



Municipality of Mississippi Mills

COUNCIL AGENDA

Tuesday, February 4, 2020

6:00 p.m.

Council Chambers, Municipal Office

A. CALL TO ORDER (5:30 p.m.)

B. CONSIDERATION OF A CLOSED SESSION

1. Community Official Plan Appeal Strategy - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act, 329 (e)*)
2. HR Matter - personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act, 329 (b)*)

C. O CANADA

D. MOMENT OF SILENT MEDITATION

E. ATTENDANCE

F. APPROVAL OF AGENDA

G. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

H. APPROVAL OF MINUTES

Council Minutes dated January 28, 2020

Pages 3-9

I. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Austin Shih, Parsons Engineering

Pages 10-27

Re: Ottawa Street Intersections Technical Report

Recommendation:

That the Deputation by Austin Shin, Parsons Engineering re: Ottawa Street Intersections Technical Report be received for information.

J. PUBLIC MEETINGS (None)

K. COMMITTEE OF THE WHOLE REPORT

1. Committee of the Whole Report – January 14, 2020

Pages 28-30

Recommendation:

That the January 14, 2020 Committee of the Whole report, be adopted as presented.

L. BY-LAWS

That By-laws 20-010 and 20-011 be taken as read, passed, signed and sealed in Open Council.

20-010 Appoint Municipal Clerk

Page 31

20-011 Amendment to Employee Benefits (Amend By-law No. 01-21)

Page 32

20-012 Amendment to Fees and Charges (Amend By-law No. 19-1)

Pages 33-34

M. ANNOUNCEMENTS AND INVITATIONS**N. CONFIRMATORY BY-LAW – 20-013****O. ADJOURNMENT**



The Corporation of the Municipality of Mississippi Mills

Council Meeting #03-20

MINUTES

A regular meeting of Council was held on Tuesday, January 28, 2020 at 6:00 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor Lowry called the meeting to order at 6:00 p.m.

B. CONSIDERATION OF A CLOSED SESSION

None

C. O CANADA

The Council meeting was opened with the singing of O Canada.

D. MOMENT OF SILENT MEDITATION

Council observed a moment of silent meditation.

F. ATTENDANCE

PRESENT:

Mayor Christa Lowry
Deputy Mayor Rickey Minnille
Councillor John Dalgity
Councillor Denzil Ferguson
Councillor Cynthia Guerard
Councillor Bev Holmes
Councillor Janet Maydan

ABSENT:

Ken Kelly, Chief Administrative Officer
Jeanne Harfield, Acting Clerk
Guy Bourgon, Director of Roads and Public Works
Tiffany MacLaren, Community and Culture Coordinator
Chad Brown, Fire Chief
Rhonda Whitmarsh, Treasurer
Abby Armstrong, Environmental Compliance Coordinator

G. APPROVAL OF AGENDA**Resolution No. 014-20****Moved by Councillor Holmes****Seconded by Councillor Dalgity****THAT** the agenda be approved as presented;**AND THAT** items L and M be considered at the beginning of the Council meeting.**CARRIED****H. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

None

I. APPROVAL OF MINUTES**Resolution No. 015-20****Moved by Councillor Ferguson****Seconded by Deputy Mayor Minnille****THAT** the Council Minutes January 14 and 16, 2020 be approved as presented.**CARRIED****L. COMMITTEE OF THE WHOLE REPORT**

1. Committee of the Whole Report – January 14, 2020

Resolution No. 016-20**Moved by Councillor Holmes****Seconded by Councillor Maydan****THAT** the January 14, 2020 Committee of the Whole report be adopted as presented.**CARRIED**

Consent Reports

Resolution No. 017-20**THAT** the following consent reports from the January 14, 2020 Committee of the Whole meeting be received as information:

- Minutes of the Library Board dated November 27, 2019.

CARRIED

Staff Report - Seasonal Road Closure

Resolution No. 018-20**THAT** Council enact the necessary by-law to close Seasonal Roads within the Municipality from November 1st of the year to April 15th of the following year as outlined in the Director of Roads and Public Works' report dated January 14, 2020.**CARRIED**

Info List 01-20 Item #2

Resolution No. 019-20

THAT Council receive the information from the Ministry of Municipal Affairs and Housing regarding the creation of a new administrative authority to deliver a suite of enhanced and new user-driven services;

AND THAT Council direct staff to share relevant information on the municipal website.

CARRIED

Info List 01-20 Item #3

Resolution No. 020-20

THAT Council receive the information from the Ministry of Energy, Northern Development regarding the Natural Gas Expansion Support Program;

AND THAT Council direct staff to inquire if there will be any focus on expanding services to farming operations.

CARRIED

Info List 01-20 Item #3

Resolution No. 021-20

THAT Council receive the information from AMO regarding the transition of the Municipality's Blue Box program to full producer responsibility;

AND THAT Council direct staff to further investigate the appropriate timing to transition the blue box program in Mississippi Mills to full producer responsibility.

CARRIED

Info List 01-20 Item #7

Resolution No. 022-20

THAT Council receive the information from the Ministry of Municipal Affairs and Housing regarding changes to the Development Charges Act.

CARRIED

BY-LAWS

Resolution No. 023-20

Moved by Councillor Ferguson

Seconded by Councillor Dalgity

THAT By-laws 20-007 and 20-008 be taken as read, passed, signed and sealed in Open Council;

CARRIED

By-Law 20-007

Resolution No.024-20

THAT By-law 20-007, being a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, for the land in Lot 1 and Lot 2 in Henderson Section Block H, Plan 6262.

CARRIED

By-law 20-008

Resolution No. 025-20

THAT By-law 20-008, being a by-law relating to the seasonal closure of municipal roads

CARRIED

Council recessed at 6:08 p.m. and resumed at 6:16 p.m.

E. ANNUAL DEDICATION TO INDIGENOUS PEOPLES'

Mayor Lowry introduced Larry McDermott, Algonquin Elder from Shabot Obaadjiwan First Nation, Mireille Lapointe former Chief with Ardoch Algonquins as well as Bev Holmes and Sue Evans from Mississippi Mills' All My Relations.

Elder Larry McDermott provided a history of the Wampum Belt, Indigenous relations, Natural Law and working together with government's and Mississippi Mills to address the commitment to future generations. Elder McDermott presided over a sacred ceremony which included smudging.

Mayor Lowry officially acknowledged the traditional unceded territory of the Algonquin Anishnaabeg people. Mayor Lowry's full statement is attached to the minutes.

Following the acknowledgement and Sacred Ceremony Mayor Lowry invited all in attendance to break bread together. Elder McDermott blessed the food.

Council recessed at 6:38 p.m. and resumed at 6:51 p.m.

J. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Deputation: Julie Stewart, County Planner
Re: Lanark County planning process; the Community Official Plan Amendment OPA #8, and the Municipality of Mississippi Mills' Community Official Plan Amendment.

The deputation by Julie Stewart, County Planner, including the role of the County on planning matters, the Official Plan Amendment No. 21 (including population projections, future urban expansion areas, natural heritage, and agriculture). Members posed questions to Ms. Stewart and Director of Planning Niki Dwyer.

Resolution No. 026-20**Moved by Councillor Maydan****Seconded by Councillor Holmes**

THAT Council receive the deputation by Julie Stewart, Lanark County Planner, re: Lanark County Planning Process as information.

CARRIED**K. PUBLIC MEETINGS**

1. Block 70 in Riverfront Estates
Re: Official Plan and Zoning Amendment

The Director of Planning provided an overview of the proposed amendments. The Chair invited members of the public to comment. The following members of the public spoke:

- Ben Clare – Agent from McIntosh Perry provided an overview of the proposal including elevation, site plan, parking, landscaping, accessibility, floorplan and unit mix, increase in supply of housing, will be rental units at market rate and zoning considerations (density and setbacks).
- Paul Schnittker – mature and retiree demographic in Mississippi Mills, real estate trends, and diverse housing options in the community, support for the development.
- Susan Cannon – dense vegetative planting 6m setback behind the proposed building; potential impact of blasting from underground parking, location of apartment building; less high-end apartments available
- Anne LeBlanc – concerns regarding water and runoff issues in the development, limited parking spaces and traffic issues, precedent for future development.
- Scott Newton – traffic impact study as a result of increased density.

N. ANNOUNCEMENTS AND INVITATIONS

Councillor Maydan – MMPL Feb 1 drop in

O. CONFIRMATORY BY-LAW**Resolution No. 027-20****Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

THAT By-law 20-009 being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 28th day of January, be read, passed, signed and sealed in Open Council this 28th day of January, 2020.

CARRIED

P. ADJOURNMENT

Resolution No. 028-20
Moved by Councillor Dalgity
Seconded by Councillor Holmes
THAT the meeting be adjourned at 7:57 p.m.

CARRIED

Christa Lowry
MAYOR

Jeanne Harfield
ACTING CLERK



Mississippi Mills Council – Land Acknowledgement Statement

On January 28, 2020, we acknowledge that this sacred land on which Mississippi Mills is now located has been a site of human activity for over 10,000 years and is rich in Indigenous history. This land is the ancestral and unceded territory of the Algonquin Anishinaabe Nation. We are grateful to the Algonquin ancestors who cared for the land and water in order that we might meet here today.

Before settlers arrived, this territory was subject to the Dish With One Spoon Wampum Belt Covenant, an agreement between Anishinaabe and Haudenosaunee Nations to peaceably share and care for resources. After settlers arrived, it became subject to the Three Figure Wampum Belt, last carried by Algonquin Elder William Commanda, which commemorates the sharing of this land with English, French and Indigenous Nations under the governance of Natural Law.

We recognize with gratitude the knowledge and contributions that the Algonquin Peoples bring to the Municipality of Mississippi Mills. Today, Mississippi Mills is also home to other Indigenous peoples from across Turtle Island. We extend our respect to all First Nations, Inuit and Métis people for their valuable past and present contributions.

We are mindful of broken covenants and the need to reconcile with all our relations. Together, may we care for this land and each other, drawing on the strength of our mutual history of nation building through peace and friendship being mindful of generations to come.



Mississippi
Mills

Ottawa Street Traffic and Safety Review

February 4th, 2020



Study Overview

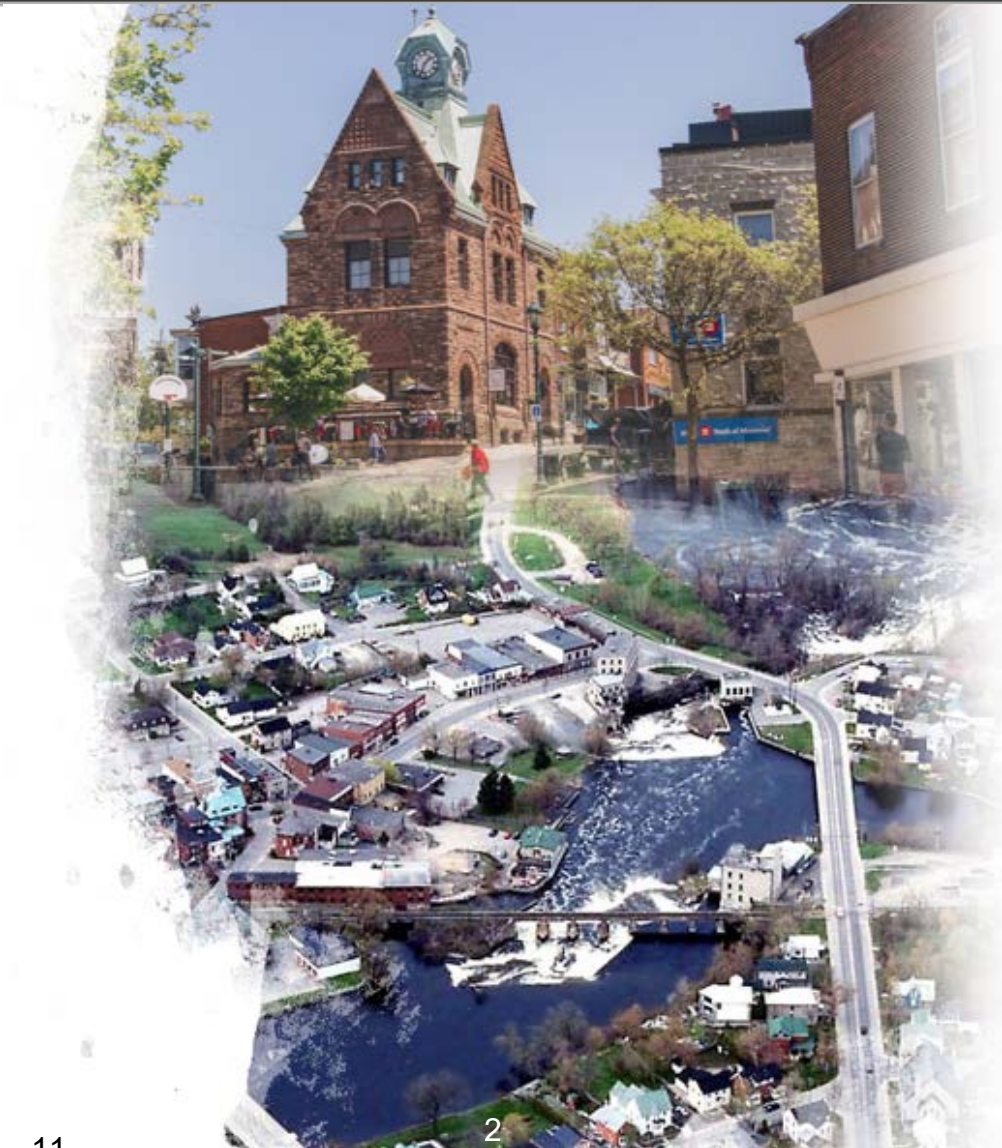
- Scope and Priorities

Data Collection Program

Analysis Results

- Intersection Operations
- Historical Collisions
- Field Observations

Conclusions and Toolbox of Recommendations





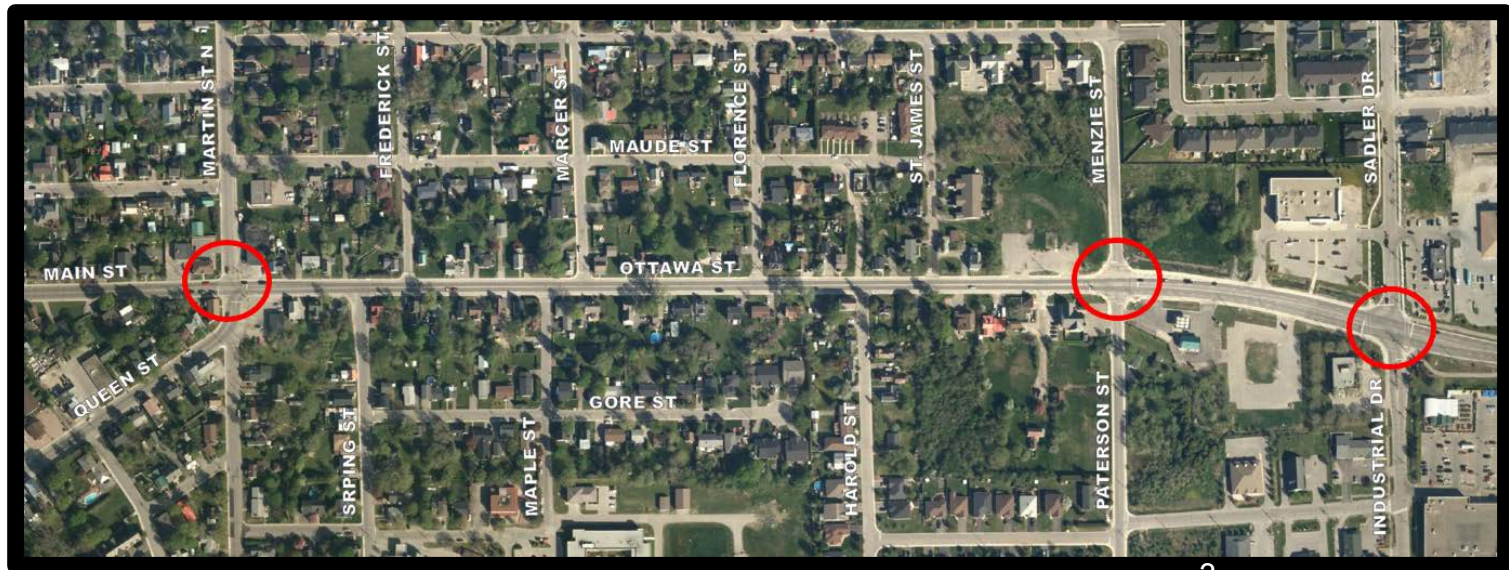
STUDY OVERVIEW

Scope

- A **traffic and safety** review of three Ottawa Street intersections:
 - Martin Street
 - Paterson/ Menzie Street
 - Industrial/ Sadler Drive

Key Priorities

- Specific focus on **pedestrian** safety
- Develop **cost-effective** options
- Be mindful of measures in **similar sized communities**





Date and Time Period

- Thursday November 7, 2019
- 7:00am to 5:00pm

Coverage

- Intersection movement counts including **pedestrians**, **cyclists** and **vehicles**
- Field observations of **multi-modal** interactions

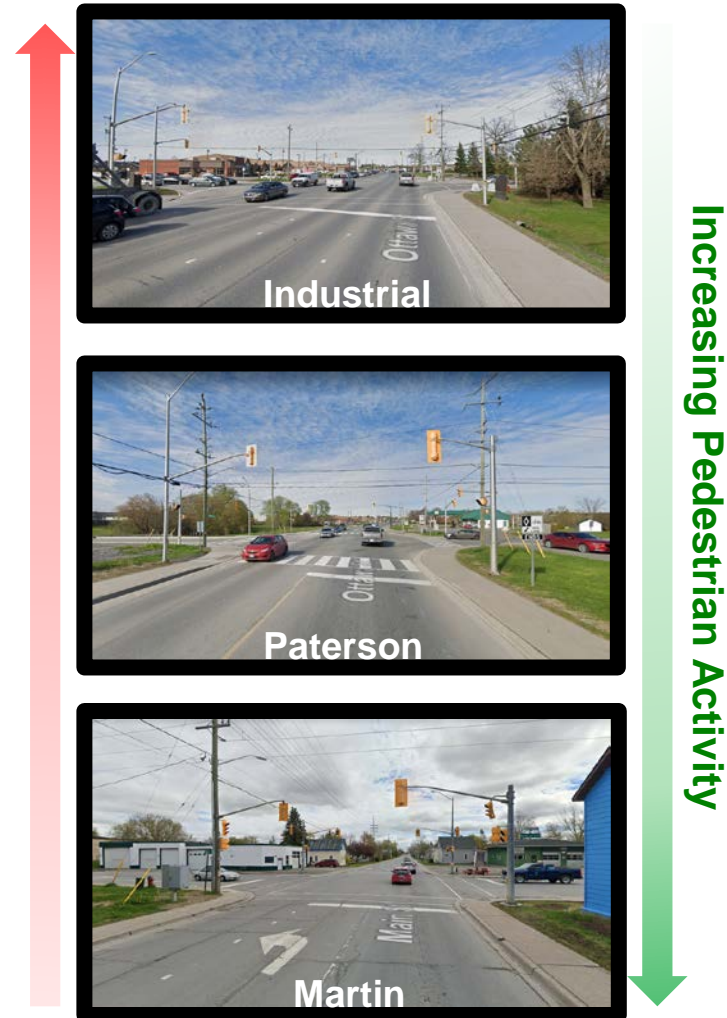
Information provided by MM

- Signal Timing Plans
- Collision History over the last 5 years
- Recent Road Projects



Volumes:

- **Vehicle** volumes increased further east on Ottawa Street.
- In contrast, **pedestrian** volumes increased further west on Ottawa Street.
- **Cyclist** volumes were low throughout the corridor, though time of year is a factor.
- Pedestrian activity influenced by **local school schedules**.





ANALYSIS RESULTS

Intersections:

- All intersections operated well for **vehicles**.
- This coincided with **lower levels-of-service for pedestrians and cyclists** based on City of Ottawa MMLoS guidelines.
- **Pedestrian level-of-service** met MMLoS target at Martin/Ottawa.
- Pedestrian **Don't Walk Signal** duration was insufficient at two locations.

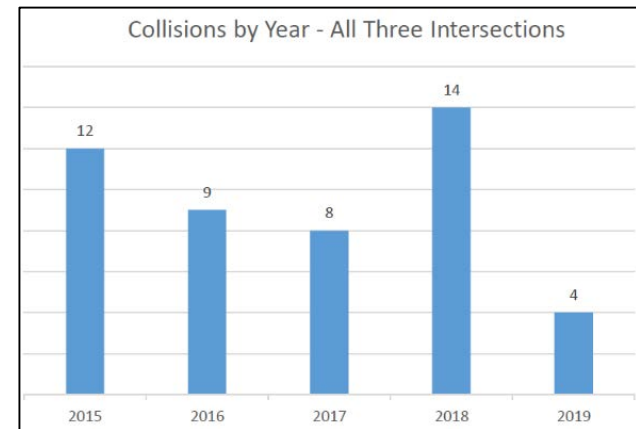
Excellent Vehicle LOS Throughout



Improving Pedestrian LOS

Collisions:

- Historical collision records provided between **Jan 1, 2015** and **Oct 29, 2019**.
- General 5-year trend show collisions **declining**.
- All or majority of reported collisions occurred:
 - During the day (7:00am and 9:00pm)
 - Non-winter months
- Primary cause of collisions was generally related to **driver error** (e.g. inattentiveness, failing to yield etc.).

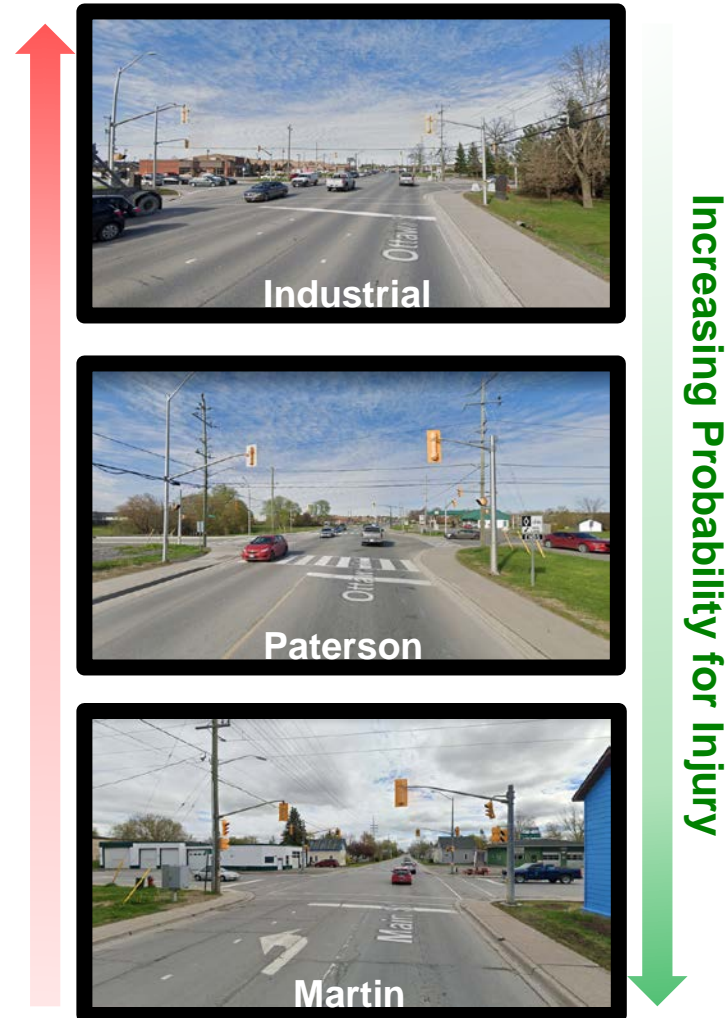




ANALYSIS RESULTS

Collisions:

- 5-year collision summary: Industrial (27) followed by Paterson (11) and Martin (9).
- Industrial had a **higher frequency of collisions**, but **lower probability for injury**.
- Paterson and Martin had a **lower frequency of collisions**, but **higher probability for injury**.
- Mitigation measures should target **driver awareness** and **reducing injury risks**.





Field Observations:

- One adult pedestrian observed crossing the north side of Menzie on a red light with oncoming vehicle.
- Virtually all children and youths, and the majority of adults, properly used the **pedestrian push buttons**.
- **Walking school buses** were shown to be effective.
- Overall, there were **no deficiencies or safety concerns** noted during the survey.





Field Observations – General Concerns:

- Inconsistent use of **pavement markings** and **pedestrian facilities** (e.g. TWSIs).
- **School Crossing Sign** posted without designated school crossing guard at Paterson/Ottawa.
 - A **School Crossing Guard** is not necessary at this time based on a literature review.
- **Street name signs** are small and can be difficult to read.





CONCLUSIONS

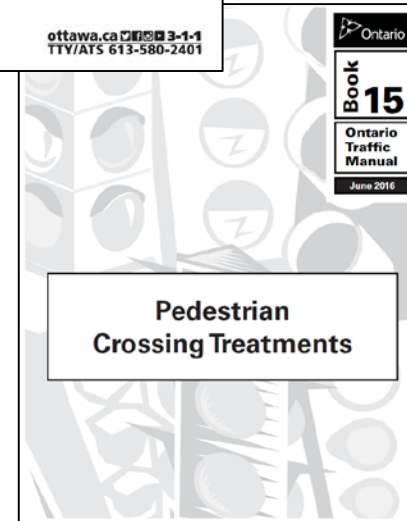
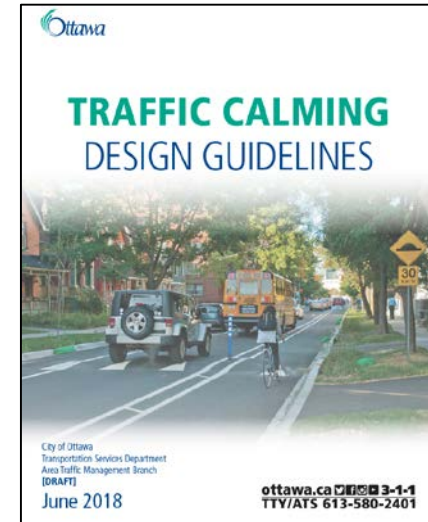
The results of the analysis depict a relatively low risk environment for pedestrians.

However, there are opportunities reinforce existing facilities to further mitigate risks to pedestrian safety.



TOOLBOX OF RECOMMENDATIONS

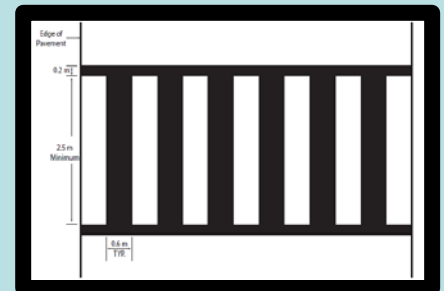
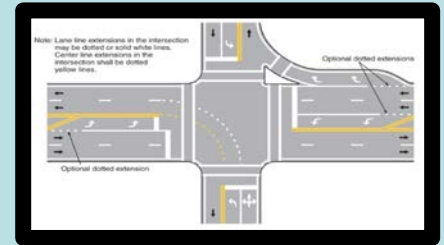
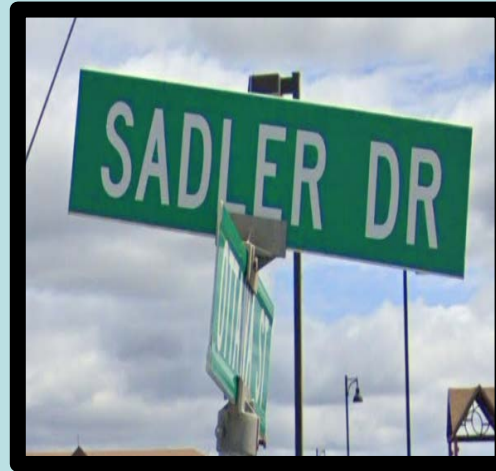
- A **toolbox of viable mitigation measures** was prepared for MM to use at their discretion.
- Some measures were recommended for implementation, others were provided for future consideration.
- The recommendations comprise generally **low-cost** measures with a **proven track record** that can be implemented **quickly and easily**.
- Mitigation measures considered by ultimately ruled out were also provided for context.





Recommendations:

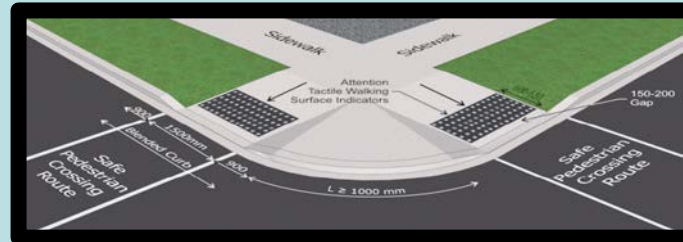
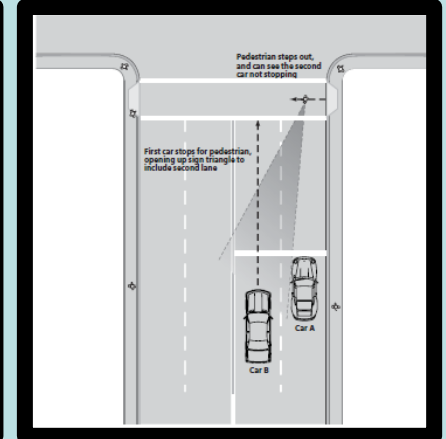
- Intersection Monitoring
- Remove School Crossing Sign
- Pedestrian Signal Duration
- Adjust/Add Street Name Signs
- Pavement Markings
- Lane Line Extensions
- Ladder Crosswalks





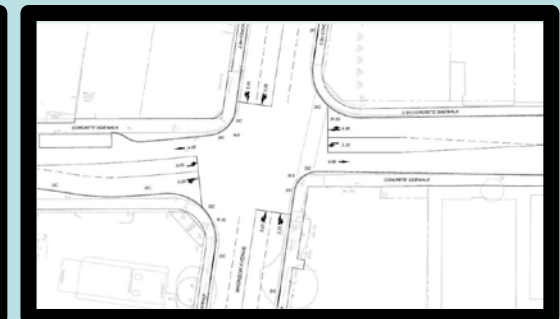
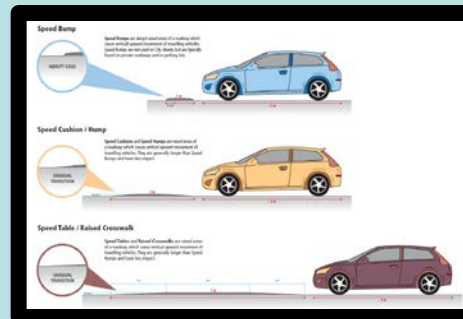
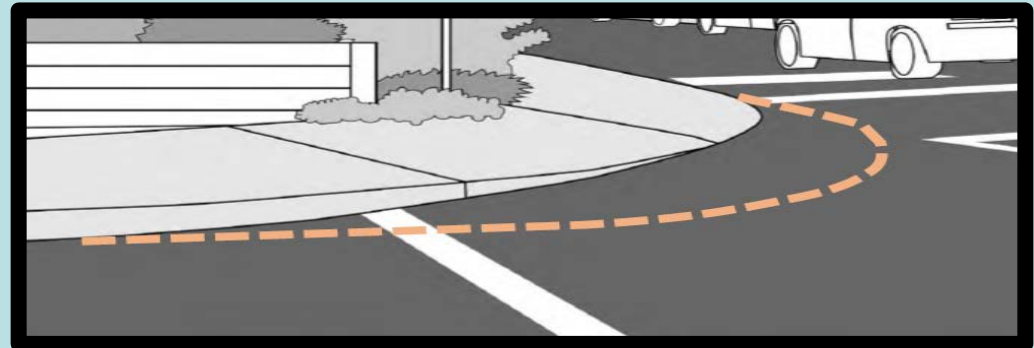
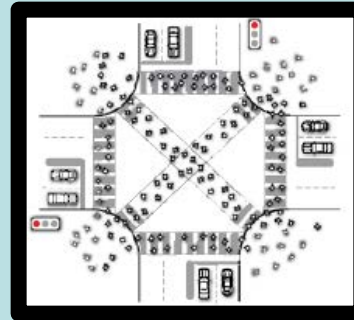
For Future Consideration:

- Adjust Lane Configurations
- Vertical Centreline Treatments
- Information Signage
- Advanced Stop Bar
- School Crossing Guard
- Tactile Walking Surface Indicators (TWSIs)
- Pedestrian Countdown Signals



Removed from Consideration:

- Exclusive Pedestrian Phase ("Scrambles")
- Bulb-outs
- Reduce Curb Radii
- Speed Display Devices
- Vertical Deflection Measures
- Adjusted Intersection Designs





CONCEPT PLANS

Martin/Ottawa

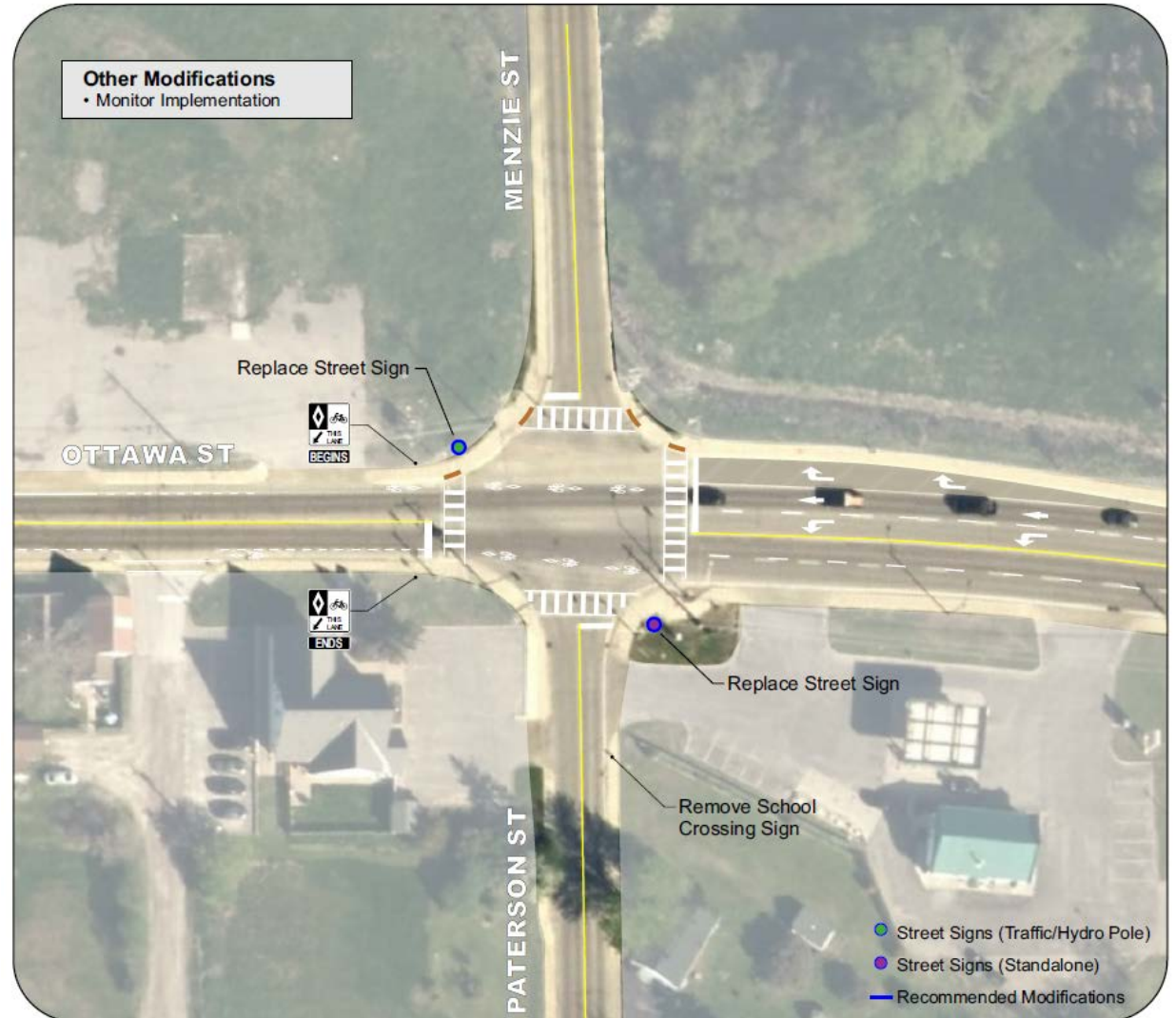


*NOTE: Plans not to scale. Dimensions based on field observations.



CONCEPT PLANS

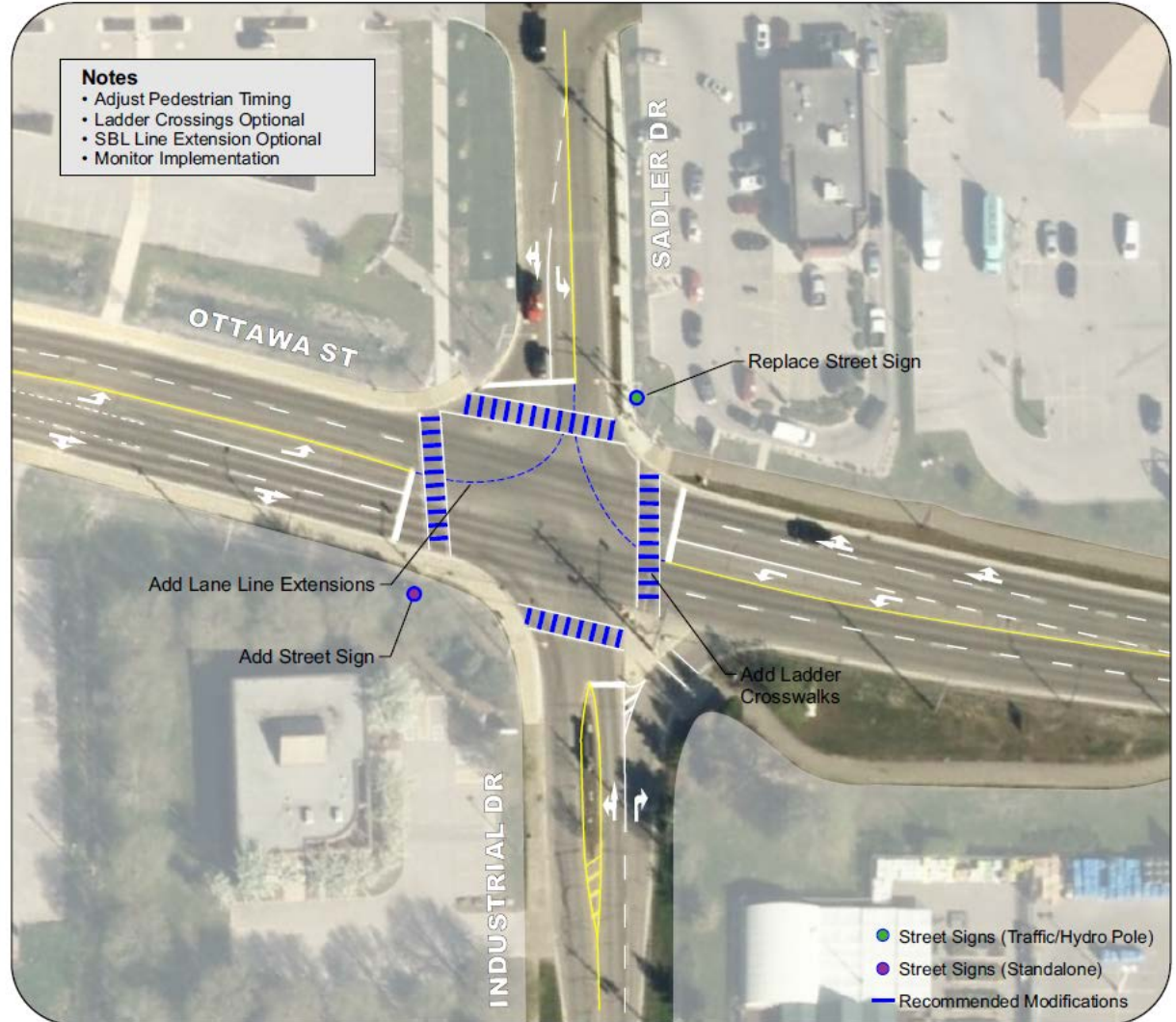
Paterson/Ottawa



*NOTE: Plans not to scale. Dimensions based on field observations.



Industrial/Ottawa



*NOTE: Plans not to scale. Dimensions based on field observations.



REPORT OF THE COMMITTEE OF THE WHOLE **January 28, 2020**

The following is the Committee of the Whole report from the January 28, 2020.

A. Consent Reports

"THAT, the following consent reports from the January 28, 2020 Committee of the Whole meeting be received as information:

- CAO Report – January 2020
- 2019 FOI Summary Report
- Accessibility Advisory Committee Minutes – January 15, 2020
- Committee of Adjustment Minutes – January 15, 2020."

B. Staff Reports

1. Fire Department Report:
Volunteer Firefighter Remuneration Criteria

Motion CW016-20

"THAT Council pass a resolution to accept Fire Department Remuneration Policy 001-2020.

2. Recreation and Culture Report:
Road Closure Request – Fatman Productions Services, Inc.

Motion CW017-20

"THAT the Committee of the Whole recommends that Council approve intermittent traffic stoppages on Ski Hill Road and Carbine Rd on Thursday February 13th and Friday February 14th between the hours of 6:00AM and 6:00PM;

AND THAT the Committee of the Whole recommends that Council approve intermittent traffic stoppages on Carbine Rd on Thursday February 27th between the hours of 6:00AM and 6:00PM;

AND THAT the Committee of the Whole recommends that Council authorize Staff to approve minor changes to the road closures as long as

any changes are within the parameter of the dates provided and that proper notification is given.”

3. Roads and Public Works Report:
2020 Wild Parsnip Management Plan

Motion CW019-20

“THAT Committee of the Whole recommend Council receive the 2020 Wild Parsnip Management Program as outlined in the Environmental Compliance Coordinator’s Report dated January 28, 2020, as information;

AND THAT Committee of the Whole recommend Council direct staff to participate in the joint tender being issued by the County of Lanark for roadside weed spraying;

AND THAT Committee of the Whole recommend that Council Direct Staff to include information on the follow-up report regarding the continued pilot Pollinator seed project, three components of the Mayor’s Pledge, an Integrative Vegetative Management Plan, and information from Lanark County’s management program.”

4. Finance and Administration Report:
2020 Budget

Motion CW020-20

“THAT the Committee of the Whole recommends that Council approve the 2020 budget as amended.”

5. Finance and Administration Report:
Professional Fees as 100% Benefit

Motion CW021-20

“THAT the Committee of the Whole recommend to Council that By-law 01-21 be amended to pay 100% of the professional fees for all staff.”

6. Finance and Administration Report:
Municipal Drainage Works

Motion CW022-20

“THAT the Committee of the Whole recommend that Council direct staff to obtain quotes and appoint a Drainage Engineer under Section 78 of the Drainage Act to do the following:

- a) Inspect the problem areas, prepare a solution that is cost effective;
- b) Present a report for the consideration of Council and affected land owners with cost estimates to improve; and
- c) That the Engineer follow requests of the Drainage Act and guides Municipality through the steps to complete the improvements.”

7. Finance and Administration Report:

Award of Request for Proposal for Redesign of Municipal Website

Motion CW023-20

“THAT the Committee of the Whole recommends that Council award the Request for Proposal for the redesign of the Municipal website to eSolutions.”

C. Information Items

1. Information List # 02-20

Motion CW008-20

“That the following items from Information List #02-20 be considered by Council:

Info List Item # 6

That Council receive the information from the Ministry of Agriculture, Food and Rural Affairs regarding information and public consultation about proposed changes to the *Drainage Act*,

And that Council direct the Agriculture Advisory Committee to review and provide comment to the Ministry.

Submitted by,

Reviewed by,

John Dalgity,
Committee of the Whole Chair

Jeanne Harfield,
Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-010

BEING a by-law to appoint _____ as Clerk for the Corporation of the Municipality of Mississippi Mills.

WHEREAS Section 228 of the *Municipal Act, 2001* states that a municipality shall appoint a Clerk;

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

1. **THAT** _____ is hereby appointed as Clerk for the Corporation of the Municipality of Mississippi Mills and shall exercise all the authority, powers and rights, and shall perform all the duties and obligations which by statute or by by-law are or may be conferred or imposed upon the Clerk and any other duties that may be imposed by Council;
2. **THAT** By-law 19-71, appointing Jeanne Harfield as Acting Clerk, shall be and is hereby repealed.
3. **THAT** this by-law shall take effect on the day of its passing.

BY-LAW READ, passed, signed and sealed in open Council this 4th day of February, 2020.

Christa Lowry, Mayor

Jeanne Harfield, Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-011

BEING a by-law to amend By-law No. 01-21 to set salary ranges, benefits and working conditions for all employees.

WHEREAS The Municipal Act, S.O. 2001, Chapter 25, Sections 281 and 282 authorize establishing a plan of sick leave credit gratuities for employees or any class thereof and for providing by contract group life, accident and medical insurance

AND WHEREAS Council deemed it appropriate to amend the By-law to to provide 100% payment of one professional or municipal association membership fee per staff annually;

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

1. **THAT** Section "N" of By-law No. 01-21 be amended to include the following:

N. PROFESSIONAL FEES

At the discretion of the respective Department Head each staff person is eligible for payment of 100% of one annual professional or municipal fee for all staff requiring such membership or certification for their position.

2. **THAT** this following portion of Section "N" of By-law No. 01-21 be deleted it its entirety:

N. PROFESSIONAL FEES

Support staff shall receive 50% payment of one Professional Association related fee per year.

3. **THAT** this by-law shall take effect on the day of its passing.

BY-LAW READ, passed, signed and sealed in open Council this 4th day of February, 2020.

Christa Lowry, Mayor

Jeanne Harfield, Acting Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 20-012

BEING a by-law to amend By-law No. 19-124 to establish fees and charges for services provided by the Municipality of Mississippi Mills;

WHEREAS Section 391 of the *Municipal Act*, 2001, S. O. 2001, c. 25, as amended, authorizes a municipality by by-law to impose fees or charges on persons for services or activities provided or done by or on behalf of the municipality and for the use of the municipality’s property; and

WHEREAS the Corporation of the Municipality of Mississippi Mills deems it expedient to update the fees and charges to be collected by the various departments of the Corporation of the Municipality of Mississippi Mills;

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

1. **THAT** the Daycare fees included in Schedule A of By-law No. 19-124 be removed and replaced with the following:

| DAY CARE (fee per day) | |
|------------------------------------|-----------------|
| Infant Program | |
| Full-time | • \$63.00 |
| Part-time | • \$68.00 |
| Toddler Program | |
| Full-time | • \$53.00 |
| Part-time | • \$58.00 |
| Preschool Program | |
| Full-time | • \$45.00 |
| Part-time | • \$48.00 |
| Kindergarten Program | |
| Before & After School | • \$24.00 |
| Before or After School | • \$18.90 |
| Before & After School – Part-time | • \$26.00 |
| Before or After School – Part-time | • \$21.00 |
| Full Day | • \$37.00 |
| School Age Program | |
| Before & After Full Time | • \$22.00 |
| Before or After Full Time | • \$16.80 |
| Before & After Part Time | • \$24.00 |

| | | |
|---------------------------|---------|---------|
| Before or After Part Time | • | \$18.90 |
| Full Day | • | \$35.00 |

2. **THAT** this by-law shall take effect on the day of its passing.

BY-LAW READ, passed, signed and sealed in open Council this 4th day of February 2020.

Christa Lowry, Mayor

Jeanne Harfield, Acting Clerk