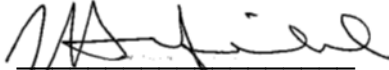
FINANCIAL IMPLICATIONS:

There are little financial implications associated with this report outside of potential rental fees (if any) for ward specific town halls and the cost of using online engagement software. Additional changes to the website such as an online engagement page or information about members of Council would be included in the cost of the development of the new municipal website as staff would incorporate it during the early stages of the website development/site mapping when working with the consultants.

SUMMARY:

Improved community engagement is a focus of this Council as such staff was directed to explore engagement opportunities in addition to open forum at Council meetings. Based on research and best practices staff is recommending that Council direct staff to develop a robust community engagement strategy or framework as part of the strategic plan. In the short term, it is recommended that council direct staff to organize ward town halls, explore low-cost online engagement tools (such as including a community engagement page on the new municipal website), and profiling members of Council through the website and facilitating Councillor drop-ins or office hours. Additionally, based on research staff is not recommending moving forward with open forum at Council meetings as there are alternative engagement options that would likely garner more impactful and meaningful information from the public.

Respectfully submitted,



Jeanne Harfield,
Clerk

Reviewed by,



Ken Kelly,
CAO

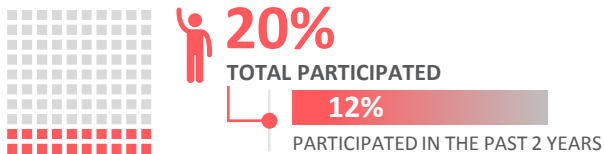
Attachments:

1 – Ipsos 2017 Municipal Government Community Engagement Survey Results

CANADIANS' VIEWS ON MUNICIPAL PUBLIC CONSULTATIONS



PARTICIPATION IN MUNICIPAL PUBLIC CONSULTATIONS



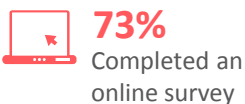
MUNICIPAL PUBLIC CONSULTATION EXPERIENCES

(among those who participated in the past two years)

	% AGREE
There was adequate opportunity to express my opinions	81%
Overall, my experience was a positive one	77%
The process made me feel positive about the sponsoring municipality	67%
The sponsoring municipality was really listening to the feedback	63%
I think the sponsoring municipality took the feedback into account in making its decision about next steps	56%

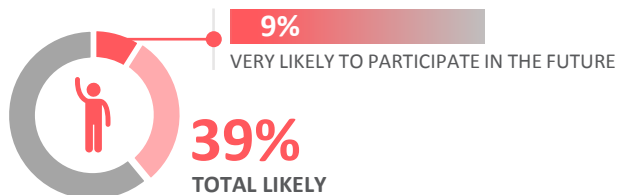
METHOD OF PARTICIPATION

(among those who participated in the past two years)



Less than half (45%) report attending an in-person open-house, town hall meeting, or public engagement event. Claimed participation in other forms of public consultation is even lower: 36% say they took part through social media (Facebook, Twitter, etc.), 31% say they participated in an online discussion, 19% say they participated in a focus group, and 15% say they provided input to a municipality in another way.

LIKELIHOOD OF PARTICIPATING IN THE FUTURE



PREFERRED FORMATS

80%	Completing an online survey	37%	Attending a workshop
68%	Completing a mail survey	35%	Participating in a telephone survey
43%	Attending an open house	31%	Providing input to the municipality's Facebook page
40%	Taking part in an online forum	30%	Attending a Councillor-led meeting
38%	Attending a focus group	17%	Providing input to the municipality's Twitter account
38%	Attending a town hall		

TOP 5 BARRIERS TO PARTICIPATION

1	I don't hear about them	62%
2	I feel like a few strong voices always dominate these discussions	55%
3	I don't think my contributions would have an impact on the final decision	44%
4	I don't like participating in group discussions	40%
5	They run them at times that are inconvenient for me	39%

Data for this infographic was generated by an online survey of 1,002 adult Canadians conducted from March 3 to 8, 2017.

The results are featured in the July 2017 issue of Municipal World magazine.

For more information, please contact Catherine Knaus, Director, Canada, Ipsos Public Affairs: 778.373.5131 | catherine.knaus@ipsos.com

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: February 18, 2020
TO: Committee of the Whole
FROM: Ken T. Kelly, Chief Administrative Officer
SUBJECT: Support Development of Independent Model for Mill of Kintail

RECOMMENDATION:

THAT the Committee of the Whole recommend Council direct the Mayor and staff to work with the Mississippi Valley Conservation Authority, the Mill of Kintail Special Advisory Committee, the Provincial Government and other private parties to develop an independent and sustainable model for the R. Tait McKenzie and Dr. James Naismith Collections.

AND THAT the Committee of the Whole recommend Council allocate up to \$10,000 to support the professional legal advice for a governance structure.

BACKGROUND:

The Mississippi Valley Conservation Authority (MVCA) began reviewing its programs and services in order to manage new funding constraints imposed by Provincial Bill 108 (More Homes, More Choice Act), passed in June 2019. The MVCA has care and management of the R. Tait McKenzie and Dr. James Naismith collections housed at the Mill of Kintail museum. Since the museum is not expected to be considered core to the Conservation Authority's mandate under the new regulation, MVCA initiated discussions on how to keep the heritage building open for community use. The MVCA established the Mill of Kintail Special Advisory Committee to study and bring forward recommendations.

The goal of the special advisory committee is to reach a viable and sustainable solution that satisfies the community while respecting the Authority's role and responds to the direction that the Province has indicated that it will take with the new regulations. The Committee includes members from the Ontario Museum Association, fundraising community, municipal and not-for-profit sectors and MVCA staff.

The mandate of the James Naismith Museum is to promote the values and life of James Naismith – the inventor of basketball. Dr. James Naismith was federally designated as a Historic Person in June 1976. The James Naismith Museum collection consists of artifacts and photographs focusing on the four major stages of James Naismith's' life including his birth in Eastern Ontario, his time at McGill university in Montreal, his

invention of basketball at Springfield College and his later years. The collection consists of ~12,000 artifacts (~10,000 photographs and ~2,000 objects).

The R. Tait McKenzie Memorial Museum is owned and operated by the non-profit Mississippi Valley Conservation Authority (MVCA). The mandate of the R. Tait McKenzie Memorial Museum is to promote the values and life of R. Tait McKenzie - surgeon, educator and sculptor. Robert Tait McKenzie was federally designated as a Historic Person in June 1958.

The R. Tait McKenzie Memorial Museum has the largest collection of R. Tait McKenzie sculptures and memorabilia in Canada, consisting of 5000 artifacts, and showcases the life and works of Robert Tait McKenzie in the mill he used in the 1930's as his summer home and sculpture studio. The museum also hosts special exhibits and artisan demonstrations.

JNM and RTMMM collections are housed together in a climate controlled location off-site of the Mill of Kintail museum building. This storage facility is currently at its maximum capacity. Ownership of the James Naismith Collection was transferred to the MVCA in 2017 from the Dr James Naismith Basketball Foundation. The MVCA manages a trust for R. Tait McKenzie collection. The terms and obligations of the original agreements that govern the trust is currently being investigated.

DISCUSSION:

At the moment there are two streams of issues that will eventually have to be resolved into a sustainable way forward. The two streams are the political direction which will be coming in the form of the regulations that may cut the funding source, in an unknown manner at this point in time, for these collections. The second is the complexity of legal issues that will have to be reconciled in order to implement the severing of the MVCA's involvement in the collections. The legal issues that we are aware of include the covenants that surround the collections in the form of trusts, the charitable status of the MVCA and its ability to divest assets, ability to establish a new registered charity to deal with the collections/assets, and the ability of another qualified donee to accept care and control of these assets. These issues may be unique to the MVCA and the McKenzie and Naismith collections and therefore are not likely to curtail the direction of the Province.

The Mill of Kintail Special Advisory Committee has been working through the list of issues. The MVCA is limited in its ability to incur additional expenses and the Advisory Committee could use additional professional advice.

At the same time Canada's Walk of Fame, who inducted Dr James Naismith in 2019, has stepped forward and offered to sponsor a unique event in support of the museum. This has been facilitated by the Honourable Lisa MacLeod, Minister of Heritage, Sport, Tourism and Culture Industries through Mayor Lowry's Office.

The ability to take advantage of opportunities that could have a meaningful, positive and long lasting affect on the Mill of Kintail Museum and the collections can be hampered by issues as simple as not having an organizational structure or temporary organizational structure in which to support the transition. The establishment of a not-for-profit that has charitable status to accept the collections may take in excess of a year to be processed by the Canada Revenue Agency and approval is not guaranteed.

Interestingly enough, the Municipality of Mississippi Mills is a qualified donee and can accept the assets of the MVCA. This could be a likely outcome by default if a suitable and sustainable model to make the collections self-sufficient is not developed. In effect, this would be a downloading of the responsibility for these collections to a municipal government and the ratepayers of Mississippi Mills.

To prepare for the regulatory change that has been foreshadowed by the Province, it is in the best interest of the Municipality ~~should work~~ to support the development of governance models and alternative funding sources that can provide a sustainable future revenue stream that is not beholden on the ratepayers of Mississippi Mills.

Therefore, staff are recommending that the Municipality support outside legal advice for the MVCA and the Special Advisory Committee and provide other supportive actions to prepare a plan that will not rely on the ratepayers of Mississippi Mills to financially support the collections in the long term.

FINANCIAL IMPLICATIONS:

The estimate for professional legal advice to support the development of a not for profit with charitable status is between \$5000 to \$10,000. These costs can be funded from legal and other professional fees within the 2020 Budget. The assistance of the Mayor and CAO to provide guidance and advice on a governance model and corporate structure ~~that~~ would assist in meeting the needs of the community and the many stakeholders in this process.

SUMMARY:

Committee of the Whole and Council consider providing up to \$10,000 towards the professional legal support for the MVCA and the Special Advisory Committee, and also support the Mayor and CAO to ensure the needs of the ratepayers of Mississippi Mills are duly considered and that all opportunities to secure the future of the McKenzie and Naismith collections are explored.

Respectfully submitted,



Ken Kelly, CAO

**County Council Report
February 18, 2020
Submitted by: Mayor Lowry**

County Meeting – February 5, 2020

Information Item: Valley Heartland update & distribution of final hard copy business retention and expansion project for Lanark County

Community Services Committee – February 5, 2020

- 1) Allocation of 2020-2021 Community Homelessness Prevention Initiative (CHPI) (\$1,307,907)
 - a. Emergency Shelter \$37,116
 - b. Housing with Related Supports \$620,000
 - c. Services and Supports \$185,000
 - d. Homelessness Prevention \$335,000
 - e. Administration \$130,791

- 2) 2020- 21 and 2021-22 Investment Plan: Community Housing Renewal Strategy
 - a. Community Housing Initiative (COCHI) funding of \$159,973 for 2020-21 (Year 2 of funding program) and \$239,897 for 2021- 22(Year 3) be distributed among eligible housing providers on a per unit basis; COCHI can be utilized to support the repair and renewal of existing social housing supply; to protect affordability for households in social housing including the non-profit housing sector; and to expand the supply of community housing over time

 - b. Allocation of Ontario Priorities Housing Initiative (OPHI) funding of \$278,300 for 2020-21 (Year 2 of funding program) and \$433,300 for 2021-22 (Year 3)

PROGRAM COMPONENT	2020-2021	2021-2022
Homeownership	\$100,470	\$150,970
Ontario Renovates	\$150,000	\$239,000
Housing Support Services	\$13,915	\$21,665
Administration	\$13,915	\$21,665

Corporate Services Committee – February 5, 2020

- 1) Report from Lanark County Paramedic Service Chief: Certificate to Operate a Land Ambulance Service (January 7th, 2020 to January 7th, 2023)

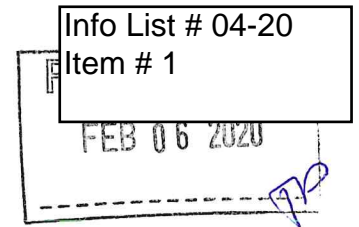
- 2) Climate Action Plan: One Million Trees Project

INFORMATION LIST #04-20 February 18, 2020

The following is a list of information items received as of February 12, 2020.

Item #	Date	Originator	* Subject	Page #
1	Jan 28, 2020	Carleton Place Hospital Foundation	Donor Wall	55
2	Jan 30, 2020	Ministry of Children, Community and Social Services	Poverty Reduction Strategy Survey	56
3	Feb 1, 2020	Mississippi Valley Conservation Authority	Statement of Remuneration and Expenses	58
4	Feb 4, 2020	Almonte Civitan	Volunteer Appreciation Week	60
5	Feb 5, 2020	Mississippi Mills Library Board Chair	Cost Sharing Agreement	61
6	Feb 11, 2020	Municipality of Chatham-Kent	Resolution Re: Support for Role of Conservation Authorities	63
7	Feb 11, 2020	Almonte General Hospital	Media Release: Dr. Amy Toderian Says It's Good to be Back in Almonte	64
8	Feb 12, 2020	Almonte General Hospital	Media Release: 500 Gifts of Art!	66

* Click on the subject name to go to the document



January 28, 2020

Town of Mississippi Mills
3131 Old Perth Road RR2 P.O. Box 400
Almonte ON K0A 1A0

Dear Mayor Lowry and Council,

The Carleton Place & District Memorial Hospital isn't the same today. You changed it! Your generosity has helped us to purchase vital patient care equipment which can change and even save lives. Your thoughtfulness has made a positive impact for our hospital which continues to provide high quality healthcare close to home. For this, we are grateful.

We are pleased to announce that our new donor wall is ready and will be featured on the main floor of the hospital near the main entrance. This donor wall was made possible due to the generosity of the Saunders' family in memory of Angus and Hazel Saunders.

We'd like to honour you by including your name on the Donor Wall. Our records show that your past and present donations* total **\$10100** in gifts to the Foundation and that you are currently listed in our **Contributor** giving category of **\$10,000 - \$14,999**.

Unless otherwise requested, your name will appear as "**Town of Mississippi Mills**" on the Donor Wall. If you would like your name to appear differently than listed above or if you would like to be acknowledged as anonymous, please contact our office via phone 613-257-GIVE (4483) or email foundation@carletonplacehosp.com by Monday, February 17th, 2020. Please notify us of your name as it appears now, as well as the edits you would like completed.

Please join us for our exclusive donor wall unveiling event this May 2020. Please visit our website www.cpdmhfoundation.ca in April for more details.

The difference between a good hospital and a great one is the support of its donors and friends.

With gratitude,

Wendy Knechtel
Interim Executive Director (*while Robyn is on maternity leave*)
613-257-GIVE (4483) foundation@carletonplacehosp.com

P.S. – Getting it right for you is important to us.
If you would like any changes made before we print for our donor wall, please reach out to our friendly staff to update your profile.
Thank you again for your contributions!

**Ministry of Children,
Community and Social
Services**

**Ministère des Services à
l'enfance et des Services
sociaux et communautaires**



Minister's Office

Bureau du Ministre

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127-2020-968

January 30, 2020

Dear Municipal Partner:

First, I want to take the opportunity to wish you a Happy New Year.

Further to the letter I sent you on December 16, 2019, I am pleased to notify you that our survey to inform the development of Ontario's next Poverty Reduction Strategy is now live on Ontario.ca/povertysurvey and will be available online until March 30, 2020.

Our government believes that the people of Ontario are the province's greatest asset and when the people of Ontario succeed, our economy and province succeed. It is our shared responsibility to create the best conditions for people to reach their potential. We need and we want to listen to municipalities, Indigenous partners, members of the community, service providers, employers, and local partners to find new and innovative ways to support people during challenging times and create the conditions that will help them build a better life.

To support the development of our new Poverty Reduction Strategy, we are asking residents of Ontario to take 30 minutes and answer our survey as we seek new ideas on how we can:

- Encourage job creation and connect people to employment
- Provide people with the right supports and services
- Lower the cost of living and make life more affordable.

As part of a new strategy, we will set a target for poverty reduction and identify indicators to measure progress to ensure we are achieving results.

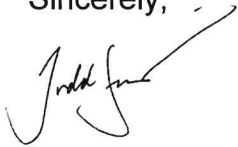
The survey can be accessed at Ontario.ca/povertysurvey. Please feel free to share the survey link with your community members and colleagues.

.../cont'd

In addition, we are also welcoming written submissions that can be sent by e-mail to prso@ontario.ca or by mail to Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how any personal information such as names and addresses that are included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at prso@ontario.ca or by telephone at (647) 308-9963.

I encourage you to share information about this consultation, including the survey link, with service providers, Indigenous partners and businesses in your community. I look forward to receiving input from Ontario residents as we work together to make a difference in reducing poverty in the province.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith
Minister

FEB 07 2020

File: F13-6

February 1, 2020

Ms. Jeanne Harfield
Acting Clerk
Town of Mississippi Mills
Box 400
Almonte, Ontario
K0A 1A0

Dear Ms. Harfield:

Re: Statement of Remuneration and Expenses

Under the provisions of the *Municipal Act*, the Mississippi Valley Conservation Authority is required to submit to you a statement of the remuneration and expenses paid to the member of the Authority who was appointed by your municipality.

As the calendar year represents the Authority's fiscal year, the following expenses have been paid during 2019 directly to Ms. Christa Lowry for attendance at Authority meetings and business:

Per Diem	\$ 717.50
Mileage	\$ 115.50
Other	\$ ---
Total	\$ 833.00

Yours very truly,



Angela Millar
Treasurer

cc: Ms. Christa Lowry, 2019 Representative

RECEIVED
FEB 07 2020

File: F13-6

February 1, 2020

Ms. Jeanne Harfield
Acting Clerk
Town of Mississippi Mills
Box 400
Almonte, Ontario
K0A 1A0

Dear Ms. Harfield:

Re: Statement of Remuneration and Expenses

Under the provisions of the *Municipal Act*, the Mississippi Valley Conservation Authority is required to submit to you a statement of the remuneration and expenses paid to the member of the Authority who was appointed by your municipality.

As the calendar year represents the Authority's fiscal year, the following expenses have been paid during 2019 directly to Ms. Bev Holmes for attendance at Authority meetings and business:

Per Diem	\$ 1148.00
Mileage	\$ ---
Other	\$ ---
Total	\$ 1148.00

Yours very truly,



Angela Millar
Treasurer

cc: Ms. Bev Holmes, 2019 Representative



Civitan Club of Almonte Incorporated

500 Almonte Street, Almonte, ON, K0A 1A0

Ph: 613.256.6234 Fx: 613.256.1015

February 4, 2020.

Dear Mayor Lowry and Members of Mississippi Mills Council,

The involvement of volunteer activities in Almonte is well known. The time and energy that is given by the citizens contributes immensely to the vitality of Mississippi Mills.

It is very appropriate that a week be identified to acknowledge and give credit to the large number of volunteers in Mississippi Mills.

From previous years success we are back to ask once again the following:

Would Council be able to proclaim April 19-25th as Volunteer Appreciation Week for Mississippi Mills?

The Almonte Civitan Club will again open its doors on April 23rd at 5:00 pm to all volunteers or those that support others that do volunteer work. A wine and cheese event, a few speeches of congratulations and thanks in an atmosphere of socializing and celebration is on again this year.

Please accept this letter as a request to declare April 19-25th, 2020 as Volunteer Week in Mississippi Mills.

Thank you for your attention to this community building request.

Yours Sincerely,

Doug Rice

President Elect Almonte Civitan Club 2019-20

Phone 613-868-0848

dsricerr22@gmail.com

www.almontecivitan.com

Mayor Christa Lowry
and Members of Council,
Almonte, ON
K0A 1A0

Dear Mayor Lowry and Members of Council:

As the new Board Chair of the Mississippi Mills Public Library (MMPL), I have been familiarizing myself with the Recreation, Pool and Library facilities Cost Sharing Agreement that exists among Carleton Place, Beckwith and Mississippi Mills, particularly as it pertains to and affects the Mississippi Mills Public Library's overall budget. This long-standing agreement directs an increasing portion of Mississippi Mills taxpayers' money towards the Carleton Place Public Library (CPPL). As the annual cost sharing payment is reflected in the Mississippi Mills Public Library's overall operating budget, and is growing at a remarkable rate, it is cause for concern to the Mississippi Mills Public Library Board.

I believe the intention of the original Cost Sharing Agreement in regards to Libraries was to provide a portion of Ramsay residents continued equitable access to their local library (Carleton Place's) after amalgamation. Now, over 20 years later, Mississippi Mills taxpayers continue to fund their local MMPL branches AND pay the Library Cost-Sharing fee to CPPL, which allows all Mississippi Mills residents, not just the population segment residing in Ramsay, to use the Carleton Place Public Library. Under the terms of the Library Cost Sharing Agreement, the annual cost sharing payment to CPPL increases in accordance with the CPPL operating budget. Essentially, the more Mississippi Mills residents join CPPL, often thinking it is a free service, the more Mississippi Mills tax dollars are directed to CPPL.

The long term costs of this Cost Sharing agreement are becoming apparent: Carleton Place Public Library is able to increase hours and services and receive an ever-increasing share of Mississippi Mills' residents taxes to fund their growth. This year, Mississippi Mills will pay CPPL \$59,906 (cost sharing portion plus percentage of operating grant). **The current cost sharing payment represents 12.11% of CPPL's operating expenses and has increased 32% since 2016. Since 2016, Mississippi Mills taxpayers have paid over \$264,000 to the Carleton Place Public Library.**

Mississippi Mills Public Library strives to meet the needs of all residents in Almonte, Pakenham and Ramsay and continues to increase and improve the services offered. For example; the MMPL visiting library service, delivers library materials to homebound residents; eBooks and eAudiobooks are available for download (usage has increased 55% since 2015); recent introduction of movie and documentaries streaming service. All the while we continue to improve the facilities and amenities of the libraries as well.

Please understand MMPL is always seeking opportunities to expand reach and collections, but we believe free reciprocal borrowing relationships offer the best and fairest ways for libraries to share resources. Recently, MMPL signed a reciprocal borrowing agreement with the Perth & District Public Library. Through this agreement, Mississippi Mills Public Library patrons can use the Perth Library for free and vice versa. Reciprocal agreements are growing in popularity because they expand library service without hampering one library system. Perhaps in the future, if the Cost Sharing payments / agree-

ments are discontinued, Carleton Place and Mississippi Mills public libraries could possibly benefit from a reciprocal borrowing relationship as well!

The MMPL Board is bringing this matter to your attention because it is in keeping with the fiscal responsibilities of the Board. The Board also understands that Mississippi Mills Council's goal is to encourage residents to support and use local facilities, while making best use of tax dollars.

We feel there are alternatives that can be considered to provide library service to those that wish to continue using CPPL, and have arrived at two options that we ask you to take under consideration.

OPTION 1

The Library portion of the Cost Sharing Agreement be eliminated. Those users that continue to use the CCPL would be required to pay the required membership fee.

OPTION 2

The Library portion of the Cost Sharing Agreement be eliminated, and the \$30 non-resident fee charged by CPPL to join its library be reimbursed to those Ramsay residents in proximity to Carleton Place who use CPPL as their local library until January 2022.

Option 2 would provide residents an adjustment period as well as providing a current and accurate count of the number of Mississippi Mills residents that choose to use the Carleton Place facility as an alternative.

Thank you for your consideration of this matter.

Sincerely,

Cathy Peacock

Chair, Mississippi Mills Public Library Board

February 11, 2020

The Honourable Jeff Yurek
Minister of Environment, Conservation and Parks
College Park 5th Floor, 777 Bay Street
Toronto, ON M7A 2J3

Re: Resolution to Support Role of Conservation Authorities

Please be advised the Council of the Municipality of Chatham-Kent at its regular meeting held on February 10, 2020 passed the following resolution:

Whereas the Lower Thames Valley Conservation Authority and the St. Clair Region Conservation Authority and other Conservation Authorities have been protecting people and conserving and restoring watersheds with local communities for over 50 years, and

Whereas municipalities must work together to ensure resilient and healthy watersheds for residents, and

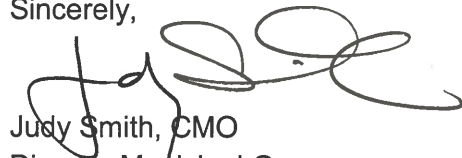
Whereas Conservation Authorities will be important partners in concrete and cost-effective initiatives to address the climate change,

Therefore be it Resolved: That the Municipality of Chatham-Kent supports the important role Conservation Authorities provide to local communities in delivering watershed management programs.

And that the Municipality of Chatham-Kent circulate that support to municipalities, conservation authorities and the Minister of Environment, Conservation and Parks in Ontario.

If you have any questions or comments, please contact Judy Smith at ckclerk@chatham-kent.ca

Sincerely,



Judy Smith, CMO
Director Municipal Governance
Clerk /Freedom of Information Coordinator

C Ontario Municipalities, LTVCA, SCRCA



MEDIA RELEASE

February 11, 2020

DR. AMY TODERIAN SAYS IT'S GOOD TO BE BACK IN ALMONTE

Dr. Amy Toderian's love of medicine began when she was a candy striper at Almonte General Hospital during high school. Even when she was in university, she came back to volunteer in the day hospital. Now, Dr. Toderian has come back again - as a family physician with the Ottawa Valley Family Health Team and Almonte General Hospital. She will also be delivering babies and providing newborn care.

"It always felt like a good fit," says Dr. Toderian. "I'm happy to be back. The hospital has a very caring atmosphere and my colleagues are great. Plus, Almonte is home."

Dr. Toderian completed her medical training in Ottawa and her family medicine residency through Queen's University. She also completed a fellowship in Obstetrics. Most recently, she has been working at Lakeridge Health in Oshawa.

For the last two summers, Dr. Toderian provided vacation coverage in Almonte and says she is excited to be back full-time. "I want to provide a full scope of services and this is a great place to work. Family doctors offer a unique set of skills to care for both Mom and baby, both before, during and after delivery. I want to get to know the whole person and their family."

Dr. Toderian has taken over Dr. Perron's practice and is one of three family medicine obstetrics physicians at Almonte General Hospital. AGH is the only rural hospital in this region providing a full range of low-risk obstetrical services, including 24/7 coverage by an obstetrician and pain management services. The multidisciplinary team includes Obstetrician/Gynecologists, Family Physicians, Midwives, specially trained Nurses and Anesthetists.

The Family Medicine Obstetrics team is happy to accept referrals from family physicians outside the Ottawa Valley Family Health Team for prenatal care and birth. After delivery, patients and their babies return to the care of their own family physician.

Welcome home Dr. Toderian!



Cutline: Welcome to Dr. Amy Toderian (centre) who has joined Almonte General Hospital and the Ottawa Valley Family Health Team's Family Medicine Obstetrics team. Shown are (l-r): Dr. Ursula McGarry, Dr. Amy Toderian and Dr. Julie Stewardson.

Media Contact:

Jane Adams
Communications Lead
Almonte General Hospital
613-729-4864
jane@brainstorm.nu



MEDIA RELEASE

February 12, 2020

500 GIFTS OF ART!

The walls of Fairview Manor and Almonte General Hospital are filled with beautiful pieces of donated artwork. The artwork is curated by the Art in the Manor (AIM) Committee, a talented group of artists and local residents who have been volunteering their and talent for more than a decade. Recently, the committee accepted its 500th donation of art!

“The goal is to create a more home-like atmosphere for residents and patients, as well as staff, volunteers and visitors,” explains Karen Bunes, Director of Care at Fairview Manor. “Thank you to the AIM volunteer committee who curates and cares for the art. And thank you to the community members who have donated beautiful pieces of art.”

Fittingly, the 500th piece of art was donated by Pam Murphy, retired Director of Care. Pam donated five pieces, including the 500th piece - a Chinese silk embroidery.

There is a dedicated Hallway Gallery (located between Almonte General Hospital and Fairview Manor) which regularly exhibits work from local artists. The goal is to promote art in the community and create a comforting space for everyone.

“We’re lucky to live in a community that has so many artists and so many people that appreciate art. It’s amazing,” sums up committee member Sue Hamilton. “It makes such a big difference to walk in and see art – for everyone to enjoy.”

AIM invites donations of original artwork, original hand pulled prints and photographs, signed limited edition reproductions and photographs, or pieces of unique historical or local interest. Artwork is accepted based on condition of the work and appropriateness for public display in our environment. For more information, email AIM@ArtInTheManor.ca.



Cutline: Fittingly, the 500th piece of art was donated by Pam Murphy, retired Director of Care. Pam donated five pieces, including the 500th piece - a Chinese silk embroidery.

Media Contact:

Jane Adams
Communications Lead
Almonte General Hospital
613-729-4864
jane@brainstorm.nu



COUNCIL CALENDAR

February 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 6pm Council	5	6	7	8
9	10	11 9:30am CPAC	12 9:30am LCAPSB	13 7am Business Breakfast	14	15
16	17	18 4pm SP COW 6pm Council	19 3pm Accessibility 5:30pm CoA MVCA AGM	20 OPP Roundtable (Brockville)	21 2:30pm Library	22
23	24	25 8am CEDC 3pm Parks & Rec	26 5pm Heritage	27	28	29
OGRA Toronto	OGRA Toronto	OGRA Toronto	OGRA Toronto			



COUNCIL CALENDAR

March 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3 6pm Council	4 10am Sp Council (training)	5	6	7
8	9	10 10am Sp COW (Strat Plan) 12:30pm Ag	11	12	13	14
15	16	17 6pm Council	18 3pm Accessibility 5:30pm CoA	19 9am Fin & Pol	20	21
22	23	24 8am CEDC	25 5pm Heritage	26	27 2:30pm Library	28
29	30 2:30pm Public Works	31 3pm Parks & Rec				



Municipality of Mississippi Mills
PENDING LIST
February 18, 2020

Title	Department	Comments/Status	Report to Council (Date)
Community Official Plan (COP) Registry	Planning	Quarterly written updates	Every Quarter
Strategic Plan	CAO	Ongoing - Final Report to Council May 2020	Q2 2020
Revised Ottawa St. Intersection Study	Public Works	Updated Ottawa St. Intersection Study/report as per comments from Council.	03-Mar-20
Update Debt Management Policy	Treasurer	Referred to staf at Dec. 17, 2019 Council meeting. Likely to be brought forward with Long Term Financial Plan	Q4 2020
Micro surfacing Gale St.	Public Works	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020
Full Time Deputy Fire Chief	Fire Dept.	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020