



Municipality of Mississippi Mills

COUNCIL AGENDA

Tuesday, August 13, 2019

6:00 p.m.

Council Chambers, Municipal Office

PLEASE REMEMBER TO SET YOUR CELL PHONE TO SILENT AND THAT NO RECORDING DEVICES ARE PERMITTED.

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

B. CONSIDERATION OF A CLOSED SESSION

1. Employee Matter - personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act s. 239 2(b)*)

REGULAR SESSION (6:00 p.m.)

C. O CANADA

D. ATTENDANCE

E. APPROVAL OF AGENDA

F. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

G. APPROVAL OF MINUTES

Council Minutes dated June 17, 18 and 20, 2019

Pages 7-19

H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

1. Steve Maynard, Lanark Legal Services. Re: Affordable Housing

Pages 20-24

Recommendation:

That the delegation by Steve Maynard, Lanark Legal Services re: Affordable Housing be received.

2. Tammy Kealey-Donaldson, Children's Services Manager, Lanark County Pages 25-32
Re: Demands for Child Care

Recommendation:

That the deputation by Tammy Kealey-Donaldson, Childcare Manager re: Demands for Child Care be received.

I. PUBLIC MEETINGS

1. Zoning Amendment Z-08-19, Pages 33-41
Re: Hartlin, 3360 County Road 29 (Lot 6, Concession 9/10 Pakenham)
2. Zoning Amendment Z-10-19 Pages 42-48
Re: Threader, 154 McManus Side Road (lot 23, Concession 5 Pakenham)

J. COMMITTEE OF THE WHOLE

Motion to resolve into Committee of the Whole.

(J.1) CONSENT ITEMS

Motion to receive:

- CAO's Report - August 2019 Pages 49-51
- Resignation of Clerk and Appointment of Acting Clerk Page 52
- Building Permit Report – Q1 and Q2 2019 Pages 53-55
- Drinking Water Quality Management Standards - 2nd Quarter 2019 Pages 56-59
- Petition - Speed Reduction Golden Line Rd. Pages 60-65
(petitioner provided the opportunity to address Council)

Minutes

Motion to receive:

- Library– May 22, 2019 Pages 66-67
- Heritage – May 22 and June 25, 2019 Pages 68-73
- Community Policing – June 11, 2019 Pages 74-77
- Accessibility – June 19, 2019 Pages 78-79
- Committee of Adjustment – June 19, 2019 Pages 80-83
- Finance and Policy – June 19, 2019 Pages 84-85
- Public Works – June 24, 2019 Pages 86-116
- Parks and Recreation – June 25, 2019 Pages 117-120

Motion to approve/support:

Heritage

- a) 7 Mill Street Page 70

Recommendation:

That Council approve the alternations to the exterior of 7 Mill Street to install a chimney and replace a window with an operable garage door on the northern façade of the building. The Heritage Committee has no issues or concerns with the project.

- b) 83 Little Bridge St. Page 70

Recommendation:

That Council approve the installation of an awning at 83 Little Bridge, Unit 110 as presented to the Heritage Committee.

- c) St. Paul's Church Rectory Page 71

Recommendation:

That Council approve the installation of vinyl windows at the St. Paul's Church Rectory as presented to the Heritage Committee.

- d) Maclan Bridge Plaques Page 71

Recommendation:

That Council request that the County of Lanark move the Maclan Bridge plaques and have them mounted on the Bridge;

And that one plaque is refurbished as it is no longer legible;

And that the County of Lanark advise the Heritage Committee of the location on the Bridge prior to installation.

- e) Tannery Location Sign Page 71

Recommendation:

That Council approve that the Tannery location sign currently situated on Ramsay Concession 7 be re-located to a free-standing post at the corner of Ramsay Concession 8 pending discussion with the Tannery.

Public Works

- f) Paterson St. Page 87

Recommendation:

That Council explore the option of having a Community Safety Zone on Paterson Street in Almonte between Ottawa Street and Robert Hill Street;

And that Council consider relocating the current cross walk on Paterson Street to north of Holy Name of Mary school and south of Morton Street;

And that Council consider having staff meet with the schools to review traffic management plans for entrances to Paterson Street;

And that Council consider reinstating a crossing guard on Ottawa Street at Paterson and Menzie Streets; if money is available in existing operating budget.

(J.2) **REPORTS**

Finance & Administration

a. Daycare Programs/Lease-CDSBEO

Pages 121-127

Recommendation:

That Council authorize the Mayor and Clerk to enter into a three (3) year lease agreement with the Catholic District School Board of Eastern Ontario for childcare space at the Holy Name of Mary School subject to a review by the Municipality's solicitor.

That Council authorize staff to make the capital purchases required to equip the new facility within the budget of \$150,000.

That Council authorize the hiring of staff to operate the facility.

b. Video Surveillance Policy

Pages 128-136

Recommendation:

That Council approve the administrative policy for the use and management of Video Surveillance Equipment at municipal facilities. This policy does not apply to use of recording equipment at Council, Committee or staff meetings.

Building & Planning

c. Site Plan Control – Parts 1 and 2 27R-5296

Pages 137-144

Pt Lts 10 and 11 Anderson Section 6262 Almonte Ward (Wojtyniak)

Recommendation:

That Council approve the site plans for the property described as 0931-030-040-02001-0000 on Elgin Street;

And that the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

d. Site Plan Control – Pt Lt 13 Anderson Section 6262 Pages 145-152
Almonte Ward (Richon Homes)

Recommendation:

That Council approve the site plans for the property described as 0931-030-040-02002-0000 on Elgin Street;

And that the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

e. Rogers Telecommunication Tower – Water Street Pages 153-173

Recommendation:

That Council authorize staff to provide a letter of concurrence conditional on the execution of a Development Agreement specifying fencing requirements and provisions for the use of the unopened municipal road, for the proposed location of a 45m tall radio communications tower at the property known municipally as 195 Water Street to Rogers Telecommunications;

And that Council approve the Telecommunications Review Protocol as presented.

f. Consent Application Authorization – 38 St Andrews Street Pages 174-188
Almonte Ward (Richards)

Recommendation:

That Council authorize staff to accept the application for Consent at the property known municipally as 38 St Andrews Street in Almonte for the purpose of review in accordance with the Planning Act.

(J.3) INFORMATION ITEMS

- | | |
|--|---------------|
| • Mayor's Report | None |
| • County Councillors' Report | Pages 189-192 |
| • Mississippi Valley Conservation Authority Report | None |
| • Information List | Pages 193-274 |
| • Meeting Calendars (<i>August/September</i>) | Pages 275-276 |

Motion to return to Council Session.

K. RISE AND REPORT

Recommendation:

That the recommendations of the Committee of the Whole for the meeting of August 13, 2019 be adopted as resolutions of Council.

L. BY-LAWS

That By-laws 19-70 – 19-71 be taken as read, passed, signed and sealed in Open Council.

19-70 Part Lot Control, 27M-34, Lot 3

Page 277

19-71 Appoint Acting Clerk J. Harfield

Page 278

M. OTHER/NEW BUSINESS**1. MVCA – Source Protection Plan Amendment**

Pages 279-282

Recommendation:

That Council endorse the proposed amendment under Section 34 of the Clean Water Act to revise the Mississippi-Rideau Source Protection Plan chemical policies for future threats.

N. NOTICE OF MOTION

None

O. ANNOUNCEMENTS AND INVITATIONS**P. CONFIRMATORY BY-LAW – 19-72****Q. ADJOURNMENT**



The Corporation of the Municipality of Mississippi Mills

Special Council Meeting #22-19

MINUTES

A special meeting of Council was held on Monday, June 17, 2019 at 2:00 p.m. in the Council Chambers.

A. CALL TO ORDER

Mayor Lowry called the meeting to order at 2:00 p.m.

B. ATTENDANCE

PRESENT:

Mayor Christa Lowry
Deputy Mayor Rickey Minnille
Councillor John Dalgity
Councillor Denzil Ferguson
Councillor Cynthia Guerard (arrived at 2:28 p.m.)
Councillor Bev Holmes
Councillor Jan Maydan

ABSENT:

Ken Kelly, CAO
Shawna Stone, Clerk
Jeanne Harfield, Deputy Clerk
Guy Bourgon, Director of Roads and Public Works
Rhonda Whitmarsh, Treasurer
Calvin Murphy, Recreation Manager
Tiffany MacLaren, Community and Economic Development Coordinator

C. APPROVAL OF AGENDA

Resolution No. 376-19
Moved by Councillor Dalgity
Seconded by Councillor Ferguson
THAT the agenda be approved as presented.

CARRIED

D. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

[None]

E. CONSIDERATION OF A CLOSED SESSION

Resolution No. 377-19
Moved by Deputy Mayor Minnille

Seconded by Councillor Ferguson

THAT Council enter into an in camera session at 2:00 p.m. re: for the purpose of educating or training the members (*Municipal Act* s. 239 3.1(1)) – Integrity Commissioner.

CARRIED**Resolution No. 378-19****Moved by Councillor Dalgity****Seconded by Councillor Maydan**

THAT Council return to regular session at 4:00 p.m.

CARRIED**Rise & Report**

1. Integrity Commissioner – Tony Fleming

The Integrity Commissioner was present to provide training to Council and Staff.

F. CONFIRMATORY BY-LAW

By-law 19-61

Resolution No. 379-19**Moved by Councillor Ferguson****Seconded by Councillor Holmes**

THAT By-law 19-61, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its special meeting held on the 17th day of June, 2019, be read, passed, signed and sealed in Open Council this 17th day of June, 2019.

CARRIED**G. ADJOURNMENT****Resolution No. 380-19****Moved by Councillor Dalgity****Seconded by Councillor Guerard**

THAT the meeting be adjourned at 4:02 p.m.

CARRIED

Christa Lowry
MAYOR

Shawna Stone
CLERK



The Corporation of the Municipality of Mississippi Mills

Council Meeting #23-19

MINUTES

A regular meeting of Council was held on Tuesday, June 18, 2019 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. 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
Shawna Stone, Clerk
Jeanne Harfield, Deputy Clerk
Rhonda Whitmarsh, Treasurer (left at 7:00 pm)
Guy Bourgon, Director of Roads and Public Works (left at 8:00 pm)

E. APPROVAL OF AGENDA

Resolution No. 381-19
Moved by Councillor Maydan
Seconded by Councillor Holmes
THAT the agenda be approved as presented.

CARRIED

F. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

[None]

G. APPROVAL OF MINUTES**Resolution No. 382-19****Moved by Councillor Ferguson****Seconded by Deputy Mayor Minnille****THAT** the Council Minutes dated June 4, 2019 be approved as presented.**CARRIED****H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS**

1. Dr. Paula Stewart, Medical Officer of Health, and Danielle Shewfelt, RN
Leeds, Grenville and Lanark District Health Unit
Re: Introduction and Strategic Plan

Dr. Stewart provided an overview of the role of public health; healthy communities; and infectious diseases. Ms. Shewfelt discussed the municipal-public health partnership and the role of public health nurse liaison.

Resolution No. 383-19**Moved by Councillor Dalgity****Seconded by Councillor Holmes****THAT** the delegation by Dr. Paula Stewart and Danielle Shewfelt, Leeds, Grenville and Lanark District Health Unit, re: Introduction and Strategic Plan, be received.**CARRIED**

2. Gordon Harrison, Stewardship Council of Lanark County
Re: Lanark County Climate Action Network

Mr. Harrison presented on the work of the Stewardship Council and various climate action initiatives.

Resolution No. 384-19**Moved by Councillor Maydan****Seconded by Councillor Dalgity****THAT** the delegation by Gordon Harrison, Stewardship Council of Lanark County, re: Lanark County Climate Action Network, be received.**CARRIED****I. PUBLIC MEETINGS**

[None]

J. COMMITTEE OF THE WHOLE**Resolution No. 385-19****Moved by Councillor Ferguson****Seconded by Councillor Dalgity**

THAT Council resolve into Committee of the Whole, with Mayor Lowry in the Chair.

CARRIED

J.1 **CONSENT ITEMS**

Resolution No. 386-19

Moved by Councillor Holmes

Seconded by Councillor Maydan

THAT the CAO's report – June 2019 be received.

CARRIED

Resolution No. 387-19

Moved by Deputy Mayor Minnille

Seconded by Councillor Ferguson

THAT the minutes of the following committees be received:

- MRPC – April 20, 2019
- Striking – June 4, 2019

CARRIED

Striking Committee

a. Committee of the Whole Chair

Resolution No. 388-19

Moved by Councillor Ferguson

Seconded by Councillor Dalgity

THAT Council approve Option 2 - appoint a Councillor on a rotating basis (Section 117 b) - one year term), as the method to appoint a Committee of the Whole Chair;

AND THAT Deputy Mayor Minnille be appointed as the Committee of the Whole Chair until December 31, 2019 during that time a full review of the Procedural By-law No. 17-03 will be completed.

CARRIED

J.2 **STAFF REPORTS**

Finance and Administration

a. Budget Impacts of Excluded Expenses per Ontario Regulation 284/09

Resolution No. 389-19

Moved by Councillor Holmes

Seconded by Councillor Guerard

THAT Council accept the report prepared by the Treasurer regarding Excluded Expenses as required by the Municipal Act, 2001, O. Reg. 284/09.

CARRIED

b. Revised Petition Policy

Resolution No. 390-19**Moved by Councillor Maydan****Seconded by Councillor Dalgity****THAT** Council approve the revised Petition Policy as presented.**CARRIED**

c. Background for Pakenham Crossover Options

Resolution No. 391-19**Moved by Deputy Mayor Minnille****Seconded by Councillor Holmes****THAT** Council receive the report prepared by the Chief Administrative Officer, dated June 18, 2019, relating to the process followed for the development and approval of designs for the installation of Pedestrian crossovers in Pakenham at Jeanie and Waba/Elizabeth intersections with Graham Road (County Road 29).**CARRIED**Option 3**Resolution No. 392-19****Moved by Councillor Holmes****Seconded by Councillor Guerard****THAT** Council rescind Resolution No. 473-18;**AND THAT** Council direct staff to proceed with an alternative design for the proposed crossovers in Pakenham.**CARRIED****Resolution No. 393-19****Moved by Councillor Maydan****Seconded by Councillor Dalgity****THAT** Staff be directed to arrange for a public meeting with an invitation to following groups: Pakenham Business and Tourism Association, Bridging Generations, Pakenham School Council, Agriculture Advisory Committee, and Public Works Advisory Committee;**AND THAT** engineering options be designed that are alternatives to bump outs;**AND THAT** the designs be funded from approved 2019 capital budget (Active Transportation - \$70,000).**CARRIED**

The following recommendation from the Public Works Advisory Committee not put on the floor for discussion (no mover or seconder):

THAT Council approve the traffic calming measures and pedestrian cross walk configurations as outlined in the Pakenham Pedestrian Crossing presentation:

- Pakenham Pedestrian Cross Walks be constructed for full lane widths on County Road 29;
- Pedestrian Cross Walks be designed in accordance with details from Book 15 Type B PXO configurations;
- Additional flashing light be installed on pedestrian crossing sign on signal arms extending over driving lanes;
- Timing sequence for pedestrian crossing signal should be set to accommodate children and older adults requirements and;
- Sidewalk approaches to Cross Walks should be reconstructed to insure compliance with Accessibility for Ontarians with Disabilities Act (AODA), complete with required Tactile Walking Surface Indicators (TWSI).

Building & Planning

- d. Zoning By-law Amendment Z-07-18, 1019 Ramsay Concession 12 (Donaldson)

Resolution No. 394-19

Moved by Councillor Holmes

Seconded by Councillor Maydan

THAT Council approve the Zoning By-law Amendment to change the zoning of the retained agricultural parcel from Consent application B18/056 for part of the lands legally described as East ½ Lot 8, Concession 12, Ramsay Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception (A-x)” Zone to prohibit the construction of a residential use.

CARRIED

- e. Zoning By-Law Amendment Z-06-19 - 487 Townline Road (Drummond)

Resolution No. 395-19

Moved by Councillor Dalgity

Seconded by Councillor Holmes

THAT Council approve amendments to Comprehensive Zoning Bylaw 11-83 to change the zoning on the lands known municipally as 487 Townline Road, Ramsay Ward, from “Rural” (RU) to “Rural-Special Exception” (RU-x) to permit the following uses in addition to those permitted in the Rural zone: “Commercial Storage”, “Container Sales and Rental Establishment”, and “Agricultural Equipment Sales, Service and Storage Business”;

AND THAT Section 5 of Comprehensive Zoning Bylaw 11-83 be amended to add the following definition: “CONTAINER SALES AND RENTAL ESTABLISHMENT: Shall mean the use of land for the temporary erection and storage of shipping containers which are rented or sold for transport off-site for use by the general public.”

AND THAT Council permit the applicant to make arrangements for a payment plan with the Municipal Treasurer respecting the Site Plan Control Application fee owing.

CARRIED

J. 3 **INFORMATION ITEMS**

• **Mayor's Report**

The Mayor provided a verbal update: letter of support for the Legion Pipes and Drums; Raptor's viewing parties a success.

• **County Councillors' Report**

Highlights: County Councillor Minnille sworn in; silver chain challenge issued; road salt tender awarded; auditor's report.

• **Mississippi Valley Conservation Authority Report**

[None]

• **Ottawa River Power Corporation (ORPC)**

Councillor Maydan attended the ORPC Annual General Meeting; accepted a dividend cheque \$67,429.65; overview of 2019 priorities.

• **Information List 12-19**

Resolution No. 396-19

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT Information List 12-19 be received.

CARRIED

• **Meeting Calendars** – June/July

K. **RISE AND REPORT**

Resolution No. 397-19

Moved by Councillor Ferguson

Seconded by Councillor Dalgity

THAT the Committee rise and return to Council to receive the report on the proceedings of the Committee of the Whole.

CARRIED

Council recessed at 8:20 p.m. and resumed at 8:27 p.m.

Resolution No. 398-19**Moved by Councillor****Seconded by Councillor****THAT** the recommendations of the Committee of the Whole for the meeting of June 18, 2019 be adopted as resolutions of Council;**AND THAT** Item 4 - Pakenham Crossover Options, be voted on separately.**CARRIED**

Item J.1.c

[Resolution 392-19]

Moved by Councillor Dalgity**Seconded by Councillor Holmes****THAT** Council rescind Resolution No. 473-18;**AND THAT** Council direct staff to proceed with an alternative design for the proposed crossovers in Pakenham.**CARRIED 4-3**

Councillor Ferguson requested a recorded vote.

Yeas: Councillors Dalgity, Guerard, Holmes, Maydan

Nays: Mayor Lowry, Deputy Mayor Minnille, Councillor Ferguson

L. BY-LAWS**Resolution No. 399-19****Moved by Councillor Maydan****Seconded by Councillor Ferguson****THAT** By-laws 19-62 to 19-67 be taken as read, passed, signed and sealed in Open Council.**CARRIED**

By-Law 19-62

Resolution No. 400-19**THAT** By-law 19-62, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills, for the property municipally known as 487 Townline Road.**CARRIED**

By-Law 19-63

Resolution No. 401-19**THAT** By-law 19-63, being a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act'), for Registered Plan of Subdivision 27M-84, Block 15.**CARRIED**

By-Law 19-64

Resolution No. 402-19

THAT By-law 19-64, being a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act'), for Registered Plan of Subdivision 27M-84, Block 16.

CARRIED

By-Law 19-65

Resolution No. 403-19

THAT By-law 19-65, being a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act'), for Registered Plan of Subdivision 27M-84, Block 17.

CARRIED

By-Law 19-66

Resolution No. 404-19

THAT By-law 19-66, being a by-law to authorize the signing of a contract between the Corporation of the Municipality of Mississippi Mills and Cunningham, Swan, Carty, Little & Bonham LLP for the provision of Municipal Legal Services.

CARRIED

By-Law 19-67

Resolution No. 405-19

THAT By-law 19-67, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills, for the property municipally known as East ½ Lots 8, Concession 12, Ramsay Ward.

CARRIED

M. OTHER/NEW BUSINESS

1. Storm Internet – Support for Funding Request

Resolution No. 406-19

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT Council support the presence of Storm Internet and the fibre project initiative in Mississippi Mills, including applications for funding.

CARRIED

N. NOTICE OF MOTION

[None]

O. ANNOUNCEMENTS AND INVITATIONS

Councillor Holmes – Musical event at Union Hall on June 22nd; Strawberry Social at the North Lanark Museum on June 23rd

P. CONFIRMATORY BY-LAW

By-law 19-68

Resolution No. 407-19

Moved by Deputy Mayor Minnille

Seconded by Councillor Dalgity

THAT By-law 19-68 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 18th day of June 2019, be read, passed, signed and sealed in Open Council this 18th day of June, 2019.

CARRIED

Q. ADJOURNMENT

Resolution No. 408-19

Moved by Councillor Ferguson

Seconded by Councillor Dalgity

THAT the meeting be adjourned at 8:35 p.m.

CARRIED

Christa Lowry
MAYOR

Shawna Stone
CLERK



The Corporation of the Municipality of Mississippi Mills

Council Meeting #24-19

MINUTES

A special meeting of Council was held on Thursday, June 20, 2019 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. 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
Shawna Stone, Clerk
Steve Giberson, Interim Fire Chief

C. APPROVAL OF AGENDA

Resolution No. 409-19

Moved by Councillor Maydan

Seconded by Councillor Dalgity

THAT the agenda be approved as presented.

CARRIED

D. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

[None]

E. DELEGATION, DEPUTATIONS, AND PRESENTATIONS

Interim Fire Chief Giberson
Re: Emergency Management and Master Fire Plan

Chief Giberson reviewed municipal responsibilities under the *Fire Protection and Prevention Act* (FPPA); Emergency Response By-law 19-59 - mandated services (fire inspection, prevention, and education) and deemed necessary services (basic / structural / rural / vehicle firefighting, interior search and rescue, mutual aid, vehicle accidents, assistance to other services, tiered medical response, hazardous materials;

surface water/ice rescue, industrial and machinery rescue, fire investigation); emergency management coordination; open air burning by-law options; and master fire plan recommendations (primary focus on integration of Fire Department infrastructure and apparatus lifecycle).

Action items:

- Chief to organize a Council information session re: Essentials of Municipal Fire Protection (Ontario Fire Marshal and Emergency Management)
- Chief to examine and report back on potential costs associated with an agreement for tiered medical response (Emergency Response By-Law 19-59)
- Chief to initiate a response agreement for the White Lake area with the Township of Lanark Highlands
- Chief to organize emergency management table top exercises for Council
- Chief to review and bring forward options re: Open Air Burning By-law 17-35

Resolution No. 410-19

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT the deputation by Interim Chief Giberson, re: Emergency Management and Master Fire Plan, be received.

CARRIED

F. CONFIRMATORY BY-LAW

By-law 19-69

Resolution No. 411-19

Moved by Deputy Mayor Minnille

Seconded by Councillor Guerard

THAT By-law 19-69 being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its special meeting held on the 20th day of June 2019, be read, passed, signed and sealed in Open Council this 20th day of June, 2019.

CARRIED

G. ADJOURNMENT

Resolution No. 412-19

Moved by Councillor Holmes

Seconded by Councillor Dalgity

THAT the meeting be adjourned at 7:45 p.m.

CARRIED

Christa Lowry
MAYOR

Shawna Stone
CLERK

Mississippi Mills and Affordable Housing



Presentation to Mississippi Mills Council
August 13, 2019

Steve Maynard – Lanark County Community
Legal Services

What is Affordable Housing?

The Housing Continuum



The Provincial Policy Statement, 2014 (PPS) and Mississippi Mills' Community Official Plan (COP) Define Affordable as:

- "housing for which the purchase price is at least 10 percent below the average purchase price of a resale unit in the *regional market area*"
- "a unit for which the rent is at or below the average market rent of a unit in the *regional market area*. "

From Section 3 of the Planning Act

Policy statements

3 (1) The Minister, or the Minister together with any other minister of the Crown, may from time to time issue policy statements that have been approved by the Lieutenant Governor in Council on matters relating to municipal planning that in the opinion of the Minister are of provincial interest.

Policy statements and provincial plans

(5) A decision of the council of a municipality, ...in respect of the exercise of any authority that affects a planning matter
 (a) shall be consistent with the policy statements issued under subsection (1) that are in effect on the date of the decision

Same

(6) Comments, submissions or advice affecting a planning matter that are provided by the council of a municipality
 (a) shall be consistent with the policy statements issued under subsection (1) that are in effect on the date the comments, submissions or advice are provided

From Section 1.4.3 of the Provincial Policy Statement, 2014

Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the *regional market area* by:

a) establishing and implementing minimum targets for the provision of housing which is *affordable to low and moderate income households. However, where planning is conducted by an upper-tier municipality, the upper-tier municipality in consultation with the lower-tier municipalities may identify a higher target(s) which shall represent the minimum target(s) for these lower-tier municipalities;*

From Section 4 of the Provincial Policy Statement, 2014

4.7 The official plan is the most important vehicle for implementation of this Provincial Policy Statement. Comprehensive, integrated and long-term planning is best achieved through official plans. Official plans shall identify provincial interests and set out appropriate land use designations and policies. To determine the significance of some natural heritage features and other resources, evaluation may be required. Official plans should also coordinate cross-boundary matters to complement the actions of other planning authorities and promote mutually beneficial solutions. Official plans shall provide clear, reasonable and attainable policies to protect provincial interests and direct development to suitable areas.

4.8 Zoning and development permit by-laws are important for implementation of this Provincial Policy Statement. Planning authorities shall keep their zoning and development permit by-laws up-to-date with their official plans and this Provincial Policy Statement.

From Section 3.6.3 of the Community Official Plan

3.6.3 Affordable Housing

Affordable housing figures are to be updated on a yearly basis with the assistance of Canada Mortgage and Housing Corporation (CMHC). They are to be used to determine what the affordable housing thresholds for both owner occupied and rental accommodation should be, using the affordable definition found in Section 5.15 of this Plan.

1. The Town shall encourage an adequate supply of affordable housing.
2. The Town shall attempt to have 25% of all new residential construction affordable. In a given year the residential development may meet, exceed or fall short of the 25% target and therefore, to achieve a more realistic picture of the progress made in achieving this target, three year averages shall be used to meet affordable housing objectives.

Average Purchase Price of a House

	Average Purchase Price	Affordable 90% of APP
Lanark County (Ottawa) 2018 Source: Canadian Real Estate Board	\$ 408,000	\$ 367,200

Average Market Rent

		Bachelor	One Bedroom	Two Bedrooms	Three Bedrooms
Almonte Statistics Source: 2018 Lanark County Housing Study	AMR	\$ 624	\$ 709	\$ 951	\$ 1190
Carleton Place/ Mississippi Mills 2017 Statistics Source: CMHC	AMR	\$ 630	\$ 755	\$ 866	
Pembroke 2016 Statistics Source: CMHC	AMR	\$ 513	\$ 642	\$ 812	
Mississippi Mills 2015 Statistics Source: CMHC	AMR		\$ 679	\$ 809	
Mississippi Mills 2014 Statistics Source: CMHC	AMR		\$ 640	\$ 813	

Affordable Housing is More Than Just Housing

Affordable Housing is about much more than just putting a roof over families' heads. It makes Mississippi Mills a welcoming place to live, work and start a business.

The Federal Finance Committee put forth a recommendation that, in part, read: "The Committee believes that appropriate housing is also an important contributor to the productivity of a nation's residents and to the competitiveness of a country, since residents and employees must be well-rested if they are to be productive in society, and children and students must be appropriately housed if they are to concentrate in school as well as to grow and thrive....Moreover, we feel that housing must be affordable."

AMO, the Association of Municipalities of Ontario, said "Housing stability and affordability is a primary factor in determining the economic, social and physical health and well-being of Ontario's families and Ontario's communities. Housing is more than just shelter, it is the interrelated system of services, supports, funding and policies that enable Ontario's citizens to live in their community."

Affordable Housing is key to and attracting new residents to Mississippi Mills and keeping people living here, driving economic growth.

Questions?

Contact Information:

smaynard@lccls.ca

www.lccls.ca



Children Services Demands for Child Care

August 13, 2019
Tammy Kealey-Donaldson,
Manager of Children Services



The role of the County (Service System Manager)

- Planning, administration and operating of **licensed** child care programs
- Coordination/administration and delivery of Ontario's Child Care Fee Subsidy
- Develop local child care service plans in coordination with school boards and local providers
- Provide support to local service providers in areas such as local governance, finance, operations and service planning
- Oversight to ensure Provincial standards for quality
- Responsible for the writing of the Service Plan



Requirements for the 5 Year Service Plan

- Solicit in-depth knowledge of community needs
- Identify strategic priorities, intended outcomes and steps for implementation
- Identify and address service gaps and opportunities
- Support service coordination
- Responsive to community need while aligning with municipal interest and provincial direction
- Demonstrate our commitment to consult throughout the life of the five year plan
- Describe how we will be accountable to the plan



2

Province Direction for Child Care

Accessible

space availability

Affordable

subsidy, reasonable rates

Flexible

Meeting the needs of parents/caregivers that work non-standard schedules

High Quality

How Does Learning Happen Pedagogy, Licensed Early Childhood Educators, Quality Assurance

Inclusive

Access to French Language service, Indigenous culture, Special Needs Resourcing, Rural communities

Innovative

Centres of Excellence, professionals RECE



3

New Approach to Child Care

Affordable

- Ontario Childcare Access and Relief from Expenses (Care) tax credit

Flexible

- Increase choice and availability of child care
- Reduce red tape and administrative burden

High Quality

- Improve quality of care, deliver high standards of care



LANARK
COUNTY

4

The importance of the Early Years

- Physical/mental well being
- Early Years sets the groundwork for lifelong learning and behaviour
- Experiences in the early years shape their capacity to learn, interact with others and respond to daily stresses and challenges
- Impact on their emotional wellbeing and overall health



LANARK
COUNTY

5

Impact of Quality

Quality Care

- Advance verbal and intellectual skills
- Thrive emotionally
- Promotes social competence
- Increases success in school

Poor Quality of Care

- Children exhibit more anxious behaviour
- Poor social skills
- Less trusting of adults
- Underdeveloped language and problem solving skills
- Less resilient

6

Why Child Care Matters?



- Supporting families
- Quality Early Years- benefits the community, lack of investment now will cost us in the long run
- Social/Economic perspective: Population and employment growth increases child care demand
 - Require infrastructure in place to support families
 - Making our community attractive to families: families deserve services where they reside
 - Attractive to employers

LANARK
COUNTY

7

Challenges in a rural community as it relates to Child Care

- Lack of transportation to attend child care/ employee's to attend work
- Longer commute times, impacts hours of service
- Spread of population requiring service
- Difficulty attracting child care workforce



LANARK
COUNTY

8

Impact of high demand for Child Care

- Those who require something other than Full-time, are less apt to get a spot
- Less accommodating to split shifts, early mornings, evenings, overnight, weekends
- Harder to find child care for special needs and behavioural issues (unlicensed providers)
- Demand increase price goes up (unlicensed providers)



LANARK
COUNTY

9

The Benefits of Child Care in a School Setting

- One-stop shopping for parents
- Sharing of resources
- Collaboration with community partners, appreciation of what each other offers for skill sets
- Easier transition for children from child care setting to school
- Parents become familiar with school and teaching staff



LANARK COUNTY

10

Mississippi Mills Child Care

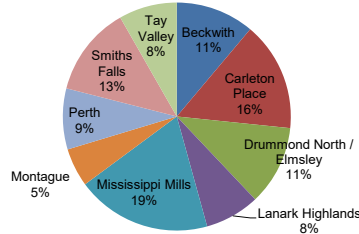


11

Mississippi Mills Local Data

- 19% of the population in Lanark County resides in Mississippi Mills:

Population of Municipalities as a Portion of Total County Population, 2016



- Anticipated to grow of 53.5% to 21,122 by 2038
- 1,745 children 0-12 (19.5% of all children 0-12 in Lanark County reside in Mississippi Mills).



12

Licensed Childcare in Mississippi Mills

- 5 Licensed Home Child Care Providers
- 3 Licensed Centre Based Providers: 1 located in Pakenham: Linda Lowe (2 locations), 2 located in Almonte: Almonte Day Care Centre (4 locations) , Almonte Co-operative Nursery School (1 location).
- 19 unlicensed providers



13

Children Services Community Consultation (2019) Results

- Mississippi Mills – 2nd largest respondent
 - The majority of respondents commute to work, mostly to the city of Ottawa
 - Preference for child care options:
 - Licensed Child Care Centre 77.10%
 - Licensed Child Care in a Home 34.35%
 - Unlicensed Child Care 13.74%
 - Why the preference for Licensed Child Care
 - Quality
 - Structure
 - Accountability
 - Safety
 - Regulated
- Why the preference for Centre based

 - Qualified staff
 - No cancellations in centre based
 - Feel children learn more
 - Play with more children their own age
 - Gets my child ready for school
 - Variety in meals and activities
 - Professional environment
 - Will take children with special needs



14

Summary

- Early Years are critical – no investment now will cost you in the long run
- Population and Employment growth equals an increase in demand
- Economic/Social Perspective –we need to have the necessary infrastructure in place to support families
- Families want services where they reside
- The demand for Children Services continues to grow
- Benefits to child care in a school setting
- Relying on license/unlicensed home child care will not keep up with demand
- Investment in your future



15

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BACKGROUND REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Niki Dwyer, Director of Planning
**SUBJECT: BACKGROUND REPORT – ZONING BY-LAW AMENDMENT Z-08-19
Part of Lot 6, Concession 9 and 10
Pakenham Ward, Municipality of Mississippi Mills**

KNOWN AS: 3360 County Road 29, Pakenham Ward

OWNER: Leah Hartlin (Agent: ZanderPlan Inc)

PURPOSE AND EFFECT

The purpose of the Zoning By-law Amendment is to rezone the property from “Rural” (RU) to “Rural-Special Exception Holding” (RU-xh) to permit the development of the following additional uses: “Cannabis Growing Facility” and “Wellness Centre” “Accessory Dwelling Units”. The applicant proposes the adoption of the following definitions for the uses:

“Cannabis: means a part, or mixture of substances including, a cannabis plant, including the phytocannabinoids produced by, or found in, such a plant regardless of whether that part has been processed or not, but shall not include non-viable seeds, mature stalks, hemp fibers or roots of the plant. psychoactive drug from the cannabis plant, commonly known as marijuana, used for medical or recreational purposes in its derivative forms, that is produced, tested, stored, distributed, and/or sold.”

“Cannabis Growing Facility: means any number of building or structures licenced by Health Canada for the purposes of producing cannabis. Production of cannabis shall be deemed to including, manufacturing, synthesizing, altering chemical properties, cultivating, propagating or harvesting the product. Incindiary uses may also include: the on-site storage of commercial motor vehicles (trucks, tractors and/or trailers) for freight, handling including pick-up, delivery and transitory storage of goods incidental to motor freight shipment directly related to the permitted use(s).”

“Wellness Centre: means a building or part thereof used to provide a range of therapeutic and wellness disciplines such as massage therapy, energy medicine, naturopath medicine, acupuncture, homeopathy, health counselling and personal training, and may include accessory uses such

as administrative offices, treatment rooms, physical fitness rooms, and waiting rooms.”

The proposal will see the addition of a 420m² Wellness Centre with four freestanding accessory dwelling units (cabins) (56m² each) as well as a 195m² expansion to the existing greenhouse. The site is presently occupied by a dwelling, 2 accessory buildings and a greenhouse.

The special exception will also seek relief from the provisions for maximum number of accessory buildings to recognize 8 structures.

The holding provision will require the completion of a hydrogeological report determining the stability of the soil and recommended mitigation measures or specific construction requirements prior to the construction of the wellness centre or cabins.

DESCRIPTION OF SUBJECT LANDS

The subject land is approximately 4 ha in size with 306m of frontage on County Road 29, and 200m of shoreline on the western bank of the Mississippi River. The site is also influenced by an unnamed stream on the southern boundary of the site.

The property is currently occupied by a single detached dwelling dating from 1986 and a greenhouse constructed in 1999. Two additional outbuildings are located on the property.

While the front portion of the site which is presently occupied by the dwelling and accessory buildings is relatively flat, the majority of the site exhibits varied and at some points steep terrain as the land gives way to the Mississippi River. As a result, the site is within the jurisdiction of the Mississippi Valley Conservation Authority and subject to review for matters of hydrogeology, slope stability and ecology.



Adjacent uses around the site are primarily Rural and Agricultural, being mixed residential and rural commercial operations. There are 4 livestock facilities within 500m of the subject lands.

SERVICING & INFRASTRUCTURE

The property falls outside of the urban settlement boundary of Almonte Ward, and thus the lands do not have access to municipal water and sanitary services. An existing septic system and private well are present on the site.

Access to the property is provided by County Road 29, a County owned and maintained arterial road. The County has indicated that an entrance permit upgrade will be required as part of the application to recognize the new uses of the site.



COMMUNITY OFFICIAL PLAN (COP)

Schedule B of the Official Plan identifies the subject lands as “Rural”.

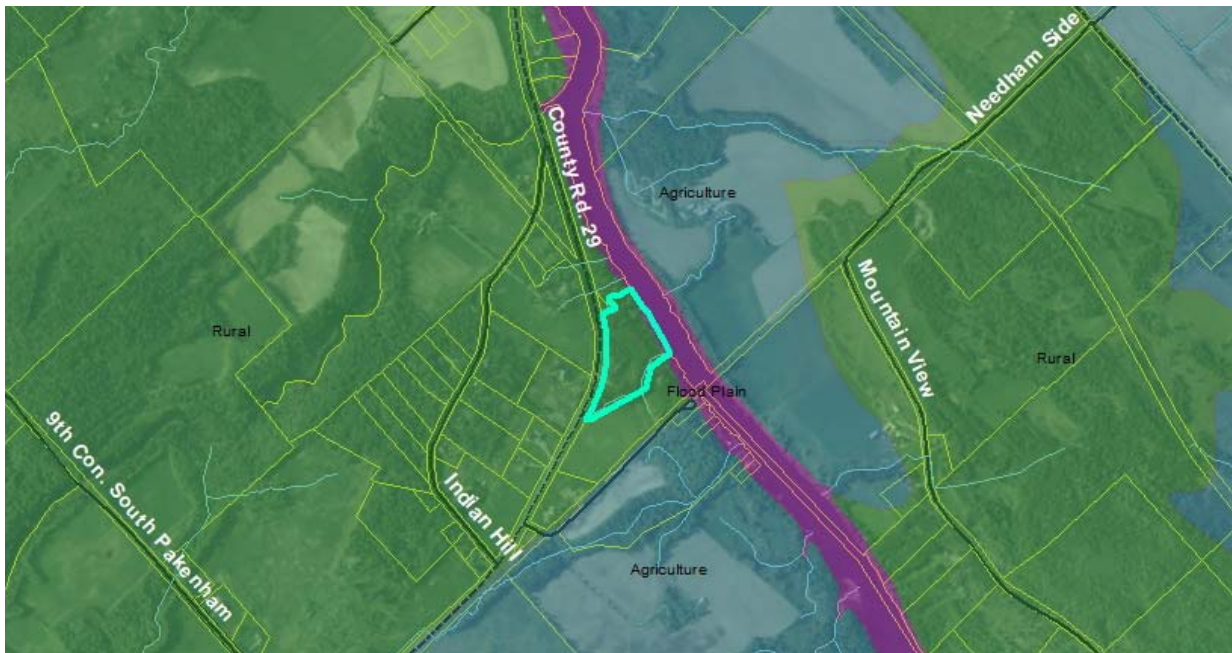
3.3.1 Goal and Objectives

It is a goal of this Plan to:

Provide for an appropriate range of rural land uses which protect rural resources, traditional land uses, and environmental features.

Generally, “Rural” lands are permitted to include a variety of uses that recognize the historic diversity of occurring operations in the rural environment. These include but are not limited to:

- (viii) *Small scale rural commercial and industrial enterprises which primarily engage in the buying and selling of goods and services to area residents, farms, business or to the traveling public. Such uses include but are not limited to antique and craft shops, artisan studios, butcher and bakery shops, farm-related commercial and industrial, sawmills, feed mills, agricultural processing facilities, contractor's yards, and tourist commercial establishments.*
- (ix) *Rural commercial and industrial uses shall be limited to those that can operate on private services without danger of pollution or a serious drawdown of groundwater supplies and which create minimal obnoxious sound, odour, dust, vibration, fumes, smoke or solid waste disposal problems and are not deemed to be obnoxious uses in accordance with Ministry of Environment Guidelines.*
- (xii) *An accessory residential dwelling for the owner or operator of a permitted rural commercial or industrial use may be permitted on the same lot as the principal rural commercial/industrial use where the type of commercial/industrial activity presents no reason to prohibit a residential dwelling; - Policy 3.3.2*



Rural commercial uses are provided with additional provisions to ensure the sustainable development of economic diversity in the townships, while managing the compatibility of the use with adjacent existing uses and the rural character of the landscape. While most commercial and industrial development shall be directed to the villages and urban areas, the Plan acknowledges that some commercial development may be most appropriate and well suited to rural lands. To ensure the compatibility of the proposed use, Policy 3.3.8.1 establishes the following policies for consideration:

- 3. *Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and*

- buffering requirements. Such lots shall have frontage on and direct access to an open public road, maintained year-round*
8. *Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on a property such that large expanses of parking fronting on public streets are avoided. The visual appearance of parking areas and structures shall be enhanced through the use of diversity of plant forms, rural landscaping methods, naturalized landscape or other architectural elements. Parking areas adjacent to residential areas shall be appropriately screened.*
 9. *Outdoor storage areas (equipment, garbage, etc.) shall be screened or fenced from adjacent uses and the street. Permanent display areas shall not be located in designated parking areas. Temporary or seasonal displays shall be permitted where they do not conflict with traffic flows or the safety of pedestrians.*
 10. *Where rural commercial and industrial development is located adjacent to residential uses, appropriate screening, buffering, distance separation or other measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.*
 12. *The Zoning By-law shall place rural commercial and industrial uses in a separate zoning category.*

Due to the sites proximity to the Mississippi River and the unnamed stream, development of the site must have regard for the floodplain and water resource policies of Policy 3.1.3.

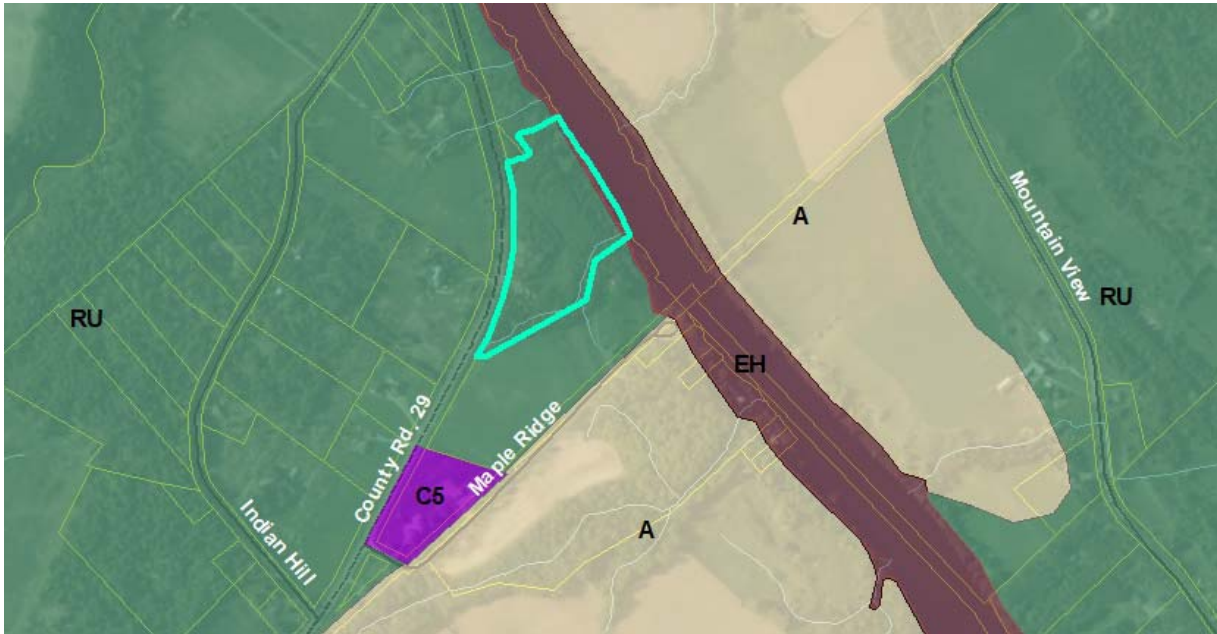
The Mississippi River floodplain has been mapped by the MVCA and development within the floodplain is regulated by the authority. The unnamed stream has not been subject to floodplain mapping and as a result abides by a default protective area of 30m from the highwater mark (Policy 3.1.3.1.1.2). Development may be permitted within the 30m setback where it can be demonstrated to the satisfaction of the Municipality and the Conservation Authority that no adverse impacts are created by said development.

The property is also wholly contained within the Locally Significant Agricultural Overlay. As a result, any new non-farm development on the site is subject to a 30m setback from active agricultural operations. If a 30m setback cannot be achieved, the development may be subject to relief by the Committee of Adjustment (Policy 3.3.4). Confirmation of the position of buildings on the site in relation to the agricultural setback will be assessed at the time of Site Plan approval.

ZONING BY-LAW #11-83

The subject property is presently zoned "Rural" (RU) and partially "Environmental Hazard" (EH) in the Municipality of Mississippi Mills Zoning Bylaw 11-83.

The intent of the zoning is to permit a mix of traditional agricultural, forestry and non-farm residential uses while ensuring compatibility of enhanced development opportunities with the adjacent uses in the rural context. Limited home based businesses in accordance with Section 8 of the Zoning Bylaw are also permitted.



The proposed new uses: “Cannabis Growing Facility”, “Wellness Centre” and “Accessory Dwellings” would be added as a special exception zone in addition to the permitted rural uses. The amendment will also seek recognition of 8 accessory buildings, where 3 is the maximum number permitted in the Zoning Bylaw on Rural properties.

The nature of the “Wellness Centre” is a holistic therapeutic retreat; while this therapy may include the consumption of cannabis in one of its variable forms, it is not presently proposed to be dispensed or retailed from the site. Should the owners choose to pursue licencing for either a medical dispensary or retailing facility additional zoning amendments would be required in addition to federal permissions. The use is not proposed to include any medical treatment or detoxing requiring licencing by the Ministry of Health.

The cannabis growth component of the facility is also subject to federal licencing for cannabis production but is first subject to confirmation of appropriate local zoning of the facility.

PUBLIC COMMENTS RECEIVED:


Staff circulated the application in accordance with the provisions of the Planning Act and have not received any comments from adjacent property owners at the time the report was drafted.

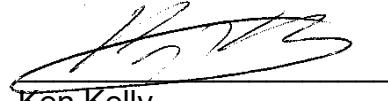
Comments are anticipated from the Leeds Grenville and Lanark District Health Unit following a maintenance inspection of the site. The County of Lanark provided comments indicating that an upgrade to the entrance permit for the existing driveway on

County Road 29 will be required. The applicant has been advised to contact the County's Public Works Department directly.

A staff report analyzing the merits of the application will be prepared following the public meeting in order to fully consider any and all public comments received.

All of which is respectfully submitted,


Niki Dwyer, MCIP RPP MA BES
Director of Planning


Ken Kelly
Chief Administrative Officer

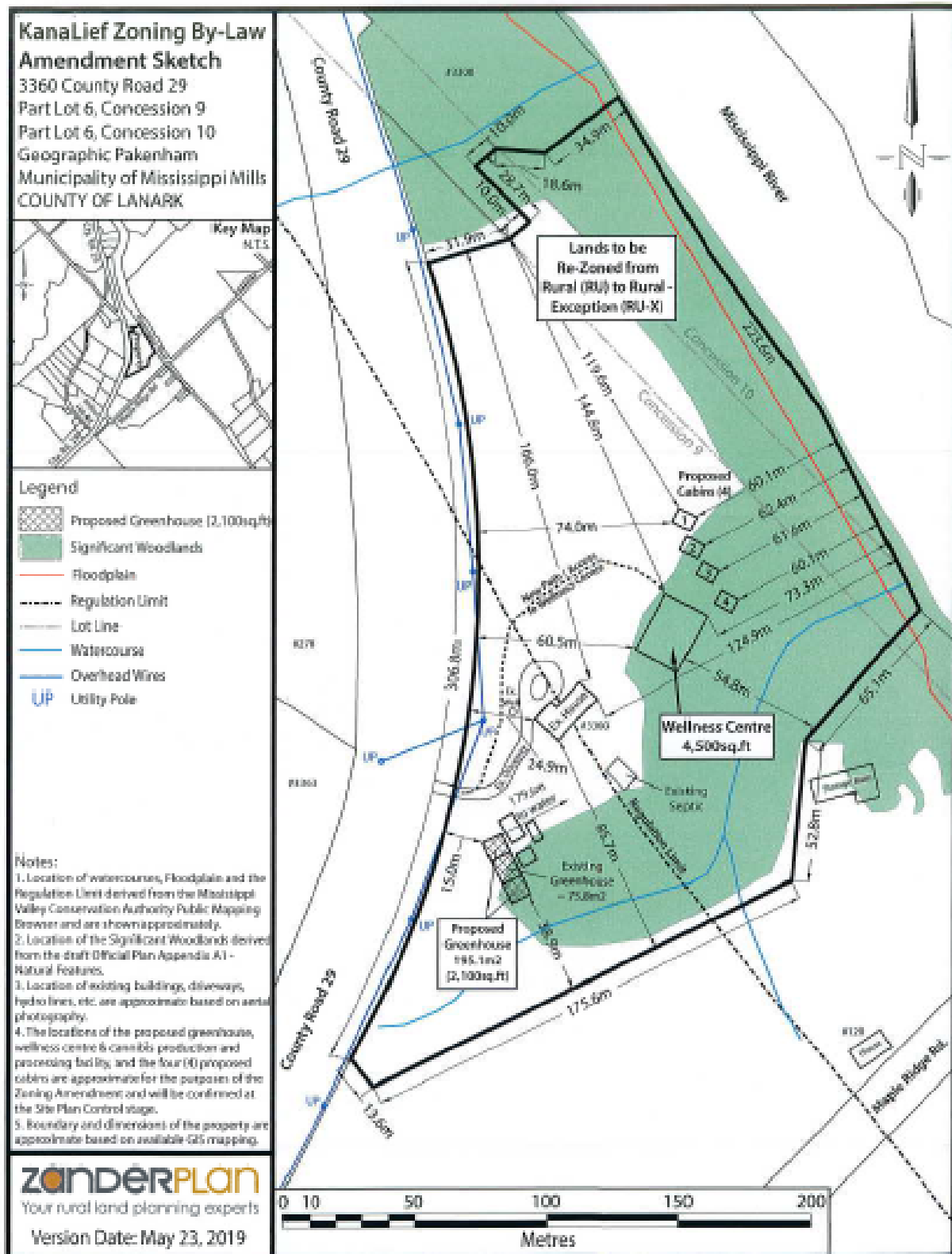
ATTACHMENTS:

Appendix A – Proposed Sketch of the Development Location

Appendix B – Limited Service Residential Zone Provisions

APPENDIX A

Proposed Sketch of the Development Location



APPENDIX B

SECTION 12 –RURAL (RU) ZONE

PURPOSE OF THE ZONE

The purpose of the RU – Rural Zone is to:

- (1) accommodate agricultural, forestry, non-farm residential lots by severance in areas designated **Rural** in the Community Official Plan;
- (2) recognize and permit this range of rural-based land uses which often have large lot or distance separation requirements; and
- (3) regulate various types of development in manners that ensure compatibility with adjacent land uses and respect the rural context.

12.1 USES PERMITTED

No person shall within the “RU” zone use any lot or erect, alter or use any building or structure for any purpose except one or more of the following uses:

(a) Residential Uses

- detached dwelling
- detached dwelling accessory to an agricultural use

- garden suite
- group home type A within a non-farm single detached dwelling
- accessory apartment [*By-law #17-61*]

(b) Non-Residential Uses

- agricultural uses
- bed and breakfast
- conservation areas
- forestry
- hobby farm
- home-based business - domestic and household arts
- home-based business - professional use
- home-based business - rural business
- home-based business - farm vacation
- hunt or fishing camp
- pit, Class A
- sugarbush

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019

TO: Committee of the Whole

FROM: Niki Dwyer, Director of Planning

**SUBJECT: BACKGROUND REPORT – ZONING BY-LAW AMENDMENT Z-10-19
Part of Lot 23, Concession 5, being Part 1 27R-9280
Pakenham Ward, Municipality of Mississippi Mills**

KNOWN AS: 154 McManus Side Road, Pakenham Ward

OWNER: Liisa and Ron Threader

PURPOSE AND EFFECT

The purpose of the Zoning By-law Amendment is to rezone the property from “Rural” (RU) to Limited Service Residential (LSR) in order to permit the construction of a single detached dwelling and agricultural uses. The property is presently occupied by two agricultural buildings; a horse stable and a riding ring. The land is located on the east side of McManus Side Road, approximately 1.7km south of Campbell Side Road in Pakenham Ward.

DESCRIPTION OF SUBJECT LANDS

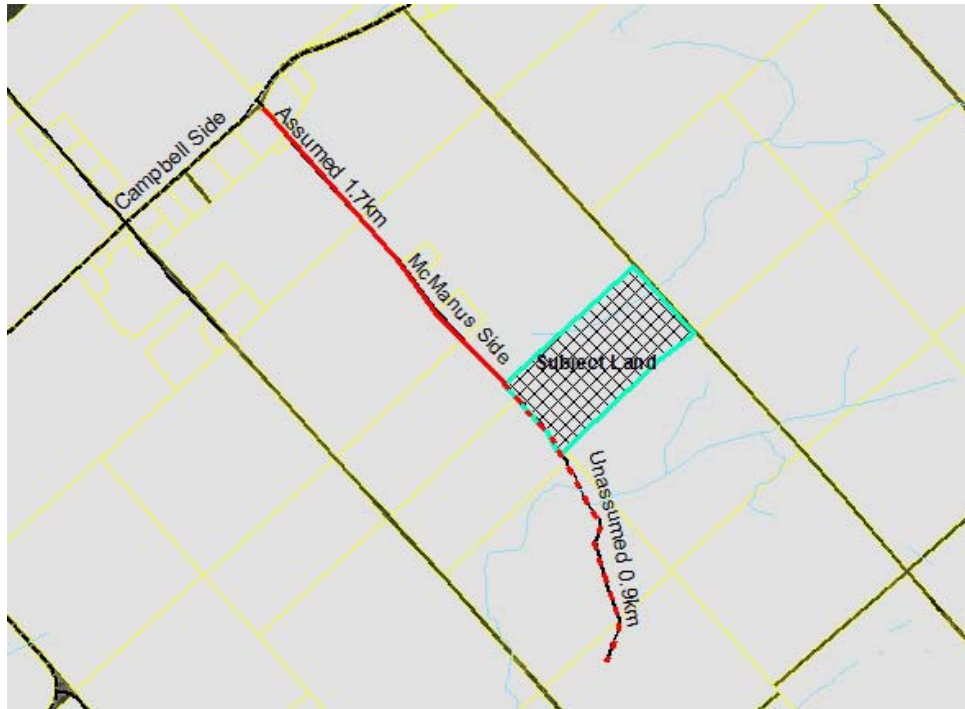
The subject land is known as Part 1 on Reference Plan 27R-9280, and represents an approximate area of 23.5 ha. The property has 350m of frontage on McManus Side Road, a forced road which while maintained by the Municipality has not been deeded to the municipality as a road allowance for assumption into the municipal road system. The portion of McManus Side Road located in front of the subject land is considered to be a forced road. The most northern part of McManus Side Road (approximately 1.7km) was transferred to the Municipality for assumption in 2019, however this transfer did not encompass the entire length of the road which deadends approximately 2.6km south of Campbell Side Road.

The subject land is surrounded by similarly designated Rural land with mixed rural-residential and rural-agricultural uses.

SERVICING & INFRASTRUCTURE

The property falls outside of the urban settlement boundary of Almonte Ward, and thus the lands do not have access to municipal water and sanitary services.

As discussed, the property is provided frontage on McManus Side Road which has been maintained (garbage pickup, plowing, gravel maintenance) by the Municipality prior to amalgamation. However, the nature of the forced road means that the Municipality does not own or hold title to a road allowance which is required to pass a bylaw establishing the road as a public highway. This requirement for the passing of a bylaw to assume the road was introduced into the Municipal Act in 2001.



COMMUNITY OFFICIAL PLAN (COP)

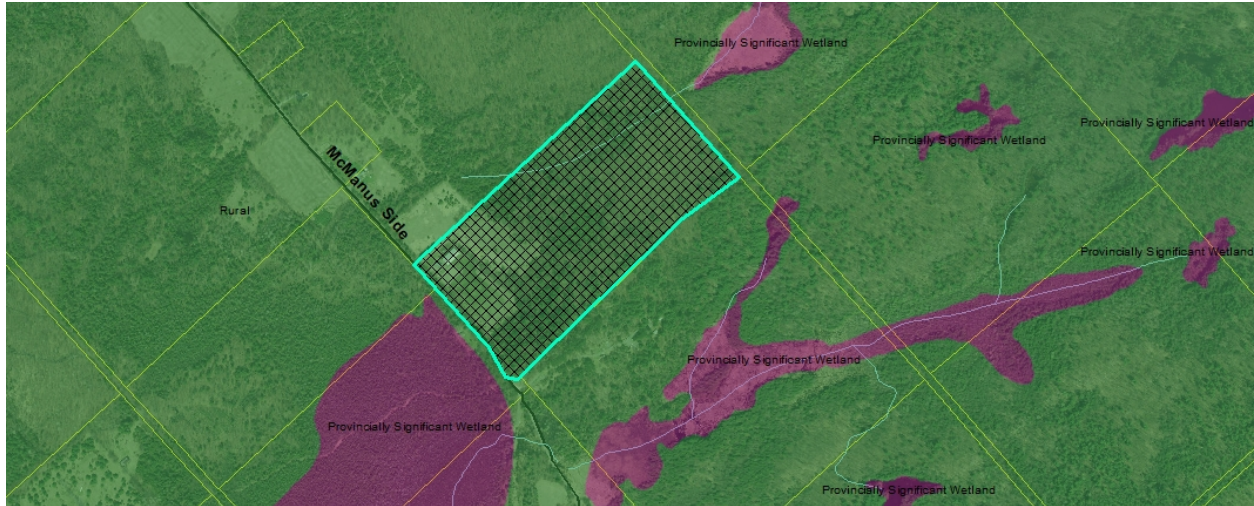
Schedule B of the Official Plan identifies the subject lands as “Rural”. The designation is intended to recognize traditional rural uses of the land; notably being agricultural uses, forestry, rural recreation and aggregate operations. Some rural non-farm residential uses are considered as a secondary use where it can be demonstrated that the use is compatible with the more traditional land uses in the area.

Residential uses are permitted in two forms:

- (vi) residential dwellings which are accessory to an **agricultural use**, including additional dwellings for farm help or retiring farmers; and,
- (vii) non-farm residential dwellings and accessory uses, including garden suites (Section 3.6.13 of the Plan), home-based businesses (Section 3.6.11 of the Plan), group homes (Section 3.6.12 of the Plan) and bed and breakfast establishments (Section 3.6.10 of the Plan), as defined in the Residential section of this Plan. (Policy 3.3.2)

During more detailed site review of a residential development on the subject property, special consideration should be given to the visual impacts of the development on

surrounding rural character. This shall be articulated in more detail in the Zoning Bylaw, but generally development should be designed in such a way to take advantage of existing topography, trees, fence lines and other existing features of the site (Policy 3.3.5).



Agricultural uses are permitted and strongly encouraged within the designation and include an array of specific uses including: growing of crops, raising of livestock, and any associated farm buildings and structures therein. Agricultural related businesses and services (ie. Equestrian riding rings) or agricultural related tourist commercial uses may also be recognized in the designation provided they are recognized in specific zoning categories (Policy 3.3.2).

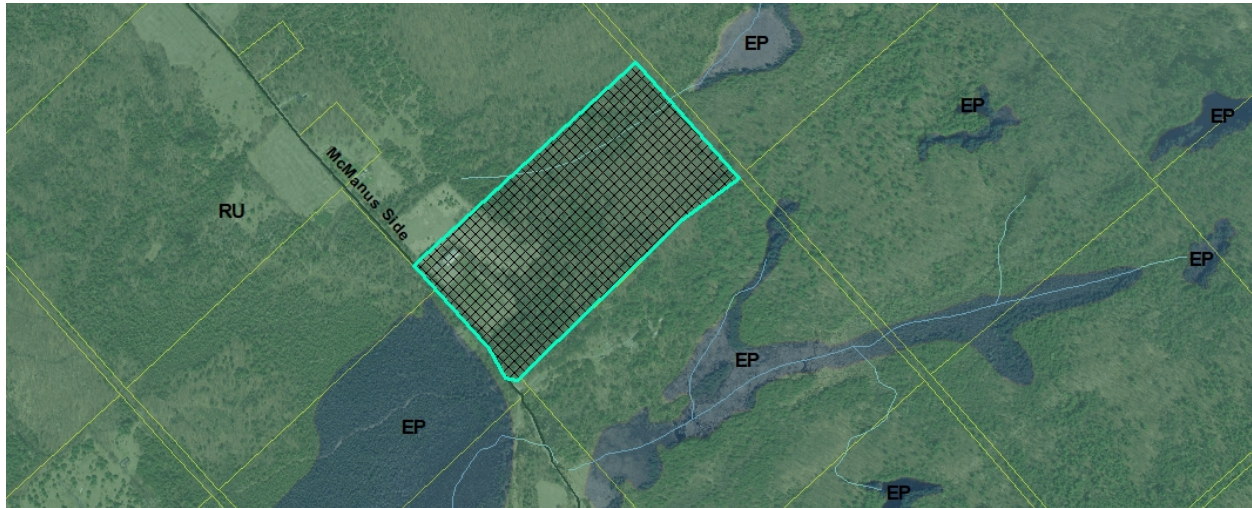
It is noted that the property is located within the 120m influence area of the Provincially Significant Wetlands adjacent to the site. While this is not a consideration that impacts the zoning amendment proposed at the present time, it will have an impact on the siting of a dwelling or new structure in the future. Should a prospective owner wish to construct a dwelling within the buffer lands, an Environmental Impact Statement will be required to assess potential impacts. Alternatively a new dwelling could be located outside of the buffer area without further need for analysis.



ZONING BY-LAW #11-83

The subject property is presently zoned “Rural” (RU) in the Municipality of Mississippi Mills Zoning Bylaw 11-83.

The intent of the current zone is to permit a range of rural uses including, single detached dwellings, agricultural uses, hobby farms, and various home-based businesses.



However, the Zoning Bylaw specifically requires that development occurs “*on a road which is an improved road and is part of the Corporation’s approved road system*” (Section 6.7). Where lots are not accessible via an improved public road, Council may choose to designate the property as Limited Service Residential (LSR). In this case, while McManus Side Road is a maintained road, it has not been accepted into the approved road system by bylaw. The road continues to be owned by each of the abutting properties along the un-assumed section of the road.

Limited Service Residential properties may be subject to reduced levels of service which include:

“... municipal services which may normally be provided on an opened public highway will not be guaranteed including, but not limited to, snow ploughing, road grading, school busing, garbage pickup, access by emergency vehicles, sanitary sewers, or piped water supply.” - Section 18

This is a common zoning designation for properties which are accessible via a private or seasonally maintained road.

As McManus Side Road is currently enjoying the privileges of a “maintained” Municipal road these reduced service levels will not be impactful to any new development at the present time. However, if at some point in the future the Municipality is barred from access to the road, the potential for reduced service would be a possibility. While this scenario may seem remote at this time, the only way to provide assurance to the property owners, inhabitants and the Municipality alike that service may not change would be to assume the road by dedication by all property owners. This is an onerous and costly task as there are 6 property owners of the remaining un-assumed forced

road. As the subject land is presently on the market for sale, the owners have elected to pursue a Zoning Amendment application to secure residential development rights on the property rather than attempt to coordinate a joint transfer of land from the collective owners.

Staff note that McManus Side Road is occupied by twelve properties, of which six have residential dwellings on them. The age of the dwellings range from 1875-1992, with one dwelling built as late as 2005. The first five dwellings would have been constructed prior to the 2001 Municipal Act amendment requiring the assumption of the forced road.

PUBLIC COMMENTS RECEIVED:


Staff circulated the application in accordance with the provisions of the Planning Act and have not received any comments from adjacent property owners.

Comments were received from the Leeds Grenville and Lanark District Health Unit indicating that inspections and permits would be required at time of development.


Comments were also provided by the Director of Roads and Public Works confirming that the department desires to secure ownership of the forced road in its entirety.

A staff report analyzing the merits of the application will be prepared following the public meeting in order to fully consider any and all public comments received.

All of which is respectfully submitted,



Niki Dwyer, MCIP RPP MA BES
Director of Planning



Ken Kelly
Chief Administrative Officer

ATTACHMENTS:

- Appendix A – Aerial Photo and Map
- Appendix B – Limited Service Residential Zone Provisions

APPENDIX A

Aerial Photo (2014)



APPENDIX B

SECTION 18 –LIMITED SERVICE RESIDENTIAL (LSR) ZONE

PURPOSE OF THE ZONE

The purpose of the LSR –Limited Service Residential Zone is to:

- (1) recognize and permit limited service residential development in areas designated as **Rural** in the Community Official Plan;
- (2) permit residential-only used as well as related and accessory uses;
- (3) regulate development in a manner that respects the rural character of the area.

In this By-law, limited service means municipal services which may normally be provided on an opened public highway will not be guaranteed including, but not limited to, snow ploughing, road grading, school busing, garbage pickup, access by emergency vehicles, sanitary sewers, or piped water supply.

18.1 USES PERMITTED

No person shall within the “LSR” zone use any lot or erect, alter or use any building or structure for any purpose except one or more of the following uses:

- a single detached dwelling
- a seasonal detached dwelling
- buildings, structures and uses accessory to a permitted use
- sewage disposal system

18.2 ZONE PROVISIONS

No person shall within any LSR Zone use any lot or erect or use any building or structure except in accordance with the following provisions:

PROVISIONS

Minimum lot area	4000 m2 (43,055.6 ft2)
Minimum lot frontage	60 m (98.4 ft)
Minimum front yard	7.5 m (24.6 ft)
Minimum exterior side yard	7.5 m (24.6 ft)
Minimum side yard	3 m (9.8 ft)
Minimum rear yard	7.5 m (24.6 ft)
Minimum floor area	75 m2 (807 ft2)
Maximum building height	11 m (36.1 ft)
Maximum lot coverage	15 %

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
INFORMATION REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Ken Kelly, Chief Administrative Officer
SUBJECT: CAO's Report August 2019

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
Roads and Public Works: David Armstrong – Operations Manager Steven Moore – full time Water Operator

Procurement	Award Amount	Approved Budget
Culvert Ramsay Concession 8 Emergency Repair through sole source procurement as per Section 4.b.(vii) of the Procurement Policy	Estimated \$30,000	\$30,000 Bridge Design Reserve
Standing Offer for Professional Engineering Services (Tender 17-05) – JL Richards to be awarded contract for Water Storage Detailed Design and Tender Preparation.	\$238,941.00 (HST excluded)	\$336,500.00 Capital Works Program – Water and Sewer 2019

*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 (2019).

CAO / Clerk's		
Item	Comments	Completion
Procedural By-law	Revisions to be presented following summer recess	Q3
Website Upgrade	Staff to explore upgrade options	Q4

Strategic Plan	Project Plan in development Long Term HR Plan Economic Development Plan	Q3 Plan – execute into Q4
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Finance		
Item	Comments	Completion
Financial Plan	Update required	To be determined following strategic planning
Budget	Draft 2020	Q4
Hardship Bylaw	Authorize AEB to administer	August

Roads and Public Works		
Item	Comments	Completion
Downtown Infrastructure Renewal	Public Information Centre held April 30 th Project Plan start of Q4	Q4
Howie Road Landfill	Review of Recycle Depot Hours of Operation	Q2
Pakenham Crosswalks	New design coming forward	Q4
Volunteer Policy	Follows from Health and Safety policy manual	Q3

Building and Planning		
Item	Comments	Completion
Community Official Plan	Growth Strategy and Land Evaluation and Area Review – completed	Pending response by County of Lanark
By-law Review and Update	Property standards, site plan, signs	Q3
Community Official Plan	Consultation – pending approval of COP Amendment 21	Pending response by County of Lanark
Pakenham Secondary Growth Plan	Undertaking of early stakeholder identification research	Q3/Q4
Affordable Housing	Update – continued monitoring of housing market trends in community and background base line research	Q3/Q4
Parking Assessment	Underway – final report to come in September	Q3/Q4

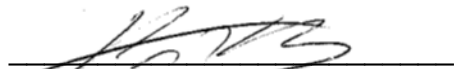
Culture		
Item	Comments	Completion
Filming Policy	Valley Heartland involvement	Q4
Riverwalk	Phase 2 fundraising; project completion 2020	Q2

Signage	Digital – tender closed no suitable options may need to reissue. Downtown and Business Park in development.	Q3/Q4
Almonte Old Town Hall Exterior Painting	Tender for work in progress	Q3

Recreation		
Item	Comments	Completion
Mill Run Park	Detailed Design	Q4
Stewart Community Centre Dasher Boards/Floor	To be complete before ice goes in (end August) – concrete pour week of June 17	Q3

Daycare		
Item	Comments	Completion
Daycare Expansion Holy Name of Mary School	Tentative scheduled to open September. Funding from County received.	Q3

Respectfully submitted,



 Ken Kelly,
 Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Ken T. Kelly, Chief Administrative Officer
SUBJECT: Resignation of Clerk and appointment of Acting Clerk

RECOMMENDATION:

THAT Council accept the resignation of Ms. Shawna Stone as Clerk of the Municipality as of July 19, 2019,

AND THAT Council appoint Ms. Jeanne Harfield as Acting Clerk effective July 22, 2019 and repeal by-law 15-95.

BACKGROUND:

Ms. Shawna Stone has served the Municipality of Mississippi Mills diligently and successfully for approximately 7 years. Her first occasion was three years and second was nearly 4 years.

DISCUSSION:

The Clerk position is a statutory position under the Municipal Act. Therefore, I ask that Ms. Jeanne Harfield, who is currently fulfilling the role of Deputy Clerk be appointed Acting Clerk through by-law to ensure that this vital role continues to be staffed.

FINANCIAL IMPACT:

There is no financial impact to the Municipality as the funding for salary was in place for both positions as per the 2019 operating budget. There will be marginal savings as one or the other position will be vacant for some duration of the remaining portion of the year.

SUMMARY:

Repeal previous appointment bylaw and pass appointment by-law for Acting Clerk.

Respectfully submitted,



Ken T. Kelly, CAO

MUNICIPALITY OF MISSISSIPPI MILLS

Building Permit Activity Report - Q1 and Q2 2019

Page 1 of 3

January 1st, 2019 – June 30th, 2019			
<i>Month</i>	<i>Count</i>	<i>Work Value</i>	<i>Fees</i>
January 2019	11	\$ 39,780.91	\$10,536.80
February 2019	15	\$ 98,966.67	\$43,325.00
March 2019	11	\$ 3,345,830.00	\$59,631.60
April 2019	19	\$ 1,173,494.00	\$8,615.00
May 2019	44	\$ 4,387,295.00	\$119,004.87
June 2019	65	\$ 7,515,630.00	\$30,470.00
	165	\$ 16,560,996.58	\$271,583.27

January 1st, 2018 – June 30th, 2018			
<i>Month</i>	<i>Count</i>	<i>Work Value</i>	<i>Fees</i>
January 2018	10	\$ 600,500.00	\$9,375.00
February 2018	29*	\$ 931,000.00	\$2,566.75
March 2018	21	\$ 1,659,200.00	\$40,902.64
April 2018	47	\$ 6,913,020.00	\$69,670.55
May 2018	54	\$ 8,799,455.00	\$81,983.40
June 2018	40	\$ 5,427,125.00	\$65,245.00
	201*	\$ 24,330,300.00	\$269,743.34

* The total number of permits includes conditional foundation permits which creates a duplicate permit stat for a single project. With a procedural change in Q2 2018 to how conditional permits are issued and recorded, in order to compare stats between years, the total number of permits issued can be adjusted to **179 in Q1/Q2 2018**, as compared to **165 in Q1/Q2 2019** (22 conditional foundation permits were issued in Q1 2018, with the full dwelling permits for these issued later in Q3/Q4 2018)

New Dwelling Units

Total new dwelling units	Q1/Q2 2018	Q1/Q2 2019
	103	48
# New Dwelling Units by Type	Q1/Q2 2018	Q1/Q2 2019
Single Detached House	38	20
Semi-detached House	14	2
Townhouse	14	23
Apartment (Individual Units)	36	3
Secondary unit accessory to a House	1	0
# New Dwelling Units by Ward	Q1/Q2 2018	Q1/Q2 2019
Almonte	90	35
Pakenham	5	6
Ramsay	8	7
# New Dwelling Units by Village/Rural	Q1/Q2 2018	Q1/Q2 2019
Almonte	90	35
Pakenham Village	0	1
Appleton, Blakeney, & Clayton Villages	0	0
Settlement/Subdivision	3	0
Rural Ramsay/Pakenham	10	12

Building Permit Activity by Type/Location

Property Category	Q1/Q2 2018	Q1/Q2 2019
Commercial	7	12
Government/Institutional	3	2
Industrial/Agricultural	5	6
Residential	186	145
Purpose of Permit	Q1/Q2 2018	Q1/Q2 2019
Addition	9	6
Change of Use	1	0
Demolish	2	3
Renovate/Alter/Repair	42	46
New Building/Accessory Structure	86	67
Foundation (Conditional)	22	0
Deck	33	30
Pool/Hot tub	3	13
Other (Woodstove, structure, etc.)	3	0
# Permits by Ward	Q1/Q2 2018	Q1/Q2 2019
Almonte	133	97
Pakenham	23	18
Ramsay	45	50
# Permits by Village/Rural	Q1/Q2 2018	Q1/Q2 2019
Almonte	133	97
Pakenham Village	2	3
Appleton, Blakeney, & Clayton Villages	2	13
Settlement/Subdivision	15	2
Rural Ramsay/Pakenham	49	50

Open Building Permit Files

Permit File Year	End of 2017	End of 2018	End of Q2 2019
1998	56	52	52
1999	91	71	71
2000	25	17	17
2001	83	69	69
2002	133	122	113
2003	87	81	79
2004	57	55	53
2005	42	37	35
2006	46	43	42
2007	34	28	27
2008	36	35	33
2009	41	36	32
2010	14	10	7
2011	8	5	5
2012	11	10	7
2013	45	38	10
2014	32	26	17
2015	112	43	38
2016	178	92	63
2017	215	215	172
2018		395	251
2019			138
Total Open Permit Files	1346	1480	1331



**2nd Quarter 2019
Drinking Water Quality Management Standard
Report to Members of Council**

The purpose of this report is to summarize the activities of the Roads and Public Works Department (water distribution system) for the period of April 1st, 2019 through June 30th, 2019.

Operational Plan Revisions

There were no Operational Plan Revisions during this quarter.

Internal Audits

There were no Internal Audits during this quarter.

External Audits

There were no External Audits during this quarter.

Status of License

The certificate of full-scope accreditation for our QMS – Operational Plan (OAP-178) currently posted with our sub-system licenses was received on March 25, 2019 and expires on March 3, 2021.

The Municipality received its Municipal Drinking Water License (MDWL) – Issue #3 and Drinking Water Works Permit (DWWP) – Issue #4 on February 22, 2018. The Municipality's MDWL expires on July 19, 2021 and the DWWP expires on August 31, 2027.

Drinking Water Quality

Customer Service Inquiries

During the second quarter of 2019, 1 (one) inquiry was received relating to water supply and/or quality and is summarized as follows:

- Low water pressure - 1

Adverse Water Quality Incidents

There were no reportable adverse quality incidents in the second quarter (per Ontario Regulation 170/03).

Management Review

The next Management Review will take place in the fourth quarter of 2019.

Operational Activities

The following activities have been initiated or completed during the second quarter:

- April 5/19 – Service repair – 135 Thoburn St
- April 9/19 – Internal plumbing issue – 308 Almonte St
- April 9/19 – Curb stop repair – 131 Queen St
- May 21/19 – Drinking Water System Inspection Report – 96.37%
- June 7/19 - Water Service Repair – Victoria St
- Construction – Victoria St. and Ramsay Concession 11A
- Meter reading
- Water meter change-outs ongoing
- Leak detection activities ongoing
- Water main flushing ongoing

Water Production Statistics

- Refer to attached Table / Graph.

Upcoming Events / Activities

July

Construction - Mill Run, Riverfront Estates, Victoria St. and Ramsay Concession 11A
Service Repairs

August

Construction - Mill Run, Riverfront Estates, Victoria St. and Ramsay Concession 11A
Service Repairs
Water Meter Reads
2019 Water Budget

September

Construction - Mill Run, Riverfront Estates, Victoria St. and Ramsay Concession 11A
Service Repairs
Fall Hydrant Flushing Program
Valve Turning Programs
2019 Water Budget

Cc: All Licensed Waterworks Staff



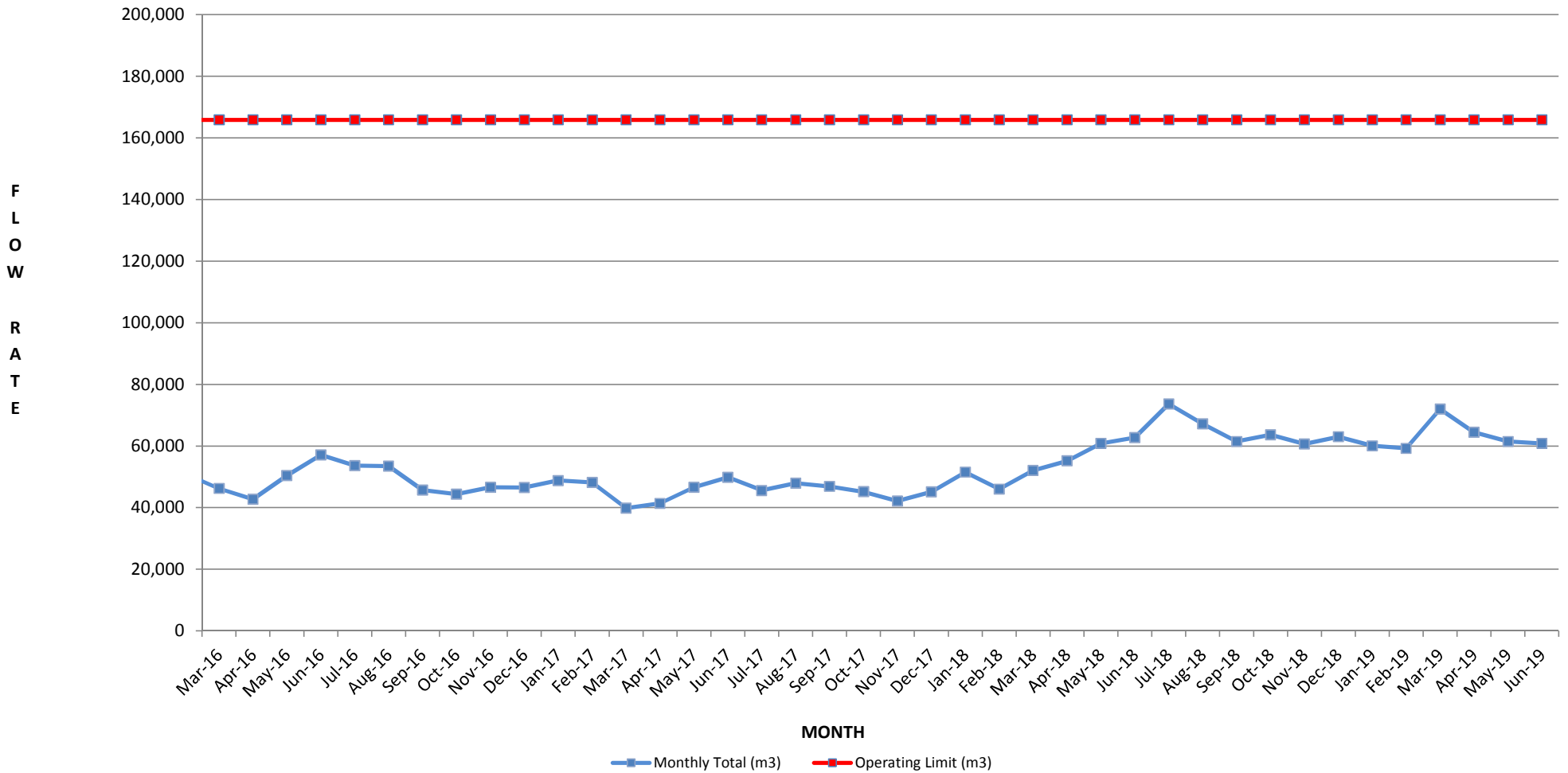
WATER TREATMENT PRODUCTION (2019 YEAR TO DATE)

Month/Year	Well 3 Monthly Total (m3)	Well 5 Monthly Total (m3)	Well 6 Monthly Total (m3)	Well 7 Monthly Total (m3)	Well 8 Monthly Total (m3)	Monthly Total (m3)	Operating Limit (m3)
Jan-19	4349.91	4523.27	4893.56	23157.03	23131.57	60055.34	165826.8
Feb-19	1604.19	4949.9	5319.62	23715.79	23662.17	59251.67	165826.8
Mar-19	0.42	6573.86	9006.41	28234.62	28208.3	72023.61	165826.8
Apr-19	82.77	5989.9	8323.81	24401.05	25625.39	64422.92	165826.8
May-19	0	6209.75	3570.59	25842.41	25828.39	61451.14	165826.8
Jun-19	381.91	5693.88	6646.41	24218.98	23913.2	60854.38	165826.8
Jul-19							165826.8
Aug-19							165826.8
Sep-19							165826.8
Oct-19							165826.8
Nov-19							165826.8
Dec-19							165826.8



Mississippi Mills

WTP Treated Water Trending (m3/month)



MEMORANDUM

To: Committee of the Whole
From: Jeanne Harfield, Deputy Clerk
Date: August 13, 2019
Re: **Petition – Speed Limit Reduction Golden Line Rd.**

A petition, requesting a speed limit reduction on Golden Line Rd. from March Road to Hamilton Side Road was received on July 8, 2019.

The petition spokespeople contacted the municipality for direction prior to the new petition policy being approved by Council. That being said, the petition meets the requirements of the old and revised petition policy. It is therefore recommended that the policy be received by Council.



Mississippi Mills Municipal Office
3131 Old Perth Road
R.R.#2, Box 400
Almonte, Ontario
K0A 1A0

July 5, 2019

Attention:

Jeanne Harfield, Deputy Clerk Rod Cameron, Roads – Operation Manager Louis Quigley, Roads
jharfield@mississippimills.ca rcameron@mississippimills.ca Louis.Quigley@ottawa.ca
613-256-2064 ext. 225 613-256-2064 ext. 232 613-580-2424 ext15267

**RE: Request for a “SPEED LIMIT REDUCTION – Golden Line Rd – March Road to Hamilton Side Road
As per my telephone conversations with Mr. Cameron on May 16 and with Cindy on June 3 & 4, and on
behalf of the residents of Golden Line Road we are submitting a request for a “SPEED LIMIT
REDUCTION” on Golden Line Road as noted above.**

Golden Line Road is a very busy traffic road and speeding is a daily occurrence. The unposted speed limit is 80km/hr. The residents on Golden Line Road have safety concerns with unposted speed limits at the present time. The total resident pin numbers on Golden Line Road from March Road to Hamilton Side Road are forty-two (42). We have 21 resident homes in Lanark County and 21 resident homes in City of Ottawa within a 6km radius.

**FYI – INFORMATION PROVIDED AS POSTED SPEED LIMIT COMPARISONS ADJACENT TO GOLDEN LINE
Ashton Station Road to Hwy7/Cavanagh Rd.**

Golden Line Road runs from March Road to McArton Road and then turns into Ashton Station Road to Hwy 7. The speed limits are as follows: from Hwy 7 (Cavanagh Side Rd) to Turner Road – 70km/hr, from Turner Road to Hamilton Side Road – 60km/hr. There are thirty-five (35) resident pin numbers from Hamilton Side Rd to Hwy 7 on Ashton Station Road within a radius of 5.6 km.

Ramsay Conc Rd 12

The speed limit on Ramsay Conc 12 from March Road to Old Almonte Rd is posted at 50km/hr with a total of 31 Resident Pin #'s and then unposted from Old Almonte Rd to Hamilton Side Rd with 13 Resident Pin #'s. within a 6km radius.

The residents of Golden Line enjoy daily walks with children, grandchildren, dog walking bicycling etc. Our road has been currently approved for repairs and therefore creates a future concern that speeding will increase. A large percentage of the residents are young families with small children and a number of farms with animals and farm equipment road travel. The intersection of Golden Line & Old Almonte Road (Donaldson/Madden Farm) would benefit with signs to read “Horses”, “Children at Play” and “People walking. These were previously in place but are now missing at this corner. A “ Children at Play” sign on Golden Line near March Road would also be very helpful.

Please be advised that for safety reasons alone we are presenting a request for a speed limit reduction to Council and hope that we have provided helpful information for your consideration and approval.

Thank you in advance from residents of Golden Line Road. Please respond to the undersigned.

Submitted by and supported by the residents of Golden Line Road:

Joan Scott, 1303 Golden Line Rd, 613-315-3771, email: k.jscott1303@gmail.com
JoAnn Donaldson, 1120 Golden Line Rd, 613-256-3477, email: jjdonaldson@xplornet.ca



GOLDEN LINE ROAD RESIDENTS - PETITION TO REQUEST

SPEED LIMIT REDUCTION - from 80km/hr to 60km/hr on Golden Line Road - from March Rd to Hamilton Side Road

Please Note:

From Hwy 7 at Ashton Station Road to McArton/Turner Road the Speed Limit is posted at 70 ^{km} mph.

From Turner Road to Hamilton Side Road the Speed Limit is Posted at 60 ^{km} mph.

Golden Line Road - Lanark County Side		Resident Numbers - 695 -1509	21 Residents
Resident Pin#	Name	Signature	Address
1303	Jean Scott	[Redacted]	Holden Lane Rd
797	DAVE WILLIAMS	[Redacted]	" " "
797	Jetiana Williams	[Redacted]	" " "
1067	Cynthia Blackburn	[Redacted]	" " "
1295	Maryann Brydges	[Redacted]	" " "
1295	Stephen Brydges	[Redacted]	" " "
1355	Anne Speck	[Redacted]	" " "
1369	Clare Azulay	[Redacted]	" " "
1369	Curtis Azulay	[Redacted]	" " "
1509	JERRY LEONARD	[Redacted]	" " "
1509	Heather Leonard	[Redacted]	" " "
1285	JOHN INGLIS	[Redacted]	
1285	STUE INGLIS	[Redacted]	
1165	BEVERLY MADDEN	[Redacted]	" " "
126	Chris Donaldson	[Redacted]	Old Almonte Rd / Holden Lane
120	Jessica Donaldson	[Redacted]	Old Almonte Rd / Golden line
975	BRADLEY DEUTSCHER	[Redacted]	975 Golden Line Road
277	WENDY GIASSON	[Redacted]	Holden Lane Rd
877	Bill Edelson	[Redacted]	" " "
849	Chris Watchorn	[Redacted]	" " "
849	Brunna Watchorn	[Redacted]	" " "
801	Jordan Pissis	[Redacted]	801 Golden line.
801	Anik Boucher	[Redacted]	"

"Please note that your name and address may be made publically available"

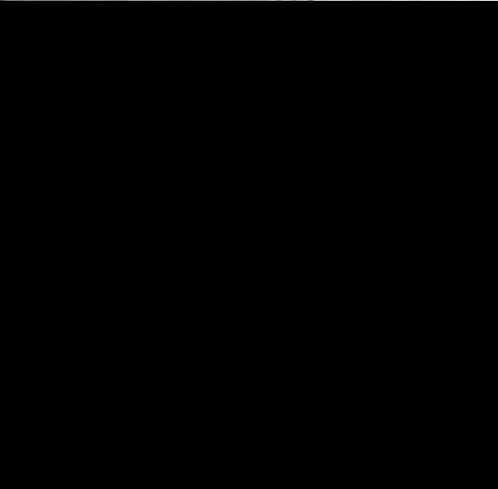
GOLDEN LINE ROAD RESIDENTS - PETITION TO REQUEST

SPEED LIMIT REDUCTION - from 80km/hr to 60km/hr on Golden Line Road - from March Rd to Hamilton Side Road

Please Note:

From Hwy 7 at Ashton Station Road to McArton/Turner Road the Speed Limit is posted at 70 ^{km} mph.

From Turner Road to Hamilton Side Road the Speed Limit is Posted at 60 ^{km} mph.

Golden Line Road - Lanark County Side		Resident Numbers - 695 -1509	21 Residents
Resident Pin#	Name	Signature	Address
847	Angela Creamer		847 Golden Line Rd Almonte
1303	KEVIN SCOTT		1303 GOLDEN LINE RD ALMONTE
1491	JOHN CAREY		1491 GOLDEN LINE RD ALMONTE
1491	KAREN CAREY		
1491	MAX CAREY		
1197	ROBERT LACKY		1197 Golden Line Rd Almonte
1197	JANE LACKY		1197 GOLDEN LINE RD ALMONTE
1153	ZORNE SPECK		1153 GOLDEN LINE RD
1221	DEBBIE BRYOSES		
1203	Anna Bertrand		1203 Golden Line Rd
1203	MATT DRYMAN		1203 GOLDEN LINE RD
1347	JANE HILL		1347 Golden Line Rd

"Please note that your name and address may be made publically available"

GOLDEN LINE ROAD RESIDENTS - PETITION TO REQUEST

SPEED LIMIT REDUCTION - from 80km/hr to 60km/hr on Golden Line Road - from March Rd to Hamilton Side Road

Please Note:

From Hwy 7 at Ashton Station Road to McArton/Turner Road the Speed Limit is posted at 70 ~~mph~~ Km -

From Turner Road to Hamilton Side Road the Speed Limit is Posted at 60 ~~mph~~ Km

Golden Line Road - City of Ottawa Side		Resident Numbers 636 -1350	21 Residents
Resident Pin#	Name	Signature	Address
1170	John Donaldson	[REDACTED]	GOLDEN LINE RD
1170	Jack Donaldson		1170 Goldenline Rd
1206	Sabra Kebic		1170 Goldenline RD
1206	MUSTAFA Kebic		1206 Golden Line RD
1184	Del Shule		1206 Golden Line RD
	Ken Baul		1184 "
	Erin Pinder		
1160	Julie Murray		
1160	Scott Murray		1160 Golden Dr
1118	Adam Moke		
1118	Adhene Moke		1118 Golden Line Rd.
1110	JOE CZENZE		" " " "
1110	Emma Czenze		1110 " " "
1110	Katherine Casler		1110 " " "
1000	KAREN ROBINSON		1000 "
1000	Alex Horn	1000 "	
956	JENNY HERON		
1068	KATHRYN Blackburn		
	Steve Blackburn	956 Golden Line Rd	
806	Patricia Hamilton	1068 Golden Line Rd	
726	Galina Vodyakova	1068 Golden Line RD	
726	JOHN BISSOTT	806 Golden Line Rd.	
		726 Golden Line Rd.	
		726 Golden Line Rd.	

"Please note that your name and address may be made publically available"

GOLDEN LINE ROAD RESIDENTS - PETITION TO REQUEST

SPEED LIMIT REDUCTION - from 80km/hr to 60km/hr on Golden Line Road - from March Rd to Hamilton Side Road

Please Note:

From Hwy 7 at Ashton Station Road to McArton/Turner Road the Speed Limit is posted at 70 ^{Km/h} mph.

From Turner Road to Hamilton Side Road the Speed Limit is Posted at 60 ^{Km} mph.

Golden Line Road - City of Ottawa Side		Resident Numbers 636 -1350	21 Residents
Resident Pin#	Name	Signature	Address
	Jennifer O'Connell	[Redacted]	716 Golden Line Rd Almonte
	Jim O'Connell		796 Golden Line Rd. Almonte
	Darlene Davis		636 Golden Line Rd.
	Jeffrey Brown		1428 Golden Line Rd.
	Sumter Brown		1167 Golden Line Rd.
	Becky Adams		694 Golden Line Rd.
	Tom O'Adams		694 Golden Line Rd.
	Grace Howie		1326 Golden Rd.
	Tanya Belland		1350 Golden Line Rd.
	Terry Belland		1350 Golden Line Rd.

"Please note that your name and address may be made publically available"

MISSISSIPPI MILLS PUBLIC LIBRARY BOARD
MINUTES
Regular Meeting

A regular meeting of the Library Board was held on May 22nd, 2019 at 2:30 p.m. at the Almonte Branch.

1. **CALL TO ORDER**

The meeting was called to order at 2:32 p.m.

2. **ATTENDANCE**

PRESENT:

Micheline Boucher

Barbara Button

Leanne Czerwinski, Acting Chair

Councillor Jan Maydan

Cathy Peacock, Chair

Warren Thorngate

Marie Traversy

ABSENT:

Jeff Fraser

3. **APPROVAL OF AGENDA**

Resolution No. 16-19

Moved by L. Czerwinski

Seconded by B. Button

THAT the agenda be approved with the addition of a Space Needs Assessment Committee update.

CARRIED

4. **DISCLOSURE OF PECUNIARY INTEREST**

[None]

5. **DELEGATIONS/PRESENTATIONS**

B. Attfield, Elizabeth Kelly Library Foundation

B. Attfield provided the Board with the history of the Elizabeth Kelly Library Foundation and highlighted the organization's current goals, which are to support lifelong learning and literacy pursuits.

6. **CONSENT ITEMS**

a) Approval of minutes from April 24, 2019

b) Correspondence-[None]

c) Reports- May 2019 CEO Report

d) Letter to Mr. Tibollo and resolution for Council

e) Incidents- [None]

f) Financials- April 30, 2019 YTD

Resolution No. 17-19

Moved by J. Maydan

Seconded by L. Czerwinski

THAT the MMPLB accept the consent items and approves the April 24th, 2019 minutes as amended.

CARRIED

7. **FOR DISCUSSION/DECISION**

- a) Business arising from the minutes
B.Button has arranged for C. Row to give a presentation about the Library at the Pakenham Outreach on June 5, 2019 at 7 p.m.
- b) Board orientation- Strategic Directions 4, 5 & 6
L. Czerwinski provided an overview of the MMPL Strategic Directions.

ACTION: In order to make a 2019 MMPLB vision document, members will create a list of why they joined the Library Board at the next meeting.

- c) HR Reorganization Report
C. Row provided details on the HR Reorganization Plan, which was approved by the HR Committee.

Resolution No. 18-19

Moved by B. Button

Seconded by W. Thorngate

THAT the MMPLB approves that employee 0736, 0673 and 0610 move from Processing Assistant to Library Assistant effective Monday, May 13, 2019; employee 0726 move from Processing Assistant to Library Assistant with the effective date to be determined; employee 0146 move from Circulation Assistant to Library Assistant effective May 13, 2019; employee 0065 works full time at 36 hours per week, effective May 6, 2019 and a new part-time Page be hired to work up to seven hours per week at the Pakenham Branch.

CARRIED

- d) Strategic Plan update- 2019 timeline
C.Row presented the 2019 CEO and Board Strategic Workplan. The Board will discuss the Workplan at every meeting, working through the Strategic Directions.

- e) Advocacy
Board members discussed ways to be advocates for the Library.

- f) Closed meeting-[None]

8. OTHER/NEW BUSINESS

- a) Accessibility training
C.Row asked all new members to complete the online accessibility training through Access Forward (<https://accessforward.ca/newado/csstandardmodule/>). Members will submit their Customer Service Standard Certificate at the next meeting.

9. NEXT MEETING

June 26, 2019 at 2:30 at the Pakenham Branch

10. ADJOURNMENT

Resolution No. 19-19

Moved by L. Czerwinski

Seconded by B. Button

THAT the meeting be adjourned at 4:05 p.m.

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
HERITAGE ADVISORY COMMITTEE
MINUTES**

Wednesday, May 22, 2019 @ 7:00 P.M.

Council Chambers, Municipal Office

PRESENT: Michael Rikley-Lancaster, Chair
Judith Marsh
David Thomson
Stephen Brathwaite
Janet Carlile
Councillor Jan Maydan
Sarah More

ABSENT: Sandra Moore

STAFF: Roxanne Sweeney, Recording Secretary

The meeting was called to order at 7:00 p.m.

A. APPROVAL OF AGENDA

Moved by Judith Marsh

Seconded by Councillor Jan Maydan

THAT the Agenda dated May 22, 2019, be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

None were declared.

C. APPROVAL OF MINUTES

Moved by Judith Marsh

Seconded by Councillor Jan Maydan

THAT the Minutes dated February 27, 2019 be accepted as presented.

CARRIED

D. DELEGATIONS/PRESENTATIONS

E. NEW BUSINESS

1. Introduction of Committee Members

Introductions from both Stephen Brathwaite and Janet Carlisle, new members to the Heritage Committee.

2. 200th Anniversary Report

Received for information.

F. INFO/CORRESPONDENCE

1. Ontario Heritage Conference 2019 – Goderich Bluewater

Michael Rikley-Lancaster is attending and will provide feedback.

2. Proposed Amendments to the Ontario Heritage Act
Received for information.
3. Heritage Settlement Signs
Council supports the next phase of heritage settlement signs.

G. BUSINESS ARISING FROM MINUTES

H. ANNOUNCEMENT

Next meeting: Tuesday, June 25, 2019

I. ADJOURNMENT

Moved by David Thomson

THAT there being no further business before the Committee, the meeting adjourned at 7:45 p.m.

CARRIED

Roxanne Sweeney, Recording Secretary

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS
HERITAGE ADVISORY COMMITTEE
MINUTES**

Tuesday, June 25, 2019 @ 3:00 P.M.

Council Chambers, Municipal Office

PRESENT: Michael Rikley-Lancaster, Chair
Judith Marsh
David Thomson (arrived at 3:05 pm, left at 4:05 pm)
Stephen Brathwaite
Councillor Jan Maydan
Sarah More

ABSENT: Sandra Moore, with regrets
Janet Carlile, with regrets

STAFF: Niki Dwyer, Director of Planning
Roxanne Sweeney, Recording Secretary

The meeting was called to order at 3:00 p.m.

A. APPROVAL OF AGENDA

Moved by Councillor Jan Maydan

Seconded by Judith Marsh

THAT the Agenda dated June 25, 2019 be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST

None were declared.

C. APPROVAL OF MINUTES

Moved by Judith Marsh

Seconded by Councillor Jan Maydan

THAT the Minutes dated May 22, 2019 be accepted as presented.

CARRIED

D. DELEGATIONS/PRESENTATIONS

1. Joe Princiotta discussed the exterior renovations at Victoria Woollen Mill, 7 Mill Street

Recommendation to Council that the alterations to the exterior of 7 Mill Street to install a chimney and replace a window with an operable garage door on the northern façade of the building, be approved. The Heritage Committee has no issues or concerns with the project.

2. George Shafer discussed the installation of an awning at 83 Little Bridge Street, Unit 110.

Moved by Stephen Brathwaite

Seconded by David Thomson

Recommendation to Council to approve the installation of an awning at 83 Little Bridge, Unit 110 as presented to the Heritage Committee.

CARRIED

- 3. Paul and Catherine Cadieux discussed the replacement of upper windows at 77 Little Bridge Street.
Any alterations to the geometry of the arch windows would require the provision of a Heritage Impact Statement as the windows are specifically identified as a character defining feature in the designated bylaw. Owners will be looking into different options. To be reviewed at the next meeting.
- 4. Rev. Jonathon Kouri discussed the installation of new windows at the St. Paul’s Church Rectory
Moved by Stephen Brathwaite
Seconded by Judith Marsh
Recommendation to Council to approve the installation of vinyl windows at the St. Paul’s Church Rectory as presented to the Heritage Committee.
CARRIED

E. NEW BUSINESS

- 1. Maclan Bridge Monument
Moved by Stephen Brathwaite
Seconded by David Thomson
Recommendation to Council that the County move the Maclan Bridge plaques and have them mounted on the Bridge. Recommend that the plaque that is not legible be refurbished and request that the County advise the Committee of the location on the Bridge prior to installation.
CARRIED
- 2. Tannery Sign
Moved by Councillor Jan Maydan
Seconded by David Thomson
Recommendation to Council that the Tannery location sign currently situated on Ramsay Concession 7 be re-located to a free-standing post at the corner of Ramsay Concession 7 and Ramsay Concession 8 pending discussion with the owners of the Tannery.
CARRIED

Committee moved to Council Chambers for Shawna Stone’s presentation – Advisory Committee Resources (3:45 p.m. to 4:15 p.m.)

- 3. Keepsakes building
New windows were installed at the back of the Keepsakes building.
Committee acknowledges that the current bylaw being #24-1984 needs to be repealed and replaced with a new by-law including a list of attributes for the property. Sarah More will research and report.

4. **Standard Scoring Criteria for Heritage Grant Applications**
Staff will prepare a scoring criteria document to be used when assessing Heritage Grant Applications. The draft document will be provided to the Heritage Committee for their information and review.

F. INFO/CORRESPONDENCE

1. **Ontario Heritage Conference 2019**
Michael Rikley-Lancaster provided a summary from his attendance at the Ontario Heritage Conference 2019.
2. **Almonte Old Town Hall**
Maintenance to the Almonte Old Town Hall: replacement of a wooden door, repair and repoint a few areas and scraping and repainting (same colour) the windows.

G. BUSINESS ARISING FROM MINUTES

1. Heritage Settlement Signs – deferred to next meeting.

H. ANNOUNCEMENT

Next meeting: Date to be determined.

I. ADJOURNMENT

**Moved by Councillor Jan Maydan
THAT there being no further business before the Committee, the meeting adjourned at 5:10 p.m.**

CARRIED

Roxanne Sweeney, Recording Secretary



The Corporation of the Municipality of Mississippi Mills

**COMMUNITY POLICING ADVISORY COMMITTEE
MINUTES**

A meeting of the Community Policing Advisory Committee was held on Tuesday, June 11, 2019 at 9:30 a.m. in the Council Chambers, Municipal Offices.

Present: Grant Chaplin – Vice Chairperson
Councillor Denzil Ferguson
Councillor Jan Maydan (arrived at 10:02 a.m.)
Neil MacLeod
Tess Powter
Staff Sgt. Marc Hemmerick, Lanark County OPP Detachment

Staff: Ken Kelly, CAO
Susie Smithson, Recording Secretary

Regrets: Mayor Christa Lowry – Chairperson
Inspector Derek Needham, Lanark County OPP Detachment

Vice Chairperson called the meeting to order at 9:30 a.m.

A. APPROVAL OF AGENDA

Moved by Neil MacLeod
Seconded by Councillor Denzil Ferguson
THAT the agenda be accepted as presented.

CARRIED

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

None were declared.

C. DELEGATIONS/PRESENTATIONS/TOURS

None

D. APPROVAL OF MINUTES FROM PREVIOUS MEETING(S)

Moved by Tess Powter
Seconded Councillor Denzil Ferguson
THAT the minutes dated March 26, 2019 be approved as presented.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

1. Update Task Chart

- Task #2 – Annual report to Council – last year’s report to be presented in September
- need to nail down a date to complete the report earlier in the year – OPP use the calendar year – February or March would be an acceptable timeframe going forward - template and content to be decided at future date

F. ROUND TABLE

- Neil MacLeod thanked the town and OPP for their roles in events such as the Battle of the Atlantic parade, the Royal Canadian Legion Remembrance Day and Highland games

G. REPORTS

Staff Sgt. Marc Hemmerick reviewed the reports and addressed questions from the members.

- There has been an increase in 911 calls due to pocket dialling and some calls pinging off of cell phone towers not necessarily from this area
- No uptick in collisions and no fatalities
- No report on Hwy. 7 from MTO as they are still collecting data - there has been a significant decrease in accidents where snow fence was installed during the winter months
- Traffic complaints are up in Mississippi Mills mostly regarding the OVRT
- More OPP operated ATV’s will be on the trail once personal have completed rider training course
- Speeding is not an issue as far as the data that has been collected on the Speed Spy
- Charges are down due to the legalization of Cannabis – there has not been a significant increase in arrests with regards to Opioids
- Narcan has been installed in firefighter kits – on a suspected overdose there is no liability for the person administering the Narcan if it turns out not to be an OD – there are no medical effects if given to someone who has not OD’d.

H. INFORMATION/CORRESPONDENCE

1. OPP Weekly News Releases Mar 4 – May 27, 2019

- Reports received for information.

2. OAPSB Zone 2 Minutes - dated April 26, 2019
 - No comments.
3. Lanark County Situation Table Project Annual Report 2018
 - Funding has been secured for 2019/2020 through Lanark County for the two mental health nurses.
4. M.M. (Marc) Bedard, Municipal Policing Board – dated May 01, 2019
 - No comments.
5. OPP Torch Run for Special Olympics
 - Raised \$756.00 in Perth and \$657.00 in Carleton Place
6. Letter dated May 9th, 2019 regarding noise
 - Need to provide the OPP and Bi-law with specific details and times
 - Summer student to look at data from reports – still not clear if there is a problem – continue to monitor – stats important – more current information needed
 - Provincial amendments to Bill 107 allows ATV's on certain roads – ATV's allowed unless changed by Mississippi Mills
7. Letter dated May 27th, 2019 re: speed on Appleton Side Road
 - Speed Spy to be deployed by OPP along with additional patrol of the road
 - Signage and lines on the road to be brought up at the next County meeting
8. Email re: dirt bikes on OVRT
 - It has been difficult for the OPP to plan patrols – more officers to be trained on ATV's
 - Mississippi Mills to step up monitoring with Speed Spy
 - The Municipality needs to get a seat on the OVRT committee – a letter to be sent to the County
 - Communication between County and Mississippi Mills has been lacking
 - What are the benefits vs. the complaints
 - OPP has had mostly positive feedback and interaction with users

I. **OTHER/NEWBUSINESS**

1. YTD Financial Report to April 30, 2019

- Is the travel expense budget large enough to cover the County and Zone meetings throughout the year – to be reviewed for next year's budget

J. "IN CAMERA" SESSION

None

K. MEETING ANNOUNCEMENTS

- Community Policing Advisory Committee
 - Tuesday, September 10, 2019 at 9:30 a.m. – Meeting moved from September 3rd to 10th
 - Tuesday, November 26, 2019 at 9:30 a.m.
- Joint Lanark County PSB meeting –
 - Wednesday June 12, 2019 at 9:30 a.m. Location: Carleton Place
- Zone 2 OAPSB meeting –
 - Thursday, September 19 7 p.m. and Friday September 20th, 2019 9:30 a.m. – Prince Edward County
 - Friday, November 29, 2019 - Gananoque

L. ADJOURNMENT

Moved by Neil MacLeod
Seconded by Councillor Denzil Ferguson
THAT the meeting be adjourned at 10:49 a.m.

CARRIED

Susie Smithson, Recording Secretary

A meeting of the **Mississippi Mills Accessibility Advisory Committee** was held on **Wednesday, June 19, 2019 at 3:00 p.m.** at the Municipal Office.

PRESENT:

Committee: Councillor Cynthia Guerard
Araina Clark
Betty Preston
Claire Marson
Jim Lowry
Kristen Cavanagh-Ray
Paul Crozier

Staff/Others: Jeanne Harfield, Deputy Clerk

Regrets: Myrna Blair

Chairperson Betty Preston called the meeting to order at 3:10 p.m.

A. APPROVAL OF AGENDA

Moved by Kristen Cavanagh-Ray
Seconded by Claire Marson
THAT the 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

Moved by Kristen Cavanagh-Ray
Seconded by Claire Marson
THAT the minutes dated May 15, 2019 be approved as presented.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

None

F. ROUND TABLE

Claire – Follow-up on the success of the National Access Awareness week and what worked and what can be improved on

Paul – Promoting and identifying accessible businesses possible apps such as Access Now

Councillor Guerard – Lanark Transportation Pilot Project, AAC to help with promotion and distribution of information

G. REPORTS

None

H. INFORMATION / CORRESPONDENCE

1. Notice of Webinar for Municipal AACs

The committee decided to register themselves for the webinar with exception to Jim Lowry who will view the webinar on July 4th at the Municipal Office. Webinar materials will be distributed to Committee members once available.

I. OTHER/NEW BUSINESS

1. Multi-year Accessibility Plan (2015-2019)

The Committee discussed the Multi-year Accessibility Plan and working in conjunction with the Municipal strategic plan. Staff will bring forward an outline to an upcoming AAC meeting.

2. Guidelines to writing multi-year plan

This item was not discussed in detail but will help with the drafting of the Multi-year plan.

3. Advisory Committee Training

The Deputy Clerk reviewed the Advisory Committee Training with committee members which included: their role and responsibility, policies and procedures, and provincial requirements.

J. MEETING ANNOUNCEMENTS

August 21, 2019 @ 3:00pm

K. ADJOURNMENT

Moved by Paul Crozier
Seconded by Araina Clark
THAT the meeting be adjourned.

CARRIED

The meeting adjourned at 4:10 p.m.

Jeanne Harfield, Deputy Clerk
Recording Secretary

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

Wednesday, June 19, 2019, at 5:30 P.M.

Council Chambers, Municipal Office, 3131 Old Perth Rd., Almonte

PRESENT: Patricia McCann-MacMillan
Stacey Blair
Connie Bielby

REGRETS:

APPLICANTS/PUBLIC: A-03-19 Dieter King
Christine Hume
A-04-19 Anthony O'Neill
Cornelis Berg
W. Morgan
J. Risk

STAFF: Maggie Yet, Planner 1, Recording Secretary

Chair of the Committee called the meeting to order at 5:30 p.m.

A. CALL TO ORDER

B. APPROVAL OF AGENDA

Moved by Connie Bielby

Seconded by Patricia McCann-MacMillan

THAT the agenda for the June 19th, 2019 meeting of the Committee of Adjustments be approved.

CARRIED

C. DISCLOSURE OF PECUNIARY INTEREST

None.

D. APPROVAL OF MINUTES

1. April 17th, 2019 – Public Meeting

Moved by Stacey Blair

Seconded by Connie Bielby

THAT the Committee of Adjustment approve the minutes of April 17th, 2019 meeting as presented.

CARRIED

E. NEW BUSINESS

None.

F. HEARINGS

- 1. **Application** **A-03-19**
Owner(s): Dieter King and Christine Hume
Legal Description: Plan 6262, Part Lot 87, Almonte Ward
Address: 69 Clyde Street
Zoning: Residential First Density (R1)

The applicants/owners are requesting relief from the minimum rear yard setback within the Residential Second Density (R2) Zone from 7.5m (25ft) to 3.35m (11ft) to legally permit the construction of an extension on the rear of an existing single detached dwelling. The proposed extension involves two separate uses, including an interior bathroom suite that connects to the existing kitchen, and a new porch that will adjoin the existing porch. The proposed structures will increase the footprint of the existing building and encroach into the minimum rear yard setback.

The Chair opened the floor to comments by the applicant. Mr. King spoke and indicated the owners’ intention to add a bathroom on the ground floor of the existing dwelling to facilitate accessibility needs in the future. Mr. King indicated that he and his wife wish to stay in their home as they age, and the only bathroom within the dwelling is currently located on the second floor. Mr. King noted that he intends to replicate the existing façade on the addition.

The Chair opened the floor to comment by staff. Ms. Yet thanked the applicants for their patience with her as she transitioned into her new role with the Municipality.

The Committee passed the following motion:

Moved by Patricia McCann-MacMillan

Seconded by Stacey Blair

THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Plan 6262, Part Lot 87, Almonte Ward, Municipality of Mississippi Mills, municipally known as 69 Clyde Street, to reduce the minimum required rear yard setback from 7.5m (25ft) to 3.35m (11ft) in order to permit the construction of an extension on the rear of the existing dwelling, subject to the following conditions:

- 1. That the Minor Variance is approved based on the plans submitted; and
- 2. That the owners obtain all required building permits.

CARRIED

- 2. **Application** **A-04-19**
Owner(s): Anthony O’Neill
Legal Description: Plan 508, Parts 4, 5, 6, Ramsay Ward
Address: 105 Alexander Street
Zoning: Residential First Density (R1) & Environmental Hazard (EH)

The applicant/owner is applying to replace and expand a non-conforming deck at the rear of an existing dwelling located within the Residential First Density (R1) zone and minimum 30m setback from the floodplain in the Environmental Hazard (EH) Zone. The proposed deck would maintain the existing distance (11m) from the floodplain.

The Chair opened the floor to comments by the applicant. Mr. O'Neill spoke and indicated his intention to restore and replace the existing deck with a new, widened deck while maintaining the existing distance of 11m from the high water mark. Mr. O'Neill explained that the widened deck would be continuous with an existing clothesline and that the increased width would prevent additional hardship for his wife in accessing the clothesline.

The Chair explained to Mr. O'Neill that she had initial concerns about the slope stability of the property based on her experience and knowledge of the Mississippi River in the area. Mr. O'Neill stated that the original foundation of the house dates to the 1960s and that he has not seen evidence of any cracks, testifying to the stability and security of the location of the existing dwelling and deck.

The Committee passed the following motion:

Moved by Patricia McCann-MacMillan

Seconded by Connie Bielby

THAT the Municipality of Mississippi Mills Committee of Adjustment approves the Minor Variance for the land legally described as Plan 508, Parts 4, 5, and 6, Ramsay Ward, Mississippi Mills, municipally known as 105 Alexander Street, to reduce the minimum setback from the high water mark from 30m (98ft) to 11m (36ft) to permit the reconstruction and enlargement of an existing non-conforming deck at the rear of a single detached dwelling located within the Residential First Density (R1) Zone, subject to the following conditions:

1. That the Minor Variance is approved based on the plans submitted;
2. That the Owner obtain the required permits from the Mississippi Valley Conservation Authority; and
3. That the Owner obtain all required building permits prior to construction.

CARRIED

G. OTHER BUSINESS

None.

H. ANNOUNCEMENTS

1. Ms. Yet notified the Committee that the Municipality received a submission of appeal on the decision on Minor Variance application A-20-18.

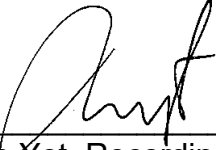
I. ADJOURNMENT

Moved by Patricia McCann-MacMillan

Seconded by Connie Bieby

THAT the meeting be adjourned at 5:45 p.m. as there is no further business before the committee.

CARRIED



Maggie Yet, Recording Secretary

A meeting of the **Mississippi Mills Finance and Policy Advisory Committee** was held on **Thursday, June 20, 2019 at 9 a.m.** at the Municipal Office.

PRESENT:

Committee: Councillor Denzil Ferguson
Councillor, Jan Maydan (arrived at 9:24 a.m.)
Ryan Kennedy
Ed Wilson
David Hinks
Mary Lou Souter
Helene Gilhooly
Larry Surtees

Staff/Others: Rhonda Whitmarsh, Treasurer
Ken Kelly, CAO
Shawna Stone, Clerk (left at 10:00 a.m.)
Jeanne Harfield, Deputy Clerk (left at 10:00 a.m.)

Regrets: None

Ed Wilson called the meeting to order at 9 a.m.

A. APPROVAL OF AGENDA

Moved by Mary Lou Souter
Seconded by Denzil Ferguson
THAT the agenda be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None

C. DELEGATIONS / PRESENTATIONS

The Clerk and Deputy Clerk provided Advisory Committee Training to the Committee members and answered all questions posed by the members during their presentation. The Clerk's office will circulate in the near future the presentation made recently by Tony Fleming, the Municipality's Integrity Commissioner along with the final reference guide for committees.

D. APPROVAL OF MINUTES

Moved by Helene Gilhooly
Seconded by Ryan Kennedy
THAT the minutes of the meeting held on May 9, 2019 be approved.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

None

G. REPORTS

None

H. INFORMATION / CORRESPONDENCE

None

I. OTHER/NEW BUSINESS

1. Procurement Policy By-Law 18-14
2. Consolidated Delegated Authority By-law 13-18

The members discussed these two items jointly as they are documents that are utilized together in practice. The Committee members posed questions of Staff to obtain an understanding as to the processes followed by the Municipality with regard to procurement and delegated authority. The CAO visually provided an example of a recent tender and the process followed from the advertisement to the award which also included his delegated authority report to Council. The Committee members acknowledged that there are best practices and further information available that has been compiled by various organizations for both procurement and delegated authority that should perhaps be explored at a later date but for the next meeting, Staff are to provide more information on the underlying processes for procurement utilized by the Municipality in the form of a flow chart and provide statistical data on procurement /delegated authority over the last year.

J. MEETING ANNOUNCEMENTS

The next meeting of the Finance and Policy Advisory Committee will be held on Thursday, September 19, 2019 at 9 a.m.

K. ADJOURNMENT

Moved by Mary Lou Souter
Seconded by Larry Surtees
THAT the meeting be adjourned at 11:05 a.m.

CARRIED

Rhonda Whitmarsh, Treasurer and Recording Secretary

**The Corporation of the Municipality of Mississippi Mills
Public Works Advisory Committee**

A regular meeting of the Public Works Advisory Committee was held on June 24, 2019 at 3:30 p.m. at the Municipal Office, Council Chambers.

Present: Deputy Mayor Rickey Minnille
Councillor Denzil Ferguson
William Boal
Larry O'Keefe, Chair
Ken Vallier
Heather Baird
Scott Douglas
Jeff Robertson

Absent:
Harold McPhail

Staff: Guy Bourgon, Director of Roads and Public Works
Cindy Hartwick, Recording Secretary
Jeanne Harfield, Deputy Clerk (left at 4:00 p.m.)
Shawna Stone, Clerk (left at 4:00 p.m.)
Ken Kelly, CAO

The Chair called the meeting to order at 3:30 p.m.

A. APPROVAL OF AGENDA:

**Moved by Councillor Ferguson
Seconded by Ken Vallier**

THAT the agenda be approved as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST:

None

C. DELEGATIONS/PRESENTATIONS/TOURS:

1. Advisory Committee Training

The Clerk and Deputy Clerk provided Advisory Committee Training to the Committee members and answered all questions posed by the members during their presentation. The Clerk's office will circulate in the near future the final reference guide for committees.

D. APPROVAL OF MINUTES:

**Moved by Heather Baird
Seconded Scott Douglas**

THAT the Public Works Advisory Committee minutes dated May 27, 2019 be approved as presented.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES:

None

F. REPORTS:

None

G. INFORMATION/CORRESPONDENCE:

None

H. OTHER/NEW BUSINESS:

1. Paterson Street

**Moved by Heather Baird
Seconded by Ken Vallier**

THAT the Public Works Advisory Committee reconsider the following motion passed on April 29, 2019:

THAT the Public Works Advisory Committee recommends that Council explore the option of having Community Safety Zones on Paterson Street in Almonte and County Road 29 in Pakenham;

AND FURTHERMORE THAT the Committee recommends that no further action be taken with respect to the installation of additional pedestrian facilities on Paterson Street until such time as the construction at the school and of the sidewalk in front of the school is completed and pedestrian travel is monitored for the 2019-2020 school year to determine if any safety issues remain with the constructed configuration.

CARRIED

Required 2/3 majority vote

Members of the Public Works Advisory Committee presented findings obtained regarding the current location of the Paterson crossover as well comments for Council's consideration.

Motion to amend

**Moved by Scott Douglas
Seconded by Ken Vallier**

Strike out:

and County Road 29 in Pakenham

AND FURTHERMORE THAT the Committee recommends that no further action be taken with respect to the installation of additional pedestrian facilities on Paterson Street until such time as the construction at the school and of the sidewalk in front of the school is completed and pedestrian travel is monitored for the 2019-2020 school year to determine if any safety issues remain with the constructed configuration.

Insert:

- between Ottawa Street and Robert Hill Street after Paterson Street.
- relocate the current cross walk on Paterson Street to north of Holy Name of Mary and south of Morton Street
- having staff meet with the schools to review traffic management plans for entrances to Paterson Street
- consider reinstating a crossing guard on Ottawa Street at Paterson and Menzie Streets; if money is available in existing operating budget

CARRIED

Motion as amended

Moved by Ken Vallier

Seconded by William Boal

THAT the Public Works Advisory Committee recommends that Council explore the option of having a Community Safety Zone on Paterson Street in Almonte between Ottawa Street and Robert Hill Street;

AND FURTHERMORE THAT Council consider relocating the current cross walk on Paterson Street to north of Holy Name of Mary and south of Morton Street;

AND FURTHERMORE THAT Council consider having staff meet with the schools to review traffic management plans for entrances to Paterson Street;

AND FURTHERMORE THAT Council consider reinstating a crossing guard on Ottawa Street at Paterson and Menzie Streets; if money is available in existing operating budget.

CARRIED

I. MEETING ANNOUNCEMENTS:

Monday, August 26, 2019, at 3:30 p.m. Municipal Office, Council Chambers

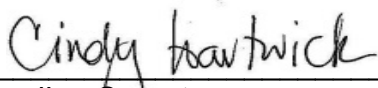
J. ADJOURNMENT:

Moved by Deputy Mayor Rick Minnille

Seconded by Councillor Denzil Ferguson

THE meeting adjourned at 4:55 p.m.

CARRIED



Recording Secretary

Paterson Street Pedestrian Crosswalks

Prepared by: Volunteers of the
Public Works Advisory Committee





Concerns with Location of Current Crosswalk

- ▶ Children pedestrians
- ▶ Traffic volume & speed
- ▶ Interactions with vehicles in front of Holy Name of Mary
- ▶ Older adults from Orchard View retirement community
- ▶ Construction activity with on-going housing development
- ▶ Growing enrolment at schools
- ▶ More development planned along Paterson Street
- ▶ Fastest/direct route to Ottawa Street for residents

New Sidewalk in front of HNOM



Vehicle Traffic Flow - HNOM



— Existing Cross Walk

Existing Cross Walk



Vehicle Access to HNOM School

The width of pavement entrances will mean children have to cross busy entrances and exits that are as wide as some streets:

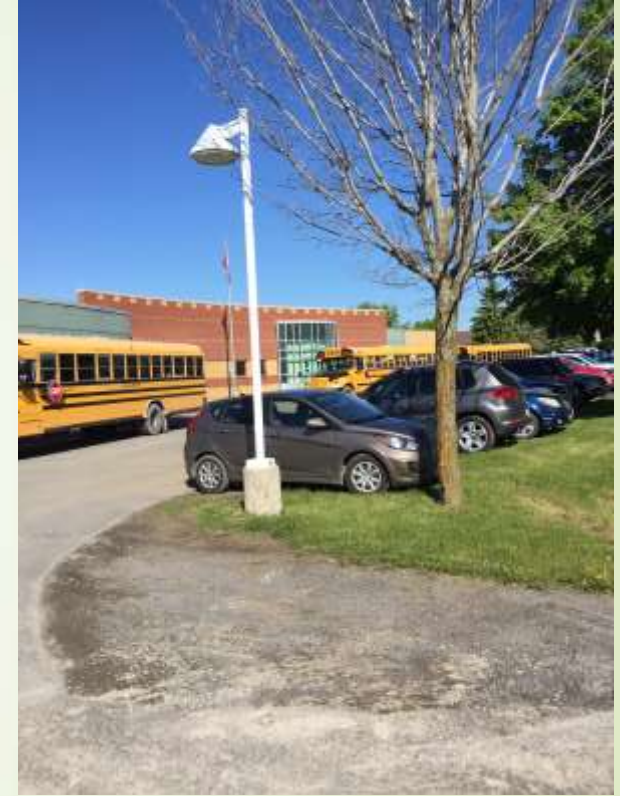
- ▶ North Entrance. - 58 feet (17.68 m)
- ▶ Central Exit - 50 feet (15.24 m)
- ▶ South Entrance. - 35 feet (10.66 m)

Total entrance surface length in front of HNOM is 143 feet (43.58 m)

This is equivalent to 11.5 lanes of traffic

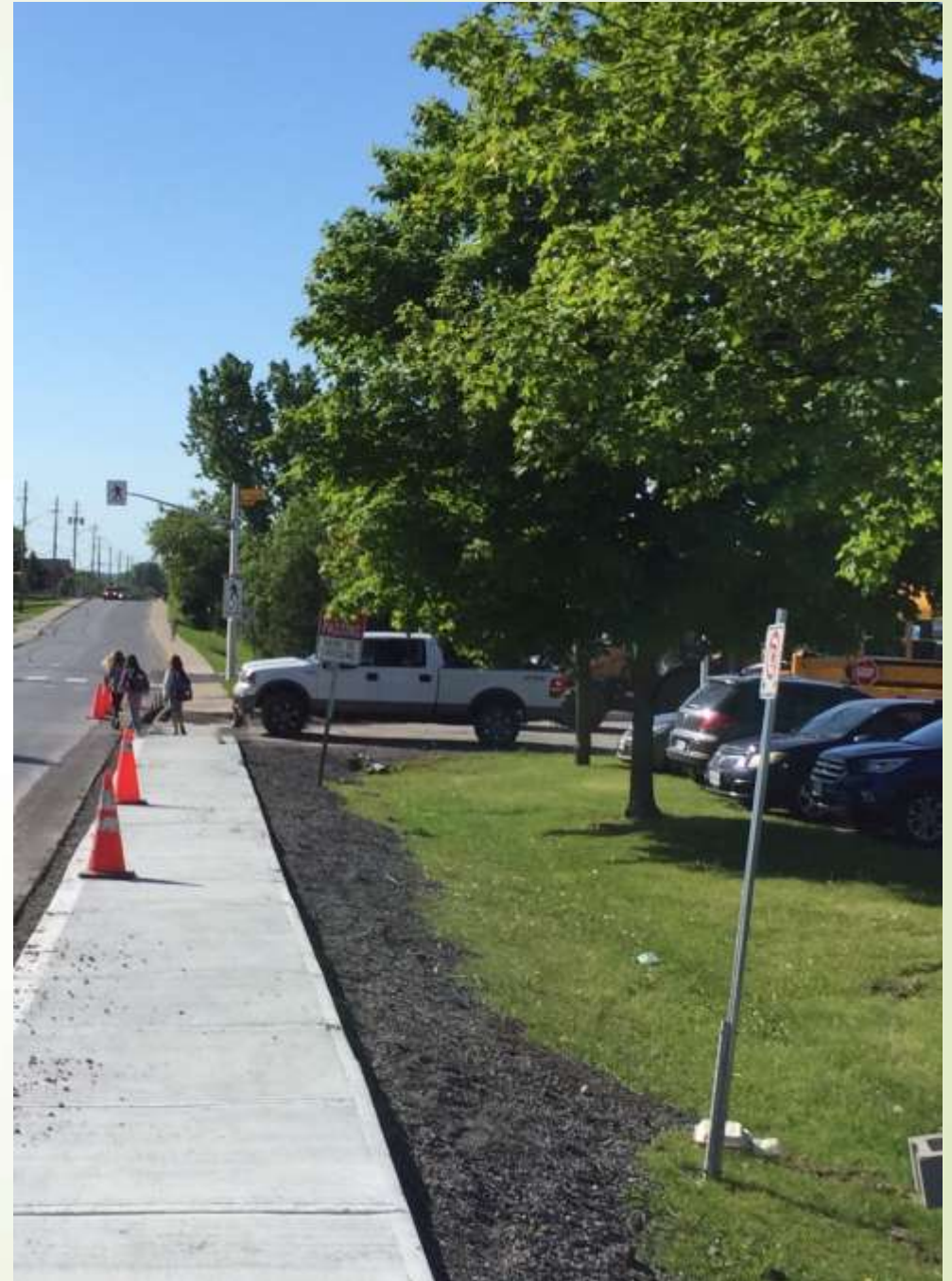
Existing Cross Walk is located on an island that is isolated by two busy traffic entrances and exits

Vehicle Traffic Flow - HNOM



Current Traffic Flow

Even with the new sidewalk, children are navigating between vehicles entering and exiting Holy Name of Mary School



Book 15 -Technical Issues with Current Location



Pedestrian Crossing₇ Facilities

Book 15 – page 18; section 3.4.2.2

of 1.2 mph for pedestrians crossing at signalized intersections excludes about 40 percent of older pedestrians (≥ 65 years old), 90 percent of older pedestrians with walkers or canes, and 10 percent of the younger adult population (20-64 years old). Some of these results are shown in the Figure 1. It should be noted that the results shown in Figure 1 exclude pedestrians using assistive devices for mobility.

The study found that lower design values for pedestrian walking speeds are desirable for older pedestrians when they cross a signalized intersection, as well as for older pedestrians with walkers or canes.

As a result of this work, TAC PCCG¹⁴ modified its pedestrian walking speed as follows:

"Practitioners should apply these (pedestrian walking speed for the design pedestrian) values as follows:

- Use 0.8 mph walking speed in cases where at least 20 percent of pedestrians crossing the signalized intersection use assistive devices for mobility (possibly in the vicinity of hospitals or nursing homes). This walking speed applies to all types of crossings (whether the crossing is equipped with accessible pedestrian signals or not).
- Use 0.9 mph walking speed in cases where at least 20 percent of pedestrians crossing the signalized intersection are older pedestrians (65 years of age or older).
- Use 1.0 mph walking speed to accommodate the general population.
- Practitioners need to use standard practice in their own jurisdictions, and engineering judgment to decide whether these walking speed values should be used to calculate only the clearance interval or the entire duration of the walk and clearance phases.¹⁴

A Design Pedestrian may be defined as an average pedestrian whose walking speed is used for the design of a pedestrian facility.

3.4.2.2 Children as Pedestrians

TAC's PCCG¹⁴ states that children may have problems with the ability to estimate available and required crossing gaps due to their limited search and attention capacity.

Children have difficulty judging speed, spatial relations, and distance as compared to adults. Their auditory and visual acuity, depth perception and proper scanning ability develop gradually and do not fully mature until at least age 10. Even children above this age are easily distracted and may not always behave as drivers expect¹⁷. Furthermore, according to ITE Handbook¹³, their concept of safe crossing conditions and ability to properly judge traffic gaps is poor, they have limited understanding about traffic control devices, and have difficulty correctly perceiving the direction of sound and the speed of a vehicle.

TAC's PCCG¹⁴ states that addressing the limitations of road users requires understanding that traffic control devices supplement the visual roadway information and assist in developing proper driver expectations. For example, the driver may fail to make the right decisions in the case of uncommon or unexpected situations, where driver expectation may be violated due to the road geometry, surrounding land use, or traffic characteristics along the way. In these situations, traffic control devices need to be implemented to advise, warn, and/or regulate operations.¹⁴

3.4.2.2 Children as Pedestrians

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Children have difficulty judging speed, spatial relations, and distance as compared to adults. Their auditory and visual acuity, depth perception and proper scanning ability develop gradually and do not fully mature until at least age 10. Even children above this age are easily distracted and may not always behave as drivers expect¹⁷. Furthermore, according to ITE Handbook¹³, their concept of safe crossing conditions and ability to properly judge traffic gaps is poor, they have limited understanding about traffic control devices, and have difficulty correctly perceiving the direction of sound and the speed of a vehicle.

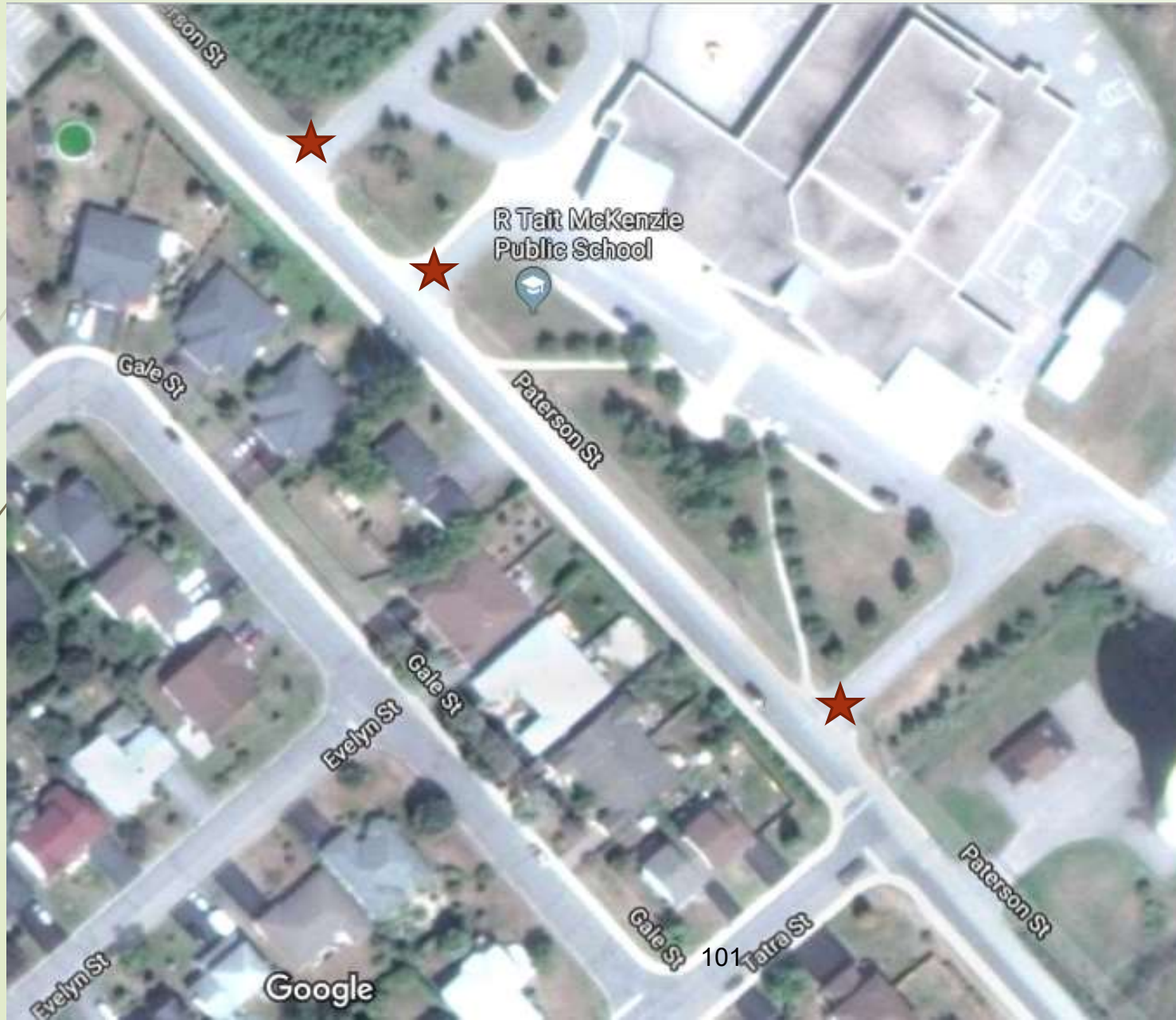
Corners of Paterson St., Houston Dr. & Morton St.



East Sidewalk Paterson Street



R. Tait McKenzie – East Side of Paterson Street



★ Vehicle access

Paterson Street & Tatra Street Intersection



Consultation

- School Board Trustee; Catholic District School Board of Eastern Ontario
- Parent Councils
- Local Residents
- Operations Manager, Student Transportation of Eastern Ontario (STEO)

Request for Input - Paterson Street Crosswalks

The Volunteers of PWAC (Public Works Advisory Committee), are looking for input regarding the safety issues on Paterson Street that runs in front of R. Tait McKenzie and Holy Name of Mary schools.

Please use the questions below as a guideline to provide your input and comments by **Friday, May 17**. This information will be included as part of a presentation to the full Public Works Committee.

Name:	Phone #:
If you are part of a specific stakeholder group, please identify your which category you would be part of:	
<input type="checkbox"/> Parent of student(s) attending R. Tait McKenzie or Holy Name of Mary	
<input type="checkbox"/> School Trustee	
<input type="checkbox"/> Bus driver	
<input type="checkbox"/> Teacher	
<input type="checkbox"/> Local resident	
<input type="checkbox"/> Orchard View resident or staff	
<input type="checkbox"/> Other (please specify): _____	
Do you feel there is a traffic concern or pedestrian crossing issue on Paterson Street?	
Were you part of the consultation when the crosswalk was initially planned?	
Were you informed of the location of the existing crosswalk?	
If you were informed of the location of the crosswalk, did you support it? Do you support the location of the existing crosswalk now?	
If you do not support the location of the existing crosswalk, do you have any recommendations for an alternative?	
Would you endorse the area from Tatra St. to Morton St. be re-zoned a School/Community Safety Zone?	
Please provide additional comments:	

The Volunteer members of the Public Works Advisory Committee (PWAC), appreciate your input!
William Boal, Heather Baird, Scott Douglas, Harold McPhail, Larry O'Keefe, Jeff Robertson and Ken Vallier

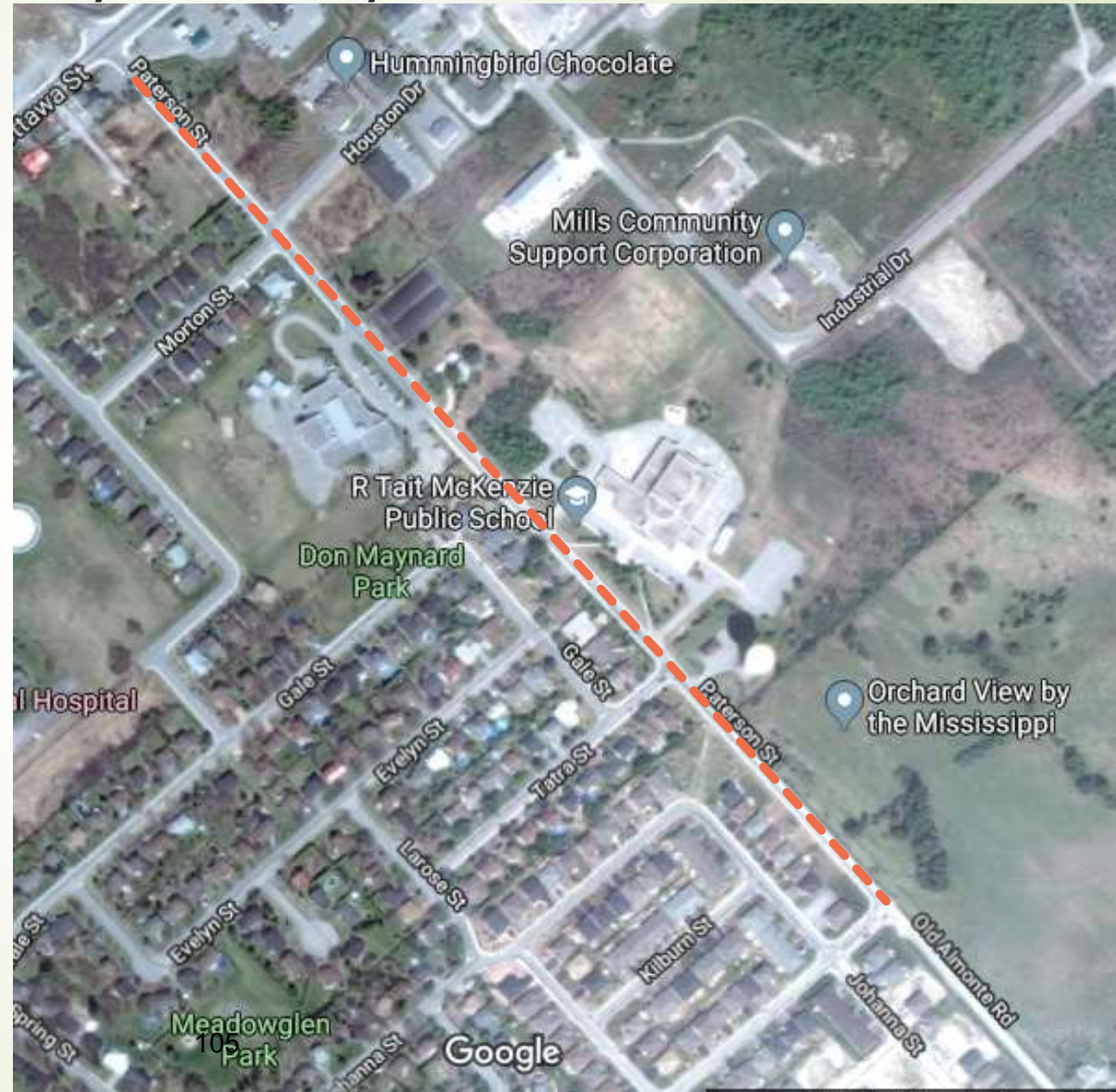


Results from Data Collection

- ▶ Unanimous agreement that existing cross walk is not located in a safe area for pedestrian crossing
- ▶ Endorse the relocation of the existing cross walk to north of Holy Name of Mary School; south of Morton Street
- ▶ Support council to designate a Community Safety Zone on Paterson Street from Ottawa Street to Robert Hill Street
- ▶ Re-establish a crossing guard at Ottawa Street

Initiate Community Safety Zone

Paterson St.
between
Ottawa St.
& Robert Hill St.



Community Safety Zone Townline Road, Carleton Place



Community Safety Zone Arklan School, Carleton Place



Ottawa Street at Paterson & Menzie Streets

Consider Re-establishing a Crossing Guard





PWAC Recommendations

- ▶ Relocate current cross walk north of Holy Name of Mary; south of Morton Street
- ▶ Create Community Safety Zone from Ottawa Street to Robert Hill Street
- ▶ Meet with schools to review traffic management plans for entrances to Paterson Street
- ▶ Consider reinstating crossing guard for Ottawa Street at Paterson and Menzie Streets; if money is available in existing budget



Benefits of PWAC Recommendations

- ▶ Safety of children and all pedestrians will be maximized
- ▶ Crosswalk location will not interfere with vehicles entering and exiting school properties
- ▶ Establishing Community Safety Zone will reduce speeding along section of Paterson Street
- ▶ Orchard View residents/pedestrians will be safer



Motion

Council approve relocation of current cross walk on Paterson Street to north of Holy Name of Mary; south of Morton Street

Council to create Community Safety Zone from Ottawa Street to Robert Hill Street

Council to consider reinstating school crossing guard for Ottawa Street at Paterson and Menzie Streets; if funding can be found from the existing operating budget



Proposed Timeline

Short-term (1-2 months)

- Arrange for the relocation of the cross walk
- Approve and implement Community Safety Zone

Longer term (+2 months)

- Review budget for options to reinstate crossing guards

Additional Considerations for HNOM Access



Additional Considerations for HNOM Access





Appendix

- ▶ MTO Manual 15 Traffic Calming Standards

<http://www.directtraffic.ca/wp-content/uploads/2014/02/Book-151.pdf>

- ▶ Lanark County Traffic Calming Study

<http://www.county.lanark.on.ca/AssetFactory.aspx?did=3068>

- ▶ Bill 26, Highway Traffic Amendment Act (Community Safety Zones), 1998 - Legislative Assembly of Ontario

<https://www.ola.org/en/legislative-business/bills/parliament-36/session-2/bill-26>

- ▶ Inside Ottawa Valley article re: Carleton Place Council Approval of Community Safety Zone for Arklan School

<https://www.insideottawavalley.com/news-story/4521020-carleton-place-council-approves-changes-to-improve-safety-in-arklan-school-area/>



Questions/Comments

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

June 25, 2019

3:00 P.m.

Municipal Office - Council Chambers

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

STAFF/OTHERS: Calvin Murphy- Recreation Manager
Bonnie Ostrom, Recording Secretary

REGRETS: Councillor Gerard, Denny O'Connell, Christine Anderson

Chairperson Rick Lotan called the meeting to order at 3:05 p.m.

A. APPROVAL OF AGENDA

Moved by Scott Newton

Seconded by Councillor Dalgity

THAT the June 25, 2019 agenda be accepted as presented.

CARRIED

B. DISCLOSURE OF PECUNIARY INTEREST OR GENERAL NATURE THEREOF

None

C. DELEGATIONS/PRESENTATIONS/TOURS

- Jeff Mills- Pakenham Trail Working Group Presentation
It was confirmed that Resolution No. 574-17 stated;
"Moved by Mayor McLaughlin
Seconded by Councillor McCubbin
THAT Council support a working group, with Jeff Mills as the lead, to develop a plan for a trail system in and around the hamlet of Pakenham."

Jeff Mills provided an overview of the progress of the working group, those involved, the proposed route, accessibility factors, and the final request and next

steps to the Parks and Recreation Advisory Committee. Mr. Mills indicated that the working group proposes a non-motorized loop through Pakenham and that the trail be called the “Margi Argue Trail”.

Moved by Councillor Dalgity

Seconded by Scott Newton

THAT The Parks and Recreation Advisory Committee receives this presentation as information.

CARRIED

ACTION: working group and Bridging Generation reports to be shared with the Parks and Recreation Advisory Committee.

2. Advisory Committee training- Shawna Stone

- Shawna Stone- Municipal Clerk provided Advisory Committee training to the Committee members and answered all questions posed by the members during their presentation. The Clerk’s office will circulate in the near future the final reference guide for committees.

D. APPROVAL OF MINUTES – May 28, 2019

Moved by Sherryl Smith

Seconded by Councillor Dalgity

THAT the May 28, 2019 Parks & Recreation Advisory Committee minutes be accepted as presented.

CARRIED

E. BUSINESS ARISING OUT OF MINUTES

1. Review of Park Tour Notes (May 7, 2019)

The Recreation Manager went through the park lists and identified the items that are regular maintenance issues such as whip snipping, grass cutting etc. Some items were noted as budget 2020 items: fence repairs, removal of dead trees, basketball court at Gemmill Park, shelters near splash pad etc. Possible grants can be looked at for other items such as the upgrade to the Almonte arena upper hall kitchen/bar area.

Sherryl Smith confirmed the Pakenham Horticultural Society organized a working group clean- up day which included volunteers for RBC Pakenham on June 5 at the 5 Span Bridge Park. All items with the exception of the revamp of the 1901 sign were completed.

2. Cyclorace

Members reviewed the proposed route given by the Ottawa Cyclorace group.

Moved by Sherry Smith

Seconded by Scott Newton

THAT the Parks and Recreation Advisory Committee recommends that the proposed route should stay on the wooded trails, up the roadway to the main entrance only.

AND FURTHERMORE THAT the group be required to pay a damage deposit prior to their event.

CARRIED

3. Park boundaries inquiry; Snedden Casey, Wylie St Park, Fred Miller Park

Snedden Casey – urban forest/ benches/ paths behind diamond was noted on the park tour. Sherryl Smith offered to reach out to the Tree Committee and the Mills Community Support to discuss a plan.

Since the parks do not have survey markers it was confirmed that anyone wanting to plant trees in parks review their requests with the Recreation Manger at a site visit.

F. ROUND TABLE

It was noted that there has been a lot of vandalism in Almonte area that Parks & Recreation staff have had to deal with;

- MacGregor Park ball diamond – vehicles on ball diamond
- Gemmill Park washrooms by the splash pad were broken into, damage to the soffit, broken change table

Update on the water issues in the bowl at Gemmill Park, rock and sod have been installed, staff are watering sod ready for Canada Day and Celfest.

G. REPORTS - None

H. INFORMATION/CORRESPONDENCE- None

I. OTHER/NEW BUSINESS

J. MEETING ANNOUNCEMENTS :

Next meeting: Wednesday August 14 at 3:00 p.m in Council Chambers.

K. ADJOURNMENT

Moved by Councillor Dalgity

Seconded by Terry Ainsworth

THAT the June 25, 2019 Parks & Recreation Advisory Committee meeting be adjourned at 4:54p.m.

CARRIED

Bonnie Ostrom, Recording Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Rhonda Whitmarsh, Treasurer
Karen Kane, Daycare Director
SUBJECT: Daycare Programs/Lease-CDSBEO

RECOMMENDATION:

That Council authorize the Mayor and Clerk to enter into a three (3) year lease agreement with the Catholic District School Board of Eastern Ontario for childcare space at the Holy Name of Mary School subject to a review by the Municipality's solicitor.

That Council authorize staff to make the capital purchases required to equip the new facility within the budget of \$150,000.

That Council authorize the hiring of staff to operate the facility.

BACKGROUND:

The Catholic District School Board of Eastern Ontario (CDSBEO) has constructed an addition to the Holy Name of Mary School that includes a new and separate space for childcare programs. The new space is licensed for 48 preschool age children and 15 toddlers. The addition of childcare space consists of multiple rooms, washrooms, storage facilities, a kitchen and playground areas. This new space allows the Municipality to expand childcare services in the community at a reasonable cost by way of a lease arrangement with the CDSBEO. The lease has not yet been signed. There have been some issues/concerns that have come to the Municipality's attention which have delayed the opening of the new space originally intended for September 1, 2019. These issues require Council discussion and consideration before proceeding.

DISCUSSION:

The 2019 Daycare budget was developed and approved with funds included for a partial year of occupancy at the new space at the Holy Name of Mary School. The costs associated with the addition include lease costs (partly offset by development charges), staffing, food and programming costs and capital startup costs of \$150,000. The startup budget consists of items such as a fridge, stove, furniture, toys, etc. The 2019 budget included funding to assist with this expansion into the school from the County of Lanark in the form of an increased annual general operating grant and although funding for

startup costs of \$150,000 was in the 2019 budget to be funded from reserves, it was the intent to pursue funding from the County of Lanark for these costs.

Since the budget was developed, the space has been constructed and is ready for occupancy however the following issues have arisen that have delayed finalizing the lease as follows:

- The County of Lanark was unable to determine the amount of general operating grant funding that would be available for the Daycare until late June, 2019 because of uncertainty at the Provincial level. The County’s funding comes from the Province of Ontario which is in the process of reviewing all programs with the intent of making cuts where possible. As a result, the County has advised the Municipality that we will receive funding as expected by way of the general operating grant in 2019 but there is a strong possibility that this funding will be cut back to 2017 levels in 2020 resulting in an estimated \$164,000 funding loss for the Daycare. The County believes this is the **worst case scenario** and is hopeful that the funding cut affecting 2020 will be lower. **Any funding loss from the County will impact the Daycare regardless of the expansion into the school.** It was hoped that operating grant funding would increase in 2020 as it is tied to the number of children in the programs and expanded programs equates to increased funding.
- Again in last June, the County advised the Municipality that it would provide \$145,000 for the startup costs. This funding comes with the proviso that the program would open in 2019.
- The CDSBEO was provided with the Municipality’s suggested revisions to the lease agreement in May and has not yet received a final version to send to the Municipality’s lawyers for comment before signing.
- The Municipality will have to license the new space with the Ministry prior to opening. The licensing can’t be done until all furniture is in place. The funding for the startup costs was just secured from the County of Lanark on June 26, 2019. It is estimated that the purchase of furniture and the licensing process will take one month to complete.

This chart depicts the proposed timing which would see the new space open in October, 2019.

Holy Name of Mary Daycare Expansion					
Task	June	July	August	September	October
Negotiate Lease with CDSBEO	█	█	█		
County Funding	█				
Quotes for Equipment		█			
Union position list confirmation		█			
Council Approval to Hire Staff / Reorganization			█		
Hiring of Staff			█	█	
Equipment Purchase		█			
Installation of Equipment			█		
Licensing Inspections				█	
Daycare setup				█	

As of July 31, 2019 all programs are full. The Daycare is not typically at full operating capacity until January. Two years ago, the Daycare had no wait lists and was able to accommodate families that required care. In September 2018, the wait list was approximately 25 families and is now currently over 100 families. In addition, there are enrolment issues with families already using Daycare programs. For example, an infant after 18 months should move to the toddler program however there is a lack of space to accommodate this move.

The following chart indicates current and expected wait lists, licensed spaces and enrolment after the expansion into the new space at the Holy Name of Mary School:

Typically Daycare Centre's license a program for the maximum allowed according to floor space. If a Preschool room is licensed for 48 and only 24 children are registered we would only hire 3 staff as the ratio is 1:8. The remaining 24 spaces will be filled overtime. As the program fills, more staff are hired.

Existing Space/Programs	License	Enrolment	Wait List	After expansion into Holy Name of Mary School	License	Enrolment	Wait List
Infant (0 to 18 months)	10	10	25		10	10	25
Toddler (18 months to 30 months)	15	15	10		30	30	None infants moving up
Preschool (2/12 - 4 yrs.)	48	48	Changes daily but approx. 10-20		96	Will grow throughout year	unknown
Kindergarten (4-6 yrs.)	78	78	15-20		78	78	15-20
School Age (6-12 yrs.)	90	90	25		90	90	25

There is the ability to expand the Kindergarten and School Age programs within the 3 local schools but it would require approval from the schools to use additional classrooms and the hiring of additional qualified Staff however there is such a high demand for Staffing that this is proving difficult.

The Municipality has all the funding in place to operate the Daycare programs including the expansion into the school for 2019. The Daycare’s reserves at December 31,2018 are \$470,194.23. The reserves include funds for capital of \$159,227.57 leaving a balance of \$310,966.66 that could potentially be used to offset operating costs.

The budget shortfall for startup costs will be funded from this reserve per the 2019 budget and there is the ability to address the funding shortfall of \$164,000 in 2020 if need be. However there may be longer term impacts if grant funding is reduced that could deplete the reserves quickly. The Daycare has the ability to raise fees but must remain competitive or they run the risk of parents leaving the centre if the rates become unaffordable.

The Daycare makes every effort to run programs and provide childcare services without relying on funding from the tax base. In 2019, the operating funding (municipal grant) coming from the Municipality is budgeted at \$7,757.00. In the absence of operating funding from the County into the future, there is the potential for a required increase in funding from the Municipality via the tax base. Council needs to be aware of this possibility prior to making any long term lease arrangements for childcare space with the CDSBEO although, any grant funding shortfall will have financial implications regardless of the expansion.

The Daycare Director has drafted a preliminary 2020 budget based on an estimated County Operating grant reduction of \$164,000 and a proposed increase to fees of \$2.00 per day. A comparison of rates for the Linda Lowe Daycare in Pakenham and the Carleton Place Daycare was conducted. The Linda Lowe Daycare is privately owned and operates from 6:30 a.m. to 5:30 p.m. The Carleton Place Daycare is municipally owned and operates from 6:30 a.m. to 6 p.m. daily as does the Almonte Daycare. The full time **daily** rates are as follows:

	Almonte 2019	Almonte Proposed 2020	Carleton Place 2019	Linda Lowe 2019
Infant (0 to 18 months)	\$62.00	\$64.00	\$77.80	\$53.30
Toddler (18 months to 30 months)	\$52.00	\$54.00	\$52.40	\$47.70
Preschool (2/12 -4 yrs.)	\$44.00	\$46.00	\$50.30	\$39.80
Kindergarten (4-6 yrs.)	\$36.00	\$38.00	\$43.70	\$35.70
School Age (6-12 yrs.)	\$34.00	\$36.00	\$35.10	\$33.15

The budget also includes estimates for occupancy and staffing, etc. for the new space as follows:

DAYCARE					
2020 Budget					
Account	Description	2020 Budget	2019 Budget	\$ Change	% Change
Revenues					
3-105-1058-D102	Parent Full Fees	- 1,821,800.00	- 1,396,200.00	425,600.00	30%
3-105-1058-D103	Fee Subsidy-County of Lanark	- 238,700.00	- 281,242.00	42,542.00	-15%
3-105-1058-D104	Wage Subsidy	- 270,650.00	- 435,000.00	164,350.00	-38%
3-105-1058-D105	Municipal Grant	- 157,898.00	- 7,757.00	150,141.00	1936%
3-105-1058-D107	Miscellaneous Revenue	- 5,000.00	- 5,000.00	-	0%
3-105-1058-D110	Reserves	-	-	-	0%
3-105-1058-D111	Reserve Funds	32,122.00	- 21,175.00	53,297.00	-252%
	Total Revenues	- 2,461,926.00	- 2,146,374.00	- 315,552.00	15%
Salaries & Benefits					
3-621-0012-0001	Teaching-Full Time	1,035,816.00	922,716.00	113,100.00	12%
3-621-0012-0002	Teaching-Part Time	551,631.00	465,400.00	86,231.00	19%
3-621-0012-0003	Teaching-Supply	-	-	-	0%
3-621-0012-0004	Cooks	70,016.00	67,543.00	2,473.00	4%
3-621-0012-0009	Admin Support	24,732.00	24,246.00	486.00	
3-621-0012-0006	Caretaking	20,746.00	19,430.00	1,316.00	7%
3-621-0012-0007	Maintenance	4,685.00	5,170.00	485.00	-9%
3-621-0012-0008	Director	98,779.00	96,845.00	1,934.00	2%
3-621-0013-1170	Vacation Pay	26,313.00	23,694.00	2,619.00	11%
3-621-0013-2100	CPP	88,665.00	71,538.00	17,127.00	24%
3-621-0013-2110	EI	41,259.00	33,976.00	7,283.00	21%
3-621-0013-2120	Omers	109,449.00	99,060.00	10,389.00	10%
3-621-0013-2130	Group Insurance	12,250.00	11,032.00	1,218.00	11%
3-621-0013-2140	Medical	44,420.00	37,919.00	6,501.00	17%
3-621-0013-2150	Dental	11,742.00	10,014.00	1,728.00	17%
3-621-0013-2170	EHT	35,721.00	31,588.00	4,133.00	13%
3-621-0013-2180	WSIB	17,108.00	15,123.00	1,985.00	13%
	Total	2,193,332.00	1,935,294.00	258,038.00	13%
Materials & Supplies					
3-631-0020-3100	Office Supplies	7,000.00	5,000.00	2,000.00	40%
3-631-0020-3150	Programs	50,000.00	42,000.00	8,000.00	19%
3-631-0020-3240	Repairs & Maintenance	4,000.00	4,000.00	-	0%
3-631-0020-3250	Food	95,000.00	70,000.00	25,000.00	36%
3-631-0020-3260	Staff Gift	1,250.00	750.00	500.00	0%
3-631-0020-4130	Equipment	6,000.00	4,000.00	2,000.00	50%
3-631-0020-4140	Cleaning	2,500.00	2,500.00	-	0%
3-631-0020-5260	Kitchen	7,000.00	3,500.00	3,500.00	100%
	Total	172,750.00	131,750.00	41,000.00	31%
Services & Rents					
3-631-0030-4110	Hydro	5,700.00	5,500.00	200.00	4%
3-631-0030-4115	Heating	5,000.00	4,800.00	200.00	
3-631-0030-4120	Water	3,700.00	3,500.00	200.00	
3-631-0030-5120	Telephone	5,500.00	4,500.00	1,000.00	22%
3-631-0030-5150	Other Professional Fees	1,700.00	1,500.00	200.00	13%
3-631-0030-5160	Computer Services Expense	3,000.00	1,500.00	1,500.00	
3-631-0030-5180	Travelling Expense	3,500.00	2,500.00	1,000.00	40%
3-631-0030-5230	Conferences	5,000.00	5,000.00	-	0%
3-631-0030-5240	Insurance (Building Etc.)	2,200.00	2,030.00	170.00	8%
3-631-0030-5570	Bus	2,000.00	1,500.00	500.00	33%
3-631-0030-5630	Building Equipment & Maintenance	14,000.00	14,000.00	-	0%
3-631-0030-6120	Bad Debts & Collection Costs	1,000.00	1,000.00	-	0%
3-631-0030-5635	Lease-CSB	43,544.00	32,000.00	11,544.00	0%
	Total	95,844.00	79,330.00	16,514.00	21%
	Total Expenditures	2,461,926.00	2,146,374.00	315,552.00	15%
	Net Difference	-	-	-	

FINANCIAL IMPACT:

The financial implications are discussed above.

SUMMARY:

The new Daycare space at the Holy Name of Mary School allows the Municipality to expand services at a very reasonable and affordable cost. There is a demand in the Community for childcare that can't presently be met with the existing programs and there is an expectation in the Community that the new space will open in 2019. It is recommended that Council authorize staff to proceed with licensing and opening the new space at the Holy Name of Mary School in the fall of 2019.


Respectfully submitted,


Rhonda Whitmarsh, Treasurer

Reviewed by,


Ken Kelly, CAO

Respectfully submitted,


Karen Kane, Daycare Director

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Ken T. Kelly, CAO
SUBJECT: Video Surveillance Policy

RECOMMENDATION:

THAT Council approve the administrative policy for the use and management of Video Surveillance Equipment at municipal facilities. This policy does not apply to use of recording equipment at Council, Committee or staff meetings.

BACKGROUND:

Gemmill Park has experienced several acts of vandalism (spraying painting) and one known break and enter into the washrooms. While staff do check on the facility and lock up at 9pm there seems to be a recurring need for monitoring and hopefully deterrence of these events after hours.

Funds were allocated for the purchase of a series of video surveillance cameras for the facility. The cameras are currently in the process of being installed.

However, the Municipality does not have a policy governing the use of video surveillance and more importantly the steps that will be taken to safe guard privacy because of the collection of this personal data.

The collection of this data is governed by Municipal Freedom of Information and Protection of Privacy Act and the same level of care needs to be taken when gathering and accessing this information as any other personal information that the Municipality has care and control over.

DISCUSSION:

This administrative policy will guide installation and operation of video surveillance equipment across all municipal facilities and assets. It incorporates best practices from the Information and Privacy Commissioner of Ontario.

Part of the policy is an assessment or justification report that is completed prior to the installation that includes the consideration of alternative options.

Signage will be installed notifying the public that the area is now under video surveillance.

With regards to Gemmil Park the cameras will be mounted on the bathroom facility and they will have a field of view that includes directly around the washroom facility as well as across the splash pad. The cameras will not be mounted inside the washrooms. These cameras are not remotely monitored and are not connected to the internet – this is a record and store system.

FINANCIAL IMPACT:

The policy itself has no financial impact. The Gemmill Park video surveillance installation has a cost of \$2500.00.

SUMMARY:

This policy will govern the installation, use and management of video surveillance equipment at municipal facilities. The policy includes management of the records that are created as part of the use of this equipment. The management of these records must comply with the applicable legislation such as Municipal Freedom of Information and Protection of Privacy Act. Each Department Head wishing to deploy video surveillance equipment must complete an assessment report of other options and the approval of locations for equipment will be the responsibility of the CAO.

Respectfully submitted,



Ken T. Kelly, CAO



USE AND MANAGEMENT OF VIDEO SURVEILLANCE POLICY

1.0 PURPOSE

This policy applies to the collection, use, disclosure, and disposal of recorded information collected through video surveillance technology, which is used to assist with the investigation and resolution of the full spectrum of facility related incidents, claims and complaints and to assist with responding to requests from law enforcement agencies that are for evidentiary or investigative purposes.

2.0 LEGISLATIVE AUTHORITY

The Municipal Act permits municipalities to pass By-laws to establish policies under spheres of jurisdiction.

3.0 DEFINITIONS

“Authorized Personnel” Municipality of Mississippi Mills employees, contractors and agents whose duties require them to operate Video Surveillance Equipment and/or access Video Surveillance Equipment information and records;

“CAO” means the Chief Administrative Officer for the Municipality of Mississippi Mills;

“Clerk” means the person so appointed by the Council of the Corporation of the Municipality of Mississippi Mills;

“Department Head” means the persons so appointed by the Council of the Corporation of the Municipality of Mississippi Mills to lead a municipal department.

“Municipal Facility” means any building, infrastructure, land, vehicle or asset owned, leased or in the possession care and control of the Municipality;

“Municipal Property” means any asset owned by the Municipality;

“Record” means a record created any time information collected through Video Surveillance Equipment has been preserved electronically or otherwise. It includes Video Surveillance Equipment recordings or images that have been saved to a computer, a computer disk (CD), a

USB flash drive or any other device used to store or transfer information or images captured by Video Surveillance Equipment.

“Video Surveillance Equipment” means any physical, mechanical, electronic, digital or wireless device or apparatus such as cameras, monitors and recording devices used to observe and/or record actions or events in a certain area.

4.0 SCOPE

- 4.1 The Municipality recognizes the need to strike a balance between an individual’s right to privacy and the Municipality’s duty to promote a safe environment for all employees and users of Municipal facilities and to protect the Municipality’s infrastructure.
- 4.2 The procurement and installation of video cameras and monitoring equipment must be strictly controlled. As such, all video cameras, audio recording equipment and monitoring equipment procurement and installations will be administered by the respective Department Head.
- 4.3 The installation, use and monitoring of all video cameras and monitoring equipment complies with the applicable legislation including but not limited to the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) and the Information and Privacy Commissioner (IPC) of Ontario’s Guidelines for the Use of Video Surveillance.

5.0 APPROVAL FRAMEWORK

- 5.1 The respective Department Head shall be responsible for justifying the use of video surveillance as per the terms outlined below.
- 5.2 The CAO shall be responsible for approving the installation of video surveillance equipment.
- 5.3 Before video surveillance equipment is installed on a municipal facility, asset or property alternative solutions should first be explored. If it is determined by the Department Head that no alternative solution is available, the use of the video surveillance system shall be justified per section 28(2) of MFIPPA and on the basis of:
 - 5.3.1 enhancing the protection and safety of employees and the general public;
 - 5.3.2 incidents of crime
 - 5.3.3 safety concerns;
 - 5.3.4 reducing, deterring, and investigating incidents of vandalism or criminal activity;

5.3.5 Investigating incidents, claims or complaints and

5.3.6 protecting property and assets.

6.0 LOCATION

6.1 The cameras will be installed in designated areas within the Municipality.

6.2 Privacy intrusion from video surveillance shall be minimized, no camera will be placed so that it views into an area where individuals have a greater expectation of privacy, such as but not limited to: washrooms, change rooms or private buildings.

7.0 HOURS OF OPERATION

Video Surveillance Equipment may be in operation at any time. While Video Surveillance Equipment cameras are continuously recording, they are only periodically monitored by Authorized Personnel.

8.0 PUBLIC AWARENESS OF CAMERAS

Signs will be posted in appropriate areas, either at the entrance to the area being monitored (e.g. on the door entering a Municipal facility) or in close proximity to the camera informing the employees and the general public that the area is or may be under surveillance. The sign shall state that the surveillance is being conducted.

9.0 LIMITING USE, DISCLOSURE AND RETENTION OF PERSONAL INFORMATION

9.1 Only authorized personnel who are authorized by the Municipality shall have access to the monitors or to the recordings made through video and audio surveillance.

9.2 The information collected through video and audio shall only be used:

9.2.1 to assess the effectiveness of safety and security measure taken at a particular facility;

9.2.2 to investigate an incident involving the safety and security of people, facilities or assets;

9.2.3 to investigate incidents, claims or complaints;

9.2.4 to provide evidence as required to protect the Municipality's legal rights; or

9.2.5 to investigate an incident involving an insurance claim.

- 9.3 Personal information contained on the recordings shall not be used or disclosed for purposes other than those for which it was collected, except with the consent of the individual, or as required by law.
- 9.4 Recorded information from video surveillance equipment shall be under the custody and control of the Municipality and are therefore subject to the Municipal Freedom of Information and Protection of Privacy Act and other applicable law.

10.0 CONFIDENTIALITY

Video camera monitoring of Municipal facilities shall be conducted in a professional, ethical and legal manner, and information obtained is to be kept in strictest confidence and retained in a locked area in a secure place that is only accessible to limited authorized personnel.

11.0 ACCESS PROCEDURES

- 11.1 In accordance with the MFIPPA access to records created by video surveillance is restricted. Access is limited to authorized personnel:
 - 11.1.1 Individuals responsible for the operation and administration of the system
 - 11.1.2 Individuals who have a legitimate need to access the information for one of the justified reasons for the installations of the surveillance system
 - 11.1.3 Individuals whose request for access under MFIPPA has been granted.
- 11.2 When access to a record is given, the Municipality shall maintain a log documenting who has accessed and viewed recordings of surveillance, if the surveillance has been disclosed and the authority under which the surveillance has been disclosed.

12.0 SAFEGUARDS

- 12.1 All records of surveillance shall be destroyed in such a manner as to prevent retrieval or reconstruction as per the Municipal retention schedule.
- 12.2 Records of surveillance that have been used by the Municipality in relation to an ongoing investigation by the Municipality or law enforcement officials shall be retained as per the Municipal retention schedule.
- 12.3 If the incident appears to be criminal in nature, the Chief Administrative Officer or his designate will contact the appropriate law enforcement official, who will review the

recording in his presence. If necessary and lawful, the Chief Administrative Officer will turn a copy of the recording over to law enforcement officials.

- 12.4 If a copy of a recording must be made for evidentiary purposes, it must be copied onto a permanent storage medium such as a CD, DVD or other storage component and physically labeled with the date, time and location of the recorded incident. No copies of monitoring files, other than those needed for back-ups or evidentiary purposes, may be made.

13.0 AUDITS

- 13.1 The Municipality may require that periodic audits are conducted to ensure compliance with this policy.
- 13.2 The results of each audit will be documented and will be available to the general public.

14.0 ENFORCEMENT

- 14.1 All Municipal staff including, employees, contractors and management shall comply with this policy.
- 14.2 Any breach or violation of this policy by Municipal staff including, employees and management may subject the person who breached or violated the policy to discipline, taking into account all the circumstances of the violation or breach.
- 14.3 In the event of an inadvertent security or privacy breach(s), the Chief Administrative Officer shall investigate the circumstances of the breach and prepare a written report as to the cause of the breach and remedies to ensure that the breach is not repeated. Breach report to be tabled with Council.
- 14.4 Any individual who wishes to comment on or challenge any aspect of the within policy shall submit their comments or complaints in writing to the Chief Administrative Officer who shall conduct an investigation and reply in writing to the individual within a reasonable period of time.
- 14.5 If the reply from the Chief Administrative Officer is not satisfactory to the individual they may submit their objections to the Municipality by writing to the Office of the Municipal Clerk.

Approved by Council: Date	Resolution No.
---------------------------	----------------

Appendix I



VIDEO SURVEILLANCE JUSTIFICATION FORM

Date

Department

Department Head

Location of proposed installation of video surveillance equipment
(provide map if possible)

Provide background into reason for video surveillance equipment

Identify potential alternative solutions that have been explored and reasons why they are not suitable or viable.

--

Video surveillance is permitted if it falls under the following reasons:
(please check all that apply)

1. To enhance the protection and safety of employees and the general public;	
2. To limit incidents of crime	
3. To address safety concerns;	
4. To reduce, deter, and investigate incidents of vandalism or criminal activity;	
5. To Investigate incidents, claims or complaints and	
6. To protect property and assets.	

Please indicate what measures will be taken to ensure the safekeeping of all records collected under this policy.

--

Approved by CAO

Signature:

Date:

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Niki Dwyer, Director of Planning
SUBJECT: **Site Plan Control –Wojtyniak and Shivkumar
Pt Lt 10 and 11 Plan 6262; being Part 1 and 2 27R-5296
Almonte Ward, Municipality of Mississippi Mills
Roll: 0931-030-040-02001-0000**

OWNER/APPLICANT: Danielle Wojtyniak and Peter Shivkumar

RECOMMENDATION:

That Council approve the site plans for the property described as 0931-030-040-02001-0000 on Elgin Street;

And that the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

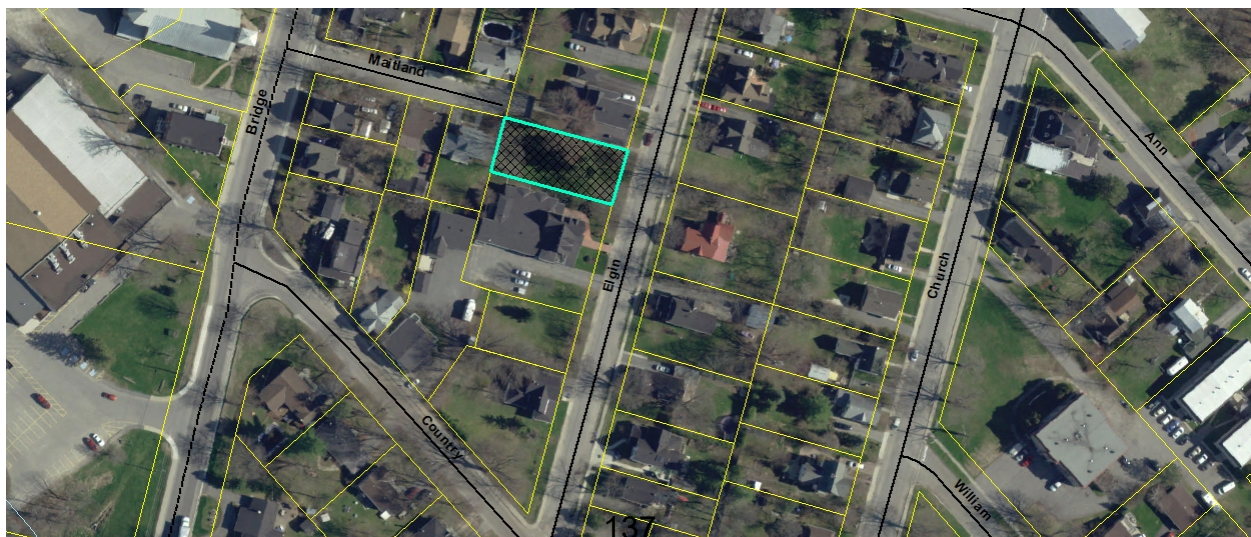
SITE PLAN CONTROL APPLICATION SUMMARY

The owners have filed a Site Plan Control application for the construction of a duplex dwelling on the vacant land known municipally at 0931-030-040-02001-0000. The proposed construction will be subject to the development provisions of the Residential Second Density (R2) Zone and will be serviced by municipal sewer and water.

LOCATION AND DESCRIPTION OF SUBJECT LANDS AND SURROUNDING AREA

The subject lands are located on the north side of Elgin Street, approximately 120m east of Country Street, in Almonte Ward. The lands are legally described as Parts 1 and 2 on Reference Plan 27R-5296. The lot is 777.1m² in area with 15.66m of frontage on Elgin Street. The Community Official Plan designates the lands as “Residential”.

Figure 1 – Site Location



COMMUNITY OFFICIAL PLAN (COP)

The subject lands are designated “Residential” in the local Community Official Plan, which aims to direct development to provide for a broader range of housing options in terms of housing types and rental opportunities. The goal of residential land use policies is to “*promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community.*” The proposed development introduces a low-density alternative housing type on a street that is predominantly single-detached dwellings. The development would fulfil the following objectives:

Objectives

1. *Promote and support development which provides for affordable, rental, and/or increased density of housing types.*
4. *Direct the majority of new residential development to areas where municipal sewer and water services are/will be available and which can support new development.*
5. *Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of design.*

Municipal servicing (both water and waste water) already exists in the neighbourhood and capacity exists in the Elgin Street lines for a tie-in. This application is a classic example of an infill development on a lot of record in an established neighbourhood.

The proposed development is occurring in an area of town where the majority of dwellings have been constructed in the pre-war era and are located on large mature lots. The dwellings are almost exclusively single detached dwellings and predominantly two storeys in height.

3.6.5 Range of Housing Types

1. *The [Municipality] shall support a wide range of housing types, zoning standards and subdivision design standards.*
2. *The [Municipality] has established the following housing mix targets:*

<i>Low density</i>	<i>-</i>	<i>70%</i>
<i>Medium density</i>	<i>-</i>	<i>30%</i>
3. *Low-density residential development shall include single-detached, semi-detached, duplex, converted dwellings, and triplex housing. In general, the gross density for low-density residential development shall be 15 units per hectare (6 units per acre).*

The proposed semi-detached dwelling provides a low density development in the neighbourhood representative of a net density of approximately 25.7 units per ha. The gross density of the existing neighbourhood is low (9.3 units per hectare) at this time.

ZONING BY-LAW

The subject property is zoned “Residential Second Density (R2)” within the Municipality’s Zoning By-law #11-83. The R2 Zone allows for semi-detached dwellings, as well as related accessory uses. The R2 Zone contains various development standards. The following table outlines the associated zoning provisions and the proposed development specifications.

Development Standard	R2 Provisions	Proposed
Lot Area, min. (m ²)	460	777.1
Lot Frontage, min. (m)	15	18.4
Front Yard, min. (m)	6	5.87
Side Yard, min. (m)	1.2	1.27/1.2
Rear Yard, min. (m)	7.5	7.58
Building Height, max. (m)	11	8.84
Lot Coverage, max. (%)	40	28.8
Dwelling Unit Area, min. (m ²)	65	224.5

The front yard setback has been reduced in accordance with the Zoning Bylaw Provisions for an Established Building Line on the street (Section 8.6). This provision allows for new infill dwellings to be constructed closer to the street and in line with other dwellings, where the setback of the day would have been nonexistent or less than the conventional 6m setback. 6m standards came into place in post-war development where the need from front yard parking for vehicles needed to ensure adequate yard space leading up to the garage to provide sufficient room for a vehicle to park. As this neighbourhood was developed closer to the early 1900’s, the houses on the street are located significantly closer to the streetline and parking is provide in side or rear yards of the dwellings.

Staff believe that it is appropriate and desirable to permit the encroachment to align the dwelling with adjacent homes on the street.

REVIEW

Comments received based on the circulation of this application have been summarized below:

INTERNAL CIRCULATION

Acting CAO: No concerns or objections.

Chief Building Official: Specific monitoring systems will be required in the garage in response to Fire’s comments respecting CO detection.

Director of Roads and Public Works: All comments on the plans have been satisfied.

Fire Chief : No issues from Fire with respect to any reason why this shouldn’t be approved. The assumption being a new build would be compliant with current

smoke and CO building codes. We would want to pay special attention to the underground parking aspect of the design for fire/CO detection.

Recreation Coordinator: No concerns or objections.

EXTERNAL AGENCY CIRCULATION:

Enbridge: Please advise owner to contact the utility company at time of connection.

LGL Health Unit: No comments.

Mississippi Valley Conservation Authority: No comments

Parking

The Zoning By-law requires two (2) parking space for the development. Adequate parking has been provided in an underground garage for up to 4 vehicles. As such the application meets the minimum parking requirements of the Zoning Bylaw.

Servicing and Grading

The Department of Roads and Public Works has reviewed the submitted documents for the Site Plan Control Application and has suggested revisions and amendments to reflect appropriate grading across the site. The Director has signed off on the final submitted plans.

Landscaping

The current site has been levelled and cleared, resulting in the removal of any prior mature vegetation. The site plan drawing submitted by the applicant indicates that one (1) tree is proposed to be located on the front property line. The Site Plan Agreement will reference the approved tree species for inclusion in the project as well as planting parameters.

Building Configuration/Façade

The proposed infill is a modern and unconventional development by Almonte standards. The construction notably features underground parking below the back section of the dwelling. The parking area is accessed by a concrete ramp running along the western property line and beside the dwelling.

The dwelling itself is split vertically into two separate units (front and back). The back unit is a two story with full height dormer roof on top of the second story. The front unit is more to scale and proportion of the dwellings across the street and exhibits a single story + loft construction in a 1 ½ story form. The front façade has a large open air porch within the eaves of the 1 ½ story roof form and a front wall of floor to roof windows. The façade has also been accented with modern exposed structural beams to frame the front porch.

Front doors for the dwellings are located on the front façade wall of the back dwelling and on the side of the front dwelling. Both are accessed by a common landscaped walkway between the dwelling and the driveway ramp.

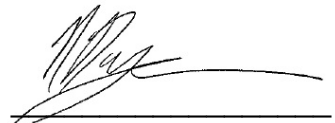
The design is a modern interpretation of the massing and features of many of the Victorian era dwellings on the street. While it features many of the conveniences of 21st century living (parking, outdoor living spaces, in-ground pool) from the street the dwelling does not over shadow or dominant the landscape of the neighbourhood.

The designer has demonstrated that the proposed construction complies with the general provisions of the Municipality's Design Guidelines, while simultaneously developing a landmark within the community.

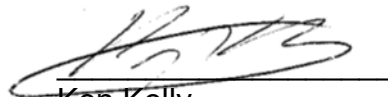
CONCLUSION

The proposed site plans satisfy the provisions of the Zoning By-Law #11-83 and is consistent with relevant planning policies of the Community Official Plan and staff recommend the approval of the application for the single detached dwelling subject to the execution of the Site Plan Control Agreement.

All of which is respectfully submitted,



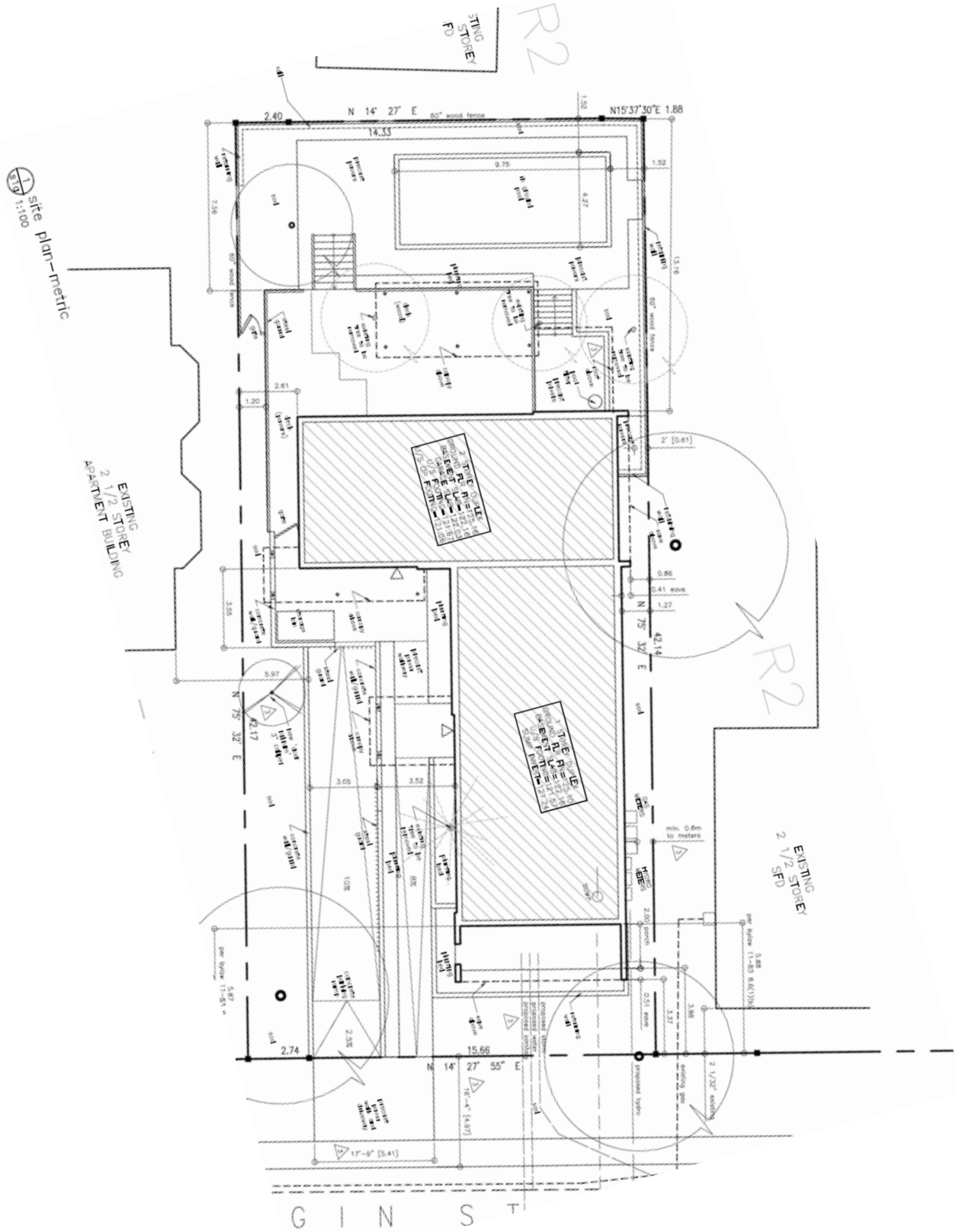
Niki Dwyer, MCIP RPP
Director of Planning



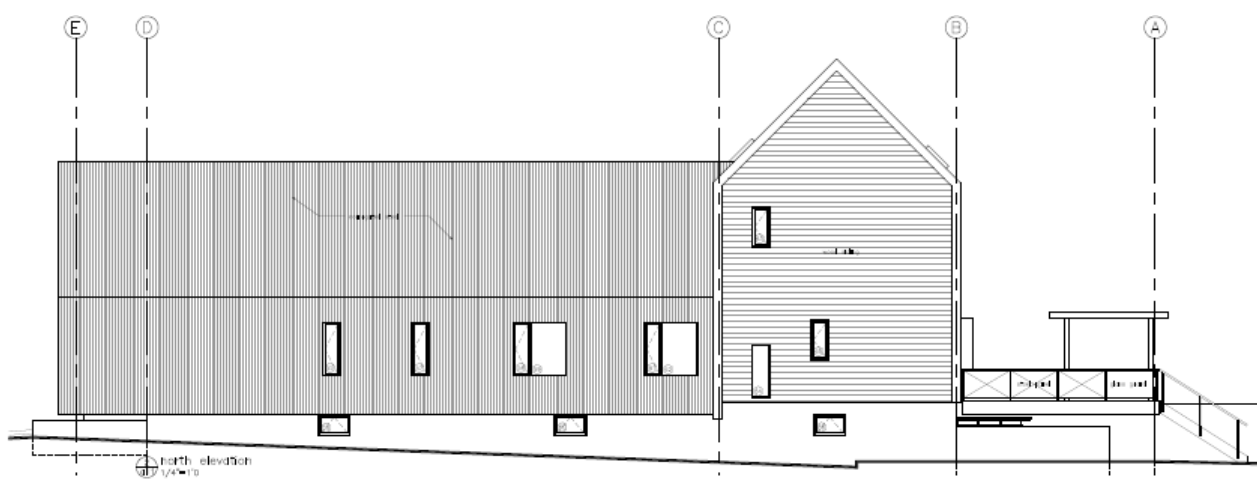
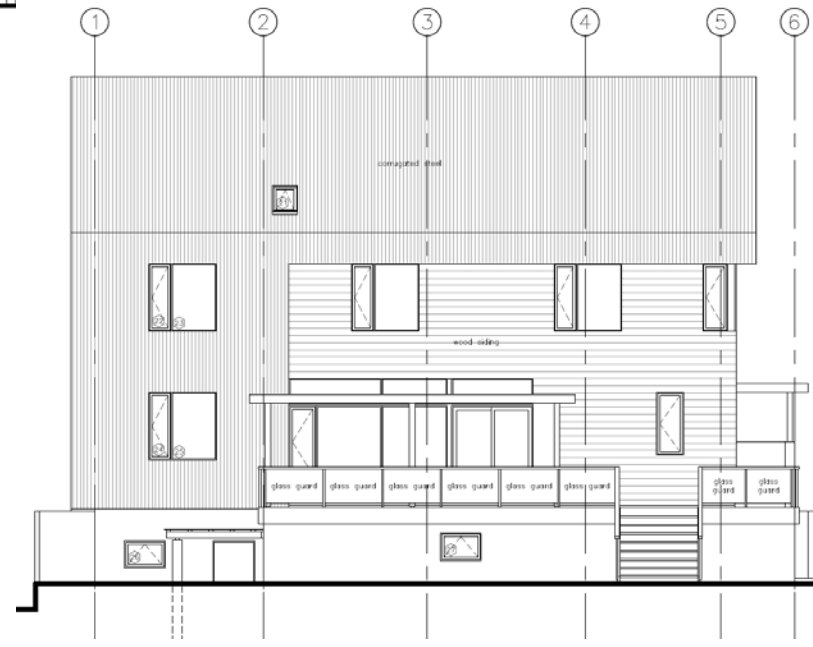
Ken Kelly,
Chief Administrative Officer

Schedule A – Site and Servicing Plan
Schedule B – Elevations
Schedule C - Mockup

SCHEDULE A – Site and Servicing Plan



SCHEDULE B – Elevations



SCHEDULE C – Mock Up



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Niki Dwyer, Director of Planning
SUBJECT: **Site Plan Control – Richon Homes
Part Lot 13 Plan 6262
Almonte Ward, Municipality of Mississippi Mills
Roll: 0931-030-040-02002-0000**

OWNER/APPLICANT: Richon Homes Inc.

RECOMMENDATION:

That Council approve the site plans for the property described as 0931-030-040-02002-0000 on Elgin Street;

And that the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement for the proposed works.

SITE PLAN CONTROL APPLICATION SUMMARY

The owners have filed a Site Plan Control application for the construction of a semi-detached dwelling on the vacant land known municipally at 0931-030-040-02002-0000. The proposed construction will be subject to the development provisions of the Residential Second Density (R2) Zone and will be serviced by municipal sewer and water.

LOCATION AND DESCRIPTION OF SUBJECT LANDS AND SURROUNDING AREA

The subject lands are located on the north side of Elgin Street, approximately 60m east of Country Street, in Almonte Ward. The lands are legally described as Part Lot 13 on Plan 6262 being, Part 1 on Reference Plan 27R-9062. The lot is $\pm 630\text{m}^2$ (0.16ac) in size with a frontage of $\pm 20.2\text{m}$ (66.3ft) on Elgin Street. The Community Official Plan designates the lands as “Residential”.

Figure 1 – Site Location



COMMUNITY OFFICIAL PLAN (COP)

The subject lands are designated “Residential” in the local Community Official Plan, which aims to direct development to provide for a broader range of housing options in terms of housing types and rental opportunities. The goal of residential land use policies is to “*promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community.*” The proposed development introduces a low-density alternative housing type on a street that is predominantly single-detached dwellings. The development would fulfil the following objectives:

Objectives

1. *Promote and support development which provides for affordable, rental, and/or increased density of housing types.*
4. *Direct the majority of new residential development to areas where municipal sewer and water services are/will be available and which can support new development.*
5. *Ensure that residential intensification, infilling and redevelopment within existing neighbourhoods is compatible with surrounding uses in terms of design.*

Municipal servicing (both water and waste water) already exists in the neighbourhood and capacity exists in the Elgin Street lines for a tie-in. This application is a classic example of an infill development on a lot of record in an established neighbourhood.

The proposed development is occurring in an area of town where the majority of dwellings have been constructed in the pre-war era and are located on large mature lots. The dwellings are almost exclusively single detached dwellings and predominantly two storeys in height.

3.6.5 Range of Housing Types

1. *The [Municipality] shall support a wide range of housing types, zoning standards and subdivision design standards.*
2. *The [Municipality] has established the following housing mix targets:*

<i>Low density</i>	<i>-</i>	<i>70%</i>
<i>Medium density</i>	<i>-</i>	<i>30%</i>
3. *Low-density residential development shall include single-detached, semi-detached, duplex, converted dwellings, and triplex housing. In general, the gross density for low-density residential development shall be 15 units per hectare (6 units per acre).*

The proposed semi-detached dwelling provides a low density development in the neighbourhood representative of a net density of approximately 32 units per ha. The gross density of the existing neighbourhood is low (9.3 units per hectare) at this time.

ZONING BY-LAW

The subject property is zoned “Residential Second Density (R2)” within the Municipality’s Zoning By-law #11-83. The R2 Zone allows for semi-detached dwellings, as well as related accessory uses. The R2 Zone contains various development standards. The following table outlines the associated zoning provisions and the proposed development specifications.

Development Standard	R2 Provisions	Unit 1	Unit 2
Lot Area, min. (m ²)	320	332	298
Lot Frontage, min. (m)	10	10.67	9.45
Front Yard, min. (m)	6	6	6
Side Yard, min. (m)	1.2	1.33	1.0
Rear Yard, min. (m)	7.5	7.5	7.5
Building Height, max. (m)	11	±4.5	±4.5
Lot Coverage, max. (%)	45	41.3	46
Dwelling Unit Area, min. (m ²)	65	145.8	144.9

The applicant has received approval for a variance from the lot area, frontage and side yard setback provisions for Unit 2. The applicant sought relief to shift the house from the centerline of the lot in order to preserve an existing and mature hedge line along the western boundary of the lot. The variance was conditionally approved by the Committee of Adjustment without appeal.

REVIEW

Comments received based on the circulation of this application have been summarized below:

INTERNAL CIRCULATION

Acting CAO: No concerns or objections.

Chief Building Official: Building elevations on the eastern façade will need to be modified to remove proposed windows.

Director of Roads and Public Works: All comments on the plans have been satisfied.

Fire Chief : No comments or concerns.

Recreation Coordinator: No concerns or objections.

EXTERNAL AGENCY CIRCULATION:

Enbridge: Please advise owner to contact the utility company at time of connection.

LGL Health Unit: No comments.

Mississippi Valley Conservation Authority: No comments

Parking

The Zoning By-law requires two (2) parking spaces for the development. Adequate parking has been provided for up to 4 vehicles. As such the application meets the minimum parking requirements of the Zoning Bylaw.

Servicing and Grading

The Department of Roads and Public Works has reviewed the submitted documents for the Site Plan Control Application and has suggested revisions and amendments to reflect appropriate grading across the site. The Director has signed off on the final submitted plans.

Landscaping

The current site has been levelled and cleared, resulting in the removal of any prior mature vegetation. The site plan drawing submitted by the applicant indicates that one (1) tree is proposed to be located on the front property line. The Site Plan Agreement will reference the approved tree species for inclusion in the project as well as planting parameters.

Building Configuration/Façade

The proposed development can be described as a post-modern bungalow. The front façade of the house is dominated by a single car garage which features transom windows and a low profile which protrudes from the front façade wall. The façade is depicted to have a mix of horizontal vinyl siding and stone veneer. A modern polished concrete block is also proposed as detail on the garage protrusion and the front porch pedestals. The side and rear of the dwelling is proposed to be clad in the horizontal siding.

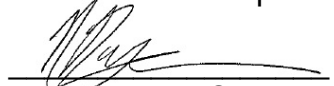
Both dwellings will have small deck areas at the rear of the buildings to provide outdoor living spaces.

Staff note that the proposed dwelling is indicative of the style of many infill homes approved in Mississippi Mills (see Appendix C) and in general the design can be found to be consistent with the municipality's Design Guidelines for residential infill development.

CONCLUSION

The proposed site plans satisfy the provisions of the Zoning By-Law #11-83 and is consistent with relevant planning policies of the Community Official Plan and staff recommend the approval of the application for the single detached dwelling subject to the execution of the Site Plan Control Agreement.

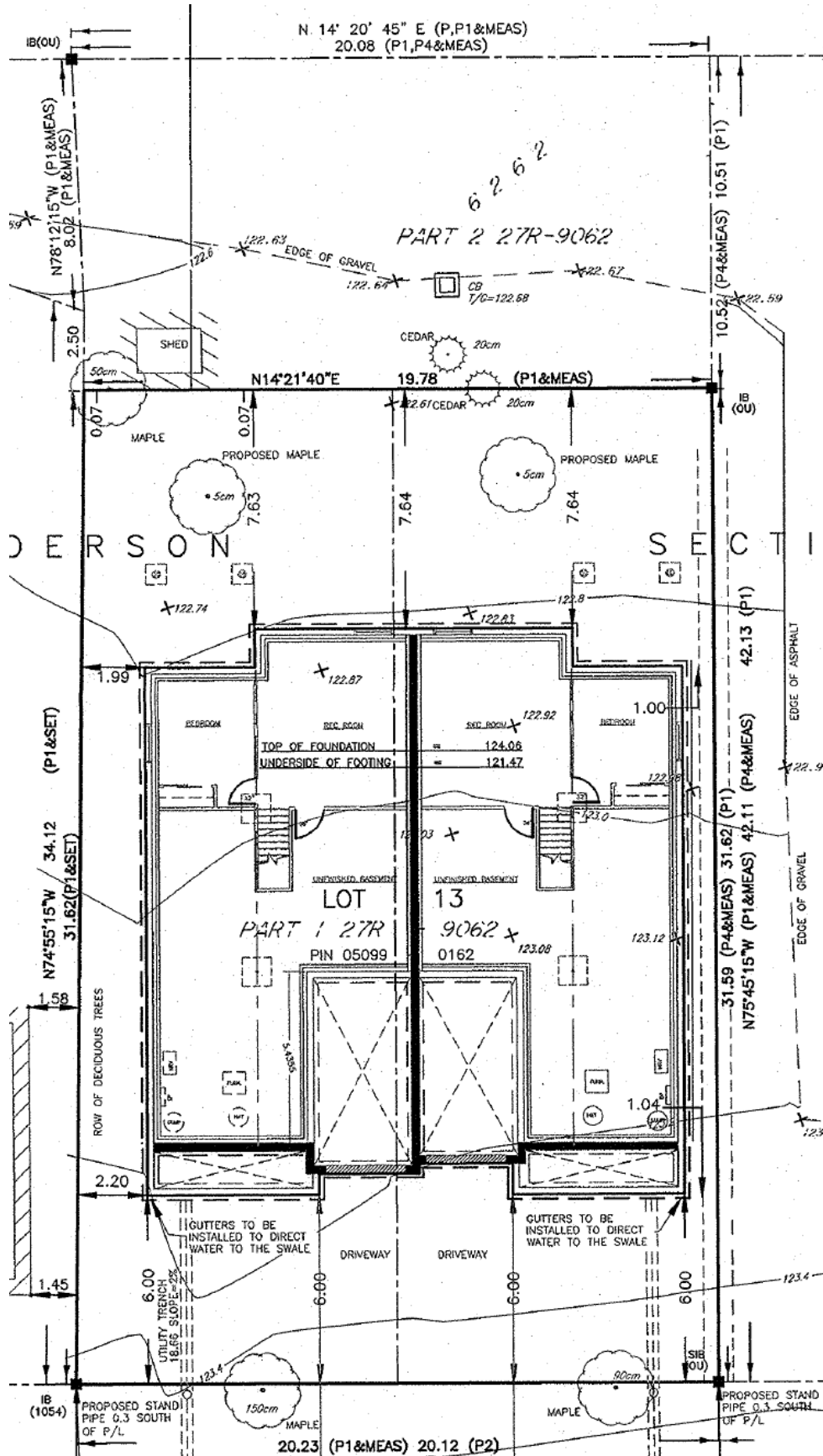
All of which is respectfully submitted,


Niki Dwyer, MCIP RPP
Director of Planning


Ken Kelly,
Chief Administrative Officer

Schedule A – Site and Servicing Plan
Schedule B – Elevations
Schedule C - Mockup

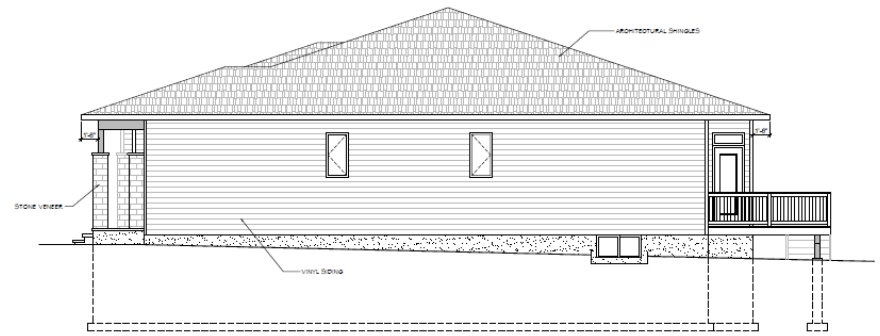
SCHEDULE A – Site and Servicing Plan



SCHEDULE B – Elevations



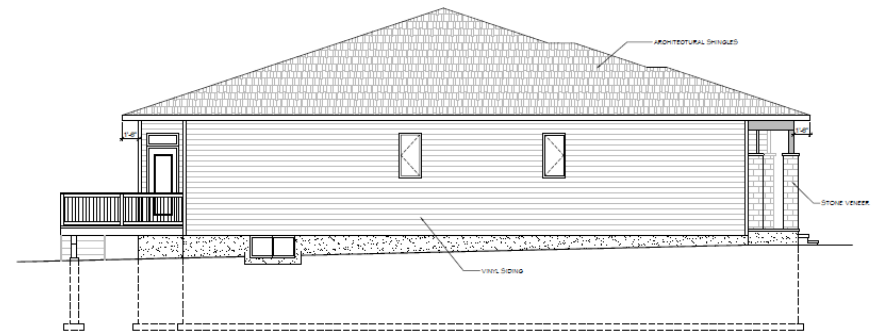
1-1
FRONT ELEVATION



1-1
RIGHT ELEVATION



2-2
REAR ELEVATION



1-1
LEFT ELEVATION

GUARDS ARE REQUIRED WHERE THERE IS A DIFFERENCE IN ELEVATION OF MO
BETWEEN THE WALKING SURFACE AND THE ADJACENT SURFACE (3.8.8.1), OUP

GUARDS ARE REQUIRED WHERE THERE IS A DIFFERENCE IN ELEVATION OF MORE THAN 23-5/8"
BETWEEN THE WALKING SURFACE AND THE ADJACENT SURFACE (3.8.8.1). GUARDS SHALL CON
TO THE LOADING CRITERIA IN PART 4 OF THE CBC OR BE CONSTRUCTED AS SET OUT IN THE OI
AND SUPPLEMENTARY STANDARD SB-7. FOR METAL GUARD SUPPLIERS SHOP DRAWINGS MU
CERTIFIED FOR DESIGN INSTALLATION CONFORMING TO CBC 4.1.5.15 AND 3.8.8.

SCHEDULE C – Mock Up



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: August 13, 2019
TO: Committee of the Whole
FROM: Niki Dwyer, Director of Planning
SUBJECT: **Request for Concurrence Telecommunications Tower Telecommunications Review Protocol**
OWNER/APPLICANT: Rogers Communication

RECOMMENDATION:

That Council authorize staff to provide a letter of concurrence conditional on the execution of a Development Agreement specifying fencing requirements and provisions for the use of the unopened municipal road, for the proposed location of a 45m tall radio communications tower at the property known municipally as 195 Water Street to Rogers Telecommunications;

And that Council approve the Telecommunications Review Protocol as presented;

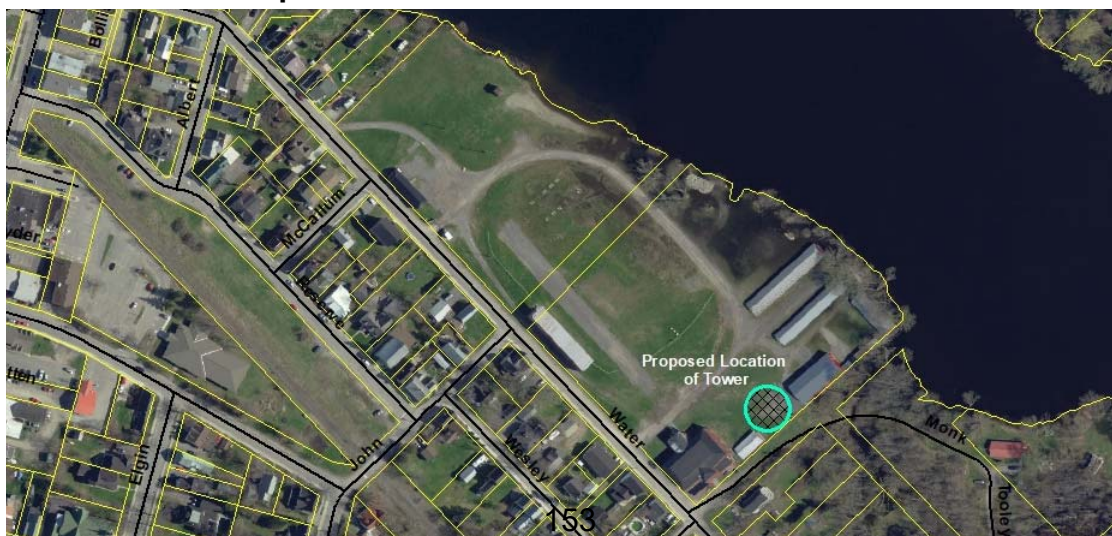
BACKGROUND:

Rogers Communications Inc (“Rogers”) has publically circulated an application via Innovation, Science and Economic Development (“ISED”) (formerly Industry Canada) for the installation of a 45m telecommunications tower to provide local subscribers with enhanced 3.5G wireless network coverage (coverage maps found in Schedule A).

In order to finalize the application for permitting approval with ISED, Rogers requires a *Letter of Concurrence* from the local municipality. If Roger’s does not receive a letter of concurrence, ISED has indicated that it will intervene to mediate an appropriate location or siting designs for a tower in the community.

The proposed “monopole” will be located at 195 Water Street in Almonte, locally known as the Fair Grounds.

Figure 1 – Context Map



Rogers has indicated that the proposed site is the most appropriate location within the defined search area due to its municipal zoning; interest in collaboration from the property owner (North Lanark Agricultural Society); setbacks to defined sensitive uses (ie schools); line-of-sight requirements and interaction with existing radio base stations.

Within the search area, Rogers has concluded that there are no locations for sharing infrastructure of feasible rooftops/watertowers for which to co-locate the antenna.

Figure 2 – Search Area (provided by Rogers)



There are presently two structures providing cellular coverage to Almonte Ward: Martin Street and Rea Road. Both locations have been deemed to be inappropriate for the use of additional coverage within the service area.

Figure 3 – Existing Towers (provided by Rogers)



CONSULTATION AND PUBLIC COMMENTS

In accordance with the ISED notifications protocol, Rogers has circulated notice of the proposed development to all property owners within 135m of the leased property area and posted notice in the local newspaper. Rogers has demonstrated that the minimum circulation requirements of the agency have been satisfied. ISED permits local municipalities to adopt their own notifications standards and protocols, however at this time Mississippi Mills has no such standard.

In response to the circulated proposal, the Municipality provided several comments and considerations for further review by Rogers, including:

1. The identification of the Fair Grounds as a heritage designated property under the Ontario Heritage Act;
2. The unopened and unmaintained status of the roadway (Monk Street) which Rogers proposed to use for access to the tower;
3. The maximum geodetic height requirement of the site in relation to the Almonte General Hospitals helipad per the Municipal Zoning Bylaw;
4. The general inconsistency of the appropriateness of the site given the adjacent Residential uses in the area;
5. Inconsistencies in the information circulated to residents regarding the proposed tower (ie. Inappropriate address and site identification, description of the lands, contact information for municipal staff);
6. Confirmation of service area improved by the location;
7. Confirmation of the study area for potential siting's;
8. Appropriate investigation and documentation of compliance requirements (ie. Environmental Assessments and Health Canada Code 6 provisions)

Rogers has provided correction and clarity of items 4-8, which have satisfied staff's questions. They have indicated that item 3 is superseded by Transport Canada height and siting requirements and that items 1 and 2 could be satisfied through siting requirements such as wooden opaque fencing and the execution of a Use Agreement with the Municipality. Staff recommend that the latter be subject to a Development Agreement.

Comments from the public as a result of the circulation have also been disclosed to the Municipality for consideration. Rogers received written comments from nine residents, all of whom indicated concerns with the proposed location of the tower highlighting the following considerations:

1. Impact of the tower on migratory birds known to nest in the adjacent Provincially Significant Wetland and Mississippi River;
2. Reduced property values associated with the presence of the tower;
3. Health impacts associated with the antenna;
4. Request for confirmation of other considered locations;

5. Consideration of the impact of the tower on the heritage attributes of the property.

Rogers has indicated that ISED has ruled concerns regarding property values and safety of the tower to be “not relevant” for response¹.

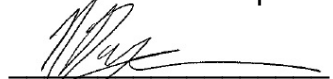
The circulation and evaluation of the proposed tower location has highlighted the need for the Municipality to adopt a Telecommunications Review Protocol to ensure thorough consultation and siting expectations for future proposals. Staff have included a draft of such policy for adoption by Council, based on similar policies used by the City of Ottawa.

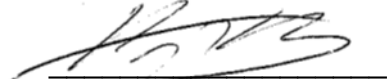
CONCLUSION

Staff are satisfied that pending the execution of a Development Agreement requiring the erection of wooden fencing consistent with the heritage aesthetic of the property and a Use of Municipal Road agreement, the proposed location of the tower is indeed the most appropriate site within the service area defined.

The need for enhanced wireless and broadband coverage within the community has long been noted by Council and suggested as a strategic priority. While this particular location will have limited improvements in the rural area where cellular coverage is notably low or absent, it does provide a marked improvement to the populous areas of Almonte Ward.

All of which is respectfully submitted,


Niki Dwyer, MCIP RPP
Director of Planning

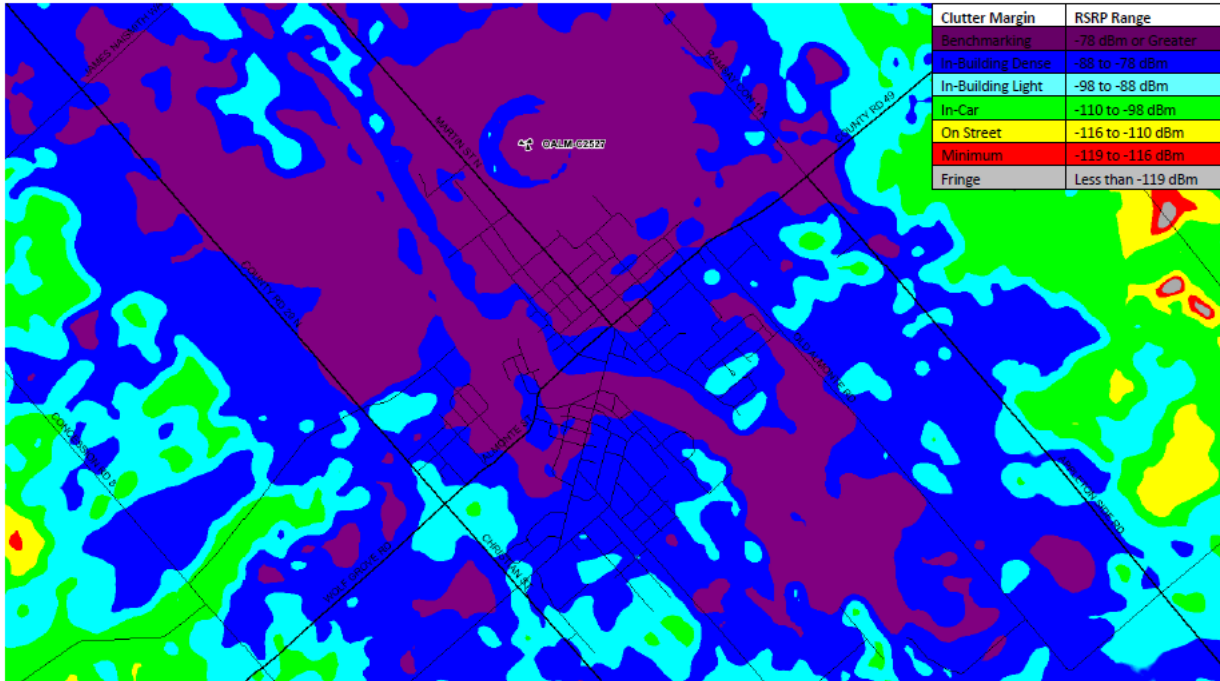

Ken Kelly,
Chief Administrative Officer

Schedule A – Coverage Maps
Schedule B – Mock Up of Tower’s Visual Impact
Schedule C – Telecommunications Protocol

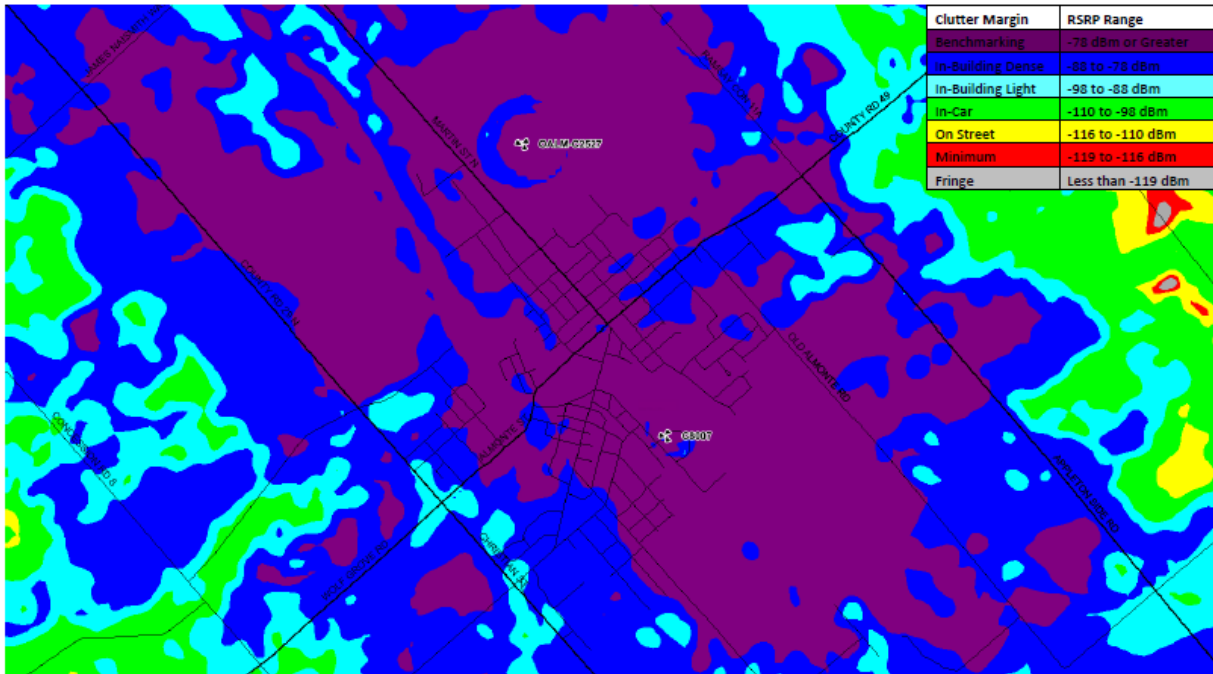
¹ Radiocommunications and Broadcasting Antenna Systems – Client Procedures Circular (CPC-2-0-03) (Industry Canada)

SCHEDULE A – Coverage Maps (Provided by Rogers)

Existing LTE RSRP Plots



After LTE RSRP Plots- 45m Monopole



SCHEDULE B – Mock up of Towers Visual Impact (Provided by Rogers)

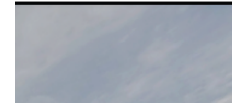


SIMULATION #1
May 2019

This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.



C8007 - SPRING ST. & CLINTON ST.
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 505 METRES



SIMULATION #3
May 2019

This illustration is a visual simulation. The end result, upon construction of this telecommunications tower, could differ from the illustration.



C8007 - SPRING ST. & CLINTON ST.
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 69 METRES



C8007 - SPRING ST. & CLINTON ST.
APPROXIMATE DISTANCE BETWEEN THE PROPOSED INSTALLATION AND THE VIEWPOINT : 208 METRES





TELECOMMUNICATIONS TOWER AND ANTENNA CITING REVIEW PROTOCOL

1.0 Introduction

Radiocommunication and broadcasting antenna systems are federal undertakings regulated by Innovation, Science and Economic Development (ISED) (formerly Industry Canada). Antenna systems include the antenna, and may include a supporting tower, mast or other supporting structure, and an equipment shelter.

ISED requires proponents of proposals for new or modifications to existing antenna systems, to consult with municipalities and the public. Industry Canada's public and municipal consultation requirements are set out in CPC-2-0-03 entitled *Radiocommunication and Broadcasting Antenna Systems*, and provide that proponents must follow the consultation process put in place by the municipality where one exists. Under Section 6 of CPC-2-0-03 proponents of certain types of antenna system development are not required to consult with the municipality and the public.

This Municipal Concurrence and Public Consultation Process for Antenna Systems provides the Municipality meaningful involvement in the location and design of antenna systems by affording the ability for purposeful and relevant input. Guidelines and criteria for the siting and design of new or modifications to existing antenna systems not otherwise exempt are set out, as well as requirements for proponent driven consultation with the public and the Municipality.

At the conclusion of the consultation process Council can provide their concurrence, conditional concurrence, or in instances where for example the proposal is considered unsupportable due to size, location or poor design, their non-concurrence for each proposal.

Final approval for the siting and design of an Antenna System rests with ISED. In addition to requiring public and municipal consultation ISED requires proponents to comply with the following:

- Transport Canada's lighting and marking requirements;
- NAV Canada's aeronautical safety requirements;
- Health Canada's safety guidelines regarding limits of exposure to Radiofrequency Electromagnetic fields, commonly known as *Safety Code 6*;
- The Canadian Environmental Assessment Act, where required;
- ISED's immunity criteria dealing with the minimization of malfunctioning of electronic equipment in the local surroundings; and,

- CPC-2-0-17 - Conditions of License for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements.

2.0 Scope of Protocol

This process distinguishes between antenna systems used solely for personal use by residents, such as for amateur radio, and all others. This distinction recognizes limitations in the size and scale of antenna systems used by residents, and the means available to a resident to undertake extensive consultation. As such the process introduces separate siting and design guidelines, as well as submission and public consultation requirements for antenna's used solely for personal use, different than those for all other antenna systems.

2.1 Exemptions

All proposals for new or modifications to antenna systems or residential use antenna systems (RUAS) are subject to this process except for the following:

1. proposals for new RUAS provided the proposal;
 - a. is a satellite dish less than or equal to 1 metre in diameter which does not have a supporting tower and is attached directly to a building or structure by means of an arm and a bracket; or
 - b. complies with all of the applicable guidelines set out within Part 3.1 and is not expected to contain medium or high white intensity lighting for the purposes of satisfying Transport Canada requirements;
2. proposals for temporary antenna systems or RUAS installed for no longer than six months;
3. maintenance of an antenna System's painting or lighting in order to comply with Transport Canada's requirements;
4. maintenance of existing radio apparatus including the antenna, transmission line, mast, tower or other antenna-supporting structure;
5. proposals for new ground mounted antenna systems including masts, towers or other antenna-supporting structure, with a height of less than 15 metres above ground level;
6. proposals for the addition to, reconstruction of, or modification of a RUAS or an antenna system provided the addition, reconstruction or modification does not result in an overall height increase above the existing antenna system or RUAS of 25% or more of its original height; and,
7. proposals for rooftop or structure mounted antenna systems that do not result in an overall height increase above the existing building or structure of 25% or more of the original height of the building or structure.

It is recommended that proponents consider and incorporate the siting and design guidelines contained in Part 3, even if exempt pursuant to this part.

3.0 Site Section and Design Guidelines

3.1 Residential Use Antenna Systems (RUAS)

The purpose of these guidelines is to encourage the development of RUAS in a manner which mitigates the visual impact on the adjacent property owners.

A proponent of an RUAS proposed on a lot less than 1 acre in size should ensure the RUAS:

<p>a) If located within the front yard:</p> <ol style="list-style-type: none">1. Contains only a self-supporting (non-guyed) mast or pole with a diameter no greater than 3 inches at its widest point and used solely for a wire antenna;2. is less than 15 metres in height; and,3. is set back at least 1.5 metres from all lot lines;
<p>b) If located within a side yard, including the extension of a corner side yard into a rear yard:</p> <ol style="list-style-type: none">1. is set back at least 1.5 metres from all lot lines;2. is less than 15 metres in height; and,3. does not consist of a guyed or lattice tower, unless the tower abuts and is attached to the principal building;
<p>c) If located within the rear yard, excluding the extension of a corner side yard into a rear yard:</p> <ol style="list-style-type: none">1. is less than 18 metres in height; and,2. is set back at least 1.5 metres from all lot lines if less than 16 metres in height; or3. is set back an amount equal to a quarter of its height if 16 metres or more in height; and,
<p>d) A wire antenna, not including a tower, need not comply with (a) through (c) above</p>
<p>e) if located on the roof of the principal building:</p> <ol style="list-style-type: none">1. is less than 16 metres in height, and if 15 metres or more in height:<ol style="list-style-type: none">i. is located on that half of the roof closest to the rear yard; and,ii. is setback from all lot lines at least 1.5 metres; or2. if the building is greater than 3 storeys in height, the RUAS does not exceed a height equal to 25% of the existing height of the building.

A proponent of an RUAS proposed on a lot at least 1 acre, but less than 5 acres in size should ensure the RUAS:

- | |
|---|
| a) is no higher than an amount equal to the lot width to a maximum of 29 metres; |
| b) if it includes a guyed or lattice tower, is located outside of the required front yard; and, |
| c) is set back from all lot lines an amount equal to a quarter of its height; |

A proponent of an RUAS proposed on a lot 5 acres or more in size should ensure the RUAS is:

- | |
|---|
| a) no higher than 29 metres; and, |
| b) setback from all lot lines an amount equal to a quarter of its height; |

In all instances a proponent of an RUAS should:

- | |
|--|
| a) ensure the RUAS carries no advertising, flags (unless a flagpole is being used as a tower), graphics or other such devices, as well as permanent lighting above five metres; |
| b) avoid placement of an RUAS within: <ol style="list-style-type: none">1. Natural Environment Areas, Significant Wetlands or Urban Natural Features as shown on Schedules A & B of the Official Plan;2. Any 1:100 year flood plain, and Unstable Slopes shown on Schedule K of the Official Plan;3. significant habitat of endangered and threatened species as defined in Section 4.7.4 of the Official Plan; and,4. 30 metres to the normal high water mark or 15 metres to the top of the bank of any water course or water body, whichever is greater. |

Where a proposal for an RUAS does not conform to all of the applicable guidelines above, it should be designed so as to mitigate negative impacts on the surrounding properties and the environment, including but not limited to decreasing the size and visibility of the RUAS, or selecting an alternate location on the property. To reduce the scale and visual impact mitigation measures could include the installation of screening and landscaping, the application of appropriate design features, colour and materials. Non-reflective surfaces and neutral colours that blend with the surrounding should be used

3.2 Antenna Systems

The purpose of these guidelines is to:

- minimize the number of new towers associated with antenna systems by encouraging co-location and the use of existing infrastructure, where appropriate;
- minimize their impact on residential communities by encouraging the placement of antenna systems outside of residential communities;
- minimize their impact on natural and human heritage features as well as sensitive land uses; and,
- promote their integration, to the extent technically feasible, into their surroundings by reducing their visual impact.

Antenna systems should have minimal impact on living areas and areas of historical or environmental significance. In general, the Municipality prefers that antenna systems not locate in or near residential areas and that proponents explore opportunities for co-location and the placement of antennas on existing towers, buildings or structures.

However, where an antenna must be located in or near a residential area, the use of unobtrusive towers such as monopoles or the use of stealth design techniques may be preferable to the co-location of the antenna on an existing tower, building or structure.

3.2.1 Site Selection

When selecting a site for an antenna system a proponent should:

1. attempt to co-locate the antenna on an existing tower or place it on a building or structure before constructing a new tower;
2. maximize the distance of new towers from residential zones, residential use and mixed use buildings;
3. avoid placement of an antenna system within:
 - a. Natural Heritage Features as identified in the Official Plan;
 - b. Any 1:100 year flood plain and Unstable Slopes identified in the Official Plan or as identified through a site specific geotechnical investigation
 - c. significant habitat of endangered and threatened species as defined in the Official Plan; and,
 - d. 30 metres to the normal high water mark or 15 metres to the top of the bank of any watercourse or water body, whichever is greater.
4. ensure that new towers and equipment shelters are setback an appropriate distance from lot lines;
5. avoid placement of an antenna system within the Heritage Conservation District, and if for technical reasons the antenna system must be located within the Heritage Conservation District take steps to minimize the antenna system's visual impact;
6. avoid placement of an antenna system on a property designated under Part IV of the Ontario Heritage Act and if for technical reasons the antenna system must be located on a property designated under Part IV of the Ontario Heritage Act take steps to minimize the antenna system's visual impact; and,

- a. minimize the impact on the natural environment and preserve where feasible existing trees and vegetation.

3.2.2 Engineering, Design and Landscaping

When designing an antenna system a proponent should:

1. where it includes a new tower and the tower is located more than 120 metres or three times the antenna system height, whichever is greater, from a residential zone, residential use or mixed use building, ensure that the antenna system is designed to provide for future co-location;
2. where the antenna must be located within 120 metres or three times the antenna system height, whichever is greater, of a residential zone, residential use or mixed use building and requires a tower because;
 - a. the antenna cannot be placed on an existing building or structure; or
 - b. co-location would increase the adverse visual impact of an existing antenna system, utilize a monopole or stealth design technique, and not design the antenna system to provide for future co-location;
3. in all instances mitigate negative impacts on surrounding uses including but not limited to the use of stealth design techniques, or decreasing the size and visibility of the antenna system so that it blends in with the surroundings to the greatest extent possible. To reduce the scale and visual impact of antenna systems, mitigation measures should include where feasible the installation of screening and landscaping, design features, structure type, colour and materials. Non-reflective surfaces and neutral colours that blend with the surroundings are to be used (though it is recognized that new antenna systems must comply with the requirements of Transport Canada and NAV Canada);
4. not include any offices, maintenance uses or indoor or outdoor storage facilities unless otherwise permitted under the Zoning By-law;
5. ensure that the antenna system is no higher than is necessary to operate effectively and safely;
6. where Transport Canada requires an antenna system be lit, limit lighting to the minimum number of lights and the lowest illumination allowable;
7. ensure that any lighting other than that required by Transport Canada meets the criteria for “full cut-off” and results in minimal spillage onto adjacent properties, generally not exceeding 0.5 foot candles;
8. provide appropriate parking, access, security, servicing, grading, and drainage;
9. ensure that the placement of any parking space or any component of the antenna system does not create or cause a situation of non-compliance with the Zoning by-law for any other use, building, or structure on the same lot;
10. where feasible, locate equipment in an existing building or structure before constructing a new equipment shelter; and,
11. when a new equipment shelter is necessary, ensure that it is attractively designed and screened from public view.

4.0 Pre-Application Consultation

Unless otherwise exempt under Part 2.1, pre-application consultation is required prior to the submission of an Application for Municipal Review and Concurrence. At the pre-application consultation meeting Municipality staff:

1. will outline the Municipality's site selection and design guidelines;
2. will discuss with the proponent the appropriateness of the selected site for, and design of the antenna system or residential use antenna system (RUAS), including all proposed works and any expected lighting requirements in light of the Municipality's site selection and design guidelines, as well as alternative siting and design options if necessary;
3. may, where it is anticipated that there will be no negative impacts associated with an RUAS, exempt the proponent from the requirements of this process and will issue concurrence or conditional concurrence in accordance with Part 10;
4. will if necessary provide the proponent with a copy of this document;
5. will explain the application submission, public consultation and review process including:
 - a. the extent of the lands to be included on the site plan or sketch; and,
 - b. the applicable public consultation requirements.

Proponents of antenna systems must bring to a pre-application meeting a map of the service area showing any existing towers within the search area and the closest residential zone, residential use or mixed use building to the base of the antenna system.

Following the pre-application consultation the Municipality shall e-mail the proponent the Applicant's Study and Plan Identification List detailing any plans, studies and / or reports that are required by the Municipality for its review of the antenna system or RUAS proposal. For the purposes of determining the required plans, studies and reports, an Application under this process is to be considered an application for Site Plan Approval under the Official Plan.

5.0 Application Submission Requirements

Unless exempt under Part 2.1 a proponent must submit an Application for Municipal Review and Concurrence comprised of the information outlined below.

5.1 Submission Requirements for Residential Use Antenna System (RUAS)

1. Site Selection / Justification Report which sets out:
 - a. the rationale for the RUAS location and its height; and,
 - b. any design elements or mitigation measures proposed in order to minimize the impact of the RUAS;
2. a sketch including the dimensions of the lot or that part of the lot on which the RUAS will be located, showing the RUAS and its distance in metres to adjacent lot lines, as well as the location of the principal dwelling, and where relevant, the location of any accessory buildings and structures; and,

3. a completed Application for Municipal Review and Concurrence including the Application fee.

5.2 Submission Requirements for Antenna Systems

1. Site Selection / Justification Report which sets out:
 - a. a map showing the area to be serviced by the antenna system and the location of all existing towers within it;
 - b. the rationale for the antenna system's location and its height;
 - c. why the antenna couldn't/shouldn't be co-located on an existing tower, or placed on a building or structure within the proponent's search area;
 - d. any alternate sites for the location of the antenna system that were investigated by the proponent, and the rationale for eliminating these sites as the preferred alternative;
 - e. any design elements proposed in order to minimize the visual impact of the antenna system;
 - f. any lighting and marking features that are anticipated to be required by Transport Canada; and,
 - g. in addition to the above, any site selection and design guidelines which have not been met, and the reasons why;
2. a photograph of the selected lot taken from the street lot line closest to the antenna system with the installation superimposed in colour showing its height, design and any expected lighting and marking features;
3. a site plan which includes the antenna system, the leased area, and those applicable elements set out in the Municipality's Site Plan Control policies;
4. any other plans, reports and studies identified on the Applicant's Study and Plan Identification List which may include landscape plans, site servicing plans grading and drainage plans, and erosion and sediment control plans;
5. scaled elevation drawings noting any expected lighting and marking features;
6. certification from an acceptable professional engineer that all lighting features other than those required by Transport Canada have been designed using only fixtures that meet Full Cut-Off Classification as recognized by the Illuminating Engineering Society of North America and that spillage onto adjoining properties will not exceed 0.5 foot candles, or an amount acceptable to the Municipality;
7. an undertaking to provide the Municipality with written confirmation of any lighting and marking required by Transport Canada;
8. any other information requested by Municipality staff; and,
9. a completed Application for Municipal Review and Concurrence including the Application fee.

Once an Application for Municipal Review and Concurrence has been submitted Municipality, staff will review the Application to ensure that all required information has been submitted, and upon verification deem the Application complete. Once deemed complete Municipality staff shall:

1. in the instance of an antenna system, provide the Ward Councillors and the Councillors of all Wards within 120 metres or three times the antenna system's height, whichever is greater, of the base of the tower with a heads-up indicating the location and nature (including the height and any expected lighting requirements) of the antenna system;
2. set out which technical agencies and public bodies (e.g., Hydro Ottawa, National Capital Commission, applicable Conservation Authority, School Board, Ministry of Transportation, Parks Canada etc.) must be consulted by the proponent;
 - a. The proponent must provide and inform any such agencies or bodies that they have 30 days to provide their comments to the proponent, and it is the responsibility of these agencies and bodies to comment within these timelines;
3. if applicable, provide the proponent with a list of those Councillors to be notified and a list of the addresses of all property owners and registered community groups to be notified pursuant to Part 6;
4. if required, identify the applicable local community newspapers in which notice is to be placed; and,
5. if required, identify appropriate venues for the Community Information and Comment Session.

A proponent of an antenna system must also notify all neighbouring municipalities within 120 metres or three times the antenna system's height, whichever is greater, measured from the base of the tower.

In addition to this Application, the proponent is responsible for securing all applicable permits or approvals from Municipality departments or other agencies, if required.

6.0 Public Consultation

Unless exempt under Part 2.1, a proponent must undertake public notification and consultation in accordance with this Part. Where notification of the public is required, the notice must be placed in an envelope and the envelope must have in bold type on its face the statement:

“Contains Information Concerning an [select one] Antenna System or Residential Use Antenna System Proposed in Your Community”

6.1 Public Consultation for Residential Use Antenna Systems (RUAS)

A proponent of an RUAS must provide written notice of the proposal to:

1. the Municipality;
2. all owners or occupants of residential property abutting the lot and directly across the street from the lot on which the RUAS is to be located.

The notification must include the following information:

3. the statement:

“I/We is/are proposing [select one] an antenna system or an addition to the existing antenna system at [insert address], which consists of the following: [insert description of proposed works including the location, colour, type and design]. Once completed the antenna system will measure [insert height] metres in height. ISED is responsible for the

approval of this antenna system, and requires that I/we review this proposal with the local municipality. After reviewing this proposal the Municipality will provide its position to ISED and myself/us”;

4. information explaining:
 - a. the RUAS purpose;
 - b. the need for the RUAS height and its location on the lot;
5. a statement that the RUAS will comply with Health Canada’s Safety Code 6, and an explanation that Safety Code 6 regulates human exposure to radio frequency emissions from antennas;
6. a statement that the RUAS will respect good engineering practices including structural adequacy;
7. the statement:

“I/We invite(s) you, within 30 calendar days of the date of this notice, to provide by letter your comments, and / or request to be informed of the Municipality’s position on the proposed antenna system. To do so please contact...” followed by the name of the proponent and their mailing address; and,
8. a statement that the proponent will respond to all reasonable and relevant concerns, and that the Municipality will be taking into account comments from the public and the proponent’s response to each when providing its position to the proponent and ISED.

In addition to the above, where a proponent expects that an RUAS will contain medium or high white intensity lighting for the purposes of satisfying Transport Canada requirements, the proponent must also undertake public consultation in accordance with Part 6.2.4 – Notice in Local Community Newspaper.

Despite the notification requirements of Part 6.1, the Municipality may waive some or all of these requirements, upon consultation with the proponent, where the Municipality anticipates there to be no public reaction to the proposal.

6.2 Public Consultation for Antenna Systems

6.2.1 Waiver of Public Consultation Requirements

The Municipality may waive the requirement for a Community Information and Comment Session, for example where only two or three residences are captured within the notification area, however in such instances notice shall be provided in accordance with Part .6.2.2 and the proponent shall indicate and allow 30 days for property owners to provide their comments to the proponent or request notification of the Municipality’s position on the installation. Similarly, the Municipality may also waive the requirement for a notice in the local community newspaper.

6.2.2 Notice of Community Information and Comment Session

A proponent of an antenna system must host a Community Information and Comment Session within the community in which the antenna system is proposed if the base of the tower is within 120 metres, or three times the antenna system height, whichever is greater, of a residential zone, residential use or mixed use building.

Written notice of the Community Information and Comment Session must be provided to:

1. the Municipality;
2. all property owners within 120 metres or a distance equal to three times the antenna system height, whichever is greater, as measured from the base of the tower.

The notification must include the following information:

1. the statement:
“[insert name of proponent] is/are proposing [select one] an antenna system or an addition to the existing antenna system at [insert address], which consists of the following: [insert description of proposed works including the antenna system’s colour, type, design and any lighting and marking features]. Once completed the antenna system will measure [insert height] metres in height.
ISED is responsible for the approval of this antenna system, and requires [insert name of proponent] to review this proposal with the nearby public and local municipality. After reviewing this proposal the Municipality will provide its position to ISED and [insert name of proponent]”;
2. a map showing the location of the antenna system within the community;
3. information explaining:
 - a. the antenna system’s purpose;
 - b. the reasons why existing antenna systems or other infrastructure cannot be used to support the antenna; and,
 - c. the need for the antenna system’s height and its location on the lot;
4. a photograph of the selected lot taken from the street lot line closest to the antenna system with the installation superimposed in colour showing the height, design and any expected lighting and marking features;
5. a statement that the antenna system will comply with Health Canada’s Safety Code 6, and an explanation that Safety Code 6 regulates human exposure to radiofrequency emissions from antennas;
6. a statement that the antenna system will respect good engineering practices including structural adequacy;
7. if applicable, an explanation of the expected Transport Canada lighting and marking requirements for the proposal;
8. the statement:
“[insert name of proponent] invite(s) you to attend our Community Information and Comment Session at [insert date, time and location], or within 30 calendar days of the date of this notice provide by e-mail or letter your comments, and / or request to be informed of the Municipality’s position on the proposed antenna system. Please contact...” followed by the name of the proponent, their mailing address, phone number and e-mail.”; and,
 - a. a statement that the proponent will respond to all reasonable and relevant concerns, and that the Municipality will be taking into account comments from the public and the proponent’s response to each when providing its position to the proponent and ISED.

6.2.3 Information at Community Information and Comment Session

The proponent must convene a Community Information and Comment Session no earlier than 14 days and no later than 20 days from the date of mailing of the notice or the publication of the notice in the local community newspaper (if required), whichever occurs later.

At the Community Information and Comment Session the proponent must, in addition to addressing all reasonable and relevant concerns raised by the public, present the following information:

1. an explanation that ISED is the approval authority for antenna systems, Industry Canada's requirements for consultation with the public and the land use authority under CPC-2-0-03, the Municipality's role as a commenting body within ISED's approval process, and the purpose of the Community Information and Comment Session;
2. an explanation of the purpose of the antenna system, the need for the selected location and height, its future sharing possibilities and what other structures were considered and reasons why existing antenna systems or other infrastructure cannot be used;
3. a description of the design of the antenna system including its height, colour, dimensions, any expected lighting and marking features, as well as a description of all other works proposed;
4. a map showing the antenna system's location within the community;
5. a photograph of the selected lot taken from the street lot line closest to the antenna system with the installation superimposed in colour and including its height, design and any expected lighting and marking features;
6. if applicable, an explanation of the expected Transport Canada lighting and marking requirements for the proposal;
7. a statement that the proponent will respond to reasonable and relevant concerns raised by the public and:
 - a. an explanation of what Industry Canada under CPC-2-0-03 classifies as a reasonable and relevant concern; and,
 - b. the deadline (i.e. 10 days) for bringing reasonable and relevant concerns to the proponent after the Community Information and Comment Session.

6.2.4 Notice in Local Community Newspaper

A proponent must place a notice in the local community newspaper where an antenna system is:

1. to be 30 metres or more in height; or
2. after an addition will measure 30 metres or more in height; or,
3. is expected to contain medium or high white intensity lighting for the purposes of satisfying Transport Canada requirements,

The notice must include the following in both official languages:

1. the statements:
"[insert name of proponent] is/are proposing [select one] an antenna system or an addition to the existing antenna system at [insert address], which consists of the

following: [insert description of proposed works including the antenna system's colour, type, design and any lighting and marking features]. Once completed the antenna system will measure [insert height] metres in height.

ISED is responsible for the approval of this antenna system, and requires [insert name of proponent] to review this proposal with the public and local municipality. After reviewing this proposal the Municipality will provide its position to ISED and [insert name of proponent]";

"[insert name of proponent] invite(s) you, within 30 calendar days of the date of this notice, to provide by e-mail or letter your comments, and / or request to be informed of the Municipality's position on the proposed antenna system. Please contact..." followed by the name of the proponent, their mailing address, phone number and e-mail."; and,

2. a statement that the proponent will respond to all reasonable and relevant concerns, and that the Municipality will be taking into account comments from the public and the proponent's response to each when providing its position to the proponent and ISED.

Where a Community Information and Comment Session is also required, the notice must, in addition to the above, include an invitation to the Community Information and Comment Session, along with its date, time and location.

6.3 Record of Public Consultation

Within fourteen days of the close of the public consultation period the proponent shall provide to the Municipality the following:

1. an affidavit executed by an authorized representative of the proponent stating that public consultation was carried out in accordance with the requirements of this process and, if applicable, that all technical agencies and public bodies identified by Municipality staff, as well as neighbouring municipalities were notified of the proposal;
2. written copies of all submissions made by the public and, if applicable, registered community groups to the proponent and all responses provided;
3. if applicable, a record of attendees, comments and the proponent's responses provided at the Community Information and Comment Session; and,
4. if applicable, copies of all correspondence, comments, etc. provided to and received from technical agencies, public bodies and neighbouring municipalities relating to their review of the proposal, as well as any information pertaining to how concerns or issues were resolved.

7.0 Application Review

7.1 Changes to Application

If at any point during this process the proposal is revised, the proponent must advise the Municipality of these changes as soon as possible. If revisions to the proposal include:

1. a change in the location of an antenna system, which results in the base of the tower being within 120 metres or a distance equal to three times the antenna system height, whichever is greater, of a residential zone, residential use or mixed use building; or,
2. a significant change in the height or design of an antenna system,

Municipality staff shall notify the proponent if:

1. the proponent is required to resubmit drawings, documents, reports or studies showing proposed changes;
2. the proponent must consult with additional technical agencies or public bodies, undertake public consultation or further public consultation as the case may be, in accordance with Part 6 as a result of revisions to the proposal; or,
3. the timeframes under Part 8.0 need to be extended.

7.2 Concluding Review

Where the proposal fails to adequately address the siting, design, engineering and landscaping criteria set out in this process, or any other reasonable land-use issues identified, Municipality staff shall discuss with the proponent alternatives or mitigation measures for resolving any concerns.

Once the review is complete, including the review of any resubmitted documents, drawings, etc., Municipality staff shall determine whether the Municipality will provide its concurrence, conditional concurrence or non-concurrence based on whether the proponent has followed this process and addressed to the satisfaction of the Municipality the following:

1. the site selection and design guidelines set out in Part 3;
2. comments received from the public, registered community groups, technical agencies and public bodies; and,
3. any other reasonable land use issue identified by Municipality staff.

8.0 Timelines for Municipal Concurrence or Non-Concurrence

Once an Application for Municipal Review and Concurrence has been deemed complete, the Municipality will work to conclude its review and provide its position to the proponent within 100 calendar days.

9.0 Letter of Undertaking

A proponent may be required, if requested by the Municipality, to provide a Letter of Undertaking, requiring the posting of security for the remediation of Municipality-owned property.

10.0 Concluding Municipal and Public Consultation

The proponent and ISED will be notified of the Municipality's position by Municipality staff. Staff shall provide a letter to the proponent, copied to ISED indicating the following:

1. whether the proponent followed this process and if not, identify what issues remain outstanding; and,
2. that based on its review the Municipality:
 - a. concurs with the proposal, or
 - b. concurs with the proposal subject to the proponent meeting certain conditions detailed within the letter to the proponent, or
 - c. does not concur with the proposal and the reasons why.

Municipality staff will include with the letter to ISED a copy of all documentation provided by the proponent to the Municipality related to submissions by the public, registered community groups, technical agencies and public bodies as well as the proponent's response to each.

All proponents are responsible for distributing, within 15 days of receiving the Municipality's position, a copy of the Municipality's position to all persons who requested that they be notified in accordance with Part 6.

Approved by Council: Date	Resolution No.
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THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

PLANNING REPORT

MEETING DATE: August 13, 2019
TO: Committee of the Whole
FROM: Maggie Yet, Planner 1
SUBJECT: **38 ST. ANDREWS – CONSENT AUTHORIZATION**
Plan 6262, Part Lots 157, 158, 159, 160 on Cameron Section
Almonte Ward, Municipality of Mississippi Mills
OWNER: Steven Richards
APPLICANTS: Pat Richards / ZanderPlan

RECOMMENDATION

That Council authorize staff to accept the application for Consent at the property known municipally as 38 St Andrews Street in Almonte for the purpose of review in accordance with the Planning Act.

BACKGROUND

In June 2019, the applicant filed an application with the County of Lanark to sever their existing 3,138.9m² (0.78ac) parcel of land into three lots – two severed lots and a retained lot. The existing dwelling will be located on the retained lot. The first proposed lot (indicated as Proposed Severance #1 in Appendix A) is west of the existing dwelling on the subject lands and the separation would occur along the existing drainage ditch. Proposed Severance #1 will have an area of 1,006m² (0.25ac). The second proposed lot (indicated as Proposed Severance #2 in Appendix A) is located south of the existing dwelling and abuts the rear of an adjacent lot located east of the existing dwelling. Proposed Severance #2 would have an area of 1,073.9m² (0.27ac). There are no immediate plans to construct dwellings on the sites.

The lot is legally known as Part Lots 157, 158, 159 and 160 in Block B of Cameron Section on Plan 6262 in Almonte Ward. The lot first subdivided 1976, and again in 1985. The Municipality's Community Official Plan designates the lot "Residential." Policies for lot severances in Residential zones are provided in the Consent to Sever Land Policies within Section 5.3.11.

However, a Clause 48 of 1976 Subdivision Agreements states: "*the owner covenants and agrees that it will not further subdivide or develop any blocks any lot on the plan of subdivision except with the approval of the Council of the Corporation.*"

Clause 13 in the 1976 Subdivision Agreement states:

"The Owner covenants and agrees that all contracts of sale by the Owner of any lot within the subdivision shall contain the following provision, which provision shall be incorporated in all deeds from the Owner with the express intent that it shall be a

covenant running with the lands for the benefit of the lands in the subdivision as a building scheme:

The Grantee, for himself, his heirs, executors, administrators and assigns, covenants and agrees that he will not alter the slope of the lands described herein nor interfere with any drains established on the said lands, except in accordance with the established grade control plan, without the written consent of the Town Engineer and of the Town of Almonte.”

Clause 10.3 of the 1985 Subdivision Agreement states the same.

The Town of Almonte has since become part of the Municipality of Mississippi Mills, and thus the approval requirement has transferred accordingly.

DISCUSSION

The application has been deemed complete by the County of Lanark and has been circulated to the Municipality to provide comments on the compliance of the proposal with the Provincial Policy Statement, Community Official Plan and Zoning Bylaw.

The submission was accompanied by a scoped hydraulic statement.

The County has also circulated the application publically and posted notice of the application on the subject lands in accordance with the Planning Act. Since the posting of the notice, the Municipality has received five written statements of opposition to the proposed severance. The merits of each of the statements will be reviewed as part of the planning analysis of the proposed severance. A copy of the statements has been appended for reference.

Staff have requested that the County place the file on hold, pending direction by Council to permit the application in accordance with Clause 48 of the 1976 Subdivision Agreement. If Council does not permit the application to be heard, staff will simply advise the County that the Municipality does not authorize the filing of the application and the consent will be closed.

If the Municipality is supportive of receiving the application, staff will evaluate the proposal as presented based on the policies and bylaws in affect and comment on the appropriateness and reasonableness of the application. Recommendations for consent applications are typically accompanied by conditions of approval which must be satisfied prior to final registration of the severances.

At this time, the Conservation Authority has requested more time to review the hydraulic statement to ensure it satisfies the regulating requirements of the Authority, as well as an Environmental Impact Statement (which has not yet been completed).

Staff have not reviewed the application at this time as it was quickly identified upon receipt that Council direction was required to first permit the application to be filed.

FINANCIAL IMPLICATIONS

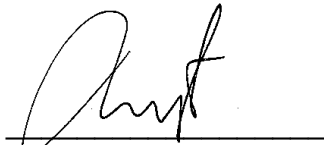
If Council elects not to permit the application to be received for review, staff recommend returning the application fee of \$875.00.

SUMMARY

Council may proceed with one of the following options:

1. **Allow the application to be reviewed:** This does not guarantee the approval of the application by the land division committee, nor does it influence the likelihood of the application to be supported by the Planning Department. (Recommended)
2. **Deny the application to be reviewed:** The Subdivision Agreement is clear that any further lot creation is at the discretion of the Council of the Corporation. There are no appeal rights on this decision.

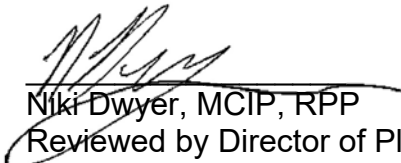
All of which is respectfully submitted,



Maggie Yet
Planner 1



Ken Kelly
Reviewed by CAO



Niki Dwyer, MCIP, RPP
Reviewed by Director of Planning

ATTACHMENTS:

- Schedule A – Location Map
- Schedule B – Plan 26R-574
- Schedule C – Conceptual Plan of Severance
- Schedule D – Statements of Opposition by Residents

SCHEDULE A – Location Map



SCHEDULE B – Plan 26R-574

SCHEDULE			
PART	LOT	PLAN	OWNER
1	157 to 160	6262	A.A. HANNA
2	157 to 158	6262	Doreen Casson

RECEIVED AND DEPOSITED AS
PLAN 26 R 574
 DATE *Nov 26, 1976*
Bessie J. Moss
 SIGNATURE
 DEPUTY LAND REGISTRAR FOR
 THE REGISTRY
 DIVISION OF
 LANARK NORTH (N^o 26)

I REQUIRE THIS PLAN TO BE
 DEPOSITED UNDER PART II OF
 THE REGISTRY ACT
 DATE *Nov 22 1976*
Andrew Cameron
 SIGNATURE
 ANDREW CAMERON (O.L.S.)

**REFERENCE PLAN OF SURVEY
 OF PARTS LOTS 157 TO 160
 (Inclusive), BLOCK "B", CAMERON SECTION,
 REG'D PLAN 6262
 TOWN OF ALMONTE
 COUNTY OF LANARK
 1976**

SCALE: 1 inch = 40 FT

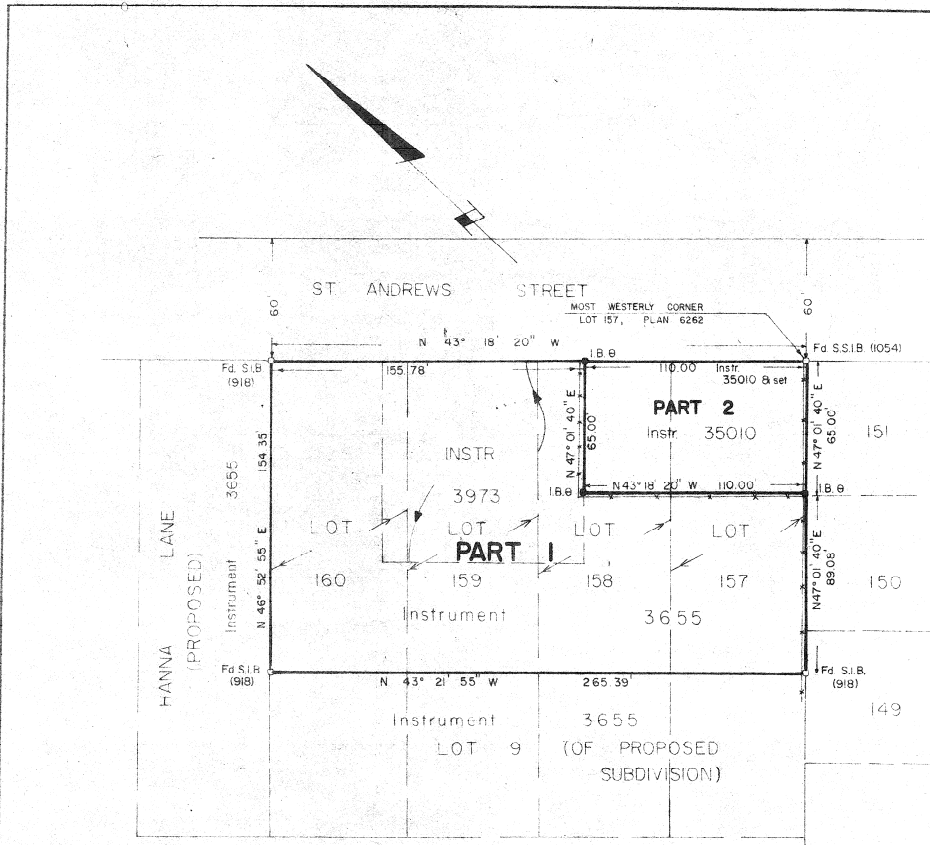
Bearings are astronomic, derived from the N 42° 20' W
 Bearing of the King's Highway N^o 29 as widened by
 Plan, Instrument 9972 (Highway Plan P-1916-7)

BLOCK "B"
 CAMERON SECTION
 REGISTERED PLAN 6262

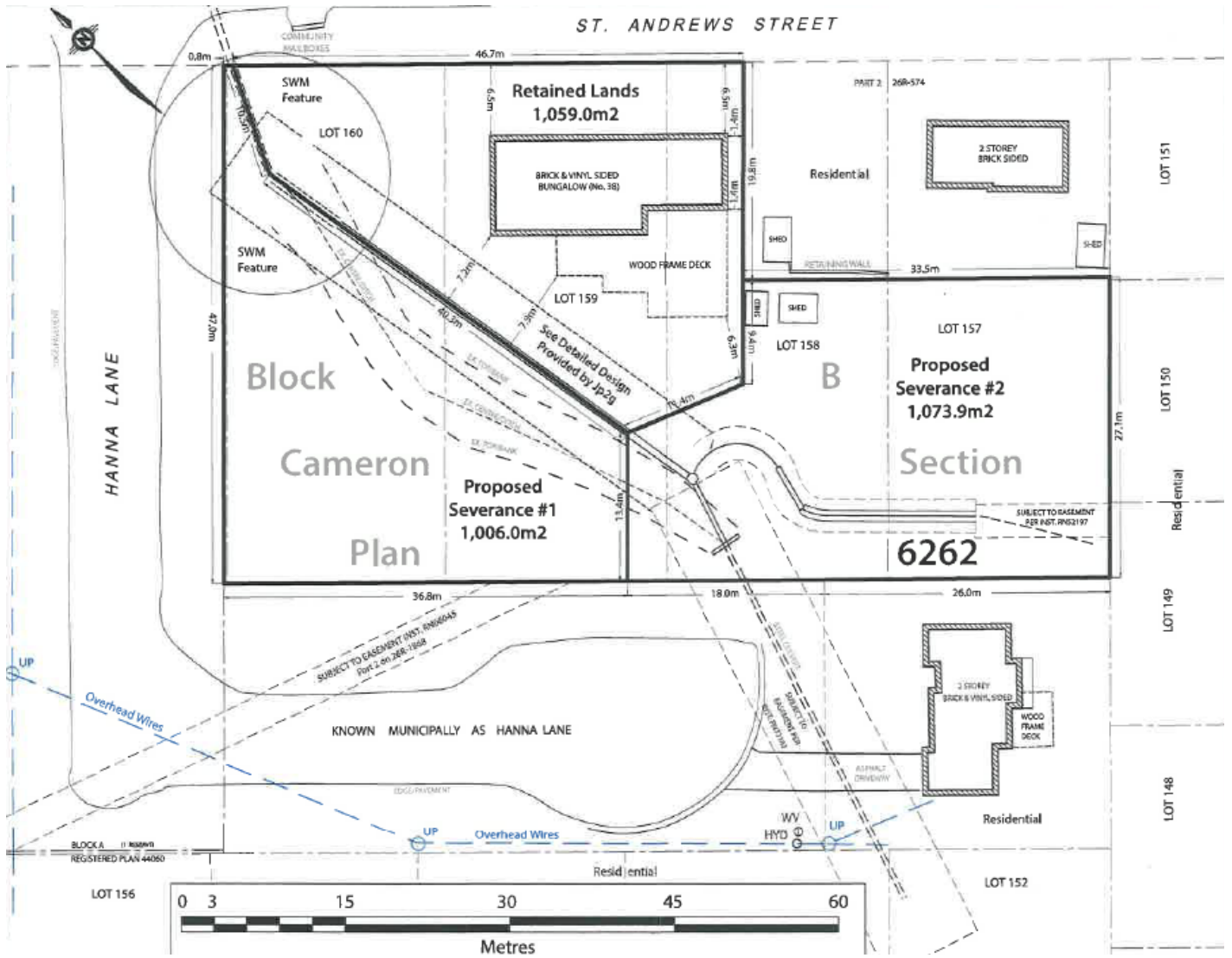
SURVEYOR'S CERTIFICATE
 I hereby certify that
 1. This survey and plan are correct and in accordance with the Survey Act and the Registry Act and the regulations made there under.
 2. The survey was completed on *Nov 22 1976*
 Nov 22 1976
Andrew Cameron
 Andrew CAMERON
 Ontario Land Surveyor

LEGEND
 ■ B — DENOTES IRON BAR
 □ S — B — DENOTES STANDARD IRON BAR
 ○ S — B — DENOTES SHORT STANDARD IRON BAR
 ● — DENOTES ROUND
 + — DENOTES CUP MOSS
 ■ S — DENOTES ROCK BAR
 □ — DENOTES FOUND
 ○ — DENOTES FENCE
 NOTE: ALL HANGING LINES HAVE BEEN VERIFIED

Gibson & Cameron Ltd.
 ONTARIO LAND SURVEYORS
 ARNPRIOR, ONTARIO
 SCALE: 1" = 40'
 DRAWN d y
 REF: 27776 | CHECKED



SCHEDULE C – Conceptual Plan of Severance



Appendix D – Statements of Opposition by Residents

From: Saara Suominen
Sent: July 9, 2019 8:32 PM
To: Julie Stewart
Subject: Richards Application for Consent File No B19/063 and B19/064

Land Division Committee
Lanark County, 99 Christie Rd
Perth, ON
K7H 3C6

Hi Julie Stewart,

With respect to the application to sever the existing lot into three parcels of land, we have some concerns that we would like addressed (see below for breakdown):

Our concerns are as followed:

1. Maintaining the drainage ditch: There is a drainage easement that runs through our property towards the drainage ditch, and if this drainage ditch is not maintained there would be huge risk that our property could be negatively effected. We were informed in the past, our previous owners were having issues with flooding which resulted in these owners having to demolish part of the flooring in our garage in order to address the issue.
Essentially, there is a stream that runs underneath our home towards this drainage ditch. There could be devastating consequence to our property if this stream is negatively effected by having two homes in its path.
2. It was brought to our attention that the purpose behind severing the two lots is two build a single family home on one parcel of land and a duplex on the other parcel of land. Our concern lies with the duplex. We have concerns that building a duplex could bring the value of the homes on our street down as we are a street of single family homes.
3. Since the soil in this area is all clay, 26 Hanna lane could be negatively effected by the excavation that would be involved with the work with the construction of the two lots. What is the plan to ensure the foundation at 26 Hanna lane is not undermined.
4. The expected height of the proposed dwellings.

Please keep me informed with any decisions that are made or additional meetings that will take place between the public and the city.

Thank you for your time.

Regards,

Saara Levesque & Ben Levesque

From: **Victoria Miller**

Date: Fri, Jul 12, 2019 at 6:12 PM

Subject: Notice of Application for Consent, File No. B19/063 and B19/064

To: <plan@lanarkcounty.ca>

Hello Ms. Julie Stewart,

I wish this to be noted as a formal disagreement regarding the Notice of Application for Consent , File No. B19/063 and B19/064. I have a number of reasons for my opposition to this, which I will outline as follows. Initially with Steve Richards' Application for Consent on File No. B19/063 and B19/064 both, on page 5, Point #7, it says that he has left blank the history of the subject land. This subject land HAS been the subject of his potential severance at least twice already, as Steve Richards had made numerous verbal requests to the town of Almonte to sever this property and has twice at least been denied. This is a misrepresentation on his application form currently to the Lanark County. As such it would seem that his application for consent would be deemed incomplete and returned to him, as it says on the application form that all questions must be answered and this one was not. Secondly , with reference to the land title deed from the Almonte Registry Office, No. 44061 dated Oct. 22, 1976 between Dr. Alexander Allan Hanna and the Corporation of the Town of Almonte, it is shown on page 5 and 6 that no fill of any kind is to be placed in the area of the drainage channel or the slopes of the channel and the limits of the channel. Furthermore regarding existing drains on page 5 and 6, it says that the owner agrees not to interfere in any way with any existing drain or watercourse and that the covenant states that the slope of the lands described in here will not be altered nor interfered with. On page 13, point no. 40, it indicates that the owner covenants and agrees not to dump or remove any fill. Thirdly furthermore with reference to the land title and deed No. 12175 dated Dec. 18, 1985 between Ponsonby Corporation (the developer company) and the Corporation of the Town of Almonte, on page 10, point no. 17.5, Park Development, the owner shall drain, grade, etc. on lands to be conveyed to the town for park purposes. I understand that 5% of the land in the area on Hanna Lane was to remain in perpetuity as parkland along the natural open water course. Fourthly moreover, according to the Easement document of these lands, No. 72183 dated Nov.4, 1985 between Steve and Corinne Richards and the Corporation of the Town of Almonte , the assignee (the town of Almonte) covenants and agrees that the areas of the subject lands disturbed (the easement along the open watercourse) shall be restored to their original condition and at the expense of the assignee. This would seem to indicate that the responsibility of restoration with the recent destruction of the severe cutting of all the bull rushes, and long grasses both in and on either side of this open watercourse done this past week by Steve Richards, is now the responsibility of the town of Almonte to return it to its natural state. I have sent photographs of this severe cutting of this natural environmental site which is occupied by raccoons, frogs and has deer coming to it, to Julie Stewart at Lanark County Planning and to Diane Reid at the Mississippi Valley Conservation Authority. Fifthly in addition according to the land title No. 52197 dated Oct. 5, 1979 between Alexander Allan Hanna, Ann Lynn Hanna and Joseph Gemmill Melanson and Kathleen Isobel Melanson, it is indicated that regarding this same easement, on page 2 the grantees (Melanson) on Lot 157 on the Cameron Section on St. Andrews St. (right beside my property at 30 Hanna Lane) have the right of keeping and maintaining the discharge of water from the pipes and drains on this land in good condition and repair. I have not seen this done with the adjustment to the open watercourse in the cutting back of the vegetation in, around and throughout this watercourse. Sixth and finally, when I was sold my home and property 10 years ago at 30 Hanna Lane in Almonte by Clark Munro, a local realtor with Re/Max, I was told especially that this open land immediately adjacent to my property would never be developed nor built on. I understand that my neighbours were also promised the same when they bought

their homes on Hanna Lane. Many of our neighbours on Hanna Lane are elderly and retired, and we all enjoy the open and natural vista along our street. There are only 7 houses along our dead end street and it is very quiet and private. I have spoken personally to all of our neighbours and not one of them has indicated to me that they are in favour of the severance of Steve Richards' lands and the back filling of this steeply sloped property in order to put more houses on Hanna Lane.

Thank you for reviewing the numerous reasons for my opposition to the proposed severance of Steve Richards property.

I thank you very much for your time, care and concern of this very important matter.

With my kindest regards,

Victoria Miller

30 Hanna Lane, Almonte, ON K0A1A0

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Victoria Miller

English/Special Education

OCT

OT

From: lucie_lefebvre
Sent: July 9, 2019 12:56 PM
To: Julie Stewart
Subject: Applications B19/063 and B19/064

To whom this may concern,

I want to hereby vehemently oppose the proposed creation and severance of the two lots on Hanna Lane. I am a resident at 22 Hanna Lane and I have determined that the mentioned actions would disadvantage the other owner as well as myself in many ways.

1- Environmentally, the ditch/gully is a natural feature that we have been enjoying in our neighbourhood. In a time where every public official has to show concern for the natural environment it seems quite reckless to have this natural drainage filled. Other than destroying the wetland ecosystem found at the bottom of the ditch/gully, filling that area would create possible flooding trouble for all the nearby properties which has resulted in a rat problem in the area in the past.

Let it be known that on the 8th and 9th of this month the owner of the property had the ditch cleared of the natural growth of that ecosystem.

2- The intrinsic nature of the neighbourhood, this area of Almonte is among the most peaceful and open. If the proposed actions go ahead it would crowd this area rendering it less safe for the children in the cul-de-sac. It would also result in loss of enjoyment for all the owners who can take advantage of the open space and the very peaceful roadway.

3- Loss of real estate value, it is quite obvious to me that having additional buildings on Hanna Lane would diminish the value of the home for each owner on the lane since the open space is a very attractive feature of the neighbourhood; it was definitely a selling point for me when I bought 22 Hanna Lane. I always felt that no one would have the audacity to alter the natural feature that we all enjoy.

For these reasons, I strongly oppose the proposed creation of two lots for residential purposes on Hanna Lane.

Further, I would like to be advised of any public meeting regarding this action as well I would like to be made aware of the decisions made in this matter.

Regards,
Lucie T. Lefebvre

Michael Brown
26 St. Andrew Street
Almonte, Ont.
K0A 1A0

July 18, 2019

Dear Ms. Stewart,

I would like to submit a recommendation that the proposed severance for file number B19/063 and B19/064 owned by Steven and Corrine Richards be denied for the following reasons:

Topography

The majority of the area occupied by the proposed lots to be severed off and developed is a large natural ravine that is an estimated 30 feet below the level of the road and about 100 feet wide. Additionally, the banks of this ravine are very steep, and not suitable for building a structure on. In short, this land physically is not at all appropriate to build upon. Building on this land would be akin to the old saying "it's like trying to make a silk purse from a sow's ear."

Deeds

Regarding the Almonte Registry Office file No. 44061 dated October 22, 1976 between Dr. Alexander Allan Hannah and the Corporation of the Town of Almonte, it states on page 5 and 6 that "No fill of any kind whether originating on the site or elsewhere shall be placed in or removed from the area of the drainage channel or the slopes of the channel." It also states that "the owner agrees not to interfere in any way with any existing drain or watercourse without written permission of the town engineer which shall be deemed to be given on approval of the plans of the works" (meaning the original subdivision plan) "by the town engineer" and that "the slopes of the land described in here (meaning the land in question) will not be altered nor interfere with any drains..... except in accordance with the established grade control plan" (meaning the original grade control plan for the subdivision). This clearly eliminates any possibility of making the existing creek into a buried sewer.

Regarding the Almonte Registry Office file No. 72183 dated November 4, 1985 states "the assignee (the town of Almonte) covenants and agrees that the areas of the subject lands disturbed (the easement along the natural watercourse) shall

be restored to their original condition and at the expense of the assignee.” This clearly indicates that the stream is to be kept in its original undisturbed state, not to be turned into a sewer.

Environmental

Throughout the various forms and paperwork submitted by the developers regarding this matter, the area has repeatedly and consistently been referred to as a “ditch” by the developer and their agents. According to the Oxford Dictionary, the term ditch means “a narrow channel dug at the side of a road or field to hold or carry away water”. The area being discussed does not meet this definition. It is not narrow by any stretch of the imagination, it is not at the side of a road or field, and it has not been dug by people. It is a natural stream that is part of the tributaries that feeds the Mississippi River in Lanark County. To refer to it as a ditch is like trying to convince someone that black is really white. On paper one is led to believe this is a small and insignificant man made channel. Nothing could be further from the truth. This stream has carved a ravine in the landscape that I would estimate to be about 30 feet deep and range from 80 to 100 feet wide and is (or was until very recently) inhabited by a diverse range of wildlife.

In the Jp2G Consultants report, the authors refer to this as the “Hanna Lane Ditch Re-alignment”. Since this is a stream and not a ditch, I’m not sure what they are referring to. Perhaps a new hydrologic study is in order. This time the study should be for the stream instead of a non-existent ditch.

The proposal calls for the section of this stream that runs through this property, which I would estimate at 300 feet long, be completely replaced by a buried plastic conduit pipe. The upstream section that adjoins to this part of the stream has already been replaced by a buried pipe. The environmental impact of these actions are wide ranging. This section of the stream was the natural habitat of a large area of bulrushes and related wetland plants until last week. Sadly, this important habitat has been completely cut down by the developers very recently. This area had acted as a reservoir for run off, preventing it from simply flowing immediately downstream, and providing a slow release of water over time. Contaminants were absorbed by the bulrushes, preventing them from entering the river. Bulrushes are commonly planted at sewage treatment facilities for this purpose. The meandering stream with its wetland habitat also slows the rate of

flow of water, preventing erosion in this section, and in sections further downstream.

The proposal calls for turning this stream into a sewer. Contaminants such as dog feces, oil and gas, fertilizers, and other chemicals will now flow directly downstream, causing our water system to be further polluted.

This would also set a precedent. Others could also turn streams into a sewer in order to develop their property to make a profit. By extension, this could lead to a significant amount of our tributaries being turned into sewers.

Additionally, if this sewer were to be installed, the long term maintenance costs would be astronomical. Eventually the buried pipe would degrade and have to be replaced. The watercourse immediately upstream of this property has already been replaced by buried pipe. The two sections would form one continuous sewer. It would be approximately half a mile long. The future cost of replacing this sewer would be significant. In my view, simply ignoring this factor and leaving it to future generations to fix and pay for is not responsible long term planning.

Application Form

On the Application For Consent forms for file No. 19/064 and No. 19/063 section 7 History Of The Subject Land has not been completed. As a result, the application should be deemed incomplete and dismissed, as is indicted at the top of page 1. It is my understanding that Steven Richards has twice before tried to sever lots from this property and both times it has been rejected. This may have been done orally, but non the less it is significant information that has been left out.

For the above reasons I believe that the present application for severances and any future applications should be denied.

Could you please acknowledge receipt of this email so I know that it has gone to the correct person and email address.

Sincerely,
Michael Brown

June 25, 2019

RE: Notice of Application of Consent
File No. B19/063 and B19/064 Town Plan 6262 in the Town of Almonte

To: Julie Stewart, County Planner, Lanark County Land Division Committee and Mississippi Mills Building and Planning

We are original land owners of Lot 6 Plan 44060 (6 Hanna Lane) in Almonte, purchased in April 1984. Our lot is directly across the street from the proposed lot B19/063 to be created.

In 1984, the developers (Al MacDonald and Eldon Munro of "Ponsonby Corporation") severed the land (formerly known as Doc' Hanna's horse farm) into lots. In our meetings and discussions with the developer, they advised us that they were not allowed to create more than one lot (of the land currently owned by Steve Richards), due to the protected water drainage ditch and for that same reason, no-one would ever be able to build across from us. (This was well known among all of the original home owners who bought in the development in 1984.) Based on this, we elected to purchase our lot #6.

We can understand Pat and Steve's desire to create 2 new lots, however we don't see how a severance could be granted consent now when it wasn't allowed when the land was originally severed in 1984.

We have reviewed the Application for Consent and have the following comments, questions and concerns:

- The Application states that ALL questions on the application must be answered. A key question #7 History of the Subject Land has not been answered. The application should not proceed without this key information (i.e. "deemed incomplete and returned"). Have there been any requests for severance (in addition to / subsequent to 1984) that have been denied? If so, what (if anything) is different now?

- The description of Proposed Buildings under Item #5 is insufficient. What type of "future dwelling" is being proposed and what is the "new engineering works"? Since the land is currently zoned as R1, we believe the only type of dwelling that would be permitted is a single detached dwelling, however this needs to be confirmed and specifically stated by the applicant. Is the new engineering works a new drainage ditch? If so, have the appropriate studies and approvals been granted?

- The new proposed lots are irregular sized and shaped lots. If severance is approved, would the houses have the same set back requirements as the existing homes on Hanna Lane, as they should? If so, the house on B19/063 would basically have to be built in a gully/ditch. This would mean adding fill that will affect the protected drainage ditch.

- Again, because the lots are irregular sized and shaped, what height/style of dwelling would be allowed to be built (if severance is approved)? Other than one 2-storey house on Hanna Lane, the remainder are bungalows or high ranch houses. If anything other than this height/style were to be built, it (i.e. a 3-storey due to narrow lot size) would affect the entire look and feel of the neighborhood. This is a concern should be a consideration in the decision.

- The Richards Severance Sketch shows 4 lot numbers for the property: #157, 158, 159 & 160. The request is to create 2 new lots so there should be a total of 3 lots (including the existing).

Further explanation is needed.

- Because this is a unique piece of land including a drainage ditch and irregular sized and shaped lots, will the Land Division Committee and Mississippi Mills Building and Planning Dept. view the lot(s) IN PERSON, prior to making a decision?

Our recommendations are as follows:

1) The Land Division Committee and Mississippi Mills Building and Planning Dept. view the lot(s) in person prior to making a decision.

2) The Land Division Committee review any previous requests and denials of severances for this property.

3) If consent is granted, it should be conditional that R1 zoning is maintained and only single detached dwellings with existing set back requirements could be built (preferably with height restrictions).

Please accept this as our written request to be notified of the public meeting and also to be notified of the decision. Please notify us via e-mail.

Should you have any questions, please feel free to contact us.

Thank you in advance for your consideration.

Mike and Cynthia Smith
6 Hanna Lane, Almonte On

Here are the highlights from the regular and special Lanark County Council meetings held Wednesday, June 26.

- **Provincial Cuts Affect Long-Term Care Funding:** Council has authorized Warden Richard Kidd (Beckwith Reeve) to send a letter to the Minister of Health and Long-Term Care expressing concerns about provincial cuts to long-term care funding, particularly the elimination of two long-standing funding streams: the High Wage Transition Fund and the Structural Compliance Premium. This in-year funding change is a loss of \$80,000, which will shift to the municipal taxpayer unless service levels are reduced. Earlier this month, Interim Director of Long-Term Care Jennie Bingley provided a Lanark Lodge funding update to the community services committee. She noted that for the 2019/2020 fiscal year, the long-term care home's case mix index funding, which measures average care requirements of residents to determine funding allocation, has been reduced by almost \$59,000 despite rising care needs. She explained some announced funding increases are offset by the loss of the two major funding streams, leaving the home with the shortfall. Ms. Bingley indicated to mitigate the negative impact for 2019, a vacant management position in nursing is not being filled and overtime will not be approved for front-line positions unless absolutely necessary. "Management will not put residents at risk as it pertains to appropriate staffing levels," she said. "When the care needs dictate it, we will continue to staff at the required level, which may result in negative budget variances." The effect of the reduced funding in 2020 is expected to result in an increased burden on local taxpayers to maintain staffing levels. For more information, contact Jennie Bingley, Interim Director of Long-Term Care, at 1-888-9-LANARK, ext. 7101.
- **Procedural By-law Amended:** Following a public notice period, council has approved amendments to the county's procedural by-law, which governs procedures for meetings. In January the striking committee established a Code of Conduct & Procedural By-law Working Group to review and suggest potential amendments, which met twice. Amendments include procedures for items related to county spokespeople, duties of the chair, procedures for asking questions at meetings, conduct, the inaugural meeting, timing of closed meetings, agenda creation procedures, pecuniary/conflict of interest, receiving and responding to communications, motions and recorded votes. For more information, contact Leslie Drynan, Clerk, at 1-888-9-LANARK, ext. 1502.
- **2018 Housing and Homelessness Report Released:** Council has accepted the 2018 Housing and Homelessness Report for Lanark County and Smiths Falls, which was presented to the community services committee by Housing Services Caseworker Karen Smith earlier this month. The report notes a big change occurred in September 2018 when the county assumed the administration of the Lanark County Housing Corporation, creating Lanark County Housing Services. This helped to integrate services and provide efficiency and effective long-term service planning. Ms. Smith outlined the various programs within the department, including the Housing Options Program, which helped 1,127 applicants last year to maintain or obtain housing. Renovate Lanark assisted 41 families to make necessary repairs to their homes. The rent-geared-to-income housing program consists of 774 units in the county. Five families received help with down-payments through the Homeownership Program, and 72 people were aided through the domiciliary hostel program, where they receive some assistance with daily tasks. Eight people benefited from the Homemakers Program. Ms. Smith also highlighted the completion of the 2018 Housing Study and the results from the 2018 homelessness enumeration survey. Thirteen new affordable housing units were built in the county in 2018, as well as four second-stage housing units with Lanark County Interval House

funded through the rent supplement program. A new portable housing benefit program began in 2018 as well. For more information about housing programs in Lanark County, visit the social services page on the county's website at www.lanarkcounty.ca. For more information, contact Emily Hollington, Director of Social Services, at 1-888-9-LANARK, ext. 2101.

- **Department Allocates Housing Funds:** Housing Services Manager Sandy Grey outlined several funding allocation proposals to the community services committee earlier this month, which council has approved. Under the Community Homelessness Prevention Initiative, an amendment to the investment plan for 2019/20 was made after the province announced a reduction in April from \$1.3 million to \$1.2 million. Consequently, costs related to a bi-annual enumeration of the homeless population were shifted to the administration budget. In another report, Ms. Grey explained the Transition to CHPI Program is provincial funding used in part to provide forgivable loans to low-income homeowners to make necessary repairs. Council has approved a recommendation to transfer repayments in this program from prior years to a housing reserve fund to augment the Rent Support Program, which was oversubscribed and ended due to lack of funds. Council also approved a recommendation to submit an investment plan to the Ministry of Municipal Affairs and Housing for the 2019/2020 Ontario Priorities Housing Initiative (OPHI) allocated to the rental housing component. This is part of the Community Housing Renewal Strategy, which is a nine-year plan to stabilize and grow Ontario's community housing sector. The Canada-Ontario Community Housing Initiative (COCHI) and OPHI begin in 2019, with the Canada-Ontario Housing Benefit to be introduced next year. COCHI funds can be used to repair, regenerate and expand community housing over time, and OPHI allows the county to address local housing priorities. Council has opted to allocate OPHI funds to rental housing. The Lanark County Housing Study completed in October 2018 identified the need for additional social and affordable housing units in Carleton Place. Given the short timeframe to spend the funds, it is proposed the OPHI allocation be used to either offset the cost of the affordable housing units or to fund all capital and operating programs as an alternative. The COCHI funds are to be distributed to eligible housing services providers on a per-unit basis. For more information, contact Sandy Grey, Housing Services Manager, at 1-888-9-LANARK, ext. 2401.
- **2018 Auditor's Report Accepted:** After a presentation by Howard Allan of Allan and Partners LLP Chartered Professional Accountants to the corporate services committee earlier this month, council accepted the 2018 audited financial statements. Mr. Allan said 2018 was a good year for the county. "The county had very strong financial management," he said. The county's operating budget is about \$80 million, with capital spending total expenditures at close to \$100 million per year. "The trend is that the amount of money received from the province has decreased on a regular basis," Mr. Allan said. "In the county, the situation is that 45 to 50 per cent of the budget comes mostly from the provincial government. Ontario Municipal Program Funding cuts have been particularly troubling for rural Ontario." He added that since there is not a lot of industry in eastern Ontario, if tax dollars are taken away "this will fall disproportionately on the residential taxpayer" and urged less reliance on the province for funds. The county showed a surplus of about \$7.7 million in 2018, which Mr. Allan said is "not a big variance on a large budget." The county improved its financial asset position because of the operating surplus. "The county is considered to be in a low-risk financial position," he said, adding the debt is "very modest for the size of the budget and municipality." He congratulated county staff and commended the county's transparency during the audit process. For more information, contact Kevin Wills, Acting Treasurer, at 1-888-9-LANARK, ext. 1323.

- **Township Requests County Road Improvements:** Council has authorized staff to consider County Road 36 (Bolingbroke Road) for improvements in the area of the ABC Hall in Tay Valley Township. The township asked the county to look into various options to address safety concerns near the hall. In a report to the public works committee, Director Terry McCann indicated the location was reviewed and he supports lowering the grade of the hill to meet an 80 kilometre-per-hour road design. “Lowering the grade will provide the required sight distance, thereby improving safety when drivers are entering and exiting their driveways, while improving road condition and safety overall,” he said. This will be included in 2020 budget considerations. The county supports the township’s efforts to install a radar speed sign to help enforce limits in the area. For more information, contact Terry McCann, Director of Public Works, at 1-888-9-LANARK, ext. 3190.
- **Vegetation Management Plan Update and Monarch Proclamation:** Council accepted an update about the county’s vegetation management plan and proclaimed June 26 as Mayors’ Monarch Pledge Day to support and promote restoration of pollinator habitat. Michelle Vala, Vegetation Management Intern, presented the report to the public works committee earlier in the evening. Ms. Vala explained the program to help control wild parsnip along county roadways began in 2015 and the Integrated Pest Management Vegetation Management Plan was adopted in 2016, which includes a long-term, multi-faceted approach that aims to reduce reliance on mowing, brushing and spraying while restoring pollinator habitat. To date, there has been a significant reduction of herbicide use on county roads and increased habitat restoration activities. Locations for a cutting and drowning trial project to control phragmites will be picked this year and the county is reaching out to stakeholder groups regarding a new Adopt-a-Bridge Program to improve litter collection, invasive plant and noxious weed management and to restore native pollinator habitat. She also outlined a new Monarch butterfly habitat restoration pilot program in partnership with the Canadian Wildlife Federation with funding from the Ontario Trillium Foundation. Other initiatives include hydro seeding bare ground disturbed by construction, reseeding areas after invasive plant removal with pollinator-friendly vegetation, and a multi-year pollinator patch project on county property. She noted the National Wildlife Federation Mayors’ Monarch Pledge is “a perfect fit with the county’s vegetation management goals.” Municipalities commit to creating habitat for the monarch butterfly and pollinators and to educate citizens about how they can help. Municipalities must take at least three of 25 actions within a year of taking the pledge. Most Canadian cities that have taken the pledge are located in southern Ontario and Quebec. “Lanark County has the opportunity to lead the way in providing pollinator habitat and encouraging monarch butterfly populations in eastern Ontario.” A public information session on wild parsnip, phragmites, site restoration and monarch recovery efforts is planned for July 17. A detailed media release on this and the Mayors’ Monarch Pledge will be forthcoming. For more information, contact Michelle Vala, Vegetation Management Intern, at 1-888-9-LANARK, ext. 3114.

Information on Bill 108: In a consent report to the economic development committee, Planner Julie Stewart outlined the planning-related changes in Bill 108, which affects 15 other pieces of legislation. She indicated Bill 108 proposes to repeal many amendments made to the Planning Act in 2018, including appeal provisions related to official plan and zoning by-law amendments and reducing municipal processing timelines. It also includes a new “community benefits charges” section, which removes soft services (e.g. libraries and recreation) from the Development Charges Act. Ms. Stewart also outlined changes to the Local Planning Appeal Tribunal, the Planning Act, the Conservation Authorities Act and endangered species. She noted changes to the Development Charges Act may

have financial implications to the county and local municipalities. Other municipalities have expressed concerns about the effect of the legislation on community-driven planning and limitations on a municipality's ability to continue to provide parks and a range of community services and facilities under the proposed community benefits charge framework, and they indicate the bill in its current state will have negative consequences on community building and proper planning. Ms. Stewart said she will update the committee as further information becomes available. For more information, contact Julie Stewart, County Planner, at 1-888-9-LANARK, ext. 1520.

- **Upcoming Meetings: Please note there are no regular council or committee meetings in July. County Council, Wednesday, Aug. 7, 5 p.m.;** Community Services, Aug. 7 (following County Council); Services, Aug. 7 (following Community Services). **County Council, Wednesday, Aug. 28, 5 p.m.;** Public Works, Aug. 28 (following County Council); Economic Development, Aug. 28 (following Public Works). All meetings are in Council Chambers unless otherwise noted. For more information, contact 1-888-9-LANARK, ext. 1502. Like "LanarkCounty1" on Facebook and follow "@LanarkCounty1" on Twitter!

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INFORMATION LIST #13-19 August 13, 2019

The following is a list of information items received as of Aug 8th, 2019.

Item #	Date	Originator	* Subject
1	12-Jun-2019	Public Health Unit	June 6 th Board of Health Special Meeting Summary
2	12-Jun-2019	Municipality of South Huron	Resolution re: OGRA combined conference
3	12-Jun-2019	Township of Armour	Resolution re: Opposition to Bill 115
4	14-Jun-2019	City of Hamilton Mayor	Letter re: Proposed Public Health Changes
5	17-Jun-2019	Carleton Place & District Hospital	Emergency Department Redevelopment
6	20-Jun-2019	Township of Huron-Kinloss	Resolution re: Opposition to Bill 108 <i>More Homes, More Choice Act, 2019</i>
7	20-Jun-2019	Almonte General Hospital	Accreditation with Exemplary Standing from Accreditation Canada
8	20-Jun-2019	City of St. Catharines	Resolution re: Free Menstrual Products at City Facilities
9	21-Jun-2019	MTCS Correspondence	Letter re: Funding of library services and the interlibrary loan program in Ontario
10	21-Jun-2019	Township of Huron-Kinloss	Resolution re: Bill 512 <i>Restoration of government funding for library services</i>
11	26-Jun-2019	Ministry of the Solicitor General	Letter re: Compliance with the Emergency Management and Civil Protection Act
12	26-Jun-2019	Township of Warwick	Resolution re: Ensure Enforcement for Safety on Family Farms
13	3-Jul-2019	City of Brantford	Letter re: Endorsement of LUMCO Resolution regarding Retail Cannabis Stores
14	4-Jul-2019	Almonte General Hospital	Annual General Meetings Highlight Spirit Of Partnership

15	4-Jul-2019	The Mississippi River Health Alliance	MRHA Annual Report
16	4-Jul-2019	Town of Oakville	Traffic Calming and Speed Limit Review
17	5-Jul-2019	Lanark County	Media Release re: Pollinator protection and promote public participation
18	12-Jul-2019	Attorney General	Letter re: Invitation to participate in government consultations
19	12-Jul-2019	Ombudsman Ontario	Letter re: Annual Report
20	12-Jul-2019	College of Physicians and Surgeons of Ontario	CPSO Council Award
21	19-Jul-2019	City of Stratford	Resolution re: Opposition to changes in 2019 provincial budget and planning act
22	19-Jul-2019	Big Brothers Big Sisters	Letter re: `Paint the Town Purple`
23	24-July-2019	Town of Halton Hills	Call to review discussion paper `Reducing Litter and Waste in our Communities`
24	25-Jul-2019	Watson and Associates	Update on Bill 108
25	25-Jul-2019	Carleton Place and District Memorial Hospital	New Direction for the CPDMH Auxiliary
26	29-Jul-2019	Ministry of Agriculture, Food and Rural Affairs	Letter re: revitalized Rural Economic Development (RED) program
27	6-Aug-2019	Mills Community Support	Media Release re: MCS salutes community donors
28	6-Aug-2019	Township of Nairn and Hyman	Resolution re: Opposition to Bill 115
29	6-Aug-2019	Big Brothers Big Sisters	Letter re: Request for donation

* Click on the subject name to go to the document



Board of Health Special Meeting June 6, 2019

Summary

The Board of Health held a special meeting on Thursday, June 6, 2019 to begin the discussion about a Regional Public Health Entity (RPHE) for our Health Unit.

There is strong direction from the recent Eastern Ontario Wardens' Caucus and the Mayors' Caucus that rural counties must be linked with other rural counties rather than with large urban centres. The Board of Health agreed with this, and recommended that we continue to work on two options for a Regional Public Health Entity. The Boards of each Health Unit would have to agree to be part of a proposed RPHE, and this has not occurred yet.

- Southeastern Regional Public Health Entity which would include four Health Units (Eastern Ontario; Leeds, Grenville and Lanark; Kingston, Frontenac, Lennox and Addington; Hastings Prince Edward);
- East Regional Public Health Entity that would include the Leeds, Grenville and Lanark District Health Unit, Eastern Ontario Health Unit, and Renfrew and District Health Unit – all bordering on Ottawa. A formal relationship could be established with Ottawa Public Health, building on the collaborative working relationship we have now for efficient and effective public health programs and services.

While the province will have the final say in all the Regional Public Health Entity's across the province, we are working hard to give them options that we think could work for our Health Unit.

The Board has also set up a Committee to help guide the transition of the Health Unit to a Regional Public Health Entity. There is strong support to make the transition to a Regional Public Health Entity as smooth as possible. Several Board members have been involved in amalgamation of other organization and will bring this expertise to the discussion.



CORPORATION OF THE MUNICIPALITY OF SOUTH HURON

322 Main Street South P.O.

Exeter Ontario

N0M 1S6

Phone: 519-235-0310 Fax: 519-235-3304

Toll Free: 1-877-204-0747

INFO LIST 13-19

ITEM #2

June 12, 2019

Ontario Good Roads Association
1525 Cornwall Road
Unit 22
Oakville, ON L6J 0B2

Attention: Rick Kester, President

Re: 2019 Ontario Good Roads Association combined conference resolution

At the Municipality of South Huron Council meeting of June 3, 2019, Council passed the following resolution:

Motion: 329-2019

Moved: T. Oke

Seconded: B. Willard

Whereas on the May 21, 2019 Regular Council agenda, correspondence item 11.6 was received from the Ontario Good Roads Association (OGRA); and

Whereas at the 2019 OGRA conference AGM a resolution was passed regarding the re-establishment of an annual combined conference for both OGRA & Rural Ontario Municipalities (ROMA); and

Whereas included in item 11.6 was correspondence from ROMA to OGRA dated March 22, 2019 which responded that the ROMA Board is not prepared to enter into discussions with OGRA for the purpose of combining the respective conferences at this time; and

Whereas South Huron Council discussed this item and noted as a past attendee of the combined conferences, it makes great sense for the OGRA & ROMA conferences to be returned to a combined conference effort each February, not only financially for the municipality but also for availability for participation of members of Council and staff;

Now Therefore Be It Resolved that the Council of the Municipality of South Huron support the original resolution passed at the OGRA AGM to re-establish a combined OGRA & ROMA conference; and

Furthermore that a letter be sent to the ROMA Board of Directors, outlining our support for a collaborative OGRA ROMA annual combined conference, and that this letter of support be circulated to the Ontario Municipalities, and the OGRA Board of Directors. Disposition: Carried

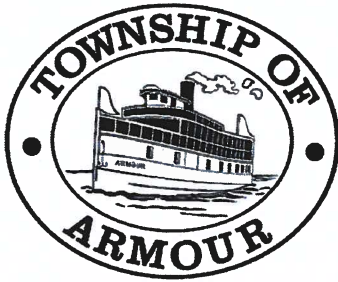
The above is for your consideration and any attention deemed necessary.

Sincerely,



Rebekah Msuya-Collison, Director of Legislative Services/Clerk
Municipality of South Huron
519-235-0310 x227
clerk@southhuron.ca

c. Rural Ontario Municipal Association
c. All Huron County municipalities



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068
Email: info@armourtownship.ca
Website: www.armourtownship.ca

June 12, 2019

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Legislative Building
Queen's Park
Toronto ON M7A 1A1

The Honourable Christine Elliott
Deputy Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

The Honourable Steve Clark
Minister of Municipal Affairs & Housing
College Park, 17th Floor
777 Bay Street
Toronto ON M5G 2E5

Re: Support Resolution

At its meeting held on June 11th, 2019, the Township of Armour passed Resolution #7 opposing Bill 115 and calls upon the Government of Ontario not to enact this legislation.

A copy of Council's Resolution #7 dated June 11th, 2019 is attached for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Louise Heintzman". The signature is written in a cursive style.

Louise Heintzman
Administrative Assistant

Enclosure

Cc: Honourable Norm Miller, MPP Parry Sound-Muskoka, Andrea Horwath, MPP, Leader of the New Democratic Party, AMO (Association of Municipalities of Ontario and all Ontario municipalities).



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

Date: June 11, 2019

Motion # 7

WHEREAS the Province of Ontario is considering approving Bill 115, which would allow beer and wine sale in corner stores;

AND WHEREAS corner stores will not verify age and be as safe as the present system in place;

AND WHEREAS alcohol retail outlet density has a negative effect on public health and public health costs;

AND WHEREAS there is no clear evidence that Ontarians are asking for beer and wine at every corner;

NOW THEREFORE BE IT RESOLVED that the Council of the Township of Armour opposes Bill 115 and calls upon the Government of Ontario not to enact this legislation.

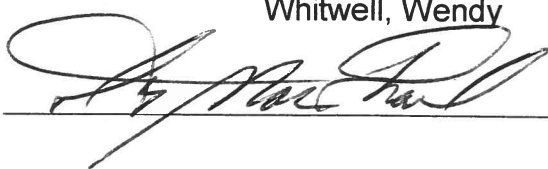
FURTHERMORE, that a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Christine Elliott, Deputy Premier of Ontario, the Honourable Norm Miller, MPP Parry Sound - Muskoka and Andrea Horwath, MPP, Leader of the New Democratic Party.

AND FURTHERMORE, that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Moved by:	Blakelock, Rod	<input type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>
	MacPhail, Bob	<input type="checkbox"/>
	Ward, Rod	<input checked="" type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>

Seconded by:	Blakelock, Rod	<input checked="" type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>
	MacPhail, Bob	<input type="checkbox"/>
	Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated



Declaration of Pecuniary Interest by: _____

Recorded vote requested by: _____

Recorded Vote:

Blakelock, Rod
 Brandt, Jerry
 MacPhail, Bob
 Ward, Rod
 Whitwell, Wendy

For	Opposed
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>



OFFICE OF THE MAYOR
CITY OF HAMILTON

June 14, 2019

The Honourable Christine Elliott, Deputy Premier and
Minister of Health and Long-Term Care
Hepburn Block, 10th Floor
80 Grosvenor Street
Toronto, ON M7A 1E9

Dear Minister Elliot,

At its May 22, 2019 meeting, Hamilton City Council discussed the changes being proposed for public health in Ontario and their potential effects. Before I convey the recommendations that arose from that discussion, I would like to commend you and your colleagues for your announcement on June 3rd that any changes to the provincial funding of public health will not affect the current fiscal year.

Hamilton's City Council recommends that any restructuring or modernization of local Public Health take into account the following principles:

- That its unique mandate to keep people and our communities healthy, prevent disease and reduce health inequities be maintained;
- That its focus on the core functions of public health, including population health assessment and surveillance, promotion of health and wellness, disease prevention, health protection and emergency management and response be continued;
- That sufficient funding and human resources to fulfill its unique mandate are ensured.
- That the focus for public health services be maintained at the community level to best serve residents and lead strategic community partnerships with municipalities, school boards, health care organizations, community agencies and residents;
- That there be local public health senior and medical leadership to provide advice on public health issues to municipal councils and participate in strategic community partnerships. The importance of this has been highlighted by the recent cluster of HIV among those using intravenous drugs in Hamilton;

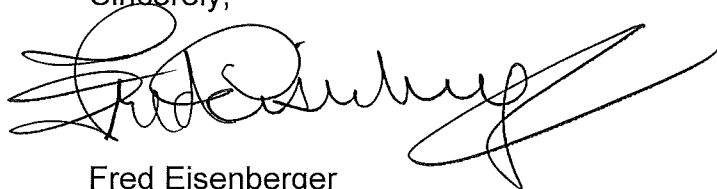
.../2

- That local public health services be responsive and tailored to the health needs and priorities of each local community, including those of vulnerable groups or those with specific needs such as the indigenous community;
- That representation of municipalities on any board of health be proportionate to both their population and to the size of the financial contribution of that municipality to the Regional Public Health Entity;
- That any transition be carried out with attention to good change management, and while ensuring ongoing service delivery.

For decades Hamilton has enjoyed and benefited from the knowledge, skills and implementation of 'preventive maintenance' that our public health staff have provided which we know has resulted in our community avoiding many costly health 'breakdowns' that would have arisen otherwise! As we move forward we also look forward to working directly with you and collaborating with our provincial colleagues through the relevant partnerships, such as the Association of Municipalities of Ontario (AMO), the Association of Local Public Health Agencies (ALPHA).

In closing, we believe consultation directly with local public health agencies, such as ours, is critical to developing the best local public health system as we move forward.

Sincerely,

A handwritten signature in black ink, appearing to read 'Fred Eisenberger', with a long, sweeping flourish extending to the right.

Fred Eisenberger
Mayor

CC: Dr. Elizabeth Richardson, Medical Officer of Health, City of Hamilton



MEDIA RELEASE

June 14, 2019

EMERGENCY DEPARTMENT REDEVELOPMENT MOVES TO NEXT STAGE

The next stage of planning for the new Emergency Department (ED) at Carleton Place & District Memorial Hospital is underway. The Ministry of Health and Long-Term Care has approved CPDMH's Stage 2 submission and the Hospital can now proceed to Stage 3 which includes preliminary design.

"Approval of our Stage 2 Functional Program is a major step and we are grateful to the Ministry and the Champlain Local Health Integration Network for their support," says Mary Wilson Trider, President and CEO.

The Functional Program outlines the operations, staffing, major equipment, funding and space requirements for the new space. Phase 3 is the preliminary design phase. Details about all major components, timelines and costs will be prepared and submitted for approval.

"This phase also includes community consultation to provide an opportunity for input regarding the new facility," adds Mary Wilson Trider. "In particular, we want to ensure our neighbours are involved in the planning."

"Thank you to the Capital Projects Committee of the Board and everyone who has been involved in this planning, including hospital staff, physicians and volunteers, as well as members of our Patient and Family Advisory Committee," adds Board Chair Rob Clayton. "Together, we are building for the future and ensuring the best care close to home for patients and families in Carleton Place, Beckwith and surrounding communities."

The new Emergency Department will be linked to the hospital and will address current space challenges and enhance infection control standards. It includes 11 treatment spaces, which is an increase of five (83%) over the current ED. The new ED is being designed to improve patient flow for both walk-in patients, as well as patients arriving by ambulance. There will be a private family room inside the ED and more washrooms.

The CPDMH Foundation is planning a \$3 million fundraising campaign for the building and equipment costs.

For more information, visit www.cpdmh.ca/redevelopment.

Media Contact:

Jane Adams

Communications Lead, CPDMH

613-729-4864

jane@brainstorm.nu



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Info List 13-19
Item #6

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

June 20, 2019

Sent VIA EMAIL

The Honourable Steve Clark
Minister of Municipal Affairs and Housing
minister.mah@ontario.ca

Dear Mr. Clark,

Re: Copy of Resolution #513

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its June 17, 2019 session supporting the resolution brought forth by the Township of Archipelago, Town of Aurora, Grey County, Town of Grimsby, Town of Halton Hills, City of Markham and York Region.

Motion No: 513

Moved by: Lillian Abbott

Seconded by: Jim Hanna

THAT the Township of Huron-Kinloss Council hereby support the resolutions from the Township of Archipelago, Town of Aurora, Grey County, Town of Grimsby, Town of Halton Hills, City of Markham and York Region in opposing Bill 108 More Homes, More Choice Act in its current state that will allow for an unelected, unaccountable body to make decisions on how communities can evolve and grow and that Bill 108 will affect 15 different Acts and will have negative consequences on community building and proper planning and call upon the Government of Ontario to halt the advancement of Bill 108 legislation and allow for consultation with Municipalities to ensure sound decision making for housing growth that meets local needs AND FURTHER directs staff to forward a copy of the resolution to the Minister of Municipal Affairs and to the municipalities to distribute as they see fit.

Carried.

Sincerely,

Emily Dance
Clerk

c.c. All Ontario Municipalities



MEDIA RELEASE

June 20, 2019

BETTER TOGETHER! **ALMONTE GENERAL HOSPITAL AND** **CARLETON PLACE & DISTRICT MEMORIAL HOSPITAL** **BOTH AWARDED ACCREDITATION WITH EXEMPLARY STANDING**

Almonte General Hospital (AGH) and Carleton Place & District Memorial Hospital (CPDMH) have both been awarded *Accreditation with Exemplary Standing* from Accreditation Canada.

This is the highest level of Accreditation and is awarded to organizations that go beyond the requirements and demonstrate excellence in continuously improving patient and resident care. The surveys took place at the two hospitals, as well as Fairview Manor. Only a small number of healthcare organizations receive this designation.

“This is a milestone to be celebrated, and we congratulate you and your team for your commitment to providing safe, high quality health services,” notes Julie Langlois, Chair, Accreditation Decision Committee.

“We are proud to have met the highest national standards for quality improvement and patient safety,” says Mary Wilson Trider, President and CEO. “This exemplary result is a reflection of everyone’s hard work and commitment to high quality care for our patients and residents.”

The two hospitals worked closely together to prepare for the surveys. “We shared best practices and learned from one another,” explains Mary Wilson Trider. “In fact, some of the survey meetings were held together for the two organizations, including Community Partners, Principle Based Care and Decision Making, Leadership and Quality Management. We were pleased to include members of our Patient and Family Advisory Committees in the process as well.”

The surveyors congratulated all teams on their success, sharing comments from patients, residents and families. They noted that the overall sentiment heard both in Almonte and Carleton Place was that: “The hospital is the heart of the community and our community is our heart.”

In Almonte, patients said: “There is love at this hospital.” and “You can feel the commitment of the people working here.” In Carleton Place, patients said: “We are very fortunate to have such high-quality care right here in Carleton Place.” and “Staff go out of their way to help patients get the care they need.”

The two hospitals are part of the Mississippi River Health Alliance. The Alliance formalizes the commitment between the two hospitals to share best practices and learn from one another. The result is a more consistent experience for patients and residents.

“This is another great example of the benefits of the two hospitals working together,” notes Rob Clayton, Board Chair, CPDMH.

AGH/FVM Board Chair Randy Larkin agrees. “Together, we have one goal. The best care close to home.”

Hospital accreditation through Accreditation Canada is a voluntary exercise that reviews a health care organization’s care and services. It includes an intensive self-assessment, a survey visit with a team of health care professionals and a comprehensive survey report. The process also involves interviews with staff, residents, physicians, volunteers, patients and families, Board and community members. The surveys took place from May 27 to 31, 2019.



-30-

Media Contact:

Jane Adams

Communications Lead

Almonte General Hospital and

Carleton Place & District Memorial Hospital

613-729-4864

jane@brainstorm.nu

June 19, 2019

Sent via email

Re: Resolution - Free Menstrual Products at City Facilities

At its meeting held on June 10, 2019, St. Catharines City Council approved the following motion:

WHEREAS people who menstruate need adequate and appropriate access to menstrual products so that they can experience their full health potential, maintain dignity and participate fully in community; and

WHEREAS according to Plan Canada International study, one-third of Canadian women under the age of 25 struggled to afford menstrual products; and

WHEREAS the inability to afford menstrual products is a health equity issue; and

WHEREAS there is a need for low or no cost menstrual products; and

WHEREAS menstruating is a natural bodily function, and access to menstrual products is as necessary as access to toilet paper; and

WHEREAS universal access to menstrual products contributes to the normalization of menstruation and enhanced access in a dignified way; and

WHEREAS other Canadian cities, including London and Sarnia are already piloting and/or assessing the feasibility of menstrual product access programs; and

WHEREAS recreation centres and libraries service a large population, diverse in age and socioeconomic status; and

WHEREAS public-facing City of St. Catharines facilities can be accessed by all members of the community at no cost;

THEREFORE BE IT RESOLVED that the City of St. Catharines work towards providing free menstrual products (pads and tampons) in all public-facing municipally-run facilities in the following ways:

.../2

1. That staff report back to Council outlining options and costs for a pilot project that would offer menstrual products in select recreation centres and library locations;
2. That the evaluation of the pilot project also include qualitative data from people using the products;
3. That the results of the pilot project inform the feasibility of expanding the provision of free menstrual products in all public-facing municipal buildings;
4. That if passed, the Clerk's Office notify all school boards and municipalities in Ontario of the City of St. Catharines' initiative and encourage them to do the same.

This resolution, passed by our Council on June 10, 2019, is being forwarded to you for your consideration and support. Please consider forwarding this to your local school board.

If you have any questions, please contact the Office of the City Clerk at extension 1524.



Bonnie Nistico-Dunk, City Clerk
Legal and Clerks Services, Office of the City Clerk
:em

Jeanne Harfield

From: MTCS Correspondence (MTCS) <MtrMclCo@ontario.ca>
Sent: June 21, 2019 3:03 PM
To: Jeanne Harfield
Subject: Response from the Honourable Lisa MacLeod, Minister of Tourism, Culture and Sport

391-2019-247

June 21, 2019

Jeanne Harfield
jharfield@mississippimills.ca

Dear Jeanne Harfield:

Thank you for writing with your concerns about the funding of library services and the interlibrary loan program in Ontario. As Minister of Tourism, Culture and Sport, I am pleased to respond.

Our government knows that public libraries play a critical role in rural, remote and Indigenous communities across the province. These are the very communities that we want to deliver more services to.

We are committed to working with Ontario's libraries and with our library service organizations to maintain the interlibrary loan program. Both Ontario Library Service–North (OLS-N) and Southern Ontario Library Service (SOLS) will reimburse libraries for delivery costs such as postage, and they will preserve the online system libraries use to coordinate the program.

This solution has been in place exclusively in the north for some time and is similar to models used by other jurisdictions across the country. This structure will work for all parties involved, and I'm pleased to see the program continue.

I value our strong partnerships with OLS-N and SOLS and will continue to work with them to provide modern and sustainable library services to the people of Ontario. Together, we are ensuring that services are delivered in the most efficient and effective ways possible.

Thank you again for writing and for your support of Ontario's public libraries.

Kindest regards,

Lisa MacLeod
Minister of Tourism, Culture and Sport



The Corporation of the Township of Huron-Kinloss

P.O. Box 130
21 Queen St.
Ripley, Ontario
N0G2R0

Info List 13-19
Item #10

Phone: (519) 395-3735

Fax: (519) 395-4107

E-mail: info@huronkinloss.com

Website: <http://www.huronkinloss.com>

The Honourable Lisa MacLeod
Minister of Tourism, Culture and Sport
Hearst Block, 9th Floor
900 Bay Street
Toronto, Ontario M7A 2E1

June 21, 2019

Dear Ms. MacLeod,

Re: Copy of Resolution #512

Please find below a copy of the resolution adopted by the Township of Huron-Kinloss Council at its June 17, 2019 session supporting the resolution brought forth by the Town of Fort Frances, Town of Hanover, Township of Mulmur and the Township of Essa.

Motion No: 512

Moved by: Ed McGugan

Seconded by: Lillian Abbott

THAT the Township of Huron-Kinloss Council hereby support the Town of Fort Frances, Town of Hanover, Township of Mulmur, and the Township of Essa in asking the Ontario Government to restore the funding to the Southern Ontario Library Service and Ontario Library Service North to at least the minimum 2018 funding level AND FURTHER directs staff to forward a copy of the resolution to the Minister of Tourism, Culture and Sport and to the municipalities to distribute as they see fit.

Carried.

Sincerely,

Emily Dance
Clerk

Ministry of the Solicitor General

Office of the Fire Marshal and
Emergency Management

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tel: 647-329-1100
Fax: 647-329-1143

Ministère du Solliciteur général

Bureau du commissaire des incendies
et de la gestion des situations
d'urgence

25 Morton Shulman Avenue
Toronto ON M3M 0B1
Tél. : 647-329-1100
Télééc. : 647-329-1143



June 26, 2019

Your Worship Christa Lowry
Town of Mississippi Mills
P.O. Box 400, 3131 Old Perth Road, R.R.2
Almonte, ON K0A1A0

Dear Mayor:

It is the responsibility of municipalities to ensure they are in compliance with the Emergency Management and Civil Protection Act (EMCPA).

The Office of the Fire Marshal and Emergency Management (OFMEM) has reviewed the documentation submitted by your Community Emergency Management Coordinator (CEMC) and has determined that your municipality was compliant with the EMCPA in 2018.

The safety of your citizens is important, and one way to ensure that safety is to ensure that your municipality is prepared in case of an emergency. You are to be congratulated on your municipality's efforts in achieving compliance in 2018.

I look forward to continuing to work with you to ensure your continued compliance in 2019.

If you have any questions or concerns about the compliance monitoring process, please contact your Emergency Management Field Officer.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Pegg", with a long horizontal flourish extending to the right.

Jon Pegg
Chief of Emergency Management

cc: Scott Granahan - CEMC
Phillipe Geoffrion - Field Officer - Capital Sector



TOWNSHIP OF WARWICK

"A Community in Action"

6332 Nauvoo Road, R.R. #8, Watford, ON N0M 2S0

INFO LIST 13-19
ITEM #12

Township Office: (519) 849-3926 / 1-877-849-3926
Watford Arena: (519) 876-2808
Website: www.warwicktownship.ca

Works Department: (519) 849-3923
Fax: (519) 849-6136
E-mail: info@warwicktownship.ca

June 26, 2019

The Honourable Doug Downey, Attorney General of Ontario
Ministry of the Attorney General
720 Bay Street
11th Floor
Toronto, ON M7A 2S9

Dear Honourable Sir:

Re: Resolution Regarding Enforcement for Safety on Family Farms

Please be advised that Warwick Township Council adopted the following resolution at their regular meeting on June 17, 2019:

WHEREAS agriculture is the second largest industry in Ontario, contributing \$13.7 billion annually to Ontario's GDP and is essential for putting food on the tables of millions of people here and around the world;

AND WHEREAS in recent months there has been a steady increase in harassment of farmers and livestock transporters by activists opposed to animal agriculture and the consumption of animals;

AND WHEREAS the protests have become blatantly illegal in nature with extremist groups trespassing onto private property, unlawfully entering into buildings and removing animals without fear of prosecution and even promoting and publishing their crimes on social media;

AND WHEREAS maintaining proper biosecurity is essential to ensure the health and well-being of the animals cared for on these agricultural operations;

AND WHEREAS the recent attacks on farmers homes and businesses have resulted in no criminal charges laid, leaving farmers feeling unprotected by the Ontario legal system and afraid for the welfare of themselves, their families, their employees and the animals they care for;

NOW THEREFORE BE IT RESOLVED THAT the Council for the Corporation of the Township of Warwick requests that Hon. Doug Downey work with his fellow MPP's and agricultural leaders to find a better way forward to ensure stronger enforcement of existing laws - or new legislation - to ensure the safety of Ontario's farm families, employees and animals;

AND BE IT FURTHER RESOLVED THAT this motion be circulated to Hon. Doug Downey, Ministry of the Attorney General, Hon. Doug Ford, Premier of Ontario, Hon. Sylvia Jones, Solicitor General and Hon. Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs and all Municipalities in the Province of Ontario, AMO, and ROMA.

- Carried.

Yours truly,



Amanda Gubbels
Administrator/Clerk
Township of Warwick

cc: The Honourable Doug Ford, Premier of Ontario
The Honourable Sylvia Jones, Solicitor General
The Honourable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
All Ontario Municipalities
Association of Municipalities of Ontario (AMO)
Rural Ontario Municipal Association (ROMA)



July 3, 2019

The Honourable Doug Ford, Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Premier:

Please be advised that Brantford City Council at its meeting held June 25, 2019 adopted the following:

Endorsement of LUMCO Resolution regarding Retail Cannabis Stores

- A. THAT the Association of Municipalities of Ontario (AMO) and the Premier of Ontario be advised that Brantford City Council ENDORSES the following Resolution adopted by LUMCO (Large Urban Mayors Caucus of Ontario) at its May 24, 2019 Meeting:

WHEREAS in April 2017, the Federal Government introduced Bill C-45, The Cannabis Act, and Bill C-46, An Act to Amend the Criminal Code, outlining plans to legalize, regulate and restrict access to cannabis in Canada; and

WHEREAS the Province of Ontario responded with corresponding legislation, the Cannabis Control Act, 2017, the Ontario Cannabis Retail Corporation Act, 2017, the Cannabis License Act, 2018, and Bill 36- Cannabis Statute Law Amendment Act, 2018; and

WHEREAS collectively, this legislation created a regulatory regime effective October 17, 2018 that allows Ontario residents who are 19 years of age or older to: 1. Purchase recreational cannabis online through the Ontario Cannabis Store 2. Possess up to 30 grams of cannabis 3. Grow up to four (4) cannabis plants per household 4. Purchase cannabis from a provincially approved private retail supplier as of April 1, 2019; and

WHEREAS municipalities across Ontario were given until January 22, 2019 to choose if retail cannabis stores will be prohibited within their borders and those that "opted out" may at a later date by resolution of their respective Council, lift the prohibition and permit them in the future; and

WHEREAS Ontario Regulation 468/18 permits limited municipal regulatory control over location and zoning, licensing and spatial separation to sensitive land uses other than a school as defined by the Education Act;

NOW THEREFORE BE IT RESOLVED THAT the Large Urban Mayors Caucus of Ontario (LUMCO) recommends that additional local regulatory controls be approved by the Province of Ontario around retail cannabis stores that would: A. Provide a municipality with the unrestricted ability to control the location of retail cannabis stores through zoning; and, B. In the alternative to A; 1) Limit the concentration and number of cannabis retail stores in any one municipality by introducing a minimum distance separation measure between retail stores (minimum 500 metres); and, 2) That cannabis stores be restricted to a Commercial Zone or Area which permits retail stores; and 3) Clearly defining sensitive land uses, in addition to schools, which would be impacted by having a retail cannabis store located adjacent to them. Such other sensitive land uses would include, but not be limited to, day cares, colleges and universities, community centres, nursing homes, libraries and actively programmed municipal parks; and, 4) That the current minimum distance separation of 150 meters from a cannabis retail store to a school be increased to a minimum of 500 metres from any sensitive land use to be defined as noted in paragraph 3 above; and C. That all municipalities that have approved retail cannabis stores to be located in their jurisdictions receive 50% of ALL excise tax collected by the Province of Ontario on the sale of cannabis; not limited to revenues in excess of \$100 million; and

THAT upon adoption of this Resolution by LUMCO, it be presented to all Ontario Municipal Councils with a request to endorse and that the municipally adopted resolutions then be forwarded to the Association of Municipalities of Ontario (AMO) and the Premier of Ontario's office;

Further, THAT members of the LUMCO Retail Cannabis Committee request a meeting with Minister Doug Downey regarding this resolution and to also request the AMO Board add this topic as an agenda item for discussion at the August 2019 AMO Annual Conference.

- B. THAT a copy of this Resolution BE FORWARDED to the MP and MPP Brantford-Brant, the Federation of Canadian Municipalities (FCM) and other municipalities in the Province of Ontario.

Your attention with regard to this important matter is most appreciated.

Yours truly,

A handwritten signature in cursive script, appearing to read "Touzel".

Charlene Touzel
City Clerk

cc Association of Municipalities of Ontario
Phil McColeman, MP, Brantford-Brant
Will Bouma, MPP, Brantford-Brant
Federation of Canadian Municipalities
Other Municipalities in the Province of Ontario



MEDIA RELEASE

June 28, 2019

ANNUAL GENERAL MEETINGS HIGHLIGHT SPIRIT OF PARTNERSHIP

At this week's Annual General Meetings at Almonte General Hospital (AGH) and Carleton Place & District Memorial Hospital (CPDMH), the successes of the past year were highlighted and celebrated. Of particular note was the advancement of the Mississippi River Health Alliance through collaboration and caring.

At both meetings, the recent Accreditation survey results were applauded. Both hospitals, as well as Fairview Manor, achieved Accreditation with Exemplary Standing, recognizing them amongst the best hospitals and long-term care homes in Canada.

In Almonte, Board Chair Randy Larkin began his remarks by thanking all of the staff and volunteers for the exceptional work that they do each and every day that result in the very best patient and resident care at the AGH/FVM, and the Lanark County Paramedic Service for their dedicated services. He also praised the relationship with Carleton Place & District Memorial Hospital under the Alliance. "This important work is something that I think will benefit our broader communities and position us well for the future. I look forward to the next steps and where this will lead."

In Carleton Place, Board Chair Rob Clayton agreed. "We have continued to advance the Alliance between our hospital and the Almonte General Hospital, and our teams continue to work closer together to improve the care we provide."

"Better Together describes our approach to working today and it also describes our approach to the future," explained President and CEO Mary Wilson Trider. "One of the key elements of the shared strategic plan, and an important way to deliver on the huge potential of the Mississippi River Health Alliance, is the development of a clinical services plan that describes how the two hospitals will provide as much care as close to home as possible for the communities we serve. Six advisory panels, each chaired by a Board member and made up of staff and physicians, along with Patient and Family Advisory Committee members and community partners, have started this work. With this advice, the Boards will approve a plan that describes how service will be delivered in the short, medium and long term at AGH and CPDMH."

At the AGM in Almonte, Cindy Hobbs was recognized for her wisdom, pragmatism and quiet leadership during her seven years on the Board. Michel Vermette, an Almonte resident, and Bruce Young, a Pakenham resident, were elected to the Board.

In Carleton Place, outgoing Chief of Staff Dr. Scott Higham was applauded for his “active, engaged and thoughtful contributions as a member of the Senior Team”. Dr. Jamie Fullerton was introduced as the new Chief of Staff. Finally, CPDMH Auxiliary President Marg Leblanc was commended for leading the volunteer team for the past four years.

At both meetings, President and CEO Mary Wilson Trider thanked the committed staff, physicians and volunteers, as well as community volunteers who sit on both Boards. She also thanked the Patient and Family Advisory Committees, along with the Resident and Family Councils at Fairview Manor, for their valuable input.

-30-



Cutline: At CPDMH, Auxiliary President Marg Leblanc (centre) with Board Chair Roby Clayton and President and CEO Mary Wilson Trider



Cutline: At CPDMH, outgoing Chief of Staff Dr. Scott Higham (centre) with Board Chair Roby Clayton and President and CEO Mary Wilson Trider



Cutline: At AGH, Cindy Hobbs (right) is honoured for her 7 years on the AGH/FVM Board with Board Chair Randy Larkin and President and CEO Mary Wilson Trider.

Media Contact:

Jane Adams

613-729-4864

jane@brainstorm.nu

The Mississippi River Health Alliance

REPORT TO THE COMMUNITY 2018-2019

INFO LIST 13-19
ITEM #15

Two Hospitals. *Better Together.* The very best care close to home.

It's Time! The Mississippi River Health Alliance is creating a stronger voice for local health care

Bonnie Lowry Bagshaw and Chelsea Snyder have a lot in common. They are both from families with deep roots in Lanark County. Chelsea grew up in Carleton Place, and now lives close to Almonte with her family. Bonnie grew up on a dairy farm, halfway between her school in Almonte and her part-time job in Carleton Place. Now Chelsea works in Carleton Place and makes the quick drive there each day. And they both had babies at Almonte General Hospital.

Bonnie and Chelsea are active in their local communities and believe in giving back. They both serve on local hospital Boards – Bonnie in Almonte and Chelsea in Carleton Place. And perhaps most importantly, they are passionate about local health care close to home – and the benefits of working together to make that happen.

That's the vision of the Mississippi River Health Alliance. It brings Almonte General Hospital (AGH) and Carleton Place & District Memorial Hospital (CPDMH) together to improve each patient's overall health care experience. The goal is a strong, coordinated system of care. And it's working.



“When I was growing up, I was back and forth between Carleton Place and Almonte all the time, and I still am,” explains Bonnie. “The two communities are really close together. The Alliance relationship makes sense.”

“Health care is more complex than ever,” adds Chelsea. “The

more we can collaborate, the better it will be for the patients and residents served by the two organizations.”

Over the past three years, the two hospitals have been working together to shape the future. A joint strategic plan provides the roadmap – with both shared and individual objectives. The Mississippi River Health Alliance leads the way.

Chelsea says she is encouraged by the feedback she is hearing in the community. “People tell us we should be proud of the work we are doing, and we should keep moving forward.”

Bonnie agrees: “The hospitals are central hubs in our communities, not only for immediate care but for employment and access to other health care providers. By working together, we can only strengthen the partnership and the services offered close to home.”



The Mississippi River Health Alliance formalizes the commitment of the two hospitals to work together.

Together, we are creating a stronger voice for local health care –



www.almonte-general.com

www.cpdmh.ca

What the Alliance Means to Me

The Mississippi River Health Alliance is all about collaboration and striving to provide the best possible care as close to home as possible. For our staff, physicians and partners, the power of the Alliance means different things to different people. So, we asked the question: **What does the Alliance mean to you?** The answers inspire us to do even more.



Katherine Reynolds
Registered Nurse, AGH

I'm excited about the chance to connect with my colleagues in Carleton Place. Right now, we are working on a new clinical services plan to find opportunities to align our programs and ensure the right services are available close to home. Staff are committed to providing the best patient and resident care.



Dr. Scott Higham
Chief of Staff, CPDMH

Our community is growing - and planning for Carleton Place's new Emergency Department is underway. As the Emergency Departments in both Carleton Place and Almonte get busier, it's good to know that we can support one another during high volume periods.



Hannah Larkin
Shared Manager of Patient Flow,
AGH and CPDMH

From the moment a patient is admitted to the hospital, my role is to help prepare for their return to the community. Through the Alliance, we have improved our transition processes when a patient needs to move from one hospital to the other. The hospitals also support one another during particularly busy periods. We put patient care at the centre of everything we do.



Mary Wilson Trider
President & CEO, AGH and CPDMH

I see the benefits every day. Working in both places makes it easy to see the opportunities to share best practices, learning from one another and becoming better together. Our greatest accomplishment to date for safe, high quality care was preparing together for recent Accreditation surveys, held during the same week at each hospital. Both organizations achieved Accreditation with Exemplary Standing. We are definitely on the right track.



Ed McPherson
Chief, Lanark County Paramedic Service

The LCPS includes more than 90 paramedics who provide ambulance and rescue services. Every day, our paramedics interact with health care providers at the two hospitals. Recently, local paramedics, physicians and nurses all benefited from an intensive two-day rural emergency care course—a result of our collaborative Alliance work.



Jeff Cray
Environmental Services Supervisor,
AGH & CPDMH

Support staff are a key part of the health care team and some of them even work at both hospitals. The Alliance is important because it aligns the two communities, helping to ensure high quality services close to home.



Dawn Fortin
Chair, CPDMH Patient & Family Advisory Committee (PFAC)

Both organizations really value input from patients, residents and families. I am looking forward to finding ways to work more closely with our PFAC colleagues in Almonte. Our communities are so close together.



Karen Bunes
Director of Resident Care,
Fairview Manor

For me, the Alliance means more opportunities for education and team development. For example, our Better Together program is helping improve communication with the front-line staff. We want to give our patients and residents the best possible experience while in our care.

CARING SNAPSHOTS

2018-2019

Almonte General Hospital

Admissions.....	1,405
Births.....	384
Inpatient Days.....	14,099
Emergency Visits.....	15,415
Ambulatory Care Visits.....	3,152
Surgical Procedures.....	876
Diagnostic Imaging Exams.....	11,308

Fairview Manor

Resident Days.....	40,376
(including respite care)	

Lanark County Paramedic Service

Calls Answered.....	22,939
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Carleton Place & District Memorial Hospital

Admissions.....	611
Inpatient Days.....	5,737
Emergency Visits.....	18,262
Ambulatory Care Visits.....	12,983
Surgical Procedures.....	1,445
Diagnostic Imaging Exams.....	16,286

For full audited financial statements, please visit www.almontegeneral.com and www.cpdmh.ca



Celebrating 25 Years of support for the Carleton Place & District Memorial Hospital!

Every day our team of caring staff, volunteers and doctors at the Carleton Place & District Memorial Hospital touch the lives of thousands of patients and their families with their compassion, skill and expertise. And it's thanks to our wonderful donors who give back to the health of their community that we are able to provide the best medical equipment and care to our families, neighbours and loved ones.

This past year, the support from our donors purchased over \$445,000 in needed patient care equipment. This coming year, another \$487,000 is required – all for equipment which is not otherwise funded through the Ministry of Health and Long Term Care or other sources. Every single piece of equipment is vital to the care we provide and we are so very grateful and appreciative of each and every donation made in support of our community hospital!



Volunteer CPDMH Foundation Board Directors and Staff

We are thrilled to share that 2019 marks the 25th Anniversary of the CPDMH Foundation! We are also excited to share that this past and current year also mark the “quiet phase” of our \$3 million Comprehensive Capital Campaign. We are working hard behind the scenes completing the feasibility study (Fall 2018) and development audit (wrapping up Summer 2019) among many other pre-campaign priorities to ensure a successful campaign for the \$1.24 million community's share of the new Emergency Department and \$1.75 million needed for vital patient care equipment. Stay tuned for the launch of the “public phase” of the campaign to be announced within the year!

Thank you for your support and the difference you have made for the patients in helping us to provide exceptional health care, close to home over the past 25 years! To learn more about how you can make a difference, visit us at www.cpdmhfoundation.ca or call **613-257-GIVE (4483)**.

Total Donations 2018-2019	\$1,164,416
Donors	1,018
Gifts	1,977

One million reasons to thank our donors, sponsors and volunteers

The Almonte General Hospital Fairview Manor Foundation topped \$1,000,000 in revenue in 2018-19 making it the most successful year in more than a decade. Revenue was up as a result of support for the 'Put Yourself in the Picture' campaign, the Car or Cash for Health Care Raffle, the Mississippi Mills River Run and Walk and several legacy gifts.

“We could not be happier with last year’s results,” said Foundation Board Chair Rob Scott. “So far almost \$379,000 has been transferred to the Hospital and Manor based on invoices for the new diagnostic imaging equipment campaign. This also included other priority needs such as new operating lights for the Obstetrics operating room, new lifts for Fairview Manor and sterilization equipment for various areas in the Hospital. We’re ready to transfer another \$250 to \$300,000 as soon as the Hospital requests it toward the diagnostic imaging campaign and for pieces such as new anesthesia machines.”

“The Hospital and Fairview Manor count on funds provided by the community through the Foundation to purchase replacement or new patient/resident care equipment,” said President and CEO Mary Wilson Trider. “The provincial government funds the operating costs such as wages and medical supplies but does not provide dollars for our priority equipment needs. On behalf of our patients and residents, thank you to our generous donors whose gifts help to ensure that they can receive high quality care close to home.”

To learn more about how you can support quality health care close to home, including bringing a CT scanner to the Almonte General Hospital, please call 613-256-2500, ext. 2610 or visit: www.almontehospitalfoundation.com



Foundation Board of Directors





OAKVILLE

Info List 13-19
Item #16

July 2, 2019

The Honourable Caroline Mulroney
Minister of Transportation and
Minister of Francophone Affairs
Ministry of Transportation
Queen's Park/Minister's Office
5th Floor, 777 Bay Street
Toronto ON M7A 1Z8

Her Honour the Honourable Elizabeth Dowdeswell
Lieutenant Governor of Ontario
Queen's Park
Toronto ON M7A 1A1

minister.mto@ontario.ca

The Honourable Doug Downey
Attorney General
Ministry of the Attorney General
McMurtry-Scott Building
720 Bay Street, 11th Floor
Toronto ON M7A 2S9

attorneygeneral@ontario.ca

Subject: Traffic Calming and Speed Limit Review

At its meeting on June 24, 2019, Oakville Town Council approved the following recommendation of the Community Services Committee resulting from its meeting held on June 17, 2019, regarding the subject item noted above:

1. That the Report entitled "Traffic Calming and Speed Limit Review" from the Engineering and Construction Department dated May 27, 2019 be received.
2. That staff be directed to provide a report to the 2020 Budget Committee on the implementation of Automated Speed Enforcement (photo radar), including an analysis of the capacity to process the resulting *Provincial Offences Act* caseload, and estimated budget implications.
3. That staff be directed to provide a report to the 2020 Budget Committee with the proposed criteria, inventory and the costs associated with additional 40 km/h zones at limited high pedestrian generator areas (e.g. Business Improvement Areas (BIAs) and major active parks on local and minor collector roads).

Subject: Traffic Calming and Speed Limit Review

4. That, where not already established, staff be directed to implement Community Safety Zones at every all-day 40 km/h zone fronting an elementary school on a major road.
5. That the Updated Toolbox of Traffic Calming Measures, as detailed in the staff report from the Engineering and Construction Department dated May 27, 2019, be endorsed.
6. a) That staff be directed to implement the revisions to the town's current Traffic Calming Process, as detailed in the staff report from the Engineering and Construction Department dated May 27, 2019.
b) That staff report on the requirements and implications to achieve a project approval process of six months or less from the time of a finding of warrant being met.
7. That staff be directed to provide a report to the 2020 Budget Committee with a multi-year Major Road Elementary School Zone Traffic Calming Program, including short-term installation of fixed Radar Speed Display Signs (RSDS) at elementary schools on major collector and minor arterial roads.
8. That staff report to a future Community Services Committee meeting on the advisability of encouraging use of the Local Improvements tool for traffic calming where the warrants are not met but residents still desire traffic calming.
9. That staff consult with the West River Residents Association to develop and test a pilot project of 40 km/h speed limits on a neighbourhood basis.
10. That the following resolution be passed:

WHEREAS on May 30, 2017, the Legislative Assembly of Ontario passed Bill 65 – *Safer School Zones Act*, authorizing municipalities to operate automated speed enforcement in community safety zones and school zones on roads under their jurisdiction;

WHEREAS municipalities would be responsible for the implementation and operational costs of automated speed enforcement on roads under their jurisdiction;

WHEREAS the bylaws designating community safety zones and school zones or implementing the automated speed enforcement would be enacted under the *Highway Traffic Act* (HTA) and would create HTA offences;

WHEREAS HTA offences are administered through the *Provincial Offences Act* (POA) courts and any HTA fine revenue collected through the POA courts would be retained by the POA court program not the local municipality;

WHEREAS the *Municipal Act, 2001* authorizes municipalities to implement an administrative monetary penalty system for parking, licensing and other bylaws enacted under that Act, and Bill 68 *Modernizing Ontario's Municipal Legislation Act, 2016* proposes to include authority for administrative monetary penalties to enforce the HTA;

WHEREAS s. 21.1 of the HTA would allow for a regulation to prescribe persons authorized to enforce prescribed offences through administrative monetary penalties rather than the POA courts;

WHEREAS penalties for offences arising out of enforcement through technology such as automated speed enforcement can be administered effectively and efficiently through an administrative monetary penalty system;

WHEREAS there is extremely limited capacity in the POA courts to prosecute the potential volume of cases arising from automated speed enforcement, and the Town of Oakville only has one half day per month of regularly scheduled POA court time to prosecute all matters; and

WHEREAS, despite a variety of traffic calming approaches utilized within the community, speeding and the enforcement of speeding laws remain a significant concern in Oakville;

BE IT RESOLVED THAT Council requests the Minister of Transportation to continue working with municipalities and the Ontario Traffic Council on the swift adoption of the regulation(s) necessary to implement automated speed enforcement, including the use of administrative monetary penalties by municipalities;

AND BE IT RESOLVED THAT Council requests the Minister of Transportation in conjunction with the Lieutenant Governor in Council to make a regulation pursuant to s. 21.1 of the HTA, that would allow for offences created by automated speed enforcement to be administered through the administrative monetary penalties by municipalities and for the Attorney General to support the necessary changes to allow technology-based enforcement to be administered through administrative monetary penalties by municipalities and that this resolution be forwarded to all Ontario municipalities.

Page 4

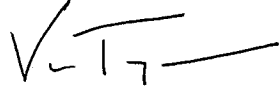
July 2, 2019

Subject: Traffic Calming and Speed Limit Review

The staff report may be viewed on the town website at the following link (see Item 9):
[Community Services Committee Agenda](#).

Should you have any questions regarding this matter or require additional information, please contact Jill Stephen, Director of Engineering and Construction, at 905-845-6601, extension 3308 or email jill.stephen@oakville.ca.

Yours truly,

A handwritten signature in black ink, appearing to read 'V. Tytaneck', with a horizontal line extending to the right.

Vicki Tytaneck
Town Clerk

c. Geoff Wilkinson, Executive Director, Ontario Traffic Council

email: Ontario Municipalities

Jill Stephen, Director of Engineering and Construction

Lanark County pledges to support pollinator protection and promote public participation

Lanark County is taking strides to support and promote restoration of pollinator habitat through several initiatives, including its recent proclamation of the Mayors' Monarch Pledge Day on June 26.

"Lanark County's goal is to create diverse roadsides with an abundance of pollinator habitat through practices of planting flowers, seeding disturbed soil, improving maintenance practices and by participating in new projects aimed at improving pollinator habitat," explained Michelle Vala, vegetation management intern.

The National Wildlife Federation Mayors' Monarch Pledge is a way for municipalities to create habitat for the monarch butterfly and pollinators, and to show citizens how they can help. Municipalities taking part must commit to undertaking at least three of 25 action items within a year of taking the pledge. "Lanark County has already completed several activities contributing to pollinator habitat restoration," Ms. Vala said. "Since we have completed more than eight actions, we would be recognized as part of the Leadership Circle."

Among other activities planned this year is a multi-year project to convert about three acres of mowed grass on county property near the administration building to a pollinator patch. Planting of native seeds would be completed by county staff and available Canadian Wildlife (CWF) personnel. Consideration is being given to creating a pathway through the area to provide additional educational opportunities to the public. Lanark County is seeking volunteers to assist with this project.

On July 17 from 12:30 to 3:30 p.m. Lanark County will host a free public information session about invasive plants, including wild parsnip and phragmites, as well as pollinator site restoration, monarch recovery efforts and how the public can get involved. Details about the session and how to register can be found at

<http://www.lanarkcounty.ca/Assets/Public+Works/June+26+Public+Information+Session.pdf>.

The monarch butterfly population is declining and faces extinction due to habitat loss, broad-scale herbicide and pesticide use, and climate change. The county is part of the CWF's new monarch butterfly recovery project in eastern Ontario through an Ontario Trillium Foundation Grant and in partnership with the National Capital Commission and Hydro One. Through this project, CWF is testing whether the creation of native meadows along roadsides and rights-of-way could successfully control wild parsnip, while restoring monarch butterfly habitat and reducing management costs.

"We encourage the public to come to our information session and to learn about these projects and ways they can help us to create or restore habitat that is friendly to pollinators, including the monarch butterfly," said Janet Tysick, public works business manager.

"Through the Mayors' Monarch Pledge, we have a chance to take a leadership role in eastern Ontario and to be a role model for other communities," said Warden Richard Kidd (Beckwith Reeve). "I challenge other local officials across our beautiful county to take a stand with me so that the monarch

butterfly will once again flourish across the continent.”

– 30 –

For more information, contact:

Michelle Vala
Vegetation Management Intern
Public Works, Lanark County
mvala@lanarkcounty.ca
613-267-1353

Janet Tysick
Business Manager
Public Works, Lanark County
jtysick@lanarkcounty.ca
613-267-1353



LANARK COUNTY

MAYORS' MONARCH PLEDGE DAY PROCLAMATION

WHEREAS, the monarch butterfly is an iconic North American species whose multigenerational migration and metamorphosis from caterpillar to butterfly has captured the imagination of millions; and

WHEREAS, 20 years ago, more than one billion Eastern monarch butterflies migrated to Mexico, but in the winter of 2014, only 60 million made the trip; and

WHEREAS, cities, towns and counties have a critical role to play to help save the monarch butterfly, and the County of Lanark has played a leadership role by partnering in the Canadian Wildlife Federations' Monarch butterfly recovery project in Eastern Ontario; and

WHEREAS, every citizen of Lanark County can make a difference for the monarch by planting native milkweed and nectar plants to provide habitat for the monarch and pollinators in locations where people live, work and play; and

WHEREAS, on behalf of the people of Lanark County who have already joined me in creating healthy habitat for these magnificent butterflies, I am honored to be the first Warden in Eastern Ontario to lead the way by signing the National Wildlife Federation's Mayors' Monarch Pledge; and

WHEREAS, I challenge other local officials across our beautiful county to take a stand with me so that the monarch butterfly will once again flourish across the continent.

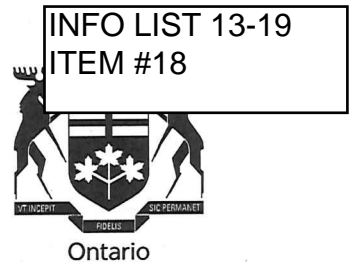
NOW THEREFORE, I, Richard Kidd, Warden of Lanark County, do hereby proclaim June 26, 2019 as MAYORS' MONARCH PLEDGE DAY in the County of Lanark.



RICHARD KIDD
Warden

Attorney General
McMurtry-Scott Building
720 Bay Street
11th Floor
Toronto ON M7A 2S9
Tel: 416-326-4000
Fax: 416-326-4007

Procureur général
Édifice McMurtry-Scott
720, rue Bay
11^e étage
Toronto ON M7A 2S9
Tél.: 416-326-4000
Télééc.: 416-326-4007



Our Reference #: M-2019-3638

JUL 12 2019

Dear Head of Council,

Further to the Premier's announcement at the 2019 ROMA conference, I am writing to invite you to participate in the government's consultations regarding joint and several liability, insurance costs, and the 'liability chill' affecting the delivery of everyday public services.

In order to make this consultation process as effective as possible, the government needs to hear directly from you about your municipality's experiences. It is impossible to canvass possible solutions without understanding the actual problems faced by municipalities.

This will be an evidence-led consultation and policy development process. The first phase of the process will involve collecting background technical information. I therefore ask that you have your municipal officials respond in writing to the general questions noted below. We will also be establishing a Technical Table of provincial and municipal elected officials, building on AMO's existing Working Group, to make sure that we are all on the same page around the issues and evidence that need to be addressed.

Given the importance of hearing your experiences, there is no predetermined format or questionnaire for this consultation. We don't want to inadvertently limit you. We would ask, though, that your officials consider and address three broad questions so that there is some comparability among the responses.

First, please describe the nature of the problem as you see it. What are the problems that you need addressed to benefit your municipality. Is it increasing premiums? Rising deductibles? Being unfairly named in lawsuits? Being held to unreasonably strict standards (e.g., regarding road design or maintenance)? Feeling that you cannot offer certain services because of the liability risk? A general sense of unfairness that municipal taxpayers pay more than their fair share (e.g., because individuals are under-insured or were behaving irresponsibly)? Please have your officials describe all the specific problems that are directly affecting your municipality.

Second, please indicate what evidence leads you to your view of the problem. Without limiting the types of evidence you may wish to discuss, I have attached to this letter a list of potentially relevant facts and evidence that your officials may wish to address.

Finally, given your view of the problem and the supporting evidence, what solutions do you propose? In formulating your proposals, please keep in mind the need to ensure that catastrophically injured persons are fairly compensated and that costs are not simply transferred to the publicly funded health care system.

.../2

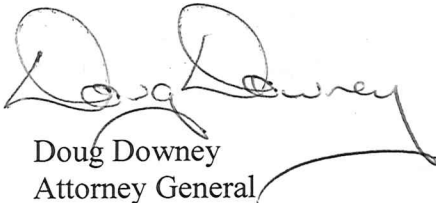
I will provide an update on the consultation process at AMO in August. I will also meet with interested delegations.

The second phase of the municipal consultation process will involve formal discussions in early Fall among elected officials about the evidence and the potential policy solutions. Once there is a provincial and municipal understanding on the key issues, the government will engage with other interested stakeholders.

The Ministry of the Attorney General has established a dedicated email address to receive the background technical information from your officials. Please have your officials respond by Friday, September 27, 2019 to magpolicy@ontario.ca. For further information, please have your officials reach out to MAG at the email address noted above.

Our goal must be meaningful and lasting reform. I encourage you to share your experiences on this important subject.

Sincerely,



Doug Downey
Attorney General

Attachment

Potentially Relevant Facts and Evidence

Nature of Insurance Coverage

- Does your municipality purchase liability insurance? If so, from what company?
- Do you use an insurance broker? If so, which company?
- Does your municipality self-insure against some or all liability risks? If so, please describe the program.

Premiums

- Municipal insurance premiums over time (both absolute dollars and percentage increases)
- Insurance premiums in other business lines over the same time period
- Typical ratio of premiums to claims payouts
- What triggers premium increases? Being named in a claim? Incurring defence costs? Paying on the claim?
- The secondary literature speaks of 'insurance cycles' or the market 'tightening' periodically such that premiums increase markedly in a relatively short period of time. Do you have any views on this topic?

Deductibles

- Amount
- Trigger for payment by municipality (being named, filing a defence?)
- Changes over time
- Comparison to changes in other business lines over time

Litigation Costs

- Amount
- Does joint and several liability ("JSL") impact costs?
- Changes over time
- Are municipal liability cases any more expensive to defend than other types of claims?
- Have any steps been taken, or are planned, to reduce defence costs?

Types of Claims

- Data regarding types of claims including road/auto, building inspections, other personal injury (e.g., tobogganing) – both volume and cost
- Number/ portion of cases that involve two or more defendants and thus raise JSL issues
- Changes over time

Settlement of Claims

- Data regarding JSL cases – and ideally the specific cases – where municipalities have settled for amounts disproportionate to their fault.
- Non-JSL cases where the municipality has paid amounts viewed as disproportionate to their level of fault (e.g., in the past some stakeholders have identified single vehicle collisions involving impaired drivers).

Adjudication of Claims

- Data regarding JSL cases – and ideally the specific cases – where municipalities have been required to pay amounts disproportionate to their degree of fault as determined by the court.
- Non-JSL cases where the municipality has been found liable and required to pay amounts viewed as disproportionate to their level of fault (e.g., in the past some stakeholders have identified single vehicle collisions involving impaired drivers).

Claim Costs

- Is the cost of individual claims raising, e.g. claims related to injuries in automobile accidents? If so, why?
- In 2016, the previous government reduced the cap for no fault catastrophic injury payments in automobile cases from \$2M to \$1M. Did that have any impact on municipal costs? If so, what savings are expected from the government's plan to increase the cap back to \$2M? Would a further increase to no fault benefits result in savings to municipalities?
- Are settlements ever for a sum less than or equal to the deductible?

Other

- How does JSL positively impact catastrophically injured plaintiffs? How would associated costs be distributed if JSL is abolished?
- What if any impact have road maintenance standards had on claims against municipalities?
- What types of everyday activities have been impacted by insurance costs and other liability risks? To what extent is JSL a factor in these situations? What steps have municipalities taken to mitigate these costs and risks?


Ombudsman
ONTARIO

ONTARIO'S WATCHDOG
CHIEN DE GARDE DE L'ONTARIO

Dear stakeholder,

I am pleased to send you two hard copies of my latest Annual Report (one English, one French). This report covers the 2018-2019 fiscal year.

This is our Office's third full fiscal year of reporting on our oversight of municipalities, universities and school boards, in addition to provincial government organizations. I hope that you and all stakeholders in these areas of jurisdiction will find the information in this report of interest.

You can also find the entire report, media materials and backgrounders, statistics and video of my press conference at Queen's Park on our website, www.ombudsman.on.ca.

Our Office understands that statistics do not tell the whole story. To put them in context, we encourage you to read the sections of the report that relate to your area (Municipalities: pages 37-46; Education: 47-53), in which we discuss the most common issues in each sector and the types of cases we have resolved across the province.

In the interests of immediacy and "thinking green," we encourage you to let any interested colleagues and stakeholders know that they can access all of this information online. However, we are of course happy to send additional hard copies upon request.

Should you have any questions about the report or cases related to your organization, please do not hesitate to contact us. We are also happy to assist you with any general questions about our work. You can reach our staff at 1-800-263-1830 or info@ombudsman.on.ca.

Sincerely,



Paul Dubé
Ombudsman of Ontario



THE
COLLEGE
OF
PHYSICIANS
AND
SURGEONS
OF
ONTARIO

July 8, 2019

TO MAYOR, CITY CLERK AND COUNCILLORS:

**Nominate an Outstanding Ontario Physician in Your Community
The College of Physicians and Surgeons of Ontario Council Award**



Did You Know?

Over the last four years, the Council Award has been presented to four physicians nominated by their local city council?

The College of Physicians and Surgeons (CPSO) is now accepting nominations for the **2020 Council Award**. The Council Award honours outstanding Ontario physicians who have demonstrated excellence and embody a vision of the “ideal physician”.

The criteria for selecting a physician for the Council Award are outlined in the enclosed nomination form. The criteria are based upon eight “physician roles” that reflect society’s expectations of what is needed to practise modern medicine.

Through the award, the College honours Ontario physicians whose performance in each of these roles is outstanding, recognizing that individual physicians will demonstrate more extensive expertise in some roles than in others.

If you know of a physician who meets the selection criteria, please nominate him or her for the Council Award.

The deadline for receipt of nominations is September 30, 2019 at 5:00 p.m.

For further information, please contact the Council Awards Program at 416-967-2600 or 1-800-268-7096 extension 257 or cpsoaward@cpso.on.ca.



The Council Award honours outstanding Ontario physicians who have demonstrated excellence and come closest to meeting society's vision of an "ideal physician."

Four awards are presented each year, in the following categories: Academic Specialty, Community Specialty, Academic Family Practice and Community Family Practice.

CRITERIA

The criteria for selecting a physician for the Council Award is based on the eight physician roles identified as the essential qualities needed to practise modern medicine:

- medical expert/clinical decision maker
- health advocate
- communicator
- learner
- collaborator
- scientist/scholar
- gatekeeper/resource manager
- person & professional

The Council Award recognizes physicians whose performance in these roles is outstanding, recognizing that they may demonstrate more extensive expertise in some roles than in others. Details on the elements of each role are outlined on the CPSO's award webpage.

ELIGIBILITY FOR NOMINATION

Anyone may nominate a physician for the Council Award. To be eligible for nomination, a physician must be licensed in Ontario and be in good standing with the College. Previous nominees who were unsuccessful are eligible. Former recipients of the Council Award or the Excellence in Quality Management of Medical Care Award are not eligible for nomination. Council Members and staff of the College and members of their immediate families are also not eligible.

NOMINATION INSTRUCTIONS

1. Complete the **nomination form**.
2. Provide a **detailed nominator's statement** describing how the nominee has demonstrated overall excellence and contributed to the profession. *You are encouraged to include pertinent supporting materials such as testimonials, reports, media articles, CVs, etc.*
3. Find a **seconder** for the nomination who will provide a written testimonial about the nominee's accomplishments.
4. The completed Council Award nomination package (including nominator's statement, supporting material and seconder's statement) can be emailed to cpsoaward@cpso.on.ca or mailed to the following address:

The Council Award,
c/o Communications Department
College of Physicians and Surgeons of Ontario
80 College Street, Toronto, Ontario, M5G 2E2

For more information, please contact:

Call: 416-967-2600 or 1-800-268-7096, ext. 257

E-mail: cpsoaward@cpso.on.ca

Additional information and nomination forms are available at:

www.cpso.on.ca/council-award

CHECKLIST:

- NOMINATION FORM**
- NOMINATOR'S STATEMENT**
- SECONDER'S STATEMENT**
- SUPPORTING DOCUMENTS (OPTIONAL)**
- NOMINEE'S CV (OPTIONAL)**

The deadline for the nominations is Monday, **September 30, 2019** at 5:00 p.m.



THE CORPORATION OF THE CITY OF STRATFORD

Resolution: Opposition to Changes in 2019 Provincial Budget and Planning Act

WHEREAS on April 11, 2019, the Provincial government tabled a new budget, some of which represents a significant shift in priorities, with direct implications to the City of Stratford and municipalities across Ontario;

AND WHEREAS this shift in priorities will put disproportionate pressure on municipal governments to either fully fund Provincially discontinued programs or partially supplement programs and services at current service levels;

AND WHEREAS the City of Stratford recognizes that the Government of Ontario announced in May 2019 that it will reverse mid-year cuts to critical services of public health, childcare and ambulance services and requests an opportunity to work collaboratively to find solutions that will work for all partners and protect services prior to drafting 2020 budgets;

AND WHEREAS previous legislation that abolished the OMB and replaced it with LPAT received unanimous – all party support as all parties recognized that local governments should have the authority to uphold their provincially approved Official Plans and community driven planning;

AND WHEREAS in the spirit of working together for the benefit of all Ontario residents, Stratford City Council opposes the upcoming changes to the Planning Act as municipalities were not consulted and afforded an opportunity to provide feedback;

AND REQUESTS a meeting with MPP Pettapiece, the Minister of Municipal Affairs and other related ministries on the effects of downloading onto municipal governments;

AND THAT this resolution be forwarded to all municipalities in Ontario and to AMO.

The Corporation of the City of Stratford, P.O. Box 818, Stratford ON N5A 6W1
Attention: City Clerk, 519-271-0250 ext 235, clerks@stratford.ca

From: Angie Beaupre [<mailto:angie.beaupre@bigbrothersbigsisters.ca>]
Sent: June-13-19 3:42 PM
To: Christa Lowry
Subject: Big Brothers Big Sisters of Lanark County : September is BBBS Month

Dear Mayor Lowry,

Last September Big Brothers Big Sisters of Lanark County started a campaign called **"Paint the Town Purple"** to help raise awareness for our need to engage Mentoring volunteers, and the programs that we offer for local children and youth through Lanark County.

This Campaign was a pilot project in Smiths Falls in 2018. The return on this campaign turned into a greater number of inquiries of volunteers and mentors than any other advertising that we had done in the past.

In 2019 we hope to reach out to the rest of Lanark County and raise awareness county wide.

Children who have been in our program see real, positive change.

- The children in our programs graduate from high school at a rate of **20%** higher than the national average.
- **78%** of the children who came from a social assistance background no longer rely on this form of income and a dis-proportionally high number of former agency children graduate from college or university compared to others in their age group.
- On the other hand, children who are denied the benefit of a positive role model are children who will continue to be deemed "at risk" and not children "on the brink of success".

Each volunteer that offers to work with a child through our agency is carefully screened and evaluated for the safety of the children. Thorough background checks are conducted, along with interviewing and training. Children are also given safety training, and go through an interview process, along with their families, to ensure that each match is set up to be successful.

Please help us achieve our goals to support these children. With everyone's help we can work together to continue supporting the children of tomorrow's future.

Please contact me to further this discussion of how your town can participate in this fun event, and help us "Paint The Town Purple" in support of Big Brothers Big Sisters of Lanark County.

Some of our 2018 Purple activities: Local Water Tower spot lights changed to purple for the week of September 18th (BBBS DAY), Proclamation was made by Mayor of Smiths Falls that September was officially BBBS month, many store front windows decorated in purple pride by local business owners with a small competition of best window display, staff wear purple on the 18th, and hash tag photos shared #imagineBBBSLC. I am open to adding new ideas and promotional activities to help us raise awareness for BBBSLC.

Regards,

Angie Beaupre

Fund Development Coordinator
Big Brothers Big Sisters of Lanark County
18 William Street East
Smiths Falls, ON K7A 1C2
613-283-0570

<https://lanark.bigbrothersbigsisters.ca>

<https://www.instagram.com/bbbslanarkcounty/>



THE CORPORATION
OF
THE TOWN OF HALTON HILLS

2019-0141

Moved by: Clark Somerville Date: July 8, 2019
Councillor Clark Somerville

Seconded by: Jane F. Fogel Resolution No.: _____

WHEREAS the Province of Ontario, through the Ministry of the Environment, Conservation and Parks, has posted a discussion paper entitled "Reducing Litter and Waste in our Communities";

AN WHEREAS producer responsibility has not been adequately addressed by the Province of Ontario;

AND WHEREAS a successful deposit/return program for single use plastic, aluminum and metal drink containers has been in existence in other Provinces in Canada including Newfoundland, Nova Scotia and British Columbia;

AND WHEREAS these successful program have eliminated many of these containers from the natural environment;

THEREFORE BE IT RESOLVED that the Council of the Town of Halton Hills call upon the Province of Ontario, through the discussion paper entitled "Reducing Litter and Waste in our Communities", to review and implement a deposit/return program for all single use plastic, aluminum and metal drink containers;

AND FURTHER THAT that the Province of Ontario review current producer requirements and look for extended producer responsibility for all packaging;

AND FURTHER THAT a copy of this motion be sent to the Premier of Ontario; the Minister of the Environment, Conservation and Parks; the Minister of Municipal Affairs; the Association of Municipalities of Ontario; the Region of Halton; and all municipalities in the Province of Ontario.

Rick Bonnette
Mayor Rick Bonnette

July 25, 2019

INFO LIST 13-19
ITEM #24

To Our Development Charge Clients:

Re: Bill 108: Draft Regulations for the Development Charges Act and Planning Act (Community Benefits Charge Related)

On behalf of our many municipal clients, we are continuing to provide the most up-to-date information on the proposed changes to the *Development Charges Act* (D.C.A.) as proposed by Bill 108. The Province has recently released draft Regulations related to the D.C.A. and the community benefits charge (C.B.C.). These Regulations are posted on the Environmental Registry of Ontario for public comment which is open until August 21, 2019. Comments may be made at the following websites:

- Development Charge Regulation – <https://ero.ontario.ca/notice/019-0184>; and
- Community Benefits Charge Regulation – <https://ero.ontario.ca/notice/019-0183>.

We would note that the Province has established a Technical Working Committee to advise on the methodological approach for the development of a proposed formula to be used in the C.B.C. calculation. Gary Scandlan has been invited and will participate as a member of this committee.

This letter provides a review and commentary on the Regulations proposed for the D.C.A. and the *Planning Act* (as they relate to the C.B.C.). These draft Regulations are included in the attached Appendices. Note that some of the proposed changes are provided directly in the draft Regulations while other comments were included in other documents circulated by the Province.

Proposed D.C.A. Regulation Changes – ERO Number 019-0184

1. Transition of Discounted Soft Services

Provides for transition to the C.B.C. authority during the period of January 1, 2020 to January 1, 2021.

- Confirm that all D.C.A. provisions of Bill 108 will be effective at the municipality's discretion during the transition period (i.e. by January 1, 2021), such that development charge (D.C.) by-law amendments for collections and statutory exemptions can take effect at the same time as transitioning soft services.

2a). D.C. Deferral

Provides for the deferral of D.C.s for rental housing development, non-profit housing development, institutional/industrial/commercial development until occupancy.

- This speaks to “until occupancy;” however, it is proposed to be collected during a term (5 or 20 years) beyond occupancy. Clarify that this means period “from the date of occupancy.”
- As the landowner may change during the period when payments are being made, how will municipalities be able to track the changes in ownership? Is there an ability to place a notice on title of the land?
- Can security be taken to ensure recovery of the payments?

2b). Deferral Definitions

“Non-profit housing development’ means the construction, erection or placing of one or more buildings or structures for or the making of an addition or alteration to a building or structure...”

- This appears to cover both new developments as well as redevelopment. Need to consider how the application of D.C. credits would apply on redevelopments.

“Rental housing development’ means...four or more self-contained units that are intended for use as rented residential premises.”

- Definition speaks to “intended.” What requirement is in place for these units to remain a “rented residential premises” and over what period of time?
- Can municipalities impose requirements to maintain status over the term of installments?
- How will this be substantiated at the time of occupancy?

“Non-profit housing development’ means...by a non-profit corporation.”

- Any requirement to remain a “non-profit corporation” for a period of time?
- Can municipalities impose requirements to maintain status over the term of installments?
- How will this be substantiated at the time of occupancy?

“Institutional development’ means...long-term care homes; retirement homes; universities and colleges; memorial homes; clubhouses; or athletic grounds of the Royal Canadian Legion; and hospices.”

- Long-term care homes and retirement homes are considered in some municipalities as residential developments with charges imposed based on

number of dwelling units. Does this require these developments to be charged as non-residential developments based on gross floor area of development?

- Does the phrase “universities and colleges” relate only to the academic space? Many municipalities impose charges on the housing related to the institution.

“Commercial development’ means...office buildings as defined under subsection 11(3) in Ontario Regulation 282/98 under the Assessment Act; and shopping centres as defined under subsection 12(3) in Ontario Regulation 282/98 under the Assessment Act.”

- This would appear to apply to a subset of commercial types of development. The *Assessment Act* defines a shopping centre as:
 - “i. a structure with at least three units that are used primarily to provide goods or services directly to the public and that have different occupants, or
 - ii. a structure used primarily to provide goods or services directly to the public if the structure is attached to a structure described in subparagraph i on another parcel of land.”
 - “‘Shopping centre’ does not include any part of an office building within the meaning of subsection 11 (3).”
- Office includes:
 - “(a) a building that is used primarily for offices,
 - (b) the part of a building that, but for this section, would otherwise be classified in the commercial property class if that part of the building is used primarily for offices.”
- Confirm all other types of commercial will continue to be charged fully at the time of building permit issuance.
- Will these definitions require D.C. background studies to further subdivide the growth forecast projections between shopping centre, office and other commercial development for cashflow calculation purposes?

Administration of deferral charges in two-tier jurisdiction.

- Regulation does not speak to policies for upper- and lower-tier municipalities. Areas where variation could occur include collection of installments (e.g. who monitors and collects installments), commonality for processing payment defaults, interest rates, etc.

3. D.C. Freeze for Site Plan and Zoning By-law Amendment

The D.C. quantum would be frozen “until two years from the date the site plan application is approved, or in the absence of the site plan application, two years from the date the zoning application was approved.”

- D.C.s are frozen from date of site plan or zoning by-law application up to a period of 2 years after approval. In the situation where the planning application is appealed by the applicant, would they still be entitled to the rates at the date of planning application submission?
- This provision may provide for abuse where land owners may apply for minor zoning changes in order to freeze the D.C. quantum for several years.

4. Maximum Interest Rates on D.C. Deferrals for Freeze

Minister is not proposing to prescribe a maximum interest rate that may be charged on D.C. amounts that are deferred or on D.C.s that are frozen.

- Municipalities will need to consider what rates are to be used in this regard (e.g. annual short-term borrowing rates, long-term debenture rates, maximum rates on unpaid taxes, etc.).
- Should there be consistency between upper- and lower-tier municipalities?
- If interest rate selected is too high, would it discourage paying installments?

5. Additional Dwelling Units

It is proposed that the present exemption within existing dwellings be expanded to allow "...the creation of an additional dwelling in prescribed classes of residential buildings and ancillary structures does not trigger a D.C." Further, in new single, semi and row dwellings (including ancillary structures), one additional dwelling will be allowed without a D.C. payment. Lastly, it is proposed that, "...within other existing residential buildings, the creation of additional units comprising 1% of existing units" would be exempted.

- All the noted exemptions should be granted once, so as to not allow for multiple exemptions in perpetuity.
- Need to define a "row dwelling." Does this include other multiples such as stacked and/or back-to-back townhouses?

C.B.C. – Proposed Planning Act Regulation - ERO Number 019-0183

1. Transition

The specified date for municipalities to transition to community benefits is January 1, 2021.

- While this seems like a long period of time, there are over 200 municipalities with current D.C. by-laws. As it will take some time to evaluate the approach to these studies, carry out the studies, undertake a public process and pass by-laws, the time frame is limited and should be extended to at least 18 months.

2. Reporting on Community Benefits

“Municipalities would be required annually to prepare a report for the preceding year that would provide information about the amounts in the community benefits charge special account, such as:

- *Opening and closing balances of the special account*
 - *A description of the services funded through the special account*
 - *Details on amounts allocated during the year*
 - *The amount of any money borrowed from the special account, and the purpose for which it was borrowed*
 - *The amount of interest accrued on money borrowed.”*
- Confirm that “special account” and reserve fund have the same meaning.
 - In regard to amounts allocated, within the context of the legislation where 60% of funds must be spent or allocated annually, can amounts be allocated to a capital account for future spending (e.g. recreation facility in year 5)?
 - Similar to D.C. reserve funds, can the funds in the special account only be borrowed for growth-related capital costs?

3. Reporting on Parkland

Prescribed reporting requirements for parkland, “Municipalities would be required annually to prepare a report for the preceding year that would provide information about the amounts in the special account, such as:

- *Opening and closing balances of the special account*
 - *A description of land and machinery acquired with funds from the special account*
 - *Details on amounts allocated during the year*
 - *The amount of any money borrowed from the special account, and the purpose for which it was borrowed.”*
- In regard to the amount of interest accrued on money borrowed, confirm that the “special account” and reserve fund have the same meaning.
 - This section of the Regulation is introduced to allow municipalities to continue using the current basic parkland provisions of the *Planning Act*. However, in contrast to the current reporting under s. 42 (15) which allows funds to be used “for park or other public recreation purposes,” the scope in this Regulation is for “land and machinery.” Confirm whether the scope of services has been limited.

4. Exemptions from Community Benefits

“The Minister is proposing that the following types of developments be exempt from charges for community benefits under the Planning Act:

- *Long-term care homes*
- *Retirement homes*
- *Universities and colleges*

- *Memorial homes, clubhouses or athletic grounds of the Royal Canadian Legion*
- *Hospices*
- *Non-profit housing.”*
- Confirm that for-profit developments (e.g. long-term care and retirement homes) will be entitled to exemptions.
- Will Regulations prescribe that exemptions must be funded from non-C.B.C. sources, similar to D.C.s?
- Does the phrase “universities and colleges” relate only to the academic space? Many municipalities impose charges on the housing related to the institution.
- Does the phrase “universities and colleges” include private institutions? Should a definition be provided to clarify this?

5. Community Benefits Formula

Provides the authority for municipalities to charge for community benefits at their discretion, to fund a range of capital infrastructure for community services needed because of new development.

- The Regulation notes that, “This capital infrastructure for community services could include libraries, parkland, daycare facilities, and recreation facilities.” Is the inclusion of libraries, parkland, daycare facilities, and recreation facilities as capital infrastructure for community services intended to be exhaustive, or are all other “soft” services (e.g. social and health services) eligible to be included as community benefits?
- The C.B.C. payable could not exceed the amount determined by a formula involving the application of a prescribed percentage to the value of the development land. The value of land that is used is the value on the day before the building permit is issued to account for the necessary zoning to accommodate the development. Will a range of percentages be prescribed to take into account varying values of land for different types of development or will the C.B.C. strategy require a weighting of the land values within the calculations?
- Will the range of percentages account for geographic differences in land values (e.g. municipal, county, regional, etc.)?
- Will they account for differences in land use or zoning?
- It is noted that, at present, municipalities may impose parkland dedication requirements and D.C.s on non-residential lands. Will non-residential lands be included as chargeable lands? If not, does this allow municipalities to place 100% of the servicing needs onto residential development?
- This Ministry is not providing prescribed percentages at this time. Can the Province confirm that no prescribed percentages will be proclaimed during the transition period?

6. Appraisals for Community Benefits

It is proposed that,

- *“If the owner of land is of the view that the amount of a community benefits charge exceeds the amount legislatively permitted and pays the charge under protest, the owner has 30 days to provide the municipality with an appraisal of the value of land.*
- *If the municipality disputes the value of the land in the appraisal provided by the owner, the municipality has 45 days to provide the owner with an appraisal of the value of the land.*
- *If the municipality’s appraisal differs by more than 5 percent from appraisal provided by the owner of the land, the owner can select an appraiser from the municipal list of appraisers, that appraiser’s appraisal must be provided within 60 days.”*
- Is the third appraisal binding? Can this appraisal be appealed to L.P.A.T.?
- Can the costs for appraisals be included as eligible costs to be funded under the C.B.C.?
- Do all municipalities across the Province have a sufficient inventory of land appraisers (i.e. at least 3) to meet the demands and turnaround times specified within the Regulations?

7. Excluded Services for Community Benefits

“The following facilities, services or matters are to be excluded from community benefits:

- *Cultural or entertainment facilities*
- *Tourism facilities*
- *Hospitals*
- *Landfill sites and services*
- *Facilities for the thermal treatment of waste*
- *Headquarters for the general administration of municipalities and local boards.”*
- This would be consistent with the ineligible services list currently found under the D.C.A. Is there a distinction between “the thermal treatment of waste” and incineration?
- Will there be any limitation to capital costs for computer equipment or rolling stock with less than 7 years’ useful life (present provision within the D.C.A.)?
- Will the definition of eligible capital costs be the same as the D.C.A.?
- Question this relative to the description of community services in item 5 above.

8. Community Planning Permit System

Amendments to the Planning Act will allow conditions requiring the provision of specified community facilities or services, as part of the community planning permit system (which combines and replaces the individual zoning, site plan and minor variance processes). It is proposed, “that a community benefits charge by-law would

not be available for use in areas within a municipality where a community planning permit system is in effect and specified community services are identified.”

- The above suggests different charges to different lands. It is unclear as to the amount of recovery provided under the C.B.C. and that allowed under the community planning permit system.
- Will the community planning permit system have the same percentage of land value restrictions as the C.B.C.?

9. Other Matters

The following are questions arising from the new cost recovery approach which is not clearly expressed in the draft legislation.

- If a land owner sells the property at a discounted value, does an appraisal of that land relative to similar lands override the discounted value shown in the actual sale?
- Will Counties and Regions be allowed to continue the collection of their soft services? How will their percentage of the land value be allocated? If they are required to provide an averaged percentage across their jurisdiction, how are they to recover their costs if, say, their percentage of land value can be absorbed within the urban municipalities but not absorbed within the rural municipalities?
- How are mixed uses to be handled? For example, exempt institutional uses are planned for the first floor of a high-rise commercial/residential building.
- Will ownership vs. use impact on the ability to impose the charge?

Yours very truly,

WATSON & ASSOCIATES ECONOMISTS LTD.



Gary D. Scandlan, BA, PLE
Director



Andrew Grunda, MBA, CPA, CMA
Principal

Appendix A

Draft Regulations - Development Charges Act

Draft Regulations – Development Charges Act

The More Homes, More Choice Act, 2019 received Royal Assent on June 6, 2019. Schedule 3 of the Act makes amendments to the Development Charges Act to reduce development costs and provide more housing options to help make housing more attainable for the people of Ontario.

There are provisions in the Act that require additional details to be prescribed by regulation. The following are matters that the province is proposing to prescribe in regulation.

Regulatory changes: General

1. Transition

The amendments in Schedule 12 of the More Homes, More Choice Act, 2019 would, upon proclamation, provide transitional provisions for section 37, and section 42 under the Planning Act, and in Schedule 3 of the Act provide transitional provisions for development charges for discounted services (soft services) under the Development Charges Act to provide for the flexibility necessary for municipalities to migrate to the community benefits charge authority.

Municipalities would be able to transition to the community benefits charge authority once the legislative provisions come into force (as will be set out in proclamation). It is proposed that the legislative provisions related to community benefits charges would come into force on January 1, 2020.

An amendment to the Development Charges Act, 1997 provides for a date to be prescribed in regulation that would effectively establish a deadline as to when municipalities must transition to the community benefits authority if they wish to collect for the capital costs of community benefits from new development (unless a municipality will only collect parkland).

Proposed content

The Minister proposes that the specified date for municipalities to transition to community benefits is January 1, 2021.

From this date to beyond:

- Municipalities would generally no longer be able to collect development charges for discounted services

2. Scope of types of development subject to development charges deferral

The province recognizes that development charges are one of the many demands on cashflow for new development. Mandating the deferral of development charge alleviates some pressure on cashflow which could increase the likelihood of riskier, cost-sensitive housing projects, such as purpose-built rentals proceeding. As such, amendments to the Development Charges Act made by Schedule 3 of the More Homes, More Choice Act, 2019 would, upon proclamation, provide for the deferral of development charges for rental housing development; non-profit housing development; institutional development; industrial development; and commercial development until occupancy.

The proposed regulatory change would provide further detail concerning what constitutes rental housing; non-profit housing; institutional development; industrial development; and commercial development.

Proposed content

The Minister proposes that the types of developments proposed for development charge deferrals be defined as follows:

- “Non-profit housing development” means the construction, erection or placing of one or more buildings or structures for or the making of an addition or alteration to a building or structure for residential purposes by a non-profit corporation.
- “Institutional development” means the construction, erection or placing of one or more buildings or structures for or the making of an addition or alteration to a building or structure for:
 - long-term care homes;
 - retirement homes;
 - universities and colleges;

- memorial homes; clubhouses; or athletic grounds of the Royal Canadian Legion; and
 - hospices
- “Industrial development” means the construction, erection or placing of one or more buildings or structures for or the making of an addition or alteration to a building or structure for:
 - manufacturing, producing or processing anything,
 - research or development in connection with manufacturing, producing or processing anything,
 - storage, by a manufacturer, producer or processor, of anything used or produced in such manufacturing, production or processing if the storage is at the site where the manufacturing, production or processing takes place, or
 - retail sales by a manufacturer, producer or processor of anything produced in manufacturing, production or processing, if the retail sales are at the site where the manufacturing, production or processing takes place.
- “Commercial development” means the construction, erection or placing of one or more buildings or structures for or the making of an addition or alteration to a building or structure for:
 - office buildings as defined under subsection 11(3) in Ontario Regulation 282/98 under the Assessment Act; and
 - shopping centres as defined under subsection 12(3) in Ontario Regulation 282/98 under the Assessment Act.

3. Period of time for which the development charge freeze would be in place

In order to provide greater certainty of costs, amendments to the Development Charges Act made by Schedule 3 to the More Homes, More Choice Act, 2019 would, upon proclamation, provide that the amount of a development charge would be set at the time council receives the site plan application for a development; or if a site plan is not submitted, at the time council receives the application for a zoning amendment (the status quo would apply for developments requiring neither of these applications).

The proposed regulatory change would establish the period in which the development charge rate freeze will be in place.

Proposed content

In order to encourage development to move to the building permit stage so that housing can get to market faster and provide greater certainty of costs, the Minister is proposing that the development charge would be frozen until two years from the date the site plan application is approved, or in the absence of the site plan application, two years from the date the zoning application was approved.

4. Interest rate during deferral and freeze of development charges

Amendments to the Development Charges Act in Schedule 3 to the More Homes, More Choice Act, 2019 would, upon proclamation, provide for municipalities to charge interest on development charges payable during the deferral. It also provides for municipalities to charge interest during the development charge 'freeze' from the date the applicable application is received, to the date the development charge is payable. In both cases, the interest cannot be charged at a rate above a prescribed maximum rate.

Proposed content

The Minister is not proposing to prescribe a maximum interest rate that may be charged on development charge amounts that are deferred or on development charges that are frozen.

5. Additional dwelling units

In order to reduce development costs and increase housing supply the Development Charges Act as amended by Schedule 3 to the More Homes, More Choice Act, 2019 would, upon proclamation, provide that:

- the creation of additional dwelling in prescribed classes of residential buildings and ancillary structures does not trigger a development charge; and
- the creation of a second dwelling unit in prescribed classes of new residential buildings, including ancillary structures, is exempt from development charges.

Proposed content

The existing O. Reg. 82/98 prescribes existing single detached dwellings, semi-detached/row dwellings and other residential buildings as buildings in which additional residential units can be created without triggering a development charge and rules related to the maximum number of additional units and other restrictions. It is proposed that this regulation be amended so that units could also be created within ancillary structures to these existing dwellings without triggering a development charge (subject to the same rules/restrictions).

It is also proposed that one additional unit in a new single detached dwelling; semi-detached dwelling; and row dwelling, including in a structure ancillary to one of these dwellings, would be exempt from development charges.

It is also proposed that within other existing residential buildings, the creation of additional units comprising 1% of existing units would be exempt from development charges.

Appendix B

Draft Regulations - Planning Act (Community Benefit Related)

Draft Regulations – Community Benefits Charge

The More Homes, More Choice Act, 2019 received Royal Assent on June 6, 2019. Schedule 12 of the Act would, upon proclamation, make amendments to the Planning Act to provide the authority for municipalities to charge for community benefits in order to fund a range of capital infrastructure for community services that would benefit new development.

There are provisions in Schedule 12 that require additional details to be prescribed by regulation. The following are matters that the province is proposing to prescribe in regulation.

Regulatory changes

1. Transition

The amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provide transitional provisions for section 37, and section 42 under the Planning Act, and development charges for discounted services (soft services) under the Development Charges Act to provide the flexibility necessary for municipalities to migrate to the community benefits charge authority.

An amendment to the Development Charges Act, 1997 provides for a date to be prescribed in regulation that would effectively establish a deadline as to when municipalities must transition to the community benefits authority if they wish to collect for the capital costs of community benefits from new development. Beyond the date prescribed in regulation:

- Municipalities would generally no longer be able to collect development charges for discounted services
- Municipalities would generally no longer be able to pass by-laws to collect funds under section 37 of the Planning Act

Proposed content

It is proposed that the specified date for municipalities to transition to community benefits is January 1, 2021.

2. Reporting on community benefits

The amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provide for municipalities that pass a community benefits by-law to provide the reports and information that may be prescribed in the regulation to persons prescribed in regulation.

Proposed content

In order to ensure that community benefit charges are collected and spent on community benefits in a transparent manner, and for greater accountability, the Minister is proposing to prescribe reporting requirements that are similar to existing reporting requirements for development charges and parkland under section 42 of the Planning Act.

Municipalities would be required annually to prepare a report for the preceding year that would provide information about the amounts in the community benefits charge special account, such as:

- Opening and closing balances of the special account
- A description of the services funded through the special account
- Details on amounts allocated during the year
- The amount of any money borrowed from the special account, and the purpose for which it was borrowed
- The amount of interest accrued on money borrowed

3. Reporting on parkland

The amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provide that municipalities may continue using the current basic parkland provisions of the Planning Act if they are not collecting community benefits charges. Municipalities with parkland special accounts will be required to provide the reports and information that may be prescribed in the regulation to persons prescribed in regulation.

Proposed content

In order to ensure that cash-in-lieu of parkland is collected and used in a transparent manner, the Minister is proposing to prescribe reporting requirements for parkland.

Municipalities would be required annually to prepare a report for the preceding year that would provide information about the amounts in the special account, such as:

- Opening and closing balances of the special account
- A description of land and machinery acquired with funds from the special account
- Details on amounts allocated during the year
- The amount of any money borrowed from the special account, and the purpose for which it was borrowed
- The amount of interest accrued on money borrowed

4. Exemptions from community benefits

To help reduce the costs to build certain types of development that are in high demand, amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provides for the Minister to prescribe such types of development or redevelopment in respect of which a community benefits charge cannot be imposed.

Proposed content

The Minister is proposing that the following types of developments be exempt from charges for community benefits under the Planning Act:

- Long-term care homes
- Retirement homes
- Universities and colleges
- Memorial homes, clubhouses or athletic grounds of the Royal Canadian Legion
- Hospices
- Non-profit housing

5. Community benefits formula

The amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019, provide the authority for municipalities to charge for community benefits at their discretion, to fund a range of capital infrastructure for community services needed because of new development.

This capital infrastructure for community services could include libraries, parkland, daycare facilities, and recreation facilities.

For any particular development, the community benefits charge payable could not exceed the amount determined by a formula involving the application of a prescribed percentage to the value of the development land. The value of land that is used is the value on the day before the building permit is issued to account for the necessary zoning to accommodate the development.

Proposed content

It is proposed that a range of percentages will be prescribed to take into account varying values of land.

In determining the prescribed percentages, there are two goals.

- Firstly, to ensure that municipal revenues historically collected from development charges for “soft services”, parkland dedication including the alternative rate, and density bonusing are maintained.
- Secondly, to make costs of development more predictable.

This Ministry is not providing prescribed percentages at this time. However, the Ministry would welcome feedback related to the determination of these percentages. There will be further consultation on the proposed formula in late summer.

6. Appraisals for community benefits

The authority to charge for community benefits under the Planning Act would enable municipalities, at their discretion, to fund a range of capital infrastructure for community services needed because of new development.

For any particular development, the community benefits charge payable could not exceed an amount determined by a formula involving the application of a prescribed percentage to the value of the development land on the day before the building permit is issued.

The amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provide for the owner of land proposing to develop a site, to provide the municipality with an appraisal of the site they are of the view that the community benefits charge exceeds what is legislatively permitted. Similarly, a municipality can also provide the owner of land with an appraisal if it is of the view that the owner of the

land's appraisal is inaccurate. If both appraisals differ by more than 5 percent, a third appraisal is prepared.

Proposed content

The Minister is proposing the following:

- If the owner of land is of the view that the amount of a community benefits charge exceeds the amount legislatively permitted and pays the charge under protest, the owner has 30 days to provide the municipality with an appraisal of the value of land.
- If the municipality disputes the value of the land in the appraisal provided by the owner, the municipality has 45 days to provide the owner with an appraisal of the value of the land.
- If the municipality's appraisal differs by more than 5 percent from appraisal provided by the owner of the land, the owner can select an appraiser from the municipal list of appraisers, that appraiser's appraisal must be provided within 60 days.

7. Excluded services for community benefits

Amendments to the Planning Act in Schedule 12 of the More Homes, More Choice Act, 2019 provide that community benefits charges cannot be imposed for facilities, services or matters associated with services eligible for collection under the Development Charges Act, 1997. It also provides for the province to prescribe facilities, services or matters in respect of which community benefit charges cannot be imposed.

Proposed content

The Minister is proposing to prescribe that the following facilities, services or matters be excluded from community benefits:

- Cultural or entertainment facilities
- Tourism facilities
- Hospitals
- Landfill sites and services
- Facilities for the thermal treatment of waste
- Headquarters for the general administration of municipalities and local boards

This would be consistent with the ineligible services list currently found under the Development Charges Act.

8. Community planning permit system

The community planning permit system is a framework that combines and replaces the individual zoning, site plan and minor variance processes in an identified area with a single application and approval process. O. Reg. 173/16 “Community Planning Permits” outlines the various components that make up the system, including the matters that must be included in the official plan to establish the system, the process that applies to establishing the implementing by-law and the matters that must or may be included in the by-law.

Proposed content

Amendments to the Planning Act in the More Homes, More Choice Act, 2019 establish a new authority for municipalities to levy charges for community benefits to make requirements in this regard more predictable. As the community planning permit system also allows conditions requiring the provision of specified community facilities or services, it is proposed that a community benefits charge by-law would not be available for use in areas within a municipality where a community planning permit system is in effect.

In considering making a proposed new regulation and changes to existing regulations under the Planning Act, the government will continue to safeguard Ontarians’ health and safety, support a vibrant agricultural sector, and protect environmentally and culturally sensitive areas, including the Greenbelt.



MEDIA RELEASE

July 25, 2019

A NEW DIRECTION FOR THE CPDMH AUXILIARY

The Carleton Place & District Memorial (CPDMH) Auxiliary was formed in 1953, two years before the hospital opened. Ninety women attended the first meeting and Mrs. Annie Johnston was elected as the first president. Sixty-six years later, the Auxiliary is still here. In fact, last year, they provided 27,836.6 hours of volunteer service and donated \$65,000 for the purchase of Smart IV pumps.

At its general meeting this spring, the Auxiliary passed a motion to move in a new direction, focusing on its original vision to support patients and families at CPDMH. “We are not going anywhere,” explains Auxiliary President Marg Leblanc. “But hospital volunteering is changing and so are we.” In fact, the provincial Hospital Auxiliaries Association of Ontario voted to disband earlier this year due to cost concerns and declining memberships.

“Like many other Auxiliaries throughout the province, we are re-focusing our efforts on what is most important and that is the care and comfort of patients and their families,” adds Marg.

Over the next few months, the Auxiliary will reduce its fundraising efforts to fulfill this new mandate. The Gift Shop, located in the hospital lobby, will also close. Grateful donors can still support the hospital through the CPDMH Foundation.

Recently, the Auxiliary unveiled two new plaques on the River of Life donor wall in the hospital’s front lobby to recognize the local communities, businesses and organizations who have supported the CPDMH Auxiliary. “This is the perfect time,” notes Marg Leblanc. “We purchase equipment, but it is their support that allows us to do that.”

“Volunteers are an integral part of the CPDMH team, and we are grateful for their incredible contribution to the hospital,” notes Rob Clayton, Board Chair.

Marg Leblanc was formally recognized at CPDMH’s annual general meeting in June and she says: “From the bottom of our hearts, we are honoured to be your ‘helping hands’.”

“The men and women in blue are a welcome sight throughout the hospital and that will not change,” adds Mary Wilson Trider, President and CEO. “They truly live up to their motto that ‘one person can make a difference’ and we thank them.”



Cutline: At the CPDMH Annual General Meeting in June, Marg Leblanc was recognized for her leadership as President of the CPDMH Auxiliary. Shown here with Board Chair Rob Clayton (left) and President and CEO Mary Wilson Trider (right).



Media Contact:

Jane Adams

Communications Lead

Carleton Place & District Memorial Hospital

613-729-4864

jane@brainstorm.nu

**Ministry of Agriculture,
Food and Rural Affairs**

Office of the Minister

77 Grenville Street, 11th Floor
Toronto, Ontario M7A 1B3
Tel: 416-326-3074
www.ontario.ca/OMAFRA

**Ministère de l'Agriculture, de
l'Alimentation et des Affaires rurales**

Bureau du ministre

77, rue Grenville, 11^e étage
Toronto (Ontario) M7A 1B3
Tél. : 416 326-3074
www.ontario.ca/MAAARO



July 29, 2019

Her Worship Christa Lowry
Mayor
Corporation of the Municipality of Mississippi Mills
clowry@mississippimills.ca

Dear Mayor Lowry:

On behalf of the Ontario Government, I am pleased to announce the launch of the revitalized Rural Economic Development (RED) program.

Our government is committed to supporting economic growth in rural communities and ensuring that Ontario is open for business. That's why we've updated the RED program – to focus on projects that will bring real benefits to communities and help attract investment and create jobs, while also providing greater value for taxpayer dollars.

The updated program will continue to support projects that diversify and grow local economies and will now target more impactful projects with tangible community benefits. It will also reduce the burden for applicants, create efficiencies in program delivery, and better align with the government's priorities of creating jobs and removing barriers to investment and growth in Ontario's rural communities.

The program will offer two new project categories:

- Economic Diversification and Competitiveness Stream: will support projects that remove barriers to business and job growth, attract investment, attract or retain a skilled workforce or strengthen sector and regional partnerships and diversify regional economies.
- Strategic Economic Infrastructure Stream: will support minor capital projects that advance economic development and investment opportunities.

.../2

The first application intake for eligible applicants will take place from July 29 to September 9, 2019. All program details including the program guide and application form will be available online on July 29, 2019, on the ministry [website](#).

Sincerely,

A handwritten signature in black ink, appearing to read "Ernie Hardeman". The signature is fluid and cursive, with a large initial "E" and a long horizontal stroke at the end.

Ernie Hardeman
Minister of Agriculture, Food and Rural Affairs

August 6, 2019

Mills Community Support Salutes Community Donors

Mills Community had a dream – and supporters from communities across Lanark County made it a reality. Recently, the MCS Board of Directors hosted a special event to honour and thank donors who helped to create a new community space at Country Street in Almonte.

“Country Street is an accessible space for seniors and community members to participate in health, social and recreation activities close to home, and the new solarium provides a bright and welcoming space for everyone,” explains Outgoing MCS Board Chair Karen Milligan. “The new solarium was funded completely by individual, community, and business donors in our region.”

“Every day, the space is used as dozens of people benefit from dozens of seniors wellness events and activities held here each month,” adds MCS CEO Rob Eves. “From family gatherings in the solarium to Zumba classes in the adjoining meeting room, it all happens here.”

As part of the event, a unique donor recognition plan was shared. Several local artists have come together to design a donor window/wall/garden to recognize generous Mills Community Support donors. “Together we are creating something incredibly unique and special, just like our donors,” noted Karen Milligan. “Our thanks to artists and designers Stephen Brathwaite, Chandler Swain, Dawn Walker and Ed Lawrence.”

“I think it’s important to note that the donors are from throughout Lanark County – from McDonald’s Corners to Almonte; from Pakenham to Smiths Falls – and everywhere in-between,” summed up MCS CEO Rob Eves. “We are so grateful for everyone’s support of local communities in helping us build healthy, welcoming communities.”

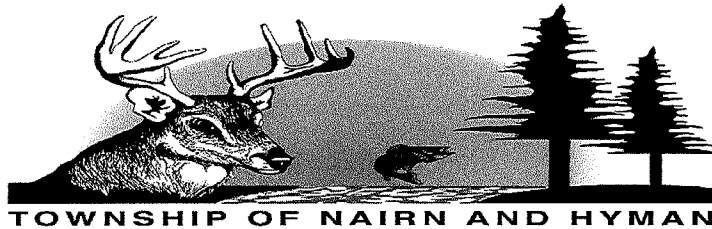
Since the mid-70s, Mills Community Support (MCS) has been there for local communities. More than 160 staff members and 100 volunteers make up the MCS team - providing seniors’ services and programs, affordable housing to seniors and families and support for adults with disabilities. In September, MCS will be making a special announcement regarding its future.



Cutline:
Supporters from communities across Lanark County helped to build the Country Street Solarium.

-30-

Contact:
Rob Eves
Chief Executive Officer
Mills Community Support
613.256.1031 ext. 226
reves@themills.on.ca



64 McIntyre Street • Nairn Centre, Ontario • P0M 2L0 ☎ 705-869-4232 📠 705-869-5248
Established: March 7, 1896 Office of the Clerk Treasurer, CAO E-mail: nairncentre@personainternet.com

July 31, 2019

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

Dear Honourable Premier:

Re: Opposition to Bill 115

Please be advised our Council adopted the following resolution at their meeting of July 8, 2019:

SUPPORT RESOLUTION – OPPOSITION OF BILL 115

RESOLUTION #2019-11-173

MOVED BY: Rod MacDonald

SECONDED BY: Katherine Bourrier

RESOLVED: that Council agrees to support the resolution of the Township of Armour regarding opposition to Bill 115.

WHEREAS the Province of Ontario is considering approving Bill 115, which would allow beer and wine sale in corner stores;

AND WHEREAS corner stores will not verify age and be as safe as the present system in place;

AND WHEREAS alcohol retail outlet density has a negative effect on public health and public health costs;

AND WHEREAS there is no clear evidence that Ontarians are asking for beer and wine at every corner;

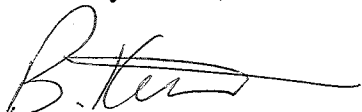
NOW THEREFORE BE IT RESOLVED that the Council of the Township of Armour opposes Bill 115 and calls upon the Government of Ontario not to enact this legislation.

FURTHERMORE, that a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Christine Elliott, Deputy Premier of Ontario, the Honourable Norm Miller, MPP Parry Sound – Muskoka and Andrea Horwath, MPP, Leader of the New Democratic Party.

AND FURTHERMORE, that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration

CARRIED

Sincerely Yours,



Belinda Ketchabaw
CAO Clerk - Treasurer

BK/mb

cc: The Honourable Christine Elliot, Deputy Premier
The Honourable Steve Clark, Minister of Municipal Affairs and Housing
The Honourable Andrea Horwath
The Honourable Norm Miller, MPP Parry Sound-Muskoka
AMO
All Ontario Municipalities

9b



DISTRICT OF PARRY SOUND

56 ONTARIO STREET
PO BOX 533
BURK'S FALLS, ON
P0A 1C0

(705) 382-3332
(705) 382-2954
Fax: (705) 382-2068
Email: info@armourtownship.ca
Website: www.armourtownship.ca

June 12, 2019

The Honourable Doug Ford
Premier of Ontario
Premier's Office, Legislative Building
Queen's Park
Toronto ON M7A 1A1

The Honourable Christine Elliott
Deputy Premier of Ontario
Legislative Building
Queen's Park
Toronto ON M7A 1A1

The Honourable Steve Clark
Minister of Municipal Affairs & Housing
College Park, 17th Floor
777 Bay Street
Toronto ON M5G 2E5

Re: Support Resolution

At its meeting held on June 11th, 2019, the Township of Armour passed Resolution #7 opposing Bill 115 and calls upon the Government of Ontario not to enact this legislation.

A copy of Council's Resolution #7 dated June 11th, 2019 is attached for your consideration.

Sincerely,

Louise Heintzman
Administrative Assistant

Enclosure

Cc: Honourable Norm Miller, MPP Parry Sound-Muskoka, Andrea Horwath, MPP, Leader of the New Democratic Party, AMO (Association of Municipalities of Ontario and all Ontario municipalities.



CORPORATION OF THE TOWNSHIP OF ARMOUR

RESOLUTION

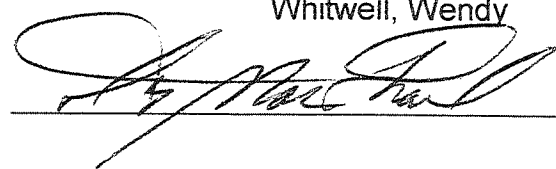
Date: June 11, 2019

Motion # 7

WHEREAS the Province of Ontario is considering approving Bill 115, which would allow beer and wine sale in corner stores;
AND WHEREAS corner stores will not verify age and be as safe as the present system in place;
AND WHEREAS alcohol retail outlet density has a negative effect on public health and public health costs;
AND WHEREAS there is no clear evidence that Ontarians are asking for beer and wine at every corner;
NOW THEREFORE BE IT RESOLVED that the Council of the Township of Armour opposes Bill 115 and calls upon the Government of Ontario not to enact this legislation.
FURTHERMORE, that a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario, the Honourable Steve Clark, Minister of Municipal Affairs and Housing, the Honourable Christine Elliott, Deputy Premier of Ontario, the Honourable Norm Miller, MPP Parry Sound - Muskoka and Andrea Horwath, MPP, Leader of the New Democratic Party.
AND FURTHERMORE, that a copy of this resolution be sent to the Association of Municipalities of Ontario (AMO) and all Ontario municipalities for their consideration.

Moved by:	Blakelock, Rod	<input type="checkbox"/>	Seconded by:	Blakelock, Rod	<input checked="" type="checkbox"/>
	Brandt, Jerry	<input type="checkbox"/>		Brandt, Jerry	<input type="checkbox"/>
	MacPhail, Bob	<input type="checkbox"/>		MacPhail, Bob	<input type="checkbox"/>
	Ward, Rod	<input checked="" type="checkbox"/>		Ward, Rod	<input type="checkbox"/>
	Whitwell, Wendy	<input type="checkbox"/>		Whitwell, Wendy	<input type="checkbox"/>

Carried / Defeated



Declaration of Pecuniary Interest by:

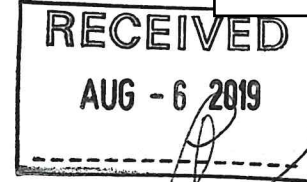
Recorded vote requested by:

<u>Recorded Vote:</u>	For	Opposed
Blakelock, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Brandt, Jerry	<input type="checkbox"/>	<input type="checkbox"/>
MacPhail, Bob	<input type="checkbox"/>	<input type="checkbox"/>
Ward, Rod	<input type="checkbox"/>	<input type="checkbox"/>
Whitwell, Wendy	<input type="checkbox"/>	<input type="checkbox"/>



Big Brothers Big Sisters
of Lanark County

Info List 13-19
Item #29



July 31st, 2019

Attention: Mayor Christa Lowry
Town of Mississippi Mills
3131 Old Perth Road
RR#2, PO Box 400
Almonte, ON K0A 1A0

Dear Mayor Lowry and Mississippi Mills Town Council:

We are proud to share that in 2018 we served over 735 children and youth in Lanark County, more than any prior year.

As you know, Big Brothers Big Sisters has been in Lanark County for over 46 years. We have been offering life changing mentoring programs designed to help children build self-esteem, reduce the impacts of bullying, and increase their school success rate.

During the last few years we have grown substantially to meet the community's growing need, adding more diverse mentoring programs and building staff capacity to answer the call. We hire trained Social Service Workers to carefully screen volunteers, to analyze the needs of the children and their families and to monitor the safety and success of the mentoring programs and services we provide. Child safety is our number one priority.

Big Brothers Big Sisters of Lanark County needs government support to sustain its work. The agency has stretched its resources, maintained its low cost service and diversified its funding sources. Your township's commitment to mentoring has been a welcome investment. We would ask for your consideration in providing \$1,000 to help fund our work again in 2020.

Thank you for considering our request. If you have any questions, please do not hesitate to call me at 283-0570. I would be more than happy to return to do a delegation should you require more information.

Yours sincerely,

Angie Beaupre
Fund Development Coordinator



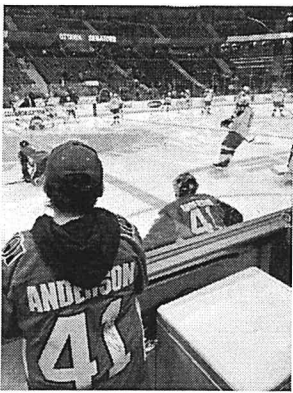


July 29th, 2019

The Impact of Mentoring

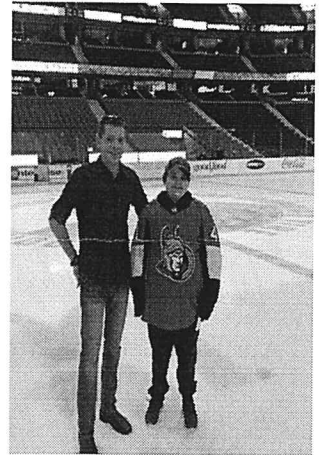
Your donation makes a ***difference***. Below are two stories that share some of the ways our *programs have changed the lives of children and youth in Lanark County through mentoring*. Thank you for donating to Big Brothers Sisters of Lanark (BBBSLC). When you donate your money or time to BBBSLC, ***you are helping to impact the lives of local children and youth.***

At the age of 12 young Cohan was tragically diagnosed with cancer. He was extremely unhappy, unmotivated and didn't see a point in going to school and eventually stopped attending. Then, Cohan met Ryan who would become his In-School-Mentor. Their match flourished and after a month Cohan began to *become excited to attend school again, knowing he would get to spend time with Ryan*. As their friendship continued Cohan became more involved and motivated in school under the mentorship of Ryan.



Cohan and Ryan share their love of sports and recreational outdoor activities such as four wheeling! With the help from some local friends of BBBSLC Cohan and Ryan had the opportunity to attend a Senators game and receive the VIP treatment. In a thank you card to the agency Cohan and Ryan stated, ***“Thank you so much for organizing our adventure to the Senators game...It was a night we won't forget!”*** During their VIP treatment in the Bell box they enjoyed a nice meal in which Cohan said his favourite part was the cotton candy bar! They watched the warm up from the penalty box, had their picture taken on ice, received a signed Anderson jersey and participated in a live player interview! *It is experiences and memories like this that our matches will cherish forever.*

Cohan and Ryan's friendship is still going strong, they have now become a *Traditional match* with BBBSLC and hope to spend more time together in the future. The change in this boy's life was remarkable with the guidance and kindness he received from his big Ryan and this would not be possible without the support of our funders. *The money you donate creates friendship, builds trusting relationships and promotes change in the lives of those who need it the most.*



18 William Street East, Smiths Falls, Ontario K7A 1C2 Canada



Phone: 613-283-0570 | Fax: 613-283-2251 | www.bigbrothersbigsisterslanark.ca

The following match story has just begun a short four months ago, but at BBBSLC we feel this *match will be one that continues for years to come*. Fiona, a 9 year old girl struggled with relating to her peers, was often bullied and felt very alone at school until a volunteer at her school was matched with her as an In-School-Mentor.



Fiona and Brenda (a retired teacher) hit it off immediately, Jon our Mentoring Coordinator shared, "***Fiona's energy completely changes when she is around Brenda, she lights up.***" Fiona and Brenda share their love for art and reading together. Brenda supports Fiona in creating her own comic books and drawings. Recently, Fiona was able to meet an editor and an artist through Brenda's connections. Fiona is able to experience many new and exciting things in life because of her friendship with Brenda. Their In-School-Match has now become a Traditional match within the agency so that they can spend more time together.

This summer, Fiona and Brenda have been enjoying boat rides and swimming adventures! Fiona has been able to confide in Brenda as *she feels she is a safe person to share her thoughts and questions with*. This match is a perfect example of what we hope for with every friendship within the agency, one that we believe will continue for years and give the children and youth someone to look up to, to confide in, and share their interests with. Lastly and most importantly, we hope that our mentors and mentees will positively impact each other's lives forever.

This year we hope you will consider giving the gift of ***friendship***, one of the greatest gifts a child can receive. We invite you to make a lasting impact on a child's life, like Cohan or Fiona's, by making a donation to Big Brothers Big Sisters of Lanark County. *The money you give to BBBSLC will be used to provide more children like Cohan and Fiona with **life changing mentoring relationships**.*

Warmest Regards,

April Taillefer & Angie Beaupre

Agency Promoter & Fund Development Coordinator

P.S. All gifts are tax deductible!

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COUNCIL CALENDAR

August 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 Civic Holiday Office Closed	6	7	8	9	10
11	12	13 8am CEDC 12:30 Ag 6pm Council	14 2:30 Library 3pm Parks & Rec 5:30 CoA	15	16	17
18	19 <div style="border: 1px solid black; padding: 2px; display: inline-block;">AMO</div>	20	21 3pm AAC	22	23	24
25	26 3:30 PWAC	27 6pm Council	28 5pm Heritage	29	30	31



COUNCIL CALENDAR

September 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Labour Day Office Closed	3 6pm Council	4	5	6	7
8	9	10	11	12 ← OEMC →	13	14
15	16	17 8am CEDC 6pm Council	18 3pm Accessibility 5:30 CoA	19 9am Fin & Pol ← OAPSB Zone 2 →	20	21
22	23	24 3pm Parks & Rec	25 5pm Heritage	26	27	28
29	30					

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 19-70

BEING a by-law to remove certain lands from the part-lot control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act').

WHEREAS subsection 50(7) of the *Planning Act* states in part that the Council of a local municipality may by by-law provide that subsection (5) does not apply to land that is within such Registered Plan of Subdivision or parts thereof as is designated in the By-law, and where the By-law is approved by the County of Lanark, subsection (5) ceases to apply to such lands;

AND WHEREAS the Municipality of Mississippi Mills is in favour of the re-subdivision of the land in Lot 3, Plan 27M-34, in order to accommodate the development of two (2) semi-detached dwelling units;

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

1. That subsection 50(5) of the Act, does not apply to the following lands within the Municipality of Mississippi Mills:
 - i) Registered Plan of Subdivision 27M-34, Lot 3, described as Parts 1 and 2, inclusive on Reference Plan 27R-11260, Municipality of Mississippi Mills, County of Lanark.
2. This By-law shall come into full force and take effect after the requirements of subsection 50(7.1) have been complied with.
3. This By-law shall be automatically repealed on the 13th day of August, 2021, unless the Council of the Municipality of Mississippi Mills has provided an extension by amendment to this by-law prior to its expiry.

BY-LAW READ, passed, signed and sealed in open Council this 13th day of August, 2019.

Christa Lowry, Mayor

Jennifer Russell, Acting Deputy Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 19-71

BEING a by-law to appoint Jeanne Harfield as Acting 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;

AND WHEREAS it is deemed advisable to appoint an Acting Clerk as part of the interim staffing transition.

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

1. **THAT** Jeanne Harfield is hereby appointed as Acting 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 Acting Clerk and any other duties that may be imposed by Council;
2. **THAT** By-law 15-95, appointing Shawna Stone as 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 13th day of August, 2019.

Christa Lowry, Mayor

Jennifer Russell, Acting Deputy Clerk

July 16, 2019

The Town of Mississippi Mills
Attention: Jeanne Harfield
3131 Old Perth Rd Box 400
Almonte, ON K0A1A

Re: SOURCE PROTECTION PLAN AMENDMENT
Notice Seeking Municipal Council Resolution under S. 34(2) of the *Clean Water Act*
And
Pre-Consultation Notice under Ontario Regulation 287/07

Dear Council and Staff,

The Mississippi and Rideau Source Protection Authorities (SPAs) are proposing an amendment to the Mississippi-Rideau Source Protection Plan under Section 34 of the *Clean Water Act* to revise Dense Non-Aqueous Phase Liquid policies.

Dense Non-Aqueous Phase Liquids Policy Revision

Dense Non-Aqueous Phase Liquids, (DNAPLs) are chemicals that are denser than water. DNAPLs have been identified by the Province of Ontario as a potential significant drinking water threat.

Future⁶ businesses storing and handling DNAPLs (in any quantity) are currently prohibited in areas where they are considered a significant drinking water threat, specifically in Wellhead Protection Areas A, B & C. For some municipalities, the affected area is quite large.

When developing policies to manage this threat, the Mississippi-Rideau Source Protection Committee expected to find these chemicals only in large quantities (i.e. industrial drums) at dry cleaning or manufacturing facilities. However, after completing detailed background research and site visits, it was determined that DNAPL chemicals can be found in small quantities, specifically products commonly used in the automotive service industry (i.e. chlorinated brake cleaner in aerosol cans).

Source Protection staff are encountering difficulties with the implementation of this prohibition policy. Prohibition goes beyond the initial intent of the Source Protection Plan DNAPL policies.

Source Protection staff have been consulting with the Source Protection Committee and municipal partners to draft a proposed amendment to these policies.

⁶ A **future** activity is one that is established or commenced after January 1, 2015 and does not meet the criteria of the Transition Policy or the Interruptions/Expansions Policy of the Source Protection Plan.

Purpose of Amendment

Any proposed change to the Mississippi-Rideau Source Protection Plan or Assessment Report(s) is required to undergo a Section 34 Amendment under the *Clean Water Act*.

The amendment will include new significant threat DNAPL policies.

Summary of Amendment

	Current “Future” DNAPL Policy	Proposed “Future” DNAPL Policy
Anywhere in the Wellhead Protection Area with a vulnerability score of 10	Prohibition	Prohibition
Wellhead Protection Areas B & C with a vulnerability score less than 10	Prohibition	Exemption for Retail (un-opened) DNAPL storage.
		Risk Management Plan for small container DNAPL handling and storage less than 25 L (including aerosols).
		Prohibition for the handling and storage of containers of DNAPLs greater than 25 L (not including aerosols).

Purpose of this Notice

This notice is to:

1. Seek a municipal council resolution to endorse the proposed amendment (required under Section 34 of the *Clean Water Act*).
2. Provide a pre-consultation comment opportunity for municipalities, who are responsible for implementing policies prior to broader public consultation. Pursuant to Ontario Regulation 287/07, this opportunity must be provided to all bodies responsible for implementing policies in the Source Protection Plan.

Information Enclosed with this Notice

- Appendix 1: Proposed Dense Non-Aqueous Phase Liquids policy text

Information to Follow

Once the proposed amendment draft is finalized, it will be circulated for additional comment as required under S. 34 of the *Clean Water Act*.

We request your written comments, if any, by August 16, 2019
Please copy us on the municipal council resolution by August 30, 2019

Thank you for your input, we look forward to engaging with you on this matter.

Sincerely,



Marika Livingston
Project Manager
Mississippi-Rideau Source Protection Region
marika.livingston@mrsourcewater.ca
(613) 692-3571 x1148

CC: Mary Wooding, Source Water Protection Liaison Officer, Ministry of the Environment,
Conservation and Parks

Appendix 1: Proposed Dense Non-Aqueous Phase Liquids Policy Text

Current Policy Text

Policy: DNAPL-2-LB-S57

Future DNAPLs and Organic Solvents — Section 57 Prohibition

The future handling and storage of the DNAPL and organic solvent substances listed in policy DNAPL-1-LB-S58 is designated as prohibited under Section 57 of the *Clean Water Act* in areas where the threat would be significant as described in Appendix B.

Implementing bodies should see Section 5 for corresponding monitoring policies which could contain reporting requirements

Proposed Policy Text

Policy: DNAPL-2-LB-S57

Future DNAPLs and Organic Solvents — Section 57 Prohibition Where the Vulnerability Score is 10

The future handling and storage of the DNAPL and organic solvent substances listed in policy DNAPL-1-LB-S58 is designated as prohibited under Section 57 of the *Clean Water Act* in areas where the threat would be significant as described in Appendix B.

Implementing bodies should see Section 5 for corresponding monitoring policies which could contain reporting requirements.

Policy: DNAPL-3-LB-S57

Future DNAPLs and Organic Solvents — Section 57 Prohibition Where the Vulnerability Score is 4 to 8 in Wellhead Protection Areas “B” and “C” in quantities greater than 25 liters.

The future handling and storage of the DNAPL and organic solvent substances listed in policy DNAPL-1-LB-S58 is designated as prohibited in quantities greater than 25 liters (not including aerosol cans) under Section 57 of the *Clean Water Act* in areas where the threat would be significant as described in Appendix B. Retail sales establishments are excluded from this prohibition.

Implementing bodies should see Section 5 for corresponding monitoring policies which could contain reporting requirements.

Policy: DNAPL-4-LB-S58

Future DNAPLs and Organic Solvents — Risk Management Plan Where the Vulnerability Score is 4 to 8 in Wellhead Protection Areas “B” and “C” for quantities less than 25 liters

The future handling and storage of DNAPL and organic solvent substances under 25 liters is designated for the purpose of Section 58 of the *Clean Water Act*, requiring a Risk Management Plan in areas where the threat is significant as described in Appendix B. Risk Management Plans shall be established within three years from the date the Source Protection Plan takes effect. Retail sales establishments are excluded from the Risk Management Plan requirement.

Implementing bodies should see Section 5 for corresponding monitoring policies which could contain reporting requirements.



Municipality of Mississippi Mills
PENDING LIST
August 13, 2019

Title	Department	Comments/Status	Report to Council (Date)
Community Official Plan (COP) Registry	Planning	Quarterly Updates	August
Service Delivery Review	Administration	Staff to schedule a special meeting to review the final service delivery review report	TBD
Strategic Planning Exercise	CAO	CAO to report back to Council	Q3/Q4
Parking Study	Planning	Survey has been published, parking study underway. Final report to be presented to Council	Q3/Q4