



Municipality of Mississippi Mills

COMMITTEE OF THE WHOLE AGENDA

Tuesday, December 15, 2020

Immediately Following Council

Council Chambers, Municipal Office

3131 Old Perth Road

	Pages
A. CALL TO ORDER (immediately following Council)	
B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF	
C. APPROVAL OF AGENDA Recommended Motion: THAT the agenda be approved as presented.	
D. APPROVAL OF MINUTES Recommended Motion: THAT the minutes dated November 24 and December 1, 2020 be approved.	4 - 18
E. CONSENT REPORTS Recommended Motion: THAT the following consent reports and committee minutes be received.	
E.1. Mississippi River Power Corp. Minutes - October 6, 2020	19 - 23
E.2. Heritage Committee Minutes - October 29 and November 25, 2020	24 - 29
F. STAFF REPORTS	
<u>Building and Planning</u>	
F.1. Official Plan Amendment 22 - Urban Settlement Area Boundary Recommended Motion: THAT Council direct Staff to proceed with an Open House in early-January and a Public Meeting on January 26, 2021 for the Official Plan Amendment (OPA) No. 22.	30 - 112
F.2. Lifting 0.3m Reserve - Mill Run Phase 5 Recommended Motion: THAT the Committee of the Whole recommend Council lift the 0.3m (1ft) reserve to open Phase 5 of the Mill Run Subdivision, described as Blocks 22 on Plan 27M-91, Parts 1 and 2 on Plan 27R-11430, Almonte Ward.	113 - 117

- F.3. Stop Up and Close Request - Portion of Old Perth Road Allowance** 118 - 128
Deferred from December 1, 2020 Committee of the Whole meeting
- Recommended Motion:**
THAT Committee of the Whole recommend Council declare the portion of the Old Perth Road Allowance identified in Attachment A to be surplus to the needs of the Municipality.
- Library**
- F.4. Amendment to the Development Charges Background Study - Almonte Branch Expansion** 129 - 131
- Recommended Motion:**
THAT Committee of the Whole recommends that Council include two sensitivity options for the Almonte Branch Library expansion in the Development Charges background study amendment as follows:
- Option 1 - 10,000 square feet
 - Option 2 - 7,500 square feet
- Roads and Public Works**
- F.5. 2020 Wild Parsnip Program** 132 - 136
- Recommended Motion:**
THAT Committee of the Whole accept the Environmental Compliance Coordinator's 2020 Wild Parsnip Program report for information purposes.
- Recreation and Culture**
- F.6. Mississippi Mills Bicentennial Planning Committee** 137 - 149
- Recommended Motion:**
THAT Committee of the Whole recommend that Council approve the committee terms of reference for the Mississippi Mills Bicentennial Advisory Committee and Working Groups.
- Finance and Administration**
- F.7. By-law Services Contract Extension** 150 - 152
- Recommended Motion:**
THAT Committee of the Whole recommends to Council to authorize the Chief Administrative Officer to negotiate an extension to a maximum of twelve (12) months with Municipal Law Enforcement Services (MLES) to provide the following Bylaw Enforcement Services to the Municipality: animal control; parking enforcement; bylaw enforcement;
- AND THAT** the Mayor and Clerk be authorized to execute any required contractual agreements to grant the extension;
- AND THAT** staff report back to Council by March 31, 2021 with a comparison of contracted services to development of an internal service.

F.8. Planning Related Legal Matters Update 153 - 154

Recommended Motion:

THAT Committee of the Whole recommend Council accept the staff report "Planning Related Legal Matters Update" for information.

G. NOTICE OF MOTION

Councillor Guerard Motion

G.1. Joint Recreation Cost Sharing Agreement - Report on Quarterly Invoices

Recommended Motion:

THAT the Committee of the Whole requests the Treasurer to report on the Joint Recreation Cost Sharing Agreement quarterly invoices from to the Town of Carleton Place prior to payment.

H. INFORMATION ITEMS

H.1. Mayor's Report 155 - 158

H.2. County Councillor's Report 159 - 162

H.3. Mississippi Valley Conservation Authority Report
None

H.4. Information List #15-20 163 - 184

Recommended Motion:

THAT the information list #15-20 be received for information.

H.5. Meeting Calendar (December/January) 185 - 186

I. OTHER/NEW BUSINESS

None

J. PENDING LIST 187 - 188

K. ADJOURNMENT

Recommended Motion:

THAT the meeting be adjourned at X:XX p.m.



The Corporation of the Municipality of Mississippi Mills
Special Committee of the Whole Meeting
Minutes

November 24, 2020
1:00 p.m.
Council Chambers, Municipal Office
3131 Old Perth Road

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

Staff Present: Ken Kelly, CAO
Cynthia Moyle, Acting Clerk
Jennifer Russell, Deputy Clerk
Rhonda Whitmarsh, Treasurer
Chad Brown, Fire Chief
Tiffany MacLaren, Community and Culture Coordinator
Calvin Murphy, Recreation Manager
Cory Smith, A/Director of Roads and Public Works

A. CALL TO ORDER

Councillor Dalgity called the meeting to order at 1:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Dalgity declared a conflict of interest on the Daycare operations budget as his daughter is employed by the Daycare.

C. APPROVAL OF AGENDA

Motion No CW186-20

Moved by Councillor Ferguson

Seconded by Councillor Guerard

THAT the agenda be approved as presented.

CARRIED

D. SPECIAL REPORTS

D.1 Budget Survey Results

Treasure Whitmarsh provided an overview of the survey results.

Council recessed at 2:47 p.m.

Council resumed at 3:00 p.m.

Motion No CW187-20

Moved by Mayor Lowry

Seconded by Councillor Holmes

THAT Committee of the Whole recommends Council accept the 2021 Budget Survey results as information.

CARRIED

D.2 Funding for Ramsay Recreational Halls

Motion No CW188-20

Moved by Mayor Lowry

Seconded by Councillor Ferguson

THAT Committee of the Whole recommends Council approve annual funding for years 2021, 2022 and 2023 as follows:

Union Hall - \$5,500; and

Clayton Hall - \$14,500;

AND FURTHERMORE THAT, funding for the Ramsay Recreational Halls is conditional upon entering into formal funding agreements between the Municipality of Mississippi Mills and the respective Ramsay Recreational Hall outlining their financial contributions.

CARRIED

D.3 2021 Funding for Mississippi Mills Museums

Councillor Holmes declared a pecuniary interest on item D.4 2021 Funding for Mississippi Mills Museum as she sits on the North Lanark Regional Museum of Directors and did not participate in discussion or vote regarding this item.

Motion No CW189-20

Moved by Mayor Lowry

Seconded by Councillor Ferguson

THAT Committee of the Whole recommends Council approve the 2021 annual funding for Mississippi Mills Museums as follows:

North Lanark Regional Museum (NLRM) - \$26,780;

Mississippi Valley Textile Museum (MVTM) - \$69,345; and

Mill of Kintail Museums (JNM & RTMM) - \$12,220,

which is formulated based on their 2020 funding plus a 2% CPI increase;

AND THAT, municipal funding for all Mississippi Mills Museums be reviewed once the Conservation Authority's working group has completed their review of the Mill of Kintail Museums;

AND THAT FURTHERMORE, the museum funding is conditional upon entering into formal funding agreements between the Municipality of Mississippi Mills and the respective museums detailing financial contributions, in-kind services from the Municipality, identifying specific objectives and performance measures required of the museums including annual reporting on visitors.

CARRIED

North Lanark Regional Museum

Motion No CW190-20

Moved by Deputy Mayor Minnille

Seconded by Mayor Lowry

THAT Committee of the Whole recommends Council approve an interest free loan to the North Lanark Regional Museum (NLRM) in the amount of \$13,500, repayable over three years;

AND THAT, if North Lanark Regional Museum defaults on their loan payments, the Municipality will withhold their annual allocation until the loan has been repaid in full.

CARRIED

D.4 County of Lanark Report re: Last Mile Broadband Internet

Motion No CW191-20

Moved by Mayor Lowry

Seconded by Councillor Ferguson

THAT Committee of the Whole accept the report from County of Lanark re: Last Mile Broadband Internet, as information.

CARRIED

Finance and Administration

D.5 2021 Budget

Treasurer Whitmarsh provided an overview of the changes in the draft 2021 Budget since the last meeting.

The resulting tax revenue increase for the Municipality after growth of 2%, is 4.52%.

Water and Sewer rates are also budgeted to increase by 3.04%

Budget Shortfall	\$3,487,445
Changes to departmental operating budgets	(\$160,074)
Capital budget changes	(\$3,750,680)
Increase in transfers to reserves for future capital	\$531,749
Increase the capital budget for road work	\$108,440
Increase tax revenue as a result of growth (2%)	(\$216,880)
Increase operating budgets for new staffing effective June 1, 2021 (IT, HR, Communications)	\$48,090
Increase operating budgets for office modifications, office equipment, training, etc.	\$74,070
Increase the capital budget for a Transportation Master Plan less applicable development charges	\$15,500
Increase the operating budget for broadband	\$27,125
Increase taxation revenue above growth	(\$164,785)
Revised shortfall	\$0

Motion No CW192-20

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT the Committee of the Whole extends the meeting length by one hour.

CARRIED

Councillor Dalgity turned the Chair over to Mayor Lowry for the Daycare Operational Budget portion of the meeting.

Motion No CW193-20

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT Committee of the Whole recommends Council accept the Daycare Operational Budget as presented.

CARRIED

Councillor Dalgity resumed as Chair.

Motion No CW194-20

Moved by Councillor Maydan

Seconded by Mayor Lowry

THAT Committee of the Whole recommends Council accept the 2021 Budget, excluding Daycare Operational Budget, as amended.

CARRIED

E. OTHER/NEW BUSINESS

E.1 Verbal Notice of Motion

Councillor Guerard provided a verbal notice of motion regarding Joint Recreation Cost Sharing Agreement payments with the formal wording to appear at the December 1, 2020 Committee of the Whole meeting when the motion will be debated.

F. ADJOURNMENT

Motion No CW195-20

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT the meeting be adjourned at 5:06 p.m.

CARRIED

Cynthia Moyle, ACTING CLERK



The Corporation of the Municipality of Mississippi Mills

Committee of the Whole Meeting

MINUTES

December 1, 2020

**Immediately Following Council
Council Chambers, Municipal Office
3131 Old Perth Road**

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

Staff Present: Ken Kelly, CAO
Cynthia Moyle, Acting Clerk
Jennifer Russell, Deputy Clerk
Chad Brown, Fire Chief
Maggie Yet, Planner I

A. CALL TO ORDER (immediately following Council)

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

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

Councillor Dalgity declared a pecuniary interest on item E.3. Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020
Deputy Mayor Minnille declared a pecuniary interest on item E.3. Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020

C. APPROVAL OF AGENDA

Resolution No CW196-20

Moved by Councillor Guerard

Seconded by Councillor Ferguson

THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Resolution No CW197-20

Moved by Councillor Holmes

Seconded by Councillor Ferguson

THAT the minutes dated November 17, 2020 be approved.

CARRIED

E. CONSENT REPORTS

Resolution No CW198-20

Moved by Councillor Ferguson

Seconded by Councillor Guerard

THAT the following consent reports and committee minutes, items E.1, E.2 and E.4 - E.6, be received.

CARRIED

E.1 Landfill Monitoring Reports - Howie Road, Pakenham, Ramsay

E.2 Drinking Water Quality Management Standards Report - October 1, 2019 to September 30, 2020

E.4 Library Board Minutes - October 28, 2020

E.5 Community Economic and Development Committee Minutes - November 17, 2020

E.6 Committee of Adjustment Minutes - September 23 and October 7, 2020

E.3 Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020

Deputy Mayor Minnille and declared a pecuniary interest and did not participate in the discussion or vote.

Councillor Dalgity declared a pecuniary interest and did not participate in the discussion or vote.

Mayor Lowry Chaired this portion of the meeting.

Resolution No CW199-20

Moved by Councillor Guerard

Seconded by Councillor Holmes

THAT the consent report E.3 Mississippi River Power Corporation Selection Committee Minutes - November 12, 2020, be received.

CARRIED

Resolution No CW200-20

Moved by Councillor Ferguson

Seconded by Councillor Guerard

THAT the Committee of the Whole recommends Council change the weighting criteria to:

- Governance 20%
- Generation / Utility Experience / Knowledge 20%
- Business Experience / Knowledge 40%
- Personal Capabilities and Knowledge 20%

CARRIED

F. STAFF REPORTS

Fire Department

F.1 Emergency Management By-law

Councillor Dalgity resumed as Chair.

ACTION: Staff to correct housekeeping items within by-law attachments.

Resolution No CW201-20

Moved by Deputy Mayor Minnille

Seconded by Councillor Holmes

THAT Committee of the Whole recommend Council approve an updated Bylaw entitled “Emergency Management Program and Emergency Response Plan Bylaw”.

CARRIED

Building and Planning

F.2 Stop Up and Close Request - Portion of Old Perth Road Allowance

Resolution No CW202-20

Moved by Councillor Guerard

Seconded by Councillor Holmes

THAT the "Stop Up and Close Request - Portion of Old Perth Road Allowance" report be deferred to December 15, 2020 meeting.

CARRIED

Finance and Administration

F.3 Opportunities under the Local Improvement Act for Broadband

Resolution No CW203-20

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT Committee of the Whole accept the report on Opportunities under the Local Improvement Act for Broadband as information.

CARRIED

F.4 Joint Cost Sharing Recreation Committee Appointment – Councillor Guerard

Resolution No CW204-20

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT the Committee of the Whole recommends to Council to appoint Councillor Guerard to the Joint Cost Sharing Recreation Committee.

CARRIED

F.5 Amendment to the Recruitment, Selection and Hiring Policy

Resolution No CW205-20

Moved by Councillor Maydan

Seconded by Councillor Holmes

THAT the Committee of the Whole recommends to Council to approve the housekeeping amendment to the Recruitment, Selection and Hiring Policy as follows:

- i) Council appoint a Hiring Selection Committee for each of the management positions.

CARRIED

F.6 Vacation Usage Amendment to Employee Benefits Bylaw

Resolution No CW206-20

Moved by Councillor Maydan

Seconded by Deputy Mayor Minnille

THAT Committee of the Whole recommend that Council approve an addition to the Employee Benefits Consolidated Bylaw 01-21 section E to direct the following:

“That all unused vacation at year end in excess of five (5) unused days will be paid out at the current salary rate of the employee.”

CARRIED

F.7 Mississippi Mills Youth Centre Lease Renewal

Council recessed at 7:22 p.m.

Council resumed at 7:32 p.m.

Resolution No CW207-20

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT Committee of the Whole recommend that Council direct the Mayor and Acting Clerk to enter into a lease with 1686693 Ontario Inc., Ghadie Investments, for 134 Main Street, Almonte on behalf of the Mississippi Mills Youth Center

CARRIED

F.8 Design Mississippi River Crossing – Single Source Procurement

Resolution No CW208-20

Moved by Councillor Guerard

Seconded by Councillor Ferguson

THAT Committee of the Whole recommend that Council approve the single source procurement of professional consulting services to Stantec Engineering in the amount of \$47,920 including non-recoverable HST;

AND FURTHERMORE THAT the project be funded first from development charges in the amount of \$12,820 and the remainder \$35,100 from water and sewer reserves.

DEFEATED

F.9 Joint Cost Sharing Recreation Agreement with Beckwith and Carleton Place Status

ACTIONS:

- Staff to provide Council with Terms of Reference for the Carleton Place Parks and Recreation Committee.
- Staff to research costs and options used in other municipalities for recreation cost sharing services.

Resolution No CW209-20

Moved by Deputy Mayor Minnille

Seconded by Councillor Ferguson

THAT Committee of the Whole accept the “Joint Cost Sharing Recreation Agreement with Beckwith & Carleton Place Status” report as information.

CARRIED

Resolution No CW210-20

Moved by Councillor Ferguson

Seconded by Mayor Lowry

THAT Committee of the Whole recommend Council appoints a Council member to the Carleton Place Parks and Recreation Committee for remainder of this term of Council.

G. NOTICE OF MOTION

Councillor Maydan Motion

G.1 Cost Sharing Agreement - Calculations and Review

Councillor Maydan respectively requested to withdraw the motion.

Councillor Maydan Motion

G.2 Cost Sharing Agreement - Carleton Place and District Aquatic Centre

Councillor Maydan respectively requested to withdraw the motion.

Councillor Maydan Motion

G.3 Cost Sharing Agreement - Library

Councillor Maydan respectively requested to withdraw the motion.

Councillor Maydan Motion

G.4 Cost Sharing Agreement - Recreation Facilities

Councillor Maydan respectively requested to withdraw the motion.

Councillor Guerard Motion

G.5 Joint Cost Sharing Recreation Agreement

Councillor Guerard respectively requested to withdraw the motion and provided a verbal Notice of Motion for the December 15, 2020 meeting.

H. INFORMATION ITEMS

H.1 Mayor's Report

The Mayor provided highlights from her report, which included a meeting with the Ministry of Natural Resources and Forestry staff, business milestones, and Christmas in Mississippi Mills.

H.2 County Council Report

Deputy Mayor Minnille provided highlights from the two (2) County Council meetings which included United Way fundraiser, agreement with AGH ambulance service to use County property, support for Conservation Authority motion Schedule 6 Bill 229, joint RFP insurance agreement

accepted, Community Check-in survey results released, and Hospital Core Capital Program.

H.3 Mississippi Valley Conservation Authority Report

None

H.4 Rural Ontario Municipal Association Report

The Mayor provided highlights from her ROMA Board meeting which included information on the presentation from Renfrew County Virtual Triage and Assessment Centre, Broadband Toolkit, and ROMA's Virtual Conference.

H.5 Information List

Resolution No CW211-20

Moved by Councillor Maydan

Seconded by Councillor Ferguson

THAT the information list #14-20 be received for information;

AND THAT item #10 - Howick Township Resolution re: Tile Drain Loans, be pulled for further consideration.

CARRIED

H.6 Meeting Calendar

Annual General Meeting for Mississippi River Power Corp. on Thursday
Dec 3rd at 6pm

Library Board meeting on Thursday Dec 17th at 3pm

I. OTHER/NEW BUSINESS

None

J. PENDING LIST

Members reviewed the pending list.

ACTION: Add meeting with downtown businesses for downtown revitalization project.

K. ADJOURNMENT

Resolution No CW212-20

Moved by Councillor Ferguson

Seconded by Councillor Maydan

THAT the meeting be adjourned at 8:58 p.m.

CARRIED

Cynthia Moyle, ACTING CLERK,
Recording Secretary

Mississippi River Power Corp.
Meeting #219, Tuesday, October 6, 2020
At 8:00am, via Zoom call

Attendance: President Paul Virgin, Vice-President Adrian Foster, Secretary Lyman Gardiner, Director Garry Dalgity, and Mayor Christa Lowry.

General Manager - Scott Newton

Absent: none

Guests: Helmut Brodmann (Bell Baker LLP)

Additions to the Agenda: - none

Approval of Agenda:

Motion #1-219

Moved by Mayor Christa Lowry,

Seconded by Director Adrian Foster.

That the agenda for meeting #219, be approved as amended, all in favour,

CARRIED

Approval of Expenditure Report:

Motion #2-219

Moved by Director Lyman Gardiner,

Seconded by Director Garry Dalgity.

That the expenditure reports for the pay periods ending August 27, 2020, in the amount of \$38,578.58, September 10, 2020, in the amount of \$34,244.61, and September 24, 2020, in the amount of \$51,094.69, be approved, all in favour,

CARRIED.

Approval of Minutes:

Motion #3-219

Moved by Mayor Christa Lowry,

Seconded by Director Adrian Foster.

That the minutes of the two-hundred and eighteenth meeting of the Mississippi River Power Corp. held on August 21, 2020, and Special Meeting #S20-01 held on September 10, 2020, and Special Meeting #S20-02 held on September 21, 2020, be approved, all in favour,

CARRIED.

Guest Presentation:

Helmut Brodmann provided the Board with an update on the penstock claim.

Information Items: - Main Weir
- OWA Conference
- Mississippi Watershed Plan

Action on Information Items: none

Matters for Discussion:

Scott provided an update to the Board on the office relocation. The lease has been signed and the sublease has been finalized and is awaiting signatures. Renovations will be underway within the next week. We are likely in a position to be in the new space by the end of October, and be completely out of the old office by the end of November.

The Board discussed the quotation for Phase 3 – Detailed Engineering, of the Bywash Rehabilitation project.

Motion #4-219

Moved by Director Garry Dalgity,

Seconded by Director Lyman Gardiner.

That the quotation from CIMA+ for the Phase 3 Detailed Engineering work on the Bywash Rehabilitation project, at a cost of \$29,930, be approved, all in favour,

CARRIED.

Board members reviewed the SWOT and proposed Table of Contents for the Strategic Plan. Scott will provide Board members with suggested next steps and areas of focus at the next meeting.

A suitable date will be sought for MRPC's AGM sometime in October.

The draft Facility and Asset Naming application form was reviewed and approved.

There was a discussion about the terms for Board members. Terms for two members, Paul Virgin and Garry Dalgity, are set to expire on December 31. Both members expressed their desire to seek re-appointment. Scott will draft a letter to Council for review by the other members of the Board.

Scott indicated that he has been investigating the possibility of adding a surveillance camera that covers the parking lot area of Metcalfe GeoHeritage Park. The Board agreed that we should proceed with this as soon as possible.

Scott presented a quotation that was just received from Brandt Tractor for a replacement trashrack cleaner. Scott will do additional research and present a business case for this unit at the next meeting.

Operations Report:

The Operations Report was reviewed. See attached report.

Matters for Decision/Motion:

Motion #5-219

Moved by Mayor Christa Lowry,

Seconded by Director Garry Dalgity.

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

CARRIED.

New Business: none

Meeting Finalisation:

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

Motion #6-219

Moved by Director Lyman Gardiner,

Seconded by Director Adrian Foster.

That the meeting be adjourned at 10:17am, all in favour,

CARRIED.

Scott Newton, General Manager

Paul Virgin, President

Adrian Foster, Vice-President

Operations Report to Directors - Mississippi River Power Corp.

October 6, 2020

Last regular meeting – August 21, 2020

Generation for the month of August was 1,031,806 KWh. We generated 240,534 KWh on peak, at a rate of \$0.1515 per KWh for a total of \$36,440.96. We generated 791,271 KWh off peak, at a rate of \$0.1163 per KWh, for a total of \$92,024.86. Total generation revenue for the month of August was \$128,465.81.

At the time of our last meeting, the flow in the river was measuring just under 13 cms in Appleton. Precipitation in the latter part of the month and early September brought the flow up to a high of 21 cms on September 7th. Shortly thereafter the flow began to decrease again, and has bounced between 10 and 15 cms over the past couple of weeks. As of last Tuesday, the flow was about 12 cms and we were generating 1200KW.

Last month our staff changed the locking mechanism on the overhead door at the generating station. With the change, staff will be able to unlock and open the overhead door from the outside and inside. This provides an additional exit for our staff, improving our Workplace Emergency Evacuation Plan.

Late last month, staff scraped and re-painted the fence at the old generating station.

In late August, staff from Canadian Hydro Components helped with dismantling turbine #1 to make previously approved improvements and repairs. While the unit was dismantled, we had dye penetrant testing done on the blades and did some touch-up painting inside the penstock. The necessary parts were replaced on the turbine, and the unit is now back together. There is a small leak in the seal between the two halves of the runner chest that we are addressing prior to removing the tailrace gates.

Early in September, someone attacked one of our small trees in the park, with what may have been a hatchet. Our staff did some research on how to help the tree heal, and took the recommended steps. Later that week, some kids knocked down our two new bird feeders and threw them in to the river. I copied the video surveillance footage and presented it to the OPP.

Dion Fire Extinguishers were here earlier this month and tested all of our extinguishers.

Our staff have made a few adjustments to the height of the dock in Metcalfe Park, as water levels have changed.

There was a power outage on September 7th, which shut our station down for about 3 hours.

Advanced Alarms sent a representative to fix the problem with the lock timer at the public washroom building.

We've been having issues lately logging into the SCADA remotely. Gedawin Novo Controls has been notified and are working on the problem.

Last week, we noticed that the blades on unit #1 would not move position. After troubleshooting, we contacted Canadian Hydro Components for assistance. Mike Dupuis discovered a faulty relay. We had a spare in stock, and after switching it out, the issue was resolved.

Staff noticed a large gathering (roughly 60 people) in the park on Saturday evening. A mess was left behind, including garbage bags tied to some of our small trees. I've advised staff to notify the OPP via the non-emergency number is gathering like this are noted again, since they contravene the recent restrictions implemented by the Province, related to COVID19.

That's all for this month.

Generation Stats

This section shows annual figures

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

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

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

Budget Generation 2019 \$2,411,009
 Actual Generation 2019 \$3,007,133
 Actual Generation 2019 (KWh) 24,327,543

This section shows figures representing the period of January 1 – August 31 (2019 vs 2020)

2019		2020	
Budget Generation	\$1,813,079	Budget Generation	\$1,822,043
Actual Generation	\$2,356,447	Actual Generation	\$2,147,389
Actual Generation	19,086,838 KWh	Actual Generation	17,277,122 KWh

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

 Scott Newton, General Manager



The Corporation of the Municipality of Mississippi Mills

Heritage Advisory Committee Meeting

MINUTES

October 29, 2020

3:00 p.m.

Council Chambers, Municipal Office

3131 Old Perth Road

Committee Present: Councillor Maydan
Judith Marsh
David Thomson
Janet Carlile
Stephen Brathwaite
Sarah More

Committee Absent: Sandra Moore
Michael Rikley-Lancaster

Staff Present: Roxanne Sweeney

A. CALL TO ORDER

In Michael Rikley-Lancaster's absence, Judith Marsh nominated Janet Carlile to chair the meeting. The meeting was called to order at 3:00 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

N/A

C. APPROVAL OF AGENDA

Moved by Councillor Jan Maydan

Seconded by Stephen Brathwaite

THAT the agenda be approved as presented with the inclusion of Item E.3 Sign at 24 Mill Street.

CARRIED

D. APPROVAL OF MINUTES

Moved by David Thomson

Seconded by Judith Marsh

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

CARRIED

E. DELEGATIONS AND PRESENTATIONS

E.1 Signage for 7 Mill Street

The committee has no issues with the proposed new sign for 7 Mill Street as long as the sign meets all requirements of the sign by-law #16-22.

E.2 Mill Fall Condominium - proposed balcony extension

Recommendation that the rounded balcony at Mill Fall Condominium Unit, Unit 213 be approved contingent upon the approval of the Condominium Board.

E.3 Signage for 26 Mill Street

The committee has approved the new sign for 26 Mill Street as long as the sign meets all requirements of the sign by-law #16-22.

F. REPORTS

N/A

G. BUSINESS ARISING OUT OF MINUTES

N/A

H. ROUND TABLE

Discussed different options to assist with new signage. Possibly have a resource kit available for different sign ideas. Stephen Brathwaite suggested the idea for a new book focusing on Heritage in Mississippi Mills. Sarah More advised that she has five reports that will form part of the November 25th agenda.

I. INFORMATION AND CORRESPONDENCE

I.1 Contribute to the Update of the Ontario Heritage Tool Kit

Received for information. Roxanne Sweeney will provide more information at November 25th meeting.

I.2 Ontario Barn Preservation

Received for information.

J. OTHER / NEW BUSINESS

N/A

K. MEETING ANNOUNCEMENTS

Next meeting to be held: Wednesday, November 25, 2020 at 3:00 p.m.

L. ADJOURNMENT

Moved by David Thomson

Seconded by Councillor Jan Maydan

THAT the meeting be adjourned at 3:48 p.m.

CARRIED

Roxanne Sweeney, Recording
Secretary



The Corporation of the Municipality of Mississippi Mills

Heritage Advisory Committee Meeting

MINUTES

**November 25, 2020 at 3:00 p.m.
Council Chambers, Municipal Office
3131 Old Perth Road**

Committee Present: Councillor Maydan
Sandra Moore
Michael Rikley-Lancaster
Janet Carlile

Committee Absent: Judith Marsh
Stephen Brathwaite
David Thomson

Staff Present: Roxanne Sweeney

A. CALL TO ORDER

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

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None were declared.

C. APPROVAL OF AGENDA

Moved by Councillor Jan Maydan
Seconded by Janet Carlile

CARRIED

D. APPROVAL OF MINUTES

Moved by Janet Carlile

Seconded by Councillor Jan Maydan

CARRIED

E. DELEGATIONS AND PRESENTATIONS

N/A

F. REPORTS

F.1 Old Appleton Post Office and General Store

Report received for information. The committee requested that David Thomson follow-up with the owner re: any interest in a possible heritage designation.

F.2 New Burnside, Almonte's First Post Office

Report received for information.

F.3 K's Flower Gallery (formerly), Bridge Street, Almonte

Report received for information.

F.4 Old Burnside, 218 Strathburn Street, Almonte

Report received for information.

F.5 Hedy's, 4883 Kinburn Side Road, Pakenham

Verbal report was received as information.

G. BUSINESS ARISING OUT OF MINUTES

Deferred to January 27, 2021 meeting.

H. ROUND TABLE

N/A

I. INFORMATION AND CORRESPONDENCE

I.1 Community Heritage Ontario - Comments on Ontario Heritage Act

Received for information.

I.2 Contribute to the Update of the Ontario Heritage Tool Kit - Selection of New Examples and Imagery

Stephen Brathwaite and Michael Rikley-Lancaster will follow-up on this item.

J. OTHER / NEW BUSINESS

N/A

K. MEETING ANNOUNCEMENTS

L. ADJOURNMENT

THAT the meeting was adjourned at 3:30 p.m.

Moved by Janet Carlile

Seconded by Councillor Jan Maydan

Roxanne Sweeney, Recording
Secretary

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020

TO: Committee of the Whole

FROM: Marc Rivet, MCIP, RPP

SUBJECT: Municipality of Mississippi Mills Official Plan Amendment (OPA) No. 22 – Comprehensive Review (Urban Settlement Area Boundary)

RECOMMENDATION:

THAT Council direct Staff to proceed with an Open House in early-January and a Public Meeting on January 26, 2021 for the Official Plan Amendment (OPA) No. 22.

BACKGROUND:

This Background Report is an “Information Item” that relates to Official Plan Amendment (OPA) No. 22, which stems from the work that was conducted for OPA 21; Five-Year Review. OPA 21 was approved with modifications by Lanark County on December 4, 2019 and was deemed to be consistent with the Lanark County Sustainable Community Official Plan and the Provincial Policy Statements which came into effect on April 30, 2014.

The Municipality of Mississippi Mills had retained the planning services of J.L. Richards & Associates Limited to undertake the Five-Year review of its Community Official Plan (COP) under Section 26(1) of the Planning Act (OPA 21).

The purpose of updating the Community Official Plan was to:

- a) revise the Official Plan as required to ensure that it,
 - ii. has regard to the matters of provincial interest listed in Section 2 of the *Planning Act*; and
 - iii. is consistent with policy statements issued under subsection 3 (1) of the *Planning Act*.
- b) revise the Official Plan, if it contains policies dealing with areas of employment, including, without limitation, the designation of areas of employment in the Official Plan and policies dealing with the removal of land from areas of employment, to ensure that those policies are confirmed or amended.

The purpose of OPA 22 is to evaluate the need to expand the Almonte Ward Settlement Boundary. The comprehensive review will be based on the same underlying principles that have been established by the County in its changes to OPA 21.

These principles are:

- new population projections adopted by the County of Lanark for Mississippi Mills (2018-2038) of 21,122;
- 70% of future growth to Almonte on full municipal services; and
- 70/30 (low density / medium density) split.

A Comprehensive Review has been prepared by the Municipality's planning consultants (JLR) in support of OPA 22. The objective of the consultant's report was to determine if Almonte has sufficient settlement area to accommodate growth to the year 2038 and should an expansion be required, identify and evaluate the potential areas for expansion.

Based on the consultant's report, there is a shortfall of 60 hectares to accommodate residential growth to the year 2038. Therefore, the settlement area of Almonte needs to be expanded to accommodate future growth. The following are the main conclusions for the Municipality of Mississippi Mills:

- The Municipality does not have the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment, and lands designated and available for residential development; but
- The Municipality has land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

A detailed analysis (evaluation matrix) was further completed for four (4) areas: Area 1 ("Sonnenburg Lands"), Area 2 ("Houchiami Lands"), Area 3 (southwest quadrant) and Area 4 (north of Millrun).

In accordance with the Provincial Policy Statement, there is now a clear onus on municipalities to demonstrate, through a *comprehensive review*, that *settlement areas* can meet growth or expansions are required to a *settlement area* in order to meet the forecast for land requirements during the planning period.

Staff is seeking Council's direction to advance forward with the consultation process that will help to inform and complete the Comprehensive Review.

DISCUSSION:

The information provided below summarizes the background information and analysis conducted for the Comprehensive Review:

Growth Projections – 2020 to 2038 projections

According to Statistics Canada, 2016 Census of Population, Mississippi Mills had a population of 13,163. Almonte [population centre] had a population of 5,039 and average household size of 2.2.

A 2020 population for Almonte was developed using residential building permit activity (2016- 2020) and average household size per unit types (household sizes were determined for low and medium density units within Almonte). Number of new housing starts (by type) was then multiplied by these average household sizes. It was estimated that Mississippi Mills Rural and Village areas saw a population increase of 264 people and Almonte Ward saw a population increase of 1,840 people during this period (2016-2020).

It is therefore assumed that the Mississippi Mills population was 15,267 [Almonte Ward's population was 6,879 and the Rural / Village areas 8,388] in 2020.

Per approved population projections (OPA 21), Mississippi Mills is expected to grow to an estimated population of 21,122 by 2038. Also, per OPA 21's urban/village-rural growth targets, it is estimated that the urban area will see a growth of 4,168 people and the village-rural areas will see a growth of 1,786 people.

Settlement Strategy (Urban and Rural-Village Split)

The 70/30 Settlement Strategy of the COP represents a fundamental shift in where growth will be accommodated.

The COP is designed to direct:

- 70% of future growth to Almonte on full services; and
- 30% of future growth to rural areas, existing villages with large lots, developed on private services or new rural settlement areas with a form of servicing which can support lot sizes of approximately 1,000 to 2,000 square metres (¼ to ½ acre).

Using JLR's 2020 Population projection of 15,267 and the projected population of 21,122 in 2038, the 70/30 scenario would see:

- Almonte's population increase by 4,168 new residents.
- Rural areas and existing villages with large lots developed on private services or new rural settlement areas with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (1/4 to 1/2 acre) would see 1,786 new residents.

Using the 2038 projected population of 21,122, the 70/30 scenario would also see a need for:

- 1,766 new units in Almonte on full municipal services;
- 744 new units to rural areas, existing villages with large lots, developed on private services or new rural settlement areas with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (1/4 to 1/2 acre) based on 2.4 persons per household.

Land Demand versus Land Supply (Residential & Employment)

Residential – Supply vs Demand

Residential permit activity over the past five (5) years has seen an 87/13 (urban/rural-village) split.

According to the residential building permit activity provided by the municipality, the following is a breakdown of building permit activity over the past five (5) years:

- Mississippi Mills: 148 units / year average
- Almonte Urban: 146 units / year average
 - o Low Density Residential: 70 units / year average (48%)
 - o Medium Density Residential: 77 units / year average (52%)
- Villages: Low Density Residential: 2 units / year average
- Rural: 20 units / year average

An average of 139 units per year to 2038 (OP planning horizon) or 98 units per year in Almonte and 41 units per year in the village/rural area (combined) is a safe assumption.

The Municipality has established a goal for an urban residential density of approximately 15 to 35 residential units per gross hectare of land. Low density shall be 15 units per gross hectare (including roads and parks) whereas the medium density shall be 35 units per net hectare. Furthermore, the Municipality has established a housing mix target of 70% low density and 30% medium density.

The vacant land inventory has identified several vacant or underutilized parcels available to support intensification (either through new development or expansion). Within Almonte, there are approximately 22 hectares of vacant or underutilized parcels available to support intensification (including lands within a draft or registered plan of subdivision). Applying the 70/30 Residential Split and the current range in urban density and housing mix targets, there is a potential for approximately 275 lots/units within Almonte within intensification areas (including draft and registered plans of subdivisions).

There are approximately 35 hectares of vacant greenfield lands within Almonte. Applying the 70/30 Residential Split and the current range in urban density and housing mix targets, there is a potential for approximately 406 lots/units within Almonte's Greenfield areas.

According to the projections described above, housing demand in Almonte is estimated to be 1,274 low density residential units and 492 medium density units to meet growth targets to the year 2038 (avg. 98 units per year) [total of 1,766 units].

Based on the above, there is a shortfall of 60 hectares to accommodate growth to the year 2038 (See Table 1 below). A detailed review has been completed of potential expansion lands.

Table 1: Residential Supply vs. Demand

Total estimated Population in Almonte (2020)	6,879
Total Population to be Accommodated in Almonte between 2021-2038	4,168
Total Lots/Units Required (2021-2038)	1,766
<u>Urban Settlement Area</u>	
Almonte – Intensification (15-35 u/ha) @ 70/30 @ 70% residential	275
Almonte – Greenfield (15-35 u/ha) @ 70/30 @ 65 % residential	406
Almonte – 430 Ottawa Street (OPA 27) 124 units at 1.5 persons per unit	186
Almonte – Orchard View Estates Phase II (OPA 27) 48 retirement home	48
Rooms at 1 person per room and 48 adult bungalows at 1.5 persons per unit	72
Additional Residential Units (aka secondary units, basement apartments)	
4 per year at 1.25 persons per unit (assumption)	90
Total Existing and Projected Lots/Units	1,077
No. of Lots/Units Required to Meet Projected Demand	1,766
SUPPLY MINUS DEMAND	
(Based on Rural Settlement Areas on private services and amount of urban and rural severances based on past trends)	(689)

Employment – Supply vs. Demand

Based on employment projections, we are assuming there will be a need for 1,517 jobs in Mississippi Mills (Employment Lands) by the year 2038. Employment lands include those lands currently designated Industrial and Business Park (could also include certain rural industrial or rural commercial lands that meets the definition of 'employment').

According to the Land Use Inventory, there is a total of 21 hectares of vacant Industrial lands and 16 hectares of vacant Business Park lands totalling 37 hectares of vacant employment lands.

According to the Employment Projections for Mississippi Mills, there is a need for approximately 33.7 hectares of employment land to accommodate employment in the Municipality over the planning horizon. Considering there are approximately

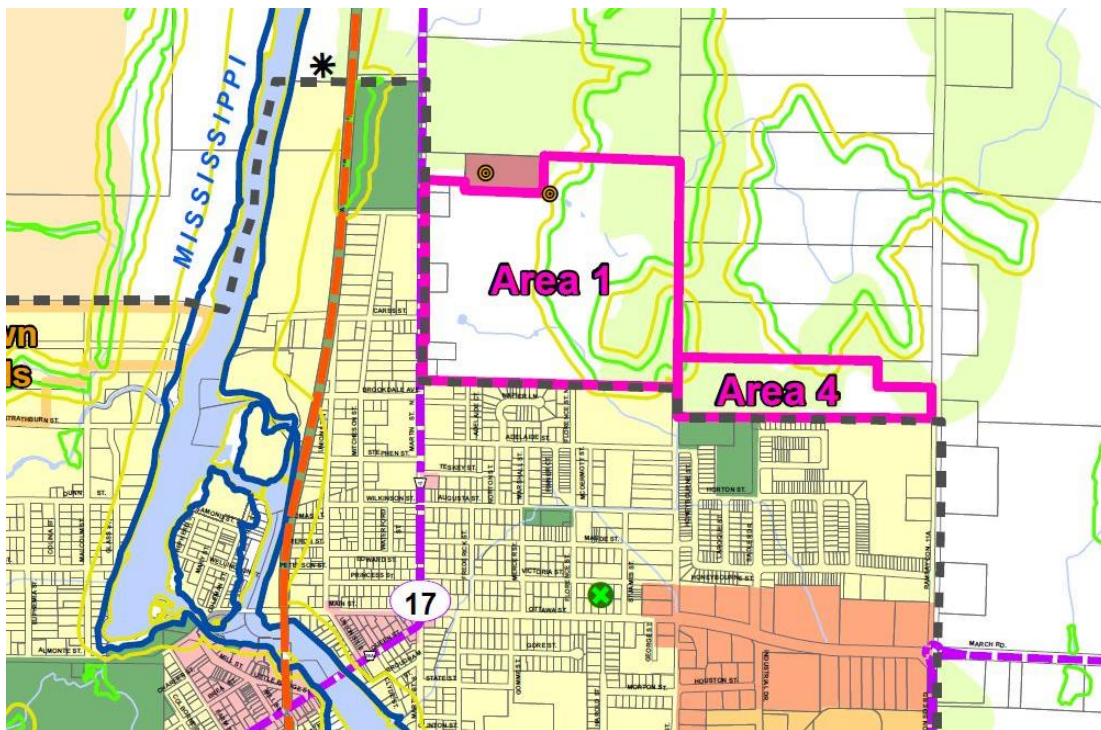
37 hectares of employment lands in the Urban Service Area (Industrial, Business Park), there are enough employment lands to meet projected demands (33.49 ha following OPA 27 which is in the approval process).

The land supply for employment use is adequate for accommodating projected development needs for the 20-year planning horizon [2038] based on the current activity rate and resident labour force within the Municipality.

Potential Expansion Areas

A detailed analysis (evaluation matrix) was completed for four (4) potential expansion areas which is included in Appendix 2 of the consultant's report. Based on a detailed analysis, three potential expansion areas were identified. These include Area 1 ("Sonnenburg Lands"), Area 2 ("Houchiami Lands") and Area 4 (Extension of Millrun).

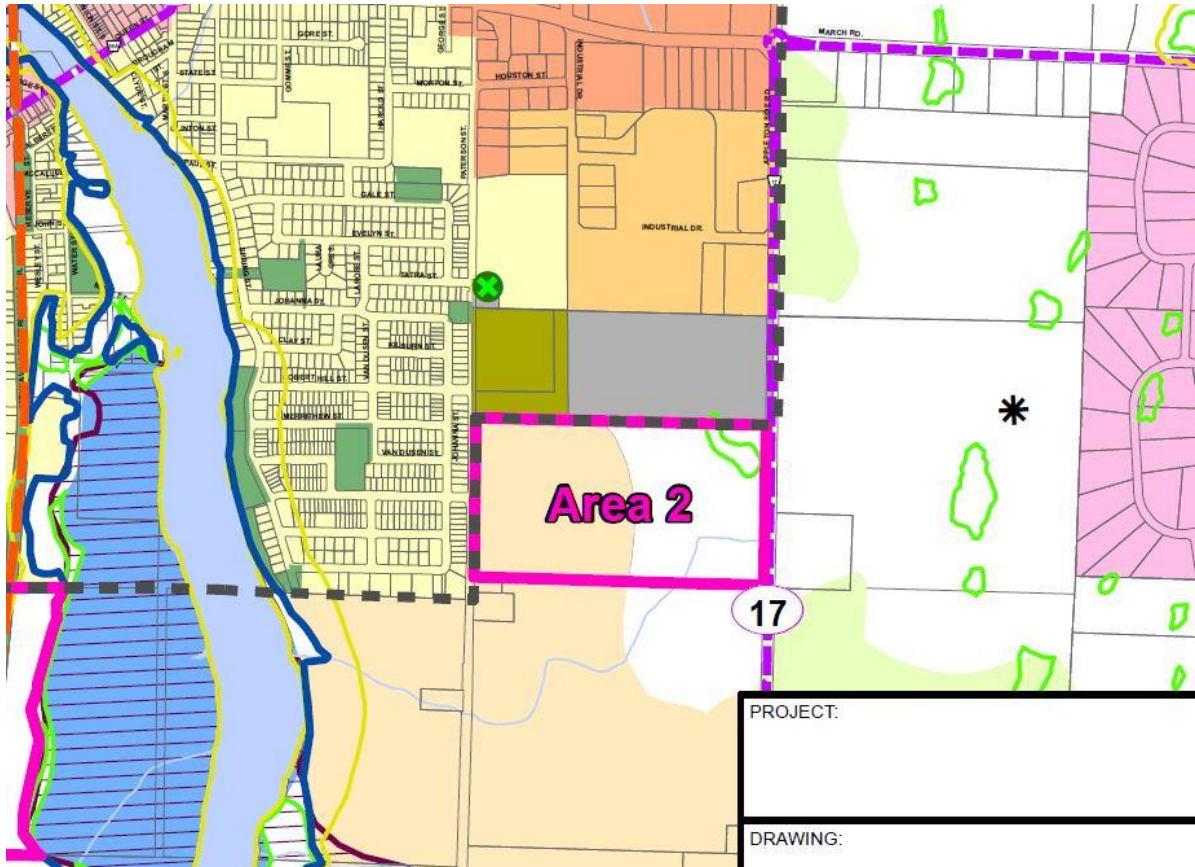
AREA 1 – Key Stats



- 38.63 hectares (ha) in Total Land Area.
- 15.4 ha of land is unaffected by constraints
- 1.17 ha of rural land that is located within the Ministry of Environment (MOE) 30m setback buffer from the adjacent Waste Disposal Facility. This area of the site is undevelopable
- 1.75 ha of rural land that is already developed.

- 10.7 ha of rural land that is subject to the Rural – Agricultural Overlay
- 18.2 ha of rural land that is subject to natural heritage constraints

AREA 2 – Key Stats



- 11.4 ha of Rural lands.
- 12.6 ha of Prime Agricultural Land, which consists of good soil for cultivation and may include existing agricultural operations.
- 1.12 ha of land is within the 30m Prime Agricultural Buffer, as prescribed by Section 3.6.16 of the Mississippi Mills Community Official Plan (COP).
- 0.51 ha of land will be subject to the separation distance (20m) requirement from Type I land uses.
- 0.63 ha of Rural Land is located within the MVCA Unevaluated Wetland.

The map displays the proposed locations for two new police stations, Area 1 and Area 4, within the City of Houston. Area 1 is situated in the northwest, near the intersection of I-10 and I-610. Area 4 is located in the central-eastern part of the city, near the intersection of I-10 and I-610. The map also shows major highways, streets, and a green 'X' marking a specific location in the central part of the city.

- ### FINANCIAL IMPLICATIONS:

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SUMMARY AND RECOMMENDATION

This Background Report is for informational purposes only. However, staff are requesting Council's approval to advance forward with public consultation which would consist of an Open House and Public Meeting.

With that, our recommendation is that Council direct Staff to proceed with an Open House in early-January and a Public Meeting on January 26, 2021 for the Official Plan Amendment (OPA) No. 22.

However, should Council wish to take more time to review the Draft Comprehensive Review in support of OPA 22, they could pass a motion to delay the Public Consultation at this time.

All of which is respectfully submitted,



Marc Rivet, MCIP RPP
Planning Consultant



Ken Kelly
Chief Administrative Officer

ATTACHMENTS:

Appendix A – “Consultant’s Report” (JLR) – Mississippi Mills Comprehensive Review

MUNICIPALITY OF MISSISSIPPI MILLS

OFFICIAL PLAN AMENDMENT NO. 22

Comprehensive Review – Urban Settlement Area Boundary



OFFICIAL PLAN AMENDMENT NO. 22

Urban Settlement Area Boundary

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OFFICIAL PLAN AMENDMENT NO. 22

Urban Settlement Area Boundary

1.0 Introduction

This Comprehensive Review is submitted as part of the background information and material for Official Plan Amendment No. 22 (“Urban Growth Strategy”) in support of an urban settlement boundary expansion. It is intended for review and comment by the approval authority, prescribed public bodies, Council and its Committees, and the public, as part of OPA 22.

1.1 Community Profile

Located in the eastern portion of the County of Lanark, Mississippi Mills abuts the City of Ottawa and is approximately 50 kilometres from downtown Ottawa. As the City of Ottawa grows, so too does the Municipality of Mississippi Mills. Possessing a scenic beauty, impressive heritage buildings, cultural richness, and a diverse commercial and institutional mix, the quality of life offered in Mississippi Mills has been an attractive alternative to the large urban environments found in the City of Ottawa. It is anticipated that the Municipality will face increasing growth pressures during the life of this Plan due to its proximity to Ottawa.

In the context of rural/small town Ontario, Mississippi Mills stands out as being truly unique and fortunate. Both the rural and urban landscapes of the Municipality are steeped in the settlement history of eastern Ontario.

The physical landscape of Mississippi Mills is defined by the Mississippi River running through the eastern portion of the Municipality. Most of the agricultural land is located on either side of the Mississippi River in the former Townships of Ramsay and Pakenham. The western portion of the Municipality is dominated by more rugged land associated with the Canadian Shield. The early development of the rural areas of the Municipality was based primarily on agriculture and forestry.

2.0 Background

The creation of the Municipality of Mississippi Mills in 1998 brought together the former Town of Almonte and the Townships of Ramsay and Pakenham into one local government structure. The first Mississippi Mills Community Official Plan was developed through extensive community consultation and reflects the collective views and values of the community. The Mississippi Mills Community Official Plan is a legal document containing the goals, objectives and policies established primarily to manage and direct physical change and the effects on the social, economic, built and natural environment of the Municipality.

The Community Official Plan was adopted by Council on December 13, 2005 and approved with modifications by the Minister of Municipal Affairs and Housing on August 29, 2006. This Community Official Plan was deemed to be consistent with the 2005 Provincial Policy Statement (PPS). A Report entitled “Population Projections”, by Dr. David Douglas, was written in August

OFFICIAL PLAN AMENDMENT NO. 22

Urban Settlement Area Boundary

2002 to project the population of Mississippi Mills from 2001 to 2026 and was used to develop the “Mississippi Mills Community Official Plan Growth and Settlement Strategy.” Following review and discussions, the Steering Committee passed a motion supporting a Mississippi Mills 2026 population target of 18,500 which was endorsed by Council. The 2006 COP assumed that the Municipality’s population would increase from 11,650 in 2001 to approximately 18,500 by 2026.

The 2006 COP was based on a 50/30/20 Settlement Strategy. The Plan was designed to direct:

- 50% of future growth to Almonte on full municipal services;
- 30% of future growth to rural areas, existing villages with large lots, developed on private services; and,
- 20% of future growth to the existing villages or new rural settlement areas with a form of servicing which can support lot sizes of approximately 1,000 to 2,000 square metres ($\frac{1}{4}$ to $\frac{1}{2}$ acre).

Using the 2026 projected population of 18,500, the 50/30/20 scenario would have seen:

- Almonte’s population increase from 4,650 in 2001 to 8,080 by 2026
- the rural areas and villages increase from 7,000 in 2001 to 9,050 by 2026
- serviced settlement areas other than Almonte have a population of 1,370 by 2026.

The implementation of the “50/30/20 Settlement Strategy” focused on regulating where and how residential development may take place, following four main principles:

1. no new rural estate lot subdivisions on private services;
2. designating a 20-year supply of residential lands within the Almonte urban area (approximately 60.7 hectares or 150 acres of new residential lands);
3. promote the introduction of full municipal or communal sewer and water services in the existing villages; and,
4. require new rural settlement areas to be on full municipal or communal sewer and water services.

In addition to identifying sufficient lands for the 20-year growth of Almonte (2006-2026), the Plan had also identified lands abutting Almonte which could be considered for future expansion had a comprehensive review been completed that justified additional lands being added into the urban boundary. These lands were identified during the development of this Plan as being logical extensions of the urban area and which would maintain a compact urban form. Schedule A to the COP had identified these lands with an overlay called “Future Expansion”. Development proposals involving lands within the “Future Expansion” overlay was to be assessed to ensure that they would not hinder future expansion of the urban area should that need ever arise.

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Urban Settlement Area Boundary

2.1 Five-Year Review – Official Plan Amendment No. 21

The Municipality of Mississippi Mills had retained the planning services of J.L. Richards & Associates Limited to undertake a Five-Year review of its Community Official Plan under Section 26(1) of the Planning Act. The purpose of updating the Community Official Plan was to:

- a) revise the Official Plan as required to ensure that it,
 - i. conforms with provincial plans or does not conflict with them, as the case may be;
 - ii. has regard to the matters of provincial interest listed in Section 2 of the *Planning Act*; and
 - iii. is consistent with policy statements issued under subsection 3 (1) of the *Planning Act*.
- b) revise the Official Plan, if it contains policies dealing with areas of employment, including, without limitation, the designation of areas of employment in the Official Plan and policies dealing with the removal of land from areas of employment, to ensure that those policies are confirmed or amended.

Official Plan Amendment No. 21 was prepared, adopted and approved under Provincial Policy Statements which came into effect on April 30, 2014. Per the PPS, policies of local planning jurisdictions must be “consistent with” Provincial policy. In addition, the “Lanark County Sustainable Community Official Plan” (SCOP) was approved by the Province in June 2013. Local Official Plan Amendments (including the review and approval of Five-Year Reviews) were delegated to the County of Lanark (acting as the Province). Since then, the Province approved Provincial Policy Statement, 2020 (PPS, 2020). This Provincial Policy Statement was issued under section 3 of the Planning Act and came into effect May 1, 2020. It replaces the Provincial Policy Statement issued April 30, 2014. OPA 22 is therefore subject to PPS, 2020.

Per PPS, 2020, the determination of land requirements to accommodate growth must be justified on the basis of population and growth projections, including employment targets and residential and non-residential projections. The analysis needs to also consider growth through intensification and redevelopment opportunities, as well as infrastructure and public service facilities available in the municipality over the 20-year planning period (being 2018-2038).

The Provincial Policy Statement (PPS) provides clear criteria that must be addressed before considering expansions to the boundary of settlement areas (*designated growth areas*). There is a stronger emphasis on growth management, phasing policies that ensure the orderly progression of development within designated growth areas, and the need to fully consider growth opportunities within currently designated growth areas.

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Urban Settlement Area Boundary

It is intended that the analysis contained within this Report will meet the requirements set out in the PPS (1.1.2), which states that:

“Sufficient land shall be made available to accommodate an appropriate range and mix of land uses to meet projected needs for a time horizon of up to 25 years... Within settlement areas, sufficient land shall be made available through intensification and redevelopment, if necessary, designated growth areas.”

Per the Lanark County Sustainable Community Official Plan, the planning horizon for Mississippi Mills’ Community Official Plan is 2018-2038.

The PPS also makes reference to municipalities maintaining a minimum supply of land for 15 years of growth. Section 1.4.1 states that “...planning authorities shall:

- a) maintain at all times the ability to accommodate residential growth for a minimum of 15 years through *residential intensification* and *redevelopment* and, if necessary, lands which are *designated and available* for residential development; and
- b) maintain at all times where development is to occur, land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate *residential intensification* and *redevelopment*, and land in draft approved and registered plans.”

Intensification consists of the development of a property, site or area at a higher density than currently exists. This can be achieved either through *redevelopment*, including the reuse of *brownfield sites*, development of vacant and/or underutilized lots within previously developed areas, and the expansion or conversion of existing buildings.

Redevelopment consists of the creation of new units, uses or lots on previously developed land, including *brownfield sites*.

Brownfield sites means undeveloped or previously developed properties that may be contaminated. They are usually, but not exclusively, former industrial or commercial properties that may be underutilized, derelict or vacant.

Designated growth areas mean lands within *settlement areas* designated in the Official Plan for growth over the long-term planning horizon (2018-2038), but which have not yet been fully developed.

Residential intensification means intensification of a property, site or area that results in a net increase in residential units or accommodation and includes:

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Urban Settlement Area Boundary

- i. redevelopment, including the redevelopment of *brownfield sites*;
- ii. *the* development of vacant or underutilized lots within previously developed areas;
- iii. infill development;
- iv. the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and
- v. the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, secondary suites and rooming houses.

Designated and available means lands designated in the Official Plan for urban residential use. For municipalities where more detailed official plan policies (e.g. secondary plans) are required before development applications can be considered for approval, only lands that have commenced the more detailed planning process are considered to be designated and available for the purposes of this definition. At this time, no lands within Mississippi Mills have been identified as requiring the development of a secondary plan.

Settlement area means the urban area and rural settlement areas within the municipality that are built up areas where development is concentrated and that have a mix of land uses, and lands that have been designated for development.

There is now a clear onus on municipalities to demonstrate, through a **comprehensive review**, that **settlement areas** can meet growth or expansions are required to a *settlement area* in order to meet the forecast for land requirements during the planning period.

Consistent with the PPS, an expansion of a *settlement area* must be rationalized through a *comprehensive review*. The analysis must consider population and growth projections; intensification and redevelopment opportunities; the availability of infrastructure and public health facilities that are available or planned for the area; the consideration of alternatives that avoid development in prime agricultural areas; and consideration of cross-jurisdictional issues.

3.0 Growth Projections (Demand)

As part of OPA 21, and consistent with the June 2003 “Mississippi Mills Community Official Plan Growth and Settlement Strategy”, the medium range projections from the Trend Extrapolation and the Variable Proportions methodologies were used to determine population and growth projections.

Council had approved a Mississippi Mills population projection of 17,598 people by 2037. This population projection represented an average compound annual growth rate of 1.39%.

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Urban Settlement Area Boundary

Using the 2037 projected population of 17,598 and the potential demand for an additional 1,889 residential units (2.37 persons per household was used throughout however one could expect smaller household sizes in Almonte), the 50/30/20 scenario would have seen a need for:

- 936 new units in Almonte on full municipal services;
- 562 new units in rural areas and existing villages with large lots, developed on private services; and
- 74 new units to be in existing villages or new rural settlement area with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (full municipal or communal sewer and water services).

	2006	2011	2016	2021	2026	2031	2038
2006 COP (Growth & Settlement Strategy)	13,036	14,700	16,123	17,357	18,500	-	-
Statistics Canada, Census & OPA 21 (Council adopted Population Projection)	11,734 (Census)	12,385 (Census)	13,163 (Census)	14,238	15,254	16,304	18,144 ¹
OPA 21 & LCSCOP (Approved Population Projection)	11,734 (Census)	12,385 (Census)	13,163 (Census)	14,689 ²	16,847	19,323	21,122*

Per *Planning Act*, OPA 22 is subject to the LCSCOP population projections.

The Community Official Plan has established that low density residential development shall include single detached, semi-detached, duplex, converted dwellings, and triplex housing and that medium density residential development shall include four-plex housing, townhouses, 3 storey apartments, converted dwellings of three or more units and similar multi-unit forms of housing.

¹ OPA 28 used a population projection of 17,598 to the year 2037

² 2021-2031 estimated based on a 2.78% population increase

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Urban Settlement Area Boundary

The *gross density* for low density residential development shall be 15 units per hectare (15 u.g.h.) and medium density residential development shall have a maximum net density of 35 units per net hectare (35 u.n.h.). Furthermore, the Municipality had established a housing mix target of 70% low density and 30% medium density (70/30).

The Official Plan also permits additional residential units (aka secondary units, basement apartments, garden suites) and other uses compatible with residential neighbourhoods such as parks, public and community facilities, bed and breakfasts, and local commercial uses. In addition, residential uses are permitted within certain commercial designations and the Residential – Community Facility designation which includes housing for seniors (e.g. retirement homes, aging-in-place units, etc.).

3.1 Growth Projections Post Approval of OPA 21

Official Plan Amendment No. 21 (OPA 21) (Five Year Review) was adopted by the Municipality of Mississippi Mills on June 26, 2018 by By-law No. 18-76 and forwarded to the County of Lanark for a decision under subsection 17(34) of the Planning Act. The County of Lanark is the approval authority for all changes to the Community Official Plan for Mississippi Mills including Five Year Reviews under Section 26 of the Planning Act. The County of Lanark decided to partially approve (with modifications) Official Plan Amendment No. 21 to the Community Official Plan for the Municipality of Mississippi Mills, as adopted by By-law No. 2019-38 on December 4, 2019 under Section 17 of the Planning Act.

The following are some of the modifications made by the County (approval authority) which should be noted:

Section 2.5.3.1 – Population Projection was modified by:

a. Deleting the last paragraph in its entirety and replacing it with the following:

“Consistent with the population allocations of the Sustainable Communities Official Plan for the County of Lanark, Mississippi Mills is projected to grow to a population of 21,122 to the year 2038. This allocation represents a 60% increase in the Municipality’s population. A comprehensive review will be conducted to plan for the Municipality’s population allocation in accordance with the policies of the Provincial Policy Statement and the Sustainable Communities Official Plan for the County of Lanark. The results of the comprehensive review will be implemented as an amendment to this Plan.”

Section 2.5.3.2.2 – 50/30/20 Settlement Strategy is hereby modified by deleting this section in its entirety and replacing it with the following:

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Section 2.5.3.2.2 70/30 Settlement Strategy

The 70/30 Settlement Strategy of this Plan will be based on a comprehensive review and will represent a fundamental shift in where growth will be accommodated. The comprehensive review will include the population projection information noted in Section 2.5.3.1. The Plan is designed to direct:

- 70% of future growth to Almonte on full services; and
- 30% of future growth to rural areas, existing villages with large lots, developed on private services or new rural settlement areas with a form of servicing which can support lot sizes of approximately 1,000 to 2,000 square feet ($\frac{1}{4}$ to $\frac{1}{2}$ acre)."

Section 2.5.3.2.3 General Policies

"3. The Municipality will undertake a comprehensive review to identify sufficient lands for the 20-year growth of the Almonte Ward and determine if additional lands can be justified for inclusion into urban boundary. Additional lands which can be justified for inclusion into the Almonte urban boundary will require an amendment to Schedules "A" and "B" to this Plan."

Deleting in policy (5) the first two sentences and replacing them with "Schedule

"B" to this Plan presents the "urban" boundary for the Almonte Ward."

Schedule A – Rural Land Use is hereby modified by:

Deleting the "Future Almonte Overlay" designation from the map and legend on Schedule A – Rural Land Use.

3.2 Purpose of Official Plan Amendment No. 22 (OPA 22)

The purpose of OPA 22 is to evaluate the need to expand the Almonte Ward Settlement Boundary. The comprehensive review will be based on the same underlying principles that have been established by the County in its changes to OPA 21 as highlighted in the section above. These principles are:

- new population projections adopted by the County of Lanark for Mississippi Mills (2018-2038) of 21,122;
- 70% of future growth to Almonte on full municipal services; and,
- 70/30 (low density / medium density) split.

Low density remains at 15 units per gross hectare and medium density at 35 units per net hectare.

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Per the Official Plan, gross density means the density of the residential development in an area, including all roads and parks. Net density means the density of the residential development on the site proposed for development, not including local roads and parks. In moderate density residential areas, a reasonable assumption is that roads, etc. amount to 30% of the Gross Residential Area.

3.3 Almonte 2020 Population

According to Statistics Canada, 2016 Census of Population³, Mississippi Mills had a population of 13,163. Almonte [population centre] had a population of 5,039 and average household size of 2.2. A 2020 population for Almonte was developed using residential building permit activity (2016-2020) and average household size per unit types (See 2.3.1 below). Number of new housing starts (by type) was then multiplied by these average household sizes. It was estimated that Mississippi Mills Rural and Village areas saw a population increase of 264 people and Almonte Ward saw a population increase of 1,840 people during this period (2016-2020).

It is therefore assumed that the Mississippi Mills population was 15,267 and Almonte Ward's population was 6,879 in 2020.

3.4 Housing Demand

Consistent with OPA 21:

- Mississippi Mills is projected to grow to 21,122 (2018-2038);
- 70% of future growth to Almonte on full municipal services; and,
- 70/30 (low density / medium density) split.

According to Census Profile, 2016 Census, and adjusted with building permit activity (2016-2020), Mississippi Mills' 2020 population was estimated to be 15,267 which included a population of 6,879 within Almonte Ward and a Village and Rural population of 8,388.

Per approved population projections, Mississippi Mills is expected to grow to an estimated population of 21,122 by 2038. Also, per OPA 21's urban/village-rural growth targets, it is estimated that the urban area will see a growth of 4,098 people and the village-rural areas will see a growth of 1,756 people.

Household projections are based on the fact that housing choices differ from people in different age groups and that, as people age, these choices evolve in a fairly predictable pattern. While factors such as household composition, affordability, culture/lifestyle, and location can influence household demand, age is by far the most important factor. Analysis of these factors and related trends can help predict potential changes in housing formation, demand for certain types of dwellings, household size, and their impact on future housing demand projections.

³ Statistics Canada. 2017. *Mississippi Mills, T [Census subdivision], Ontario and Almonte [Population centre], Ontario* (table). *Census Profile*. 2016 Census. Statistics Canada Catalogue no. 98-316-X2016001. Ottawa. Released November 29, 2017.

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2016, Census Urban population	2016, Census Rural / Villages population	2020 Almonte population (est.)	2020 Rural / Villages population (est.)	2038 Urban population projection (projected)	2038 Rural / Village population (projected)
5,039	8,124	6,879	8,388	10,978	10,144
13,163		15,267		21,122	

The trend shows that the population age 65 and over is expected to increase over the next planning horizon. This trend provides further evidence of the need to pay attention to forms of housing suited to seniors. Furthermore, Almonte has and will continue to attract young families looking for affordable starter homes; often in the form of attached or multi-unit dwellings.

3.4.1 Household Size and Composition

Population growth and changes in the age structure of the population are the two main factors that drive household growth. Other factors, such as affordability and changing lifestyles choices, also affect household growth, but the impact tends to be less.

Demand is also influenced by household size and composition. Mississippi Mills has seen an influx of family-oriented households to the area, many of whom are commuters working in the Ottawa area. At the same time, while the Municipality continues to mature, household composition will become more diversified and the need for a greater range of housing will grow.

The following factors affect housing demand and it is expected that the rate of housing formation will exceed the rate of population growth:

- declining birth rates;
- an increase in the number of households consisting of single persons, lone parent families and couples without children; and
- a greater number of seniors with fewer of them living in health care institutions.

The average household size in Mississippi Mills was estimated to be around 2.4 (persons per household) per 2016 Census and 2.2 for Almonte very similar to the average household size for Ottawa which averaged 2.36 but higher than the 2.1 household size across Lanark County. Mississippi Mills has and will continue to attract and retain young families. The Municipality can expect an increase in the demand for affordable starter homes, such as semis and row dwellings. Furthermore, as the population ages, we can expect a trend towards an increase in the number of single person households and a shift to smaller housing types, e.g. two bedroom single detached (bungalows), semis, townhouses and low-rise apartment units.

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Household size has remained constant however is expected to decline due to the continued aging of the population. However, this decline will be tempered by the growing number of families moving into the Mississippi Mills area. Thus, the overall decline in average household size for the Municipality is not expected to be significant.

Average household size was derived from the Statistics Canada GeoSuite program. The number of dwellings assigned to each parcel depended on the residential primary use assigned to the parcel using the updated MPAC property codes (2020). Based on the number of households per low density and medium density areas and their respective population (per dissemination block) we were able to derive an average household size for low density dwellings, medium density dwellings, and retirement homes. The result of this analysis was the following average household sizes:

Unit Type and Location	Average household size (persons per household)
Almonte – Low Density Residential	2.29
Almonte – Medium Density Residential	2.54
Almonte – Retirement Home	1.00
Almonte – Adult-oriented units	1.50
Almonte – Additional Residential Units (a.k.a. secondary units)	1.25
Villages	2.4
Rural / Agricultural Areas	2.35

Also, per OPA 21, the urban housing split is 70% low density residential units (2.29 persons per household) and 30% medium density residential units (2.54 persons per household).

3.5 Projected Housing Demand

Housing demand projections were prepared by applying the average household sizes (per Section 2.3.1) to the projected housing demand. This would represent a housing demand of 1,274 low density residential units and 492 medium density residential units to meet expected growth targets to the year 2038 (avg. 98 units per year).

As the community matures and infrastructure expands, we can expect an increase in the magnitude of housing activity.

- The Municipality will need to maintain, at all times, the ability to accommodate residential growth for a minimum of 15 years or 1,471 dwelling units (avg. of 98 units per year), through residential intensification and redevelopment and, if necessary, lands that are designated and available for residential development.
- The Municipality will need to maintain, at all times, where development is to occur, land with servicing capacity sufficient to provide at least a three-year supply or 294 residential units (avg. of 98 units per year), available through lands suitably zoned to facilitate

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residential intensification and redevelopment, and land in draft approved and registered plans.

The question then becomes – are there enough designated lands - including opportunities for intensification, redevelopment, and servicing capacity - to accommodate the projected housing across the planning horizon? Factors that should be considered are as follows:

- Total available housing stock, including those units draft approved or in the approval process (e.g. OPA 26 - 430 Ottawa Street, OPA 27 – Orchard View Estates Phase II);
- Vacancy rates and demolitions;
- Existing land availability within the settlement area, including vacant residential lands, draft approved plans and registered;
- Servicing and/or development constraints;
- Density ranges per OPA 21,
- Proportion of housing need that is expected to be met through infill and intensification.

3.6 Employment Projections

This section presents employment projections for the Municipality of Mississippi Mills through to 2038 and for identifying related land requirements in accordance with the PPS.

The following policies are particularly relevant:

- 1.3.1, a) providing for an appropriate mix and range of employment (including industrial, commercial, and institutional) uses to meet long term needs;
- 1.3.1, b) providing for opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses that support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
- 1.3.1, c) planning for, protecting and preserving employment areas for current and future uses; and
- 1.3.1, d) ensuring the necessary infrastructure is provided to support current and projected needs.

3.7 Jobs in Mississippi Mills

Based on the 2016, Census, the greatest number of jobs in Mississippi Mills were within the following categories:

- Retail trade
- Health care and social services

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- Construction
- Public Administration

Table 1: Mississippi Mills Labour Force by Industry (2016)

Industry Division	2016 Data	Percentage of Total Labour Force
Total experienced labour force 15 years and over	6985	100%
Industry – Not applicable	80	1.15%
Agriculture and other resource-based industries	215	3.1%
Mining, quarrying	20	0.3%
Utilities	50	0.72%
Construction	780	11.2%
Manufacturing	470	6.73%
Wholesale trade	165	2.36%
Retail trade	855	12.2%
Transportation and warehousing	185	2.65%
Information and cultural industries	155	2.22%
Finance and insurance	130	0.19%
Real estate and rental and leasing	100	1.43%
Professional, scientific and technical services	620	8.88%
Administrative and support, waste management and remediation services	340	4.87%
Educational services	350	5.0%
Health care and social assistance	845	12.1%
Arts, entertainment and recreation	150	2.15%
Accommodation and food services	330	4.72%
Other services (except public administration)	330	4.72%
Public administration	745	10.66%

Source: Statistics Canada, 2016

3.7.1 Labour Force

Labour force characteristics in Mississippi Mills are comparable to the Ontario average. For 2016, Mississippi Mills outperformed Ontario with respect to participation rates, employment rates, and unemployment rates.

With respect to highest level of schooling in 2016, Mississippi Mills was also comparable to the Province regarding educational attainment.

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Table 2: Mississippi Mills Employment Statistics (2016)

	2006 Data
Population 15 years and over	10,825
In the labour force (participation rate)	6,985
Employed	6,605
Unemployed	380
Not in the labour force	3,840
Employment Rate	64.5
Unemployment Rate	5.4

Source: Statistics Canada, 2016

3.7.2 Place of Work Status

In 2016, there were some 1,530 employed which worked from home or no fixed workplace address (710 worked at home and 820 with no fixed workplace address), and an employed labour force of 6,605. Therefore, there were some 5,050 employed who worked at a usual place. In 2016 approximately 76% of the resident labour force worked outside of the Municipality. In 2016, the majority of Mississippi Mills residents commuting to work outside of the Municipality work outside the County, possibly Ottawa, 60%, followed by work outside of the Municipality but within the County at (13.8%). Those residents not having a Mississippi Mills workplace work in a variety of sectors outside of the area. These sectors include: construction; manufacturing; wholesale trade; retail trade; transportation and warehousing; professional, scientific and technical services; administrative and support, waste management and remediation services; health care and social assistance; accommodation and food services; other services (except public administration); and public administration.

Table 3: Mississippi Mills Place of Work Status (2016)

	2016 Data
Total employed labour force 15 years and over	6,605
Worked at home	710
Worked outside Canada	20
No fixed workplace address	820
Worked in Mississippi Mills	1,195
Worked outside Municipality but within County	695
Worked in a different County	3,030
Worked in a different Province	125

Source: Statistics Canada. 2016

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3.8 Employment Projections for Mississippi Mills

The methodology used to determine employment growth is based, in the first instance, on an “activity rate”, which is defined as the number of jobs in a Municipality divided by the number of residents.

Employment Projection in terms of land needs

Per the Official Plan, employment lands are those lands designated as “Business Park” and “Industrial”.

Not all employment will locate on “employment lands” (Business Park and Industrial designated lands). As such, it is necessary to examine the different types of employment in the community to assess land requirements. “Population-serving” jobs (consisting of jobs at businesses serving a local market such as retail, food service, personal service, education, health care and professional jobs) are typically forecasted using a fixed factor of employment to population (the accepted standard is 1 job for every 5 persons). These jobs usually locate throughout the community.

Total Employment / Total Population = Activity Rate

2016 Census of Population	13,163
Municipal population projection, 2038	21,122
Activity rate in 2016	53%
Year 2038 employment projection	13,688

Table 4: Mississippi Mills Activity Rate (2016)

	2016	2038 Projections
Total employed labour force 15 years and over	6,605	6,867
Worked at home	710	738
Worked outside Canada	20	22
No fixed workplace address	820	852
Worked in Mississippi Mills	1,195	1,242
Worked outside Municipality but within County	695	722
Worked in a different County	3,030	3,150
Worked in a different Province	125	130

Of the 1,980 jobs which are expected to be in Mississippi Mills, about 20% of these would be “population-serving” jobs which are not necessarily located within “employment lands”. Furthermore, there are approximately 3.4% that are considered ‘primary industry’ (agriculture,

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mining) that do not require 'employment lands'. Therefore, there is a projected 1,517 jobs to be located within "employment lands". Employees per gross hectare (Ministry of Municipal Affairs and Housing Projection and Methodology Guidelines) is estimated at 45 jobs / hectare.

Total hectares of 'employment lands' required to accommodate employment in the settlement area(s) is estimated to be 33.7 ha.

However, this assumes that approximately 57% of the resident labour force will continue to work outside of the Municipality. If the Municipality is successful in retaining its resident labour force, this would represent a need for additional employment lands.

The question then becomes – are there enough designated lands to accommodate the projected employment across the planning horizon? Will the Municipality be successful in retaining its resident labour force? Factors that should be considered are as follows:

- Total available Industrial, Commercial, Institutional (ICI) stock, including those units under construction;
- Vacancy rates;
- Existing land availability within the Municipality, including vacant employment lands, draft approved plans and registered plans;
- Servicing and/or development constraints;
- General density assumptions / guidelines for the various categories of ICI structures;
- Proportion of ICI need that is expected to be met through infill and intensification.

4.0 Settlement Strategy

As important as the population projection is determining where this projected growth will take place, or more importantly where it should take place, is the most fundamental decision to be made.

Where people will live, work, shop and play, the maintenance and enhancement of our health, education, and recreation services, the protection of the environment, the management of our waste, and how much this all will cost are all matters that are significantly impacted by where the growth is located.

"Smart Growth" is a concept that is based on sound land use planning principles. The Federation of Ontario Naturalists released a publication called "A Smart Future for Ontario," October 2002.

In a rural/small town context, "Smart Growth" means:

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- 1) A commitment to sound resource management – protection of natural features and management of natural resources such that their long-term sustainability is guaranteed;
- 2) Directing urban development towards existing communities – majority of development located in fully serviced, compact, efficient urban communities with a broad mix of land uses;
- 3) Growth in the small towns and hamlets needs to be diverse, balanced and integrated into existing design of the community. There needs to be linkages between the new and the old; there needs to be a concentration on pedestrian travel, shopping, working, street layout, open spaces, mix of housing stock and support for existing institutional and commercial services. Design is the key to maintaining and enhancing distinctive, attractive communities with a strong sense of place.

4.1 70/30 Settlement Strategy

The creation of the “Growth and Settlement Strategy” as part of the current Community Official Plan, acknowledged the opportunity to implement principles of the Smart Growth concept.

The current Community Official Plan was approved with a 70/30 Settlement Strategy. The plan is designed to direct:

- 70% of future growth to Almonte on full municipal services;
- 30% of future growth to rural areas, existing villages with large lots, developed on private services or new rural settlement areas with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (1/4 to 1/2 acre).

Using our 2020 Population projection of 15,267 and the projected population of 21,122 in 2038, the 70/30 scenario would see:

- Almonte’s population would increase by 4,168 new residents.
- Rural areas and existing villages with large lots developed on private services or new rural settlement areas with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (1/4 to 1/2 acre) would see 1,786 new residents.

The “70/30 Settlement Strategy” represents a long-term fiscally responsible approach to servicing existing and new residential development. The goal of this Strategy is to result in slowing the rate of scattered rural residential development in favour of more compact and efficient urban residential development. It focuses on regulating where and how residential development may take place, following four main principles:

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- i. no new rural estate lot subdivisions on private services;
- ii. designate a supply (2038) of residential lands within the Almonte Urban Area; and,
- iii. ensure an adequate form of servicing for the rural / village areas.

Using the 2038 projected population of 21,122, the 70/30 scenario would see a need for:

- **1,766 new units in Almonte on full municipal services;**
- **744 new units to rural areas, existing villages with large lots, developed on private services or new rural settlement areas with a form of servicing that can support lot sizes of approximately 1,000 to 2,000 square metres (1/4 to 1/2 acre) – based on 2.4 persons per household.**

5.0 Land Supply

5.1 Residential Land Supply

Due to the existence of municipal sewer and water services, Almonte can develop at a much higher density than the Village of Pakenham, the smaller villages or rural settlement areas. The Municipality has established a goal for an urban residential density of approximately 15 to 35 residential units per gross hectare of land. The low density is defined as 15 units per gross hectare (including roads and parks) whereas the medium density is defined as 35 units per net hectare. Furthermore, the Municipality has established a housing mix target of 70% low density and 30% medium density.

Refer to Appendix 2.

5.1.1 Residential Permit Activity

Since 2016, 87% of the residential growth has been located in Almonte on full services, 13% has been in the rural areas and villages on private services. Majority of this growth has occurred in Riverfront Estates and Millrun. According to the residential building permit activity provided by the municipality, the following is a breakdown of building permit activity over the past five (5) years:

- Mississippi Mills: 148 units / year average
- Almonte Urban: 146 units / year average
 - Low Density Residential: 70 units / year average (48%)
 - Medium Density Residential: 77 units / year average (52%)
- Villages: Low Density Residential: 2 units / year average
- Rural: 20 units / year average

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As the community matures and infrastructure expands, we have seen an increase in the magnitude of housing activity in the past five years. The average residential permit activity between 2006-2016 was 84 units per year.

Over the past 15 years, this number has averaged 127 units per year.

Therefore, an average of 139 units per year to 2038 (OP planning horizon) or 98 units per year in Almonte and 41 units per year in the village/rural area (combined) is a safe assumption.

- Residential permit activity represented a split of 87/13 (urban/rural-village)

5.2 Residential Intensification and Greenfield Opportunities (Almonte)

In accordance with the PPS, planning authorities shall identify and promote opportunities for intensification (including infill and redevelopment). Identifying potential intensification opportunities within the built-up area of the Municipality is a demanding task. Most infill and intensification type developments occur in areas that are difficult to predict prior to their actual development. However, certain opportunities are evident throughout the built area for infill projects.

ESRI ArcGIS Desktop was used to organize existing GIS data and develop new layers, perform analysis and create figures. MPAC property codes were used to provide each property with residential, commercial, industrial, etc., land use. MPAC properties codes are usually at least six months out of date so property code values were verified and updated using 2016-2020 building permits, draft plans, up-to-date aerial imagery and local knowledge. Parcels with a property code value between 100 and 199 were extracted to create a vacant land layer to show where development could happen. Other farm and large residential properties inside the urban area were looked at as possible properties to include in the vacant land layer. Once the layer was finalized a combined constraint layer of floodplain, ANSI and significant wetlands was used to remove any area in the vacant land layer that wouldn't allow for development

The vacant land inventory has identified several vacant or underutilized parcels available to support intensification (either through new development or expansion). Within Almonte, there are approximately 22 hectares of vacant or underutilized parcels available to support intensification (including lands within a draft or registered plan of subdivision). Certain parcels between the Mississippi River and the OCR Trail have not been accounted for due to existing conditions, site constraints, etc. it is expected these could need minor infilling but would be negligible for the purpose of this comprehensive review. According to the current Official Plan (OPA 21), new residential development is anticipated to occur at an average density of approximately 15-35 residential units per hectare. Gross hectare includes roads, park, etc. Furthermore, the Municipality has established a housing mix target of 70% low density @ 15 u.p.g.h. and 30% medium density @ 35 u.p.n.h. However, to determine net density, it is proposed to subtract 30% of the area to account for roads and parks. The Official Plan also permits other uses compatible with residential neighbourhoods such as parks, public and community facilities, bed and breakfasts, and local commercial uses. Based on our review and research, we are proposing a split of 70% for residential uses and 30% for open space, environmental lands and non-residential

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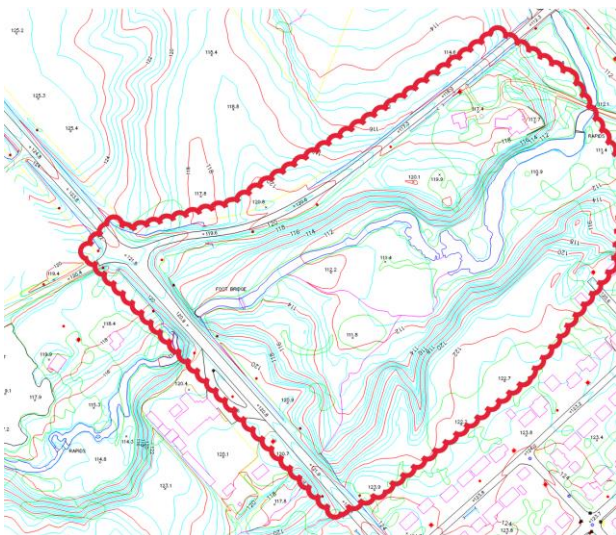
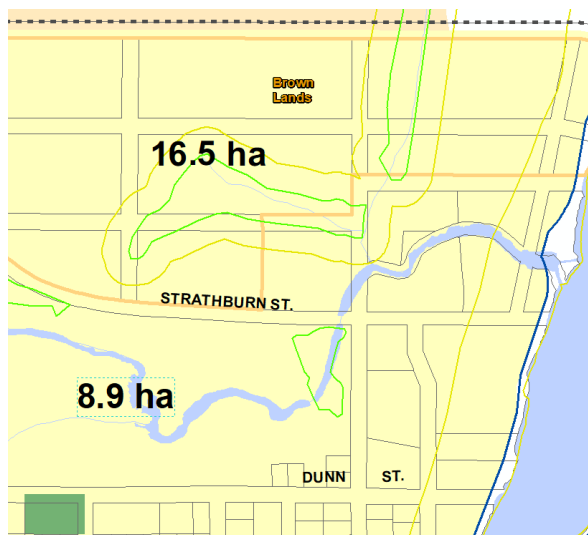
uses (including schools, neighbourhood parks, commercial, floodplain, retail, stormwater ponds and tributaries, roads, etc.) for intensification areas; therefore 15.4 hectares for residential uses. (15.4 ha and 70/30 split and 15 u.g.h. / 35 u.n.h = $(10.78 \text{ ha} * 15 \text{ u.} + 3.2 \text{ ha} * 35 \text{ u.}) = 162 \text{ u.} + 113 \text{ u.} = 275 \text{ units}$)

Applying this split and the current range in urban density and housing mix targets, there is a potential for approximately 275 lots/units within Almonte within intensification areas (including draft and registered plans of subdivisions).

In addition to the intensification opportunities within the Urban Area, several large parcels, or Greenfields, exist within Almonte. There are approximately 35 hectares of vacant greenfield lands within Almonte. Based on our review and research, we are proposing a split of 65% for residential uses and 35% for open space, environmental lands and non-residential uses (including schools, neighbourhood parks, commercial, floodplain, retail, stormwater ponds and tributaries, roads, etc.). Applying the same density, housing mix, and split, there is a potential for 406 units. (22.75 ha and 70/30 split and 15 u.p.g.h. / 35 u.p.n.h. = $(15.9 \text{ ha} * 15 \text{ u.} + 4.77 \text{ ha} * 35 \text{ u.}) = 239 \text{ u.} + 167 \text{ u.} = 406 \text{ units}$)

Applying this split and the current range in urban density and housing mix targets, there is a potential for approximately 406 lots/units within Almonte's Greenfield areas.

However, these Greenfield lands include 16.5 hectares known as the "Brown" lands and 8.9 hectares south of Strathburn Street. The "Brown" lands have remained idle for some time now due to servicing constraints. The Strathburn Street lands have significant elevations in addition to many natural features which would further constrain development of the lands. Based on our desktop analysis, only 3.78 ha has been assumed as developable.



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5.3 Industrial, Commercial, Institutional Vacant Land Supply

Based on employment projections, we are assuming there will be a need for 1,517 jobs in Mississippi Mills (Employment Lands) by the year 2038. Employment lands include those lands currently designated Industrial and Business Park (could also include certain rural industrial or rural commercial lands that meets the definition of 'employment').

According to the Land Use Inventory, there is a total of 21 hectares of vacant Industrial lands and 16 hectares of vacant Business Park lands totalling 37 hectares of vacant employment lands.

Based on an assumed 45 employees per hectare (as recommended by the Ministry's simplified employment projections methodology), there is a need for approximately 33.7 hectares of employment lands. This excludes any rural industrial or certain rural commercial areas which could also be considered employment uses. Note, OPA 27 is proposing the removal of 3.41 hectares of employment lands for a residential – community facility (retirement home and aging-in-place units). Note, the retirement home component to this project could be considered an employment generator.

There are enough designated employment lands to meet growth projections. However, if the municipality is successful in retaining a larger portion of its resident labour force, there might be a need for additional employment lands.

Refer to Appendix 2.

6.0 Land Needs Analysis (Supply Versus Demand)

6.1 Residential Supply vs. Demand – 3, 15, and 20 years (2038)

According to our projections described above, housing demand in Almonte is estimated to be 1,274 low density residential units and 492 medium density units to meet growth targets to the year 2038 (avg. 98 units per year).

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Table 5: Residential Supply vs. Demand

Total estimated Population in Almonte (2020)	6,879
Total Population to be Accommodated in Almonte between 2021-2038	4,168
Total Lots/Units Required (2021-2038)	1,766
Urban Settlement Area	Potential Units / Lots
Almonte – Intensification (15-35 u/ha) @ 70/30 @ 70% residential	275
Almonte – Greenfield (15-35 u/ha) @ 70/30 @ 65 % residential	406
Almonte – 430 Ottawa Street (OPA 27) 124 units at 1.5 persons per unit	186
Almonte – Orchard View Estates Phase II (OPA 27) 48 retirement home Rooms at 1 person per room and 48 adult bungalows at 1.5 persons per unit	48 72
Additional Residential Units (aka secondary units, basement apartments) 4 per year at 1.25 persons per unit (assumption)	90
Total Existing and Projected Lots/Units	1,077
No. of Lots/Units Required to Meet Projected Demand	1,766
SUPPLY MINUS DEMAND (Based on Rural Settlement Areas on private services and amount of urban and rural severances based on past trends)	(689)

Based on the above, there is a shortfall of 60 hectares to accommodate growth to the year 2038. A detailed review has been completed of potential expansion lands and is included in Appendix 2 to this report.

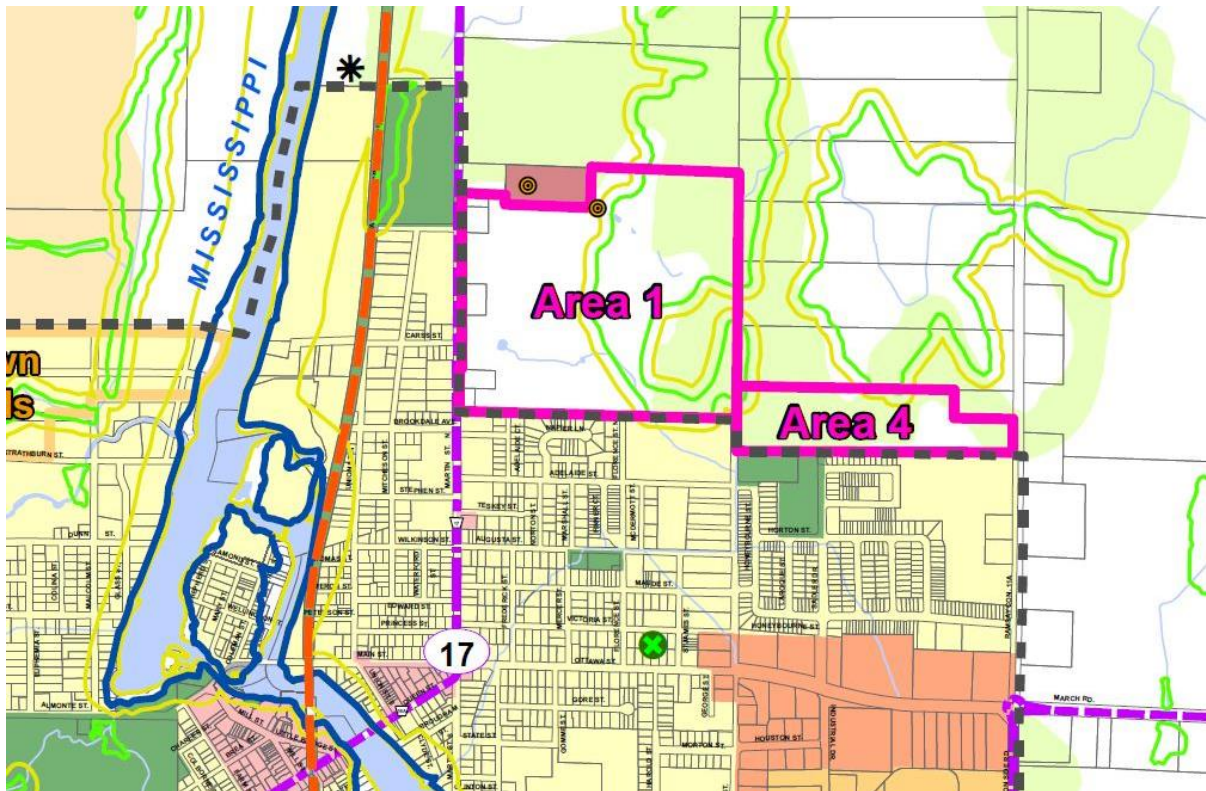
The starting point was to consider the three (3) “Future Expansion” areas that were identified in the planning documents since 2006 (and recently removed by OPA 21). These lands had been identified during the development of the 2006 Community Official Plan as being logical extensions of the urban area and which would maintain a compact urban form. These lands were also considered as such as part of the Municipality’s servicing Master Plan. A fourth area was added to the evaluation as it was considered a logical expansion to the Millrun Subdivision.

A detailed analysis (evaluation matrix) was completed for these four (4) areas which is included in Appendix 2. The result of this analysis concludes that Area 1 (“Sonnenburg Lands”), Area 2 (“Houchiami Lands”) and Area 4 (Extension of Millrun)

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Urban Settlement Area Boundary

AREA 1 – Key Stats

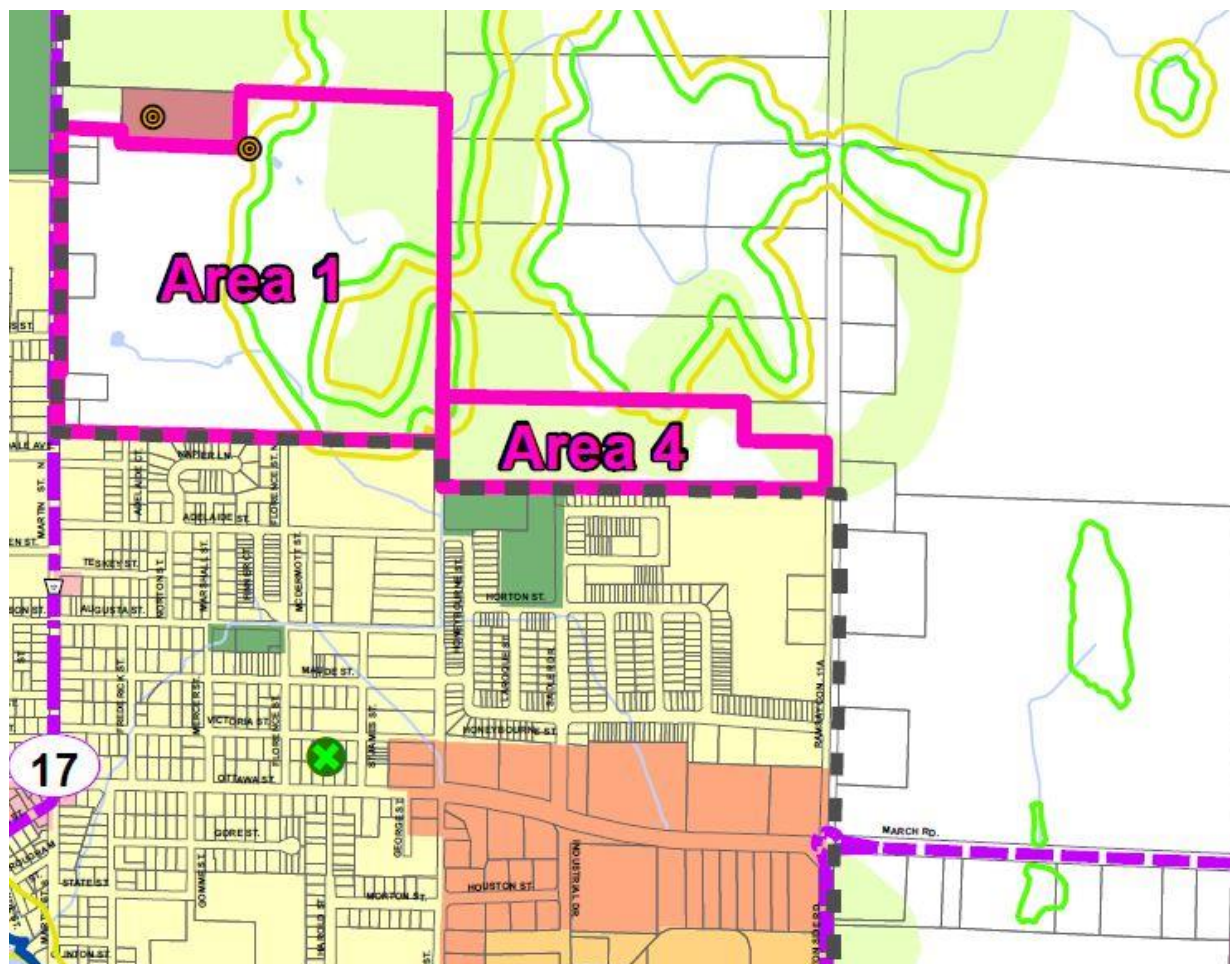


- 38.63 hectares (ha) in Total Land Area.
- 15.4 ha of land is unaffected by constraints
- 1.17 ha of rural land that is located within the Ministry of Environment (MOE) 30m setback buffer from the adjacent Waste Disposal Facility. This area of the site is undevelopable
- 1.75 ha of rural land that is already developed.
- 10.7 ha of rural land that is subject to the Rural – Agricultural Overlay
- 18.2 ha of rural land that is subject to natural heritage constraints

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Urban Settlement Area Boundary

AREA 4 – Key Stats



- 9.7 ha of Rural lands.
- A Rural – Agricultural Overlay (not prime agricultural land) is present over 7.7 ha of the Rural Lands.
- 0.69 ha of Rural Land is located within the MVCA Regulation Limit, with 0.09 ha of this land being identified as MVCA Unevaluated Wetlands.

6.2 Employment Lands Supply vs. Demand

According to the Employment Projections for Mississippi Mills, there is a need for approximately 33.7 hectares of employment land to accommodate employment in the Municipality over the planning horizon. Considering there are approximately 37 hectares of employment lands in the Urban Service Area (Industrial, Business Park), there are enough employment lands to meet projected demands (33.49 ha following OPA 27 which is in the approval process). Note – there are also rural industrial and rural commercial areas that could potentially count as employment lands and a portion of the proposed retirement home could be considered an employment generator.

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Urban Settlement Area Boundary

However, if the Municipality is successful in retaining more of its resident labour force it would most likely experience a shortage of employment lands over the planning horizon. It can be expected that the 'population-serving' jobs will continue to represent 1 job per five people.

The land supply for employment use is adequate for accommodating projected development needs for the 20-year planning horizon based on the current activity rate and resident labour force within the Municipality.

From an economic development perspective, it is critical that appropriately located and serviced industrial and business park land be consistently available for sale if the Municipality is to remain competitive in the surrounding marketplace. The cyclical nature of demand, the length of time to get planning approvals, the varying land requirements of potential businesses, the need for a variety of ownership and tenure options, and the important role municipalities can play in ensuring consistency in the availability of an adequate and appropriate supply, are among the many factors that need to be considered in determining appropriate response to the land needs of new and expanding businesses. There should be a strong focus on the availability of municipally-owned industrial and business parkland to meet such needs. From an Economic Development perspective, the Municipality should maintain current, detailed inventories of industrial land development in the Municipality as part of their strategy.

For the purpose of this land needs analysis, and zoning issues aside, there are enough employment lands available for the 20-year time horizon.

Refer to Appendix 2.

7.0 SERVICING

Growth within the Municipality is also dependent on the Municipality's ability to provide sewer and water services.

The Town retained J.L. Richards & Associates Limited (JLR) to complete a new comprehensive planning document (Master Plan) for the required long term operational and capital improvements to the water and wastewater systems to meet current regulations and planned growth within the Almonte Ward. An Executive Summary of this Master Plan is included in Appendix 1. Servicing implications has been built into the evaluation matrix included in Appendix 2.

8.0 Conclusion

Based on the analysis set out in this Report, and consistent with the Provincial Policy Statement, Mississippi Mills:

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Urban Settlement Area Boundary

- does not have the ability to accommodate residential growth for a minimum of 15 years through residential intensification and redevelopment, and lands designated and available for residential development; but
- has land with servicing capacity sufficient to provide at least a three-year supply of residential units available through lands suitably zoned to facilitate residential intensification and redevelopment, and land in draft approved and registered plans.

Furthermore, there aren't enough lands, either through intensification, redevelopment and/or designated growth areas, to accommodate an appropriate range and mix of housing to meet projected needs to 2038.

In order to accommodate 70% of the expected growth between 2020 and 2038, it is expected that 1,766 new units would be required. This represents a demand of 1,274 low density units and 492 medium density units. Our analysis has identified a shortfall of 689 units.

This Comprehensive Review therefore supports the addition of 60 hectares of land to the Urban Settlement Area boundary of Almonte.

As per our detailed analysis and evaluation matrix developed for these potential expansion lands, the analysis concluded that Area 1 ("Sonenburg Lands"), Area 2 ("Houchiami Lands") and Area 4 (Extension of Millrun). The total of these areas represents 59.73 hectares.

Using the same assumptions developed for "Greenfields", these areas could support the development of 696 lots/units. This assumes that 65% of the area would be developed for residential uses and 35% would be for roads, stormwater ponds and tributaries, parks and open space, environmental lands and other non-residential uses such as local retail, and institutional uses. (39 ha and 70/30 split at 15 u.p.g.h. / 35 u.p.n.h. = 696 units)

There are enough employment lands (even with the removal of 3.41 ha for Orchard View Estates Phase II – OPA 27). Note, if the share of resident labour force finds employment in the Municipality, we could potentially have a shortage of employment lands over the 20-year planning horizon.

This report has been prepared for the exclusive use of the Municipality of Mississippi Mills, for the stated purpose, for the named facility. Its discussions and conclusions are summary in nature and cannot be properly used, interpreted or extended to other purposes without a detailed understanding and discussions with the client as to its mandated purpose, scope and limitations. This report was prepared for the sole benefit and use of the Municipality of Mississippi Mills and may not be used or relied on by any other party without the express written consent of J.L. Richards & Associates Limited.

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OFFICIAL PLAN AMENDMENT NO. 22

Urban Settlement Area Boundary

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



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Reviewed by:



Eric Forhan
Planner

APPENDIX 1

MASTER PLAN REPORT
TOWN OF MISSISSIPPI MILLS
ALMONTE WARDS
WATER AND WASTEWATER INFRASTRUCTURE

- EXECUTIVE SUMMARY -

INTRODUCTION AND BACKGROUND

The Master Plan study area includes the serviced area of the Town of Mississippi Mills (i.e., the Almonte Ward) which currently serves a population of approximately 4,910. Reviews of the Official Plan have indicated strong growth pressures, resulting in an estimated population of 7,800 by 2031. The increased growth suggests that development pressures within the Almonte Ward will impact the available service capacity of the water and wastewater systems and infrastructure upgrades are imminent. The last Water and Wastewater Master Plan for the serviced area was completed in 1984 and the document findings have exceeded their intended design period. As such, the Town retained J.L. Richards & Associates Limited (JLR) to complete a new comprehensive planning document (Master Plan) for the required long term operational and capital improvements to the water and wastewater systems to meet current regulations and planned growth within the Almonte Ward.

Class Environmental Assessment and Master Planning

This Master Plan Report has been carried out following the planning process of the Municipal Class EA, as approved under the Environmental Assessment Act (EA Act) R.S.O. 1990, Chapter E. 18. The Municipal Class EA identifies four approaches to the Master Planning process. The intent of this Master Plan has been to follow Approach No.1, which involves the preparation of a Report at the conclusion of Phases 1 and 2. In this case, the Master Plan Report has been completed at a broad level of assessment thereby requiring more detailed investigations at a project-specific level in order to fulfill the Municipal Class EA documentation requirements for the specific Schedule B and C projects identified within the Master Plan.

Problem and Opportunity Statements

Problem Statement: The Water and Wastewater Infrastructure Master Plan is intended to identify alternative infrastructure planning and implementation strategies, and the preferred alternative(s) to meet the Almonte Ward growth needs, premised upon a time horizon of 2031 (i.e., 20 year planning period). Servicing scenarios beyond 2031 are also considered to efficiently plan for municipal infrastructure requirements in anticipation of full 'build-out' conditions within the Almonte Ward.

Opportunity Statement: This undertaking provides an opportunity to assess the Town's water and wastewater infrastructure (e.g., condition, operation and organizational structure), and explore opportunities to maximize the utilization of existing systems and optimize future upgrades and expansions.

Population Projections

The planning periods considered as part of this Master Plan are short-term (2011 – 2015), mid-term (2016-2020), long -term (2021 – 2030) and build-out (2031 and beyond). Table ES-1 illustrates the growth projections using an annual growth rate of 1.74% for the Town as a whole (i.e., urban and rural) and the 60/25/15 Settlement Strategy to determine the Almonte Ward growth. The 60/25/25 Settlement Strategy allocates 60% of the future growth to occur in the municipally serviced urban area (i.e., Almonte Ward), 25% of future growth to occur in existing rural areas on privately serviced large lots, and 15% of the future growth to occur in existing villages or new settlement areas.

Table ES-1: Planning Periods and Population Projections based on Growth Percentage

Development Milestone	Year	Town of Mississippi Mills Population	Almonte Ward Population	Reference (for Almonte Ward growth)
Existing	2011	12,385	4,752	Census
Short Term (1 to 5 years)	2016	13,501	5,421	60% to Almonte
Mid-Term (5 to 10 years)	2021	14,717	6,151	60% to Almonte
Long-Term (10-20 years)	2031	17,488	7,814	60% to Almonte

Further to the population projections presented in Table ES-1, in order to assess the impacts of growth on water distribution and wastewater collection infrastructure, spatial and land-use definition of the proposed development areas was also required for the proposed planning periods (i.e., Short-Term, Mid-Term, Long-Term and Build-Out). It is noted that the growth pattern developed based on registered and draft approved properties, area/land use and approved population densities within the Official Plan differed from the population projection presented above, but are considered conservative.

Evaluation Methodology

The evaluation process consisted of a review of the potential water and wastewater servicing strategies in consideration of the criteria described in Table ES-2. The relative impact for each criterion to each potential servicing strategy was assessed based on whether the alternative was 'Preferred', 'Less Preferred' or 'Least Preferred' with respect to that criterion. The four evaluation criteria were assigned equal weights as they were considered to have equal importance in this evaluation.

Table ES-2: Summary of Evaluation Criteria

Criteria	Description
Natural Environment Considerations	Natural features, natural heritage areas, Areas of Natural and Significant Interest, designated natural areas, watercourses and aquatic habitat
Social and Cultural Environment Considerations	Proximity of facilities to residential, commercial and institutions, archeological and cultural features, designated heritage features, well or wellhead protection areas, land-use and planning designations
Technical Feasibility	Constructability, maintaining or enhancing drinking water quality, maintaining or enhancing wastewater treatment, reliability and security of systems, ease of connection to existing infrastructure and operating and maintenance requirements
Financial Considerations	Capital costs. All opinion of probable costs referred to in this Master Plan are based on a Class 'D' estimate class.

Specialized Studies

The following specialized studies were completed as part of the Master Plan to assist in the evaluation of the water and wastewater servicing strategies and to define environmental impacts:

- **Baseline Hydrogeological Study:** A baseline assessment of the existing hydrogeological conditions was undertaken to define existing or potential constraints as they relate to the current well system and to future development of groundwater-based infrastructure.
- **Desktop Environmental Site Assessment:** A desktop environmental site assessment was conducted and provided preliminary information related to the environmental conditions likely to be encountered within the proposed potable water and wastewater system service areas.
- **Water and Wastewater System Hydraulic Models:** The preparation of accurate water and wastewater system hydraulic models was one of the key tasks of this Master Plan as they were one of the tools used for evaluating options.
- **Condition Assessment Report:** The condition assessment included an evaluation of above grade site works, structural and architectural components, mechanical/process equipment and systems, and electrical equipment and systems. In addition, a desktop review of the water distribution and wastewater collection systems was completed. The purpose of the Condition Assessment Report was to form the basis of an infrastructure renewal and maintenance program and establish potential costs. This information was valuable during the evaluation of costs associated with the renewal or replacement of existing infrastructure.

POTABLE WATER SYSTEM

The Almonte Ward is the only area in the Town that is serviced by a communal water system. The communal water system generally consists of five groundwater wells (Wells 3, 5, 6, 7 and 8), one elevated potable water storage tank (working volume of 3,199 m³) and approximately 35 km of watermains.

Future Requirements: Water Supply and Treatment

As part of the Master Plan review, it was determined that Wells 3, 5, and 7 and 8 are not operating at their full demonstrated yield potential and could be considered for additional supply of approximately 43.7 L/s.

Based on the proposed growth projections, the following water supply and treatment deficiencies were determined to service the future Almonte Ward maximum day water demands:

- Based on the existing supply scenario, a capacity deficit of 25 L/s is predicted within the mid-term planning period (i.e., 2016 – 2020).
- If a full yield potential of Wells 3, 5, 7 and 8 is considered, a capacity deficit of 9.2 L/s will occur within the long-term planning period (i.e., 2021 – 2030).

Future Requirements: Water Storage

Table ES-3 presents the potable water storage requirements for the projected growth within the Almonte Ward based on the MOE Design Guidelines for Drinking Water Systems.

Table ES-3: Future Water Storage Requirements

Study Period	Existing Storage	Required Storage ⁽¹⁾	Deficit
Existing	3,119 m ³	2,351 m ³	None
Short-Term (2011 – 2015)	3,119 m ³	3,863 m ³	745 m ³
Mid-Term (2016 – 2020)	3,119 m ³	4,856 m ³	1,737 m ³
Long-Term (2021 – 2030)	3,119 m ³	5,727 m ³	2,608 m ³
Build-Out (2031 +)	3,119 m ³	10,139 m ³	7,020 m ³
1. Demand established using hydraulic water model (i.e., population projections established using the land-use planning information). When determining the fire flow allowance for commercial or industrial areas, the area occupied by the commercial/industrial complex was considered at an equivalent population density to the surrounding residential areas. Based on MOE Guidelines A' + 'B' + 'C', A – Fire Storage, B – Equalization Storage, C – Emergency Storage			

Future Requirements: Water Distribution System

The updated water system hydraulic model was configured to simulate peak hour and maximum day with fire flow demand scenarios for each planning period. The following observations were made:

- **Peak Hour:** System pressures in the mid and long-term planning periods were found to be below minimum pressure requirements of 40 psi. Under build-out scenarios, the majority of the water distribution system was unable to achieve minimum system pressures.
- **Maximum Day with Fire Flow:** The percentage of junctions capable of meeting select fire flows did not vary from the existing conditions over the long-term. Similarly as the peak hour scenario, maximum day with fire flow demands were not achieved for build-out conditions.

Potable Water System Risk Assessment

As part of the Master Plan, a critical link assessment was undertaken to identify potential risks associated with the watermain crossings over the Mississippi River, which link the east service area of the Almonte Ward to the west service area. Although the potable water system servicing strategies did not identify a capacity constraint related to the existing crossings or a need for an additional crossing within the 20-year timeframe, it was identified that the Town should plan for a third crossing to service the projected build-out growth of the service area. As such, the critical link assessment reviewed expediting the third crossing within the long-term planning horizon (i.e., within 10 to 20 years). In order to complete the critical link assessment, the hydraulic water model was configured to simulate peak hour and maximum day with fire flow scenarios with and without a third crossing for the long-term planning period.

Under both peak hour and fire flow conditions, the ability to maintain system pressures and convey fire flows to the service area west of the Mississippi River is compromised with a simulated Queen Street Crossing failure.

Summary of Potable Water Servicing Strategies

Based on the evaluation procedure, several servicing strategies were defined for the potable water system. A summary of the water supply and treatment, storage and distribution servicing strategies and opinion of probable costs to address the future servicing requirements are presented in Table ES-4. The costs associated with a third crossing are not included below.

Table ES-4: Summary of Potable Water Servicing Strategies and Opinion of Probable Costs

Area	Study Period	Description of Works	Opinion of Probable Cost ⁽¹⁾		Ref. Pg or Table
			Condition Upgrades (Values Rounded)	Capacity Upgrades (Values Rounded)	
Supply	Short Term (2011 - 2015)	▪ Condition Upgrades at Select Wells	\$120,000 ⁽²⁾	-	Table 11 (pg 14)
	Mid-Term (2016 - 2020)	▪ Mid-Term Supply Option W1: Increase the Capacity of Wells 3 and 5 to Demonstrated Yield <u>and/or</u>	-	\$1,000,000 (Supply W1)	Table 16 (pg 20)
		▪ Mid-Term Supply Option W2: Increase the Capacity of Wells 7 and 8 to Demonstrated Yield		\$1,430,000 (Supply W2)	Table 18 (pg 21)
	Long Term (2021 - 2030)	▪ Long-Term Supply Option W3: Increase the Capacity of Wells 7 and 8 Beyond Demonstrated Yield <u>or</u> ▪ Long-Term Supply Option W4: Construct a New Well	\$100,000 ⁽²⁾	\$212,500 (Supply W3) \$2,200,000 (Supply W4)	Table 20 (pg 23) Page 26
Water Storage	Short Term (2011 - 2015)	▪ Condition Upgrades	\$400,000	-	
	Mid-Term (2016 - 2020)	▪ Mid-Term Storage Option W1: Construct a Reservoir at a New Site (Phased Approach) <u>or</u>	-	\$3,000,000 (Storage W1)	Pages 28 to 29
		▪ Mid-Term Storage Option W2: Construct a Reservoir at a New Site (Long-Term Approach) <u>or</u>		\$4,000,000 (Storage W2)	
		▪ Mid-Term Storage Option W3: Construct an Elevated Storage Tank at a New site (Long Term Approach)		\$5,500,000 (Storage W3)	
Long Term (2021 - 2030)	▪ Long-Term Storage Option W4: Construct a Reservoir at a New Site (Phased Approach with Option Mid-Term Storage Option W1)	-	\$2,900,000 (Storage W4)	Page 31	
Distribution	Ex. Deficit	▪ Condition Upgrades	\$5,400,000 ⁽³⁾	-	
	Short Term (2011 - 2015)	▪ Adelaide Street and Martin Street Looping ▪ Bridge Street and High Street Upgrades ▪ Bridge Street Extension and County Road 29 Looping	-	Development Project 2012 Capital Works Budget \$300,000	Table 24 (pg 32)
	Mid-Term (2016 - 2020)	▪ Ottawa Street and Sadler Estates Looping ▪ Martin Street Extension	\$1,300,000 ⁽³⁾	\$325,000 \$275,000	Table 25 (pg 32)
	Long Term (2021 - 2030)	▪ Optimize Pressure Zone Settings for Pressure Zone 2 (PZ-2) ▪ Create New Pressure Zone to Manage the Island Area (PZ-3)	\$5,800,000 ⁽³⁾	\$100,000 \$55,000	Table 26 (pg 33)
		▪ Ottawa Street and Industrial Street Looping ▪ Ottawa Street Watermain (Long-Term Distribution Option W1) <u>or</u> Victoria Street Watermain (Long-Term Distribution Option W2)		\$675,000 \$1,035,000 (Distribution W1) \$990,000 (Distribution W2)	
1. Based on Class 'D' Estimate and includes Engineering and Contingencies					
2. Costs for condition upgrades at Well 6. Condition upgrades for Wells 3, 5, 7 and 8 carried in capacity upgrades					
3. Distribution Condition upgrades based on typical life expectancy of pipes					

WASTEWATER SYSTEM

The Almonte Ward is the only area within the Town of Mississippi Mills that is serviced by a communal wastewater system. The existing communal wastewater system was established in the 1960s and generally consists of 30 km gravity sewers/forcemains, six sub-area pumping stations, a main pumping station and a four-cell facultative treatment lagoon. A new extended aeration treatment plant with tertiary treatment is presently being constructed and anticipated to be commissioned in July 2012. The new treatment plant will provide increased rated capacity to accommodate existing and projected wastewater flows resulting from growth within the serviced community.

Future Requirements: Wastewater Treatment

As previously noted, the existing Lagoon based wastewater treatment system is currently being decommissioned and replaced with a new tertiary level wastewater treatment plant (WWTP) complete with sludge/biosolids treatment and storage. It is understood that the new WWTP will be brought on line in July 2012. The capacity projections for the WWTP for the long-term planning period were reviewed and it was predicted that the new WWTP will service the Almonte Ward over the long-term planning period (i.e., next 20 years). It is noted, however, that an expansion will be required to service the build-out development.

Future Requirements: Wastewater Pumping

Based on the assumed collection system infrastructure to service projected development areas within the Almonte Ward, the Gemmill's Bay SPS and Spring Street SPS will be directly affected by growth. Although the Gemmill's Bay SPS is currently undergoing capacity upgrades as part of the new WWTP project, it is anticipated that the pumping station may require expansion in the long-term planning period (pending further review of actual future flows). A separate Schedule 'B' Class EA is being undertaken to address capacity concerns at the Spring Street SPS. The existing Spring Street SPS is nearing its intended design capacity as evidenced by data trends and flow monitoring. A cursory review of the proposed new design capacities outlined in the Schedule 'B' Class EA and the current Master Plan determined that the projected peak flows were adequate for the long-term planning period. The capacities of the remaining sewage pumping stations appear to be sufficient, pending final routing of wastewater servicing in the development areas.

Future Requirements: Wastewater Collection

In order to assess the wastewater collection system, the hydraulic model of major collectors within the system was configured to simulate a peak flow scenario. The following requirements were identified:

- Existing and Short-Term Planning Periods: Select sewers downstream of the Spring Street SPS displayed insufficient conveyance capacities. These upgrades are necessary to support current approved development plans.
- Mid and Long-Term Planning Periods: Select sewers along Ottawa Street, Bridge Street and Union Street displayed insufficient conveyance capacities.

Summary of Wastewater Servicing Strategies

Based on the evaluation procedure, several servicing strategies were defined for the wastewater system. A summary of the wastewater treatment, pumping and collection servicing strategies and opinion of probable costs are presented in Table ES-5.

Table ES-5: Summary of Wastewater Servicing Strategies and Opinion of Probable Costs

Area	Study Period	Description of Works	Opinion of Probable Cost ⁽¹⁾		Ref. Pg or Table
			Condition Upgrades (Values Rounded)	Capacity Upgrades (Values Rounded)	
Treatment	Long Term (2011 – 2030)	▪ None: New WWTP to be commissioned in 2012	-	-	
Pumping	Short Term (2011 – 2015)	▪ Expand the Spring Street SPS and Condition Upgrades at other Select Stations	\$450,000 ⁽²⁾	\$500,000 ⁽³⁾	Page 41
	Mid-Term (2016 – 2020)	▪ Condition Upgrades at Select Stations	\$40,000 ⁽²⁾	-	
	Long Term (2021 – 2030)	▪ Expand the Gemmill's Bay SPS and Condition Upgrades at other Select Stations	\$50,000 ⁽²⁾	\$300,000	Page 41
Collection	Ex. Deficit	▪ Condition Upgrades	\$6,000,000 ⁽⁴⁾	-	
	Short Term (2011 – 2015)	▪ Upgrade Sections of Sewer Downstream of the Spring Street SPS ▪ Condition Upgrades	\$1,400,000 ⁽⁴⁾	\$400,000	Table 37 (pg 44)
	Mid-Term (2016 – 2020)	▪ Ottawa Street Trunk Sewer (Mid-Term Wastewater Collection WW1) <u>or</u> Victoria Street Trunk Sewer (Mid-Term Wastewater Collection WW2) ▪ Condition Upgrades	\$1,400,000 ⁽⁴⁾	\$775,000 (Collection WW1) \$750,000 (Collection WW2)	Table 38 (pg 44)
	Long-Term (2021 – 2030)	▪ Union Street Upgrades ▪ Condition Upgrades	\$700,000 ⁽⁴⁾	\$200,000	Table 40 (pg 45)
1. Based on Class 'D' Estimate and includes Engineering and Contingencies 2. Condition upgrades costs do not include the Spring Street or Gemmill's Bay SPSs (condition upgrade costs for these Stations are reflected in the capacity upgrades costs). 3. Costing based on the Town's proportional share as established by others (Schedule 'B' Class EA for the Spring Street SPS Expansion). 4. Collection system condition upgrades based on typical life expectancy of pipes.					

BENCHMARKING SURVEY AND POLICY GAP ANALYSIS

Just as growth and development pressures within the Almonte Ward will impact the available service capacity of the water and wastewater systems, it will impact the staffing requirements and duties of managers who operate these systems. In order to compare the Town's water and wastewater systems operations organizational structure with that of other municipalities, a benchmarking survey was undertaken of municipalities ranging in population from 4,000 to 14,500 persons. Notable findings include:

- Compared to other municipalities surveyed, the Town of Mississippi Mills appears to be on 'par' with their number of licensed operators;
- The Overall Responsible Operator for the Town is a non-management position;
- The Town was the only organization that enlists part-time operators;
- The majority of the organizations surveyed have a designated water and wastewater manager or 'lead hands' for both water and wastewater operations, of which the Town has neither;
- The majority of organizations have either a designated water and wastewater compliance officer or additional technologists, of which the Town has neither.

A policy gap analysis was conducted in consultation with the Town to determine key policies that may be affected by the findings of this Report. The following policies have been identified for further review and updating in context of the findings of the Master Plan to ensure consistencies with established programs:

- Official Plan (Town, 2006) and Zoning By-Law (Town, 2011)
- Development Charges By-Law
- Water and Wastewater Rate Study Updated (Watson, 2009)
- Water and Wastewater Financial Plan (per O.Reg. 453) (Watson, 2010)
- Various Water and Sewer Use By-Laws.

PUBLIC CONSULTATION

At the beginning of this Master Planning process, a Public Consultation Plan was developed and subsequently a Notice of Project Initiation was published in the local newspaper, on the Town's website and distributed to potential stakeholders. All stakeholder comments and concerns related to the project initiation were addressed.

To facilitate the consultation process and consider feedback from interested parties, a Project Committee was formed and met at regular intervals. The Project Committee included representatives from the Town's Public Works and Planning Departments, the Consultant and other Stakeholders, if and when required.

A Public Information Centre (PIC) was held for this Master Plan on March 21, 2012 to present the Master Plan findings. In advance of the PIC, notices were placed twice in the local newspaper and on the project website. A direct mailing was also sent to individuals on the project mailing list. One (1) comment was received as a result of the PIC and subsequently addressed

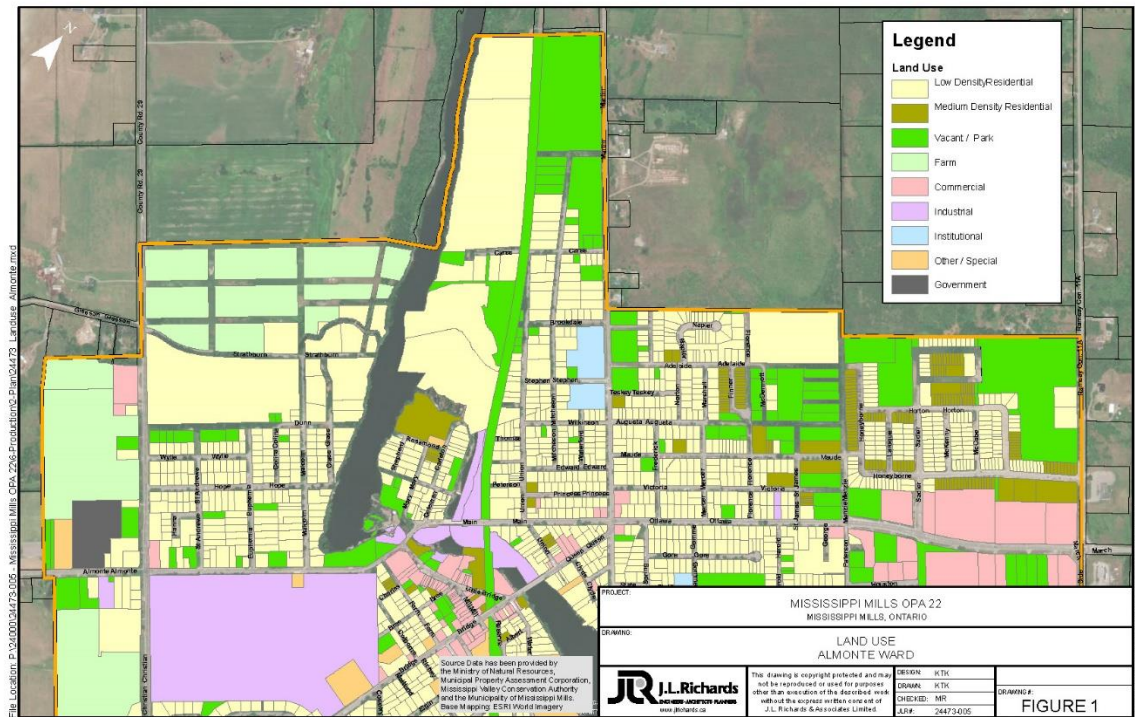
APPENDIX 2

SITE EVALUATION CRITERIA

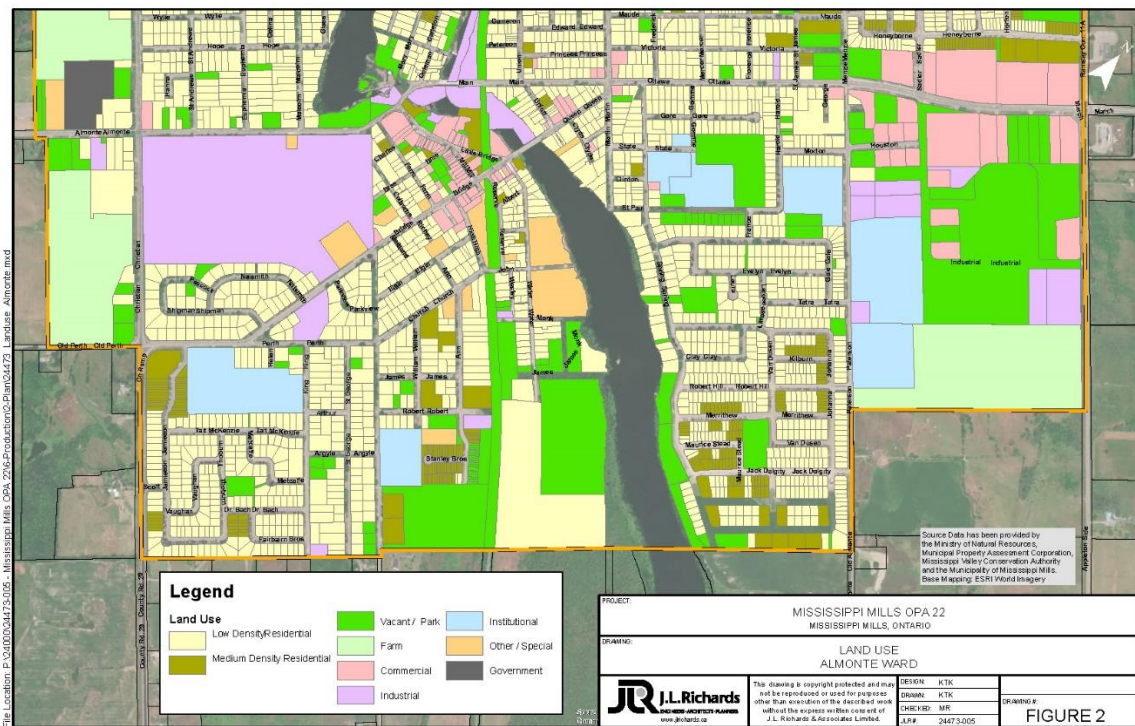
PROFILE SUMMARY

Almonte Land Use (MPAC Land Use Codes)

Map 1 - North



Map 2 - South

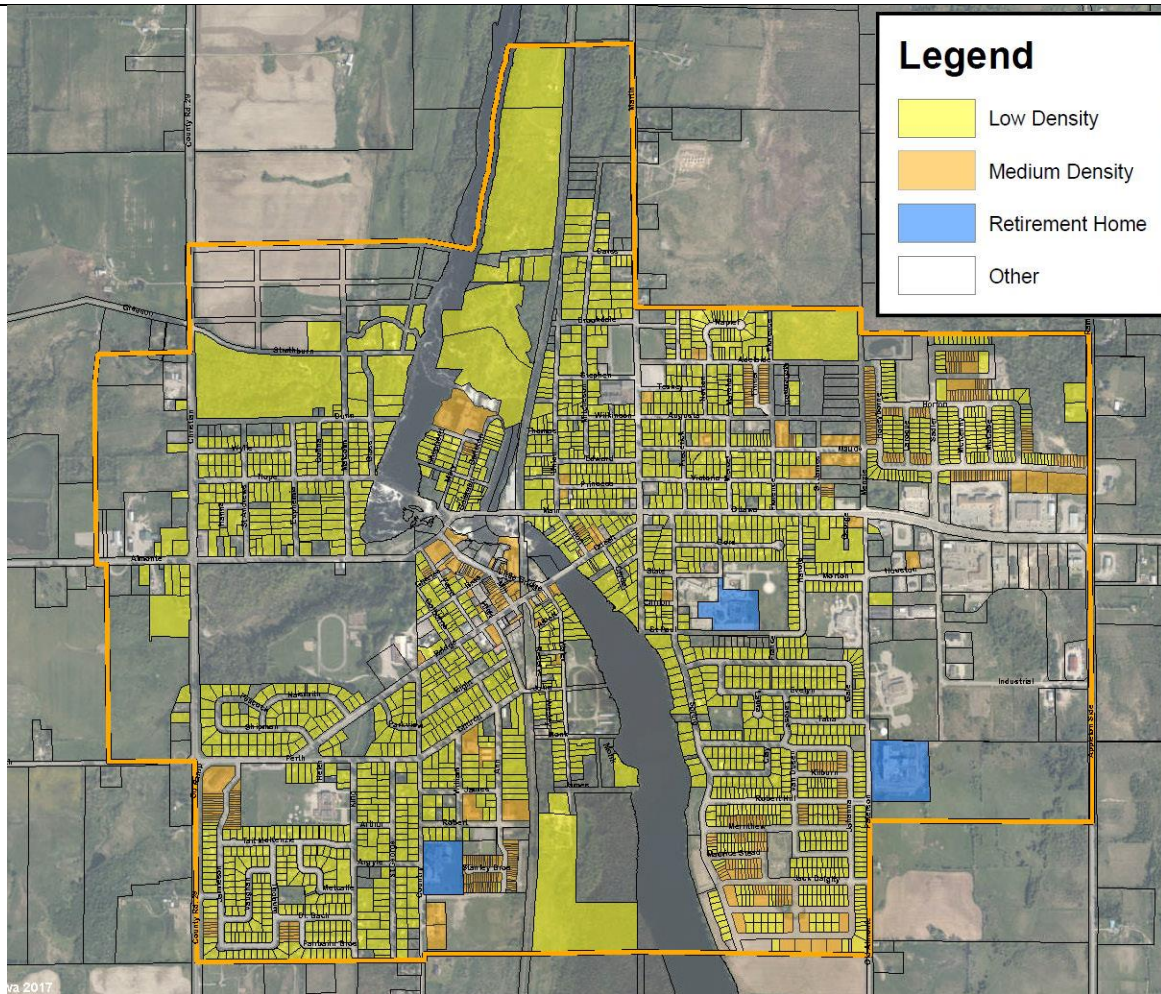


SITE EVALUATION CRITERIA

PROFILE SUMMARY

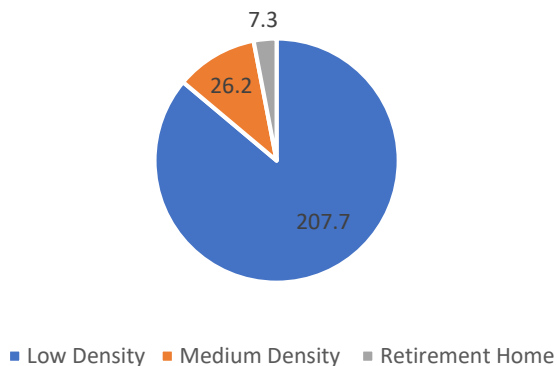
Almonte Density

Map 1



Density Analysis

Total Land Area (Hectares) by Density Type



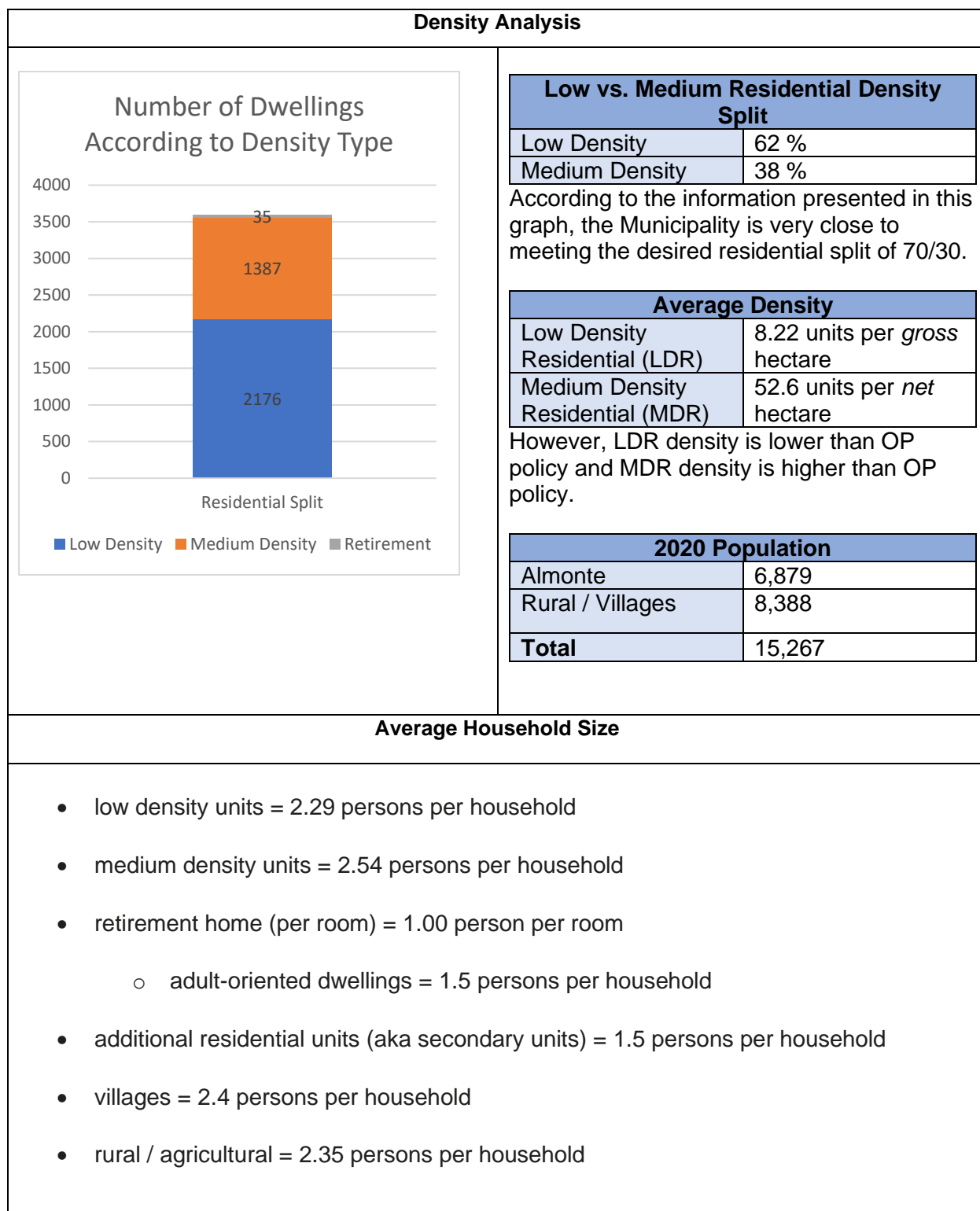
Municipality of Mississippi Mills Residential Split (OP Policy):

- 70% Low Density
- 30% Medium Density
- No High Density

OP Definitions for Low Density & Medium Density:

- The *gross density* for low density residential development shall be 15 units per hectare (6 units per acre).
- Medium density residential development shall have a maximum *net density* of 35 units per net hectare (15 units per net acre).

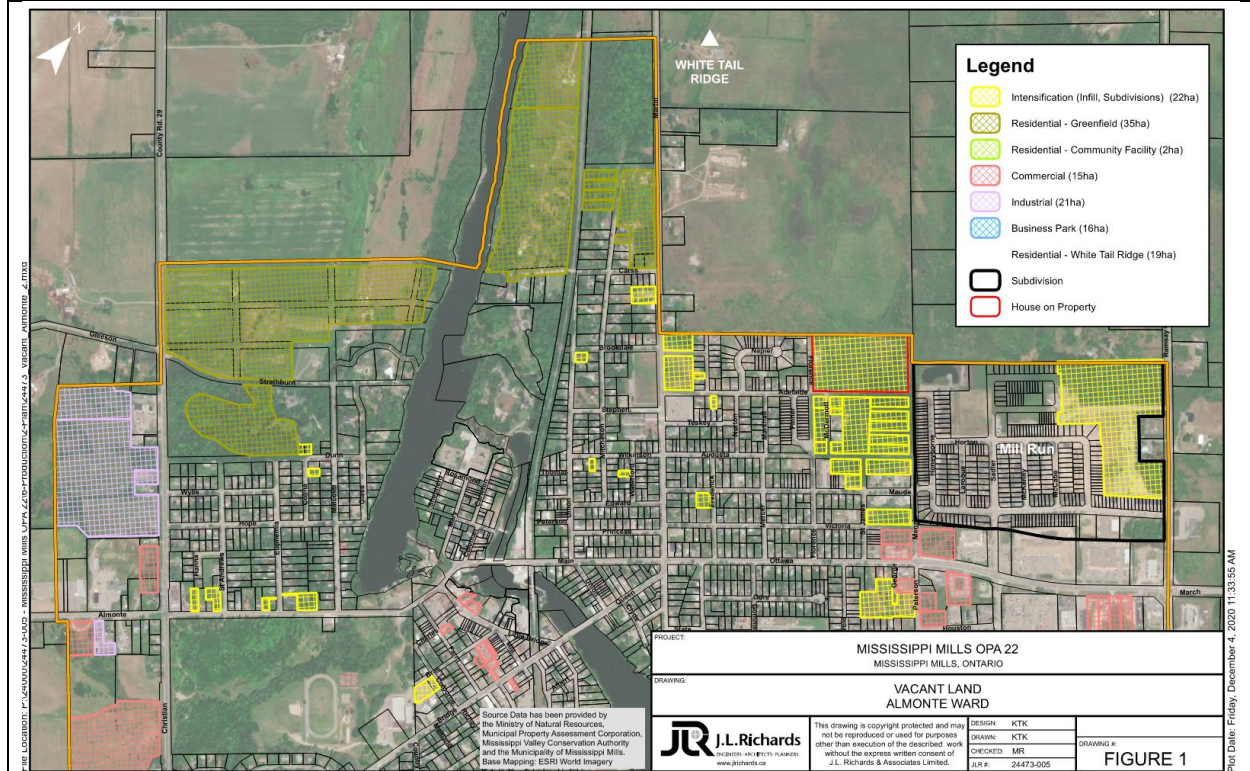
SITE EVALUATION CRITERIA



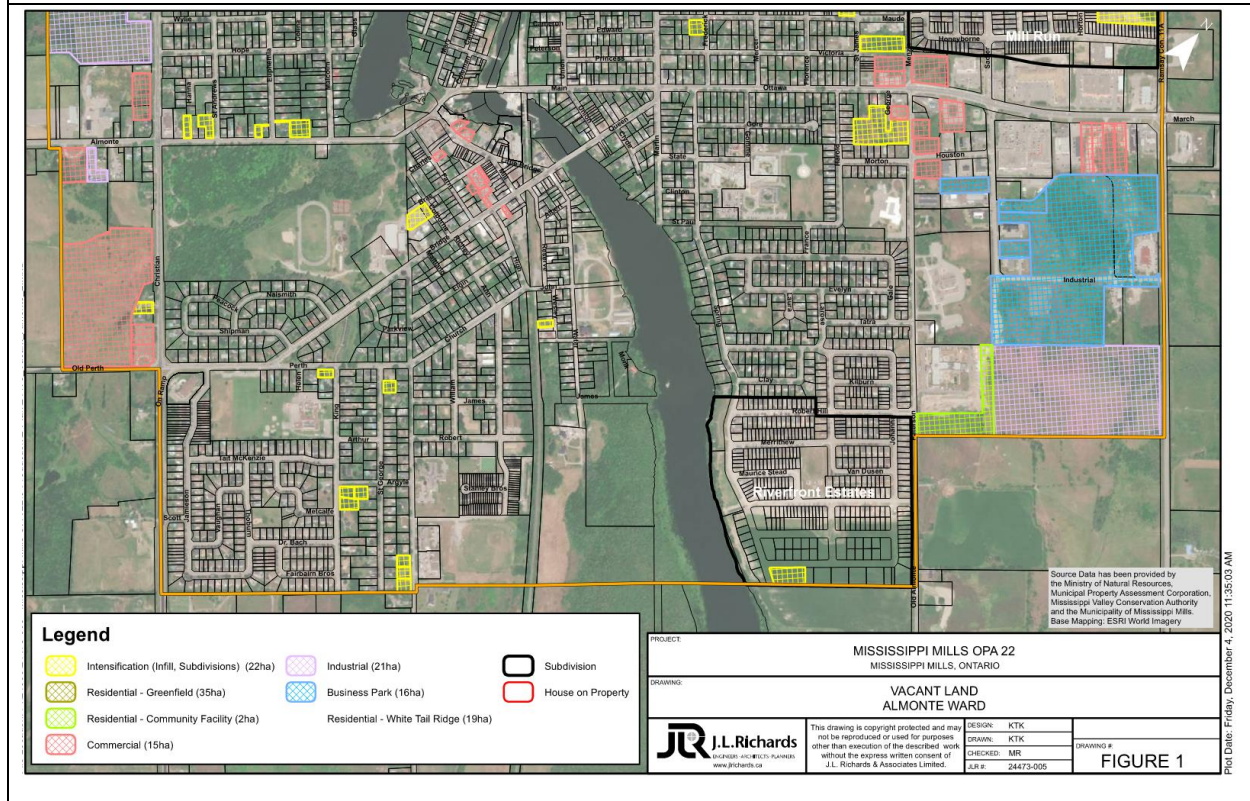
SITE EVALUATION CRITERIA

Almonte Vacant Lands

Map 1

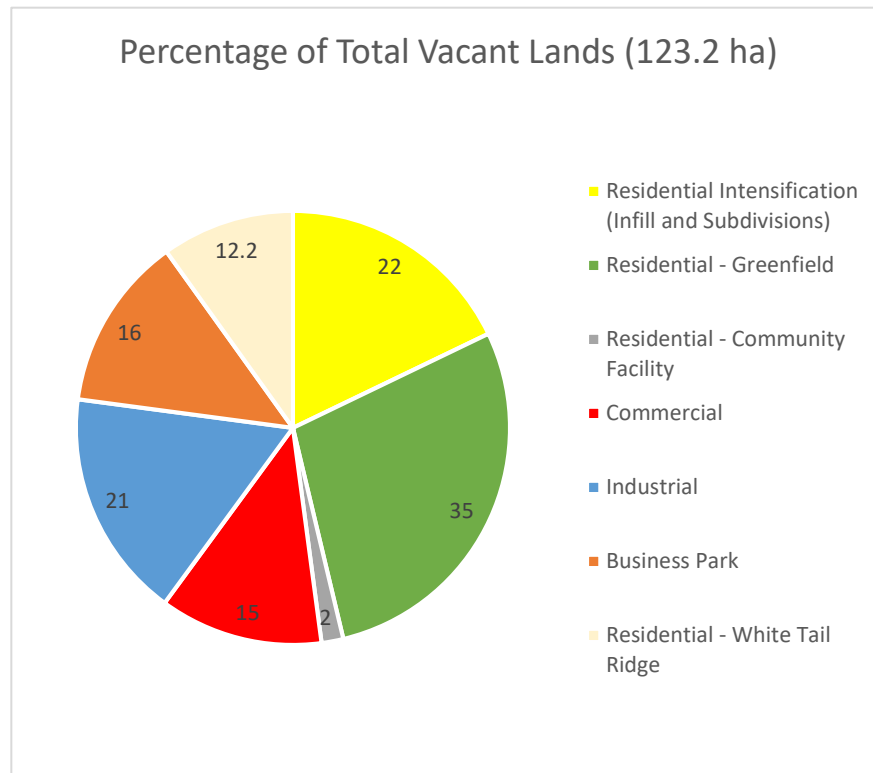


Map 2



SITE EVALUATION CRITERIA

Analysis of Total Vacant Lands



Key Findings:

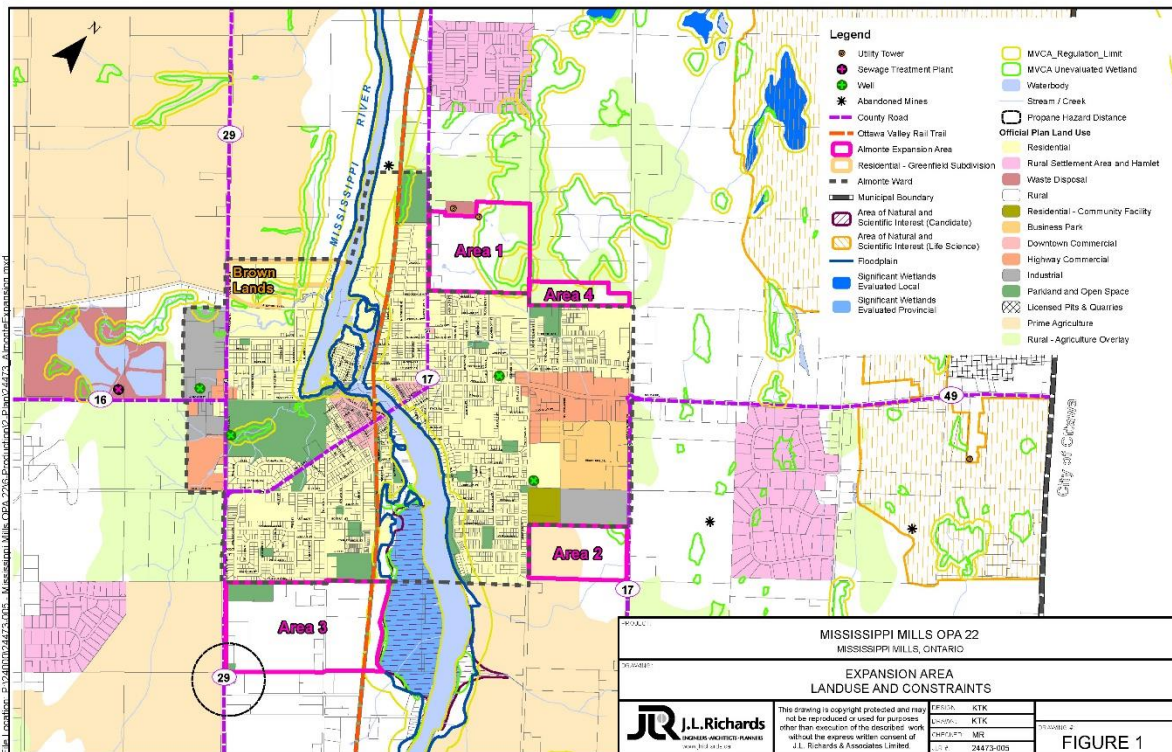
- Residential – Greenfield area represents slightly over 1/4 of the developable vacant land in Almonte.
- Greenfield areas would need to be developed according to the Municipality's desired residential split which is 70% low density at 15 units per gross hectare and 30% medium density at 35 units per net hectare (a 30% reduction in medium density areas is proposed to achieve net density). A portion of these lands would also likely need to include a percentage of land for parks, public and community facilities, local commercial use etc. A 65% residential and 35% other is proposed.
- Residential intensification areas (including infill and subdivisions) would also be developed at the same split and density but it is proposed that 70% of the area would be used for residential development and 30% for other uses.
- There are approximately 37 hectares of employment lands.

SITE EVALUATION CRITERIA

PROFILE SUMMARY

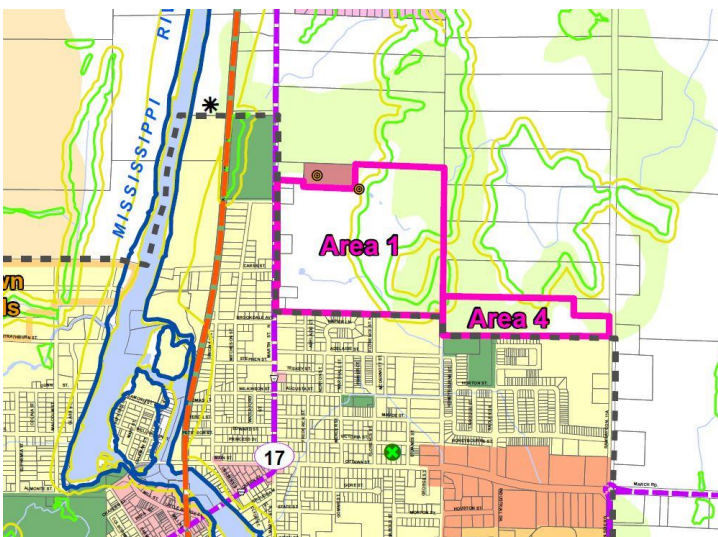
Almonte Expansion Area Overview

Map 1 - Overview



The areas displayed in the figure above have been evaluated for potential expansion. Each of these areas have been individually rated – this evaluation is provided at the end of this report.

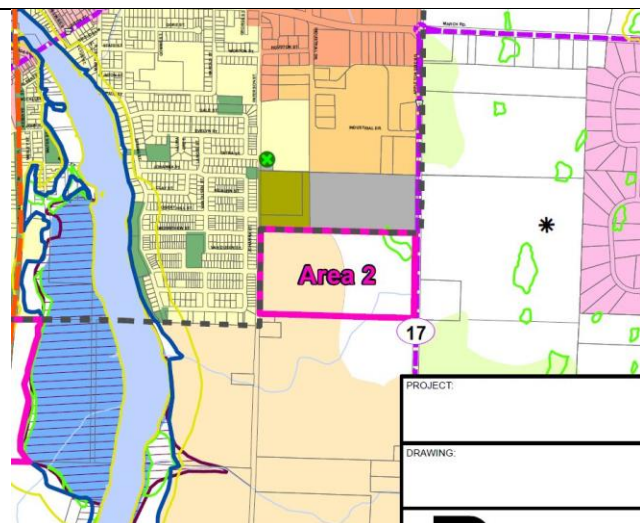
Area 1 – Key Stats



- 38.63 hectares (ha) in Total Land Area.
- 15.4 ha of land is unaffected by constraints
- 1.17 ha of rural land that is located within the Ministry of Environment (MOE) 30m setback buffer from the adjacent Waste Disposal Facility. This area of the site is undevelopable.
- 1.75 ha of rural land that is already developed. These lands are also undevelopable.
- 10.7 ha of rural land that is subject to the Rural – Agricultural Overlay.
- 18.2 ha of rural land that is subject natural heritage constraints (note – overlay of constraints)

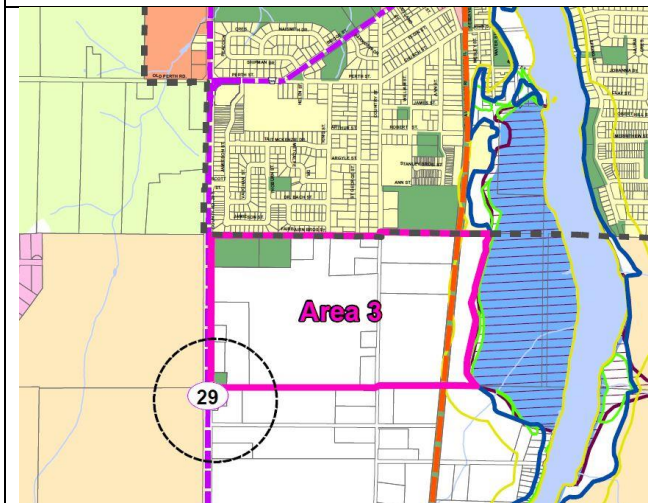
SITE EVALUATION CRITERIA

Area 2 – Key Stats



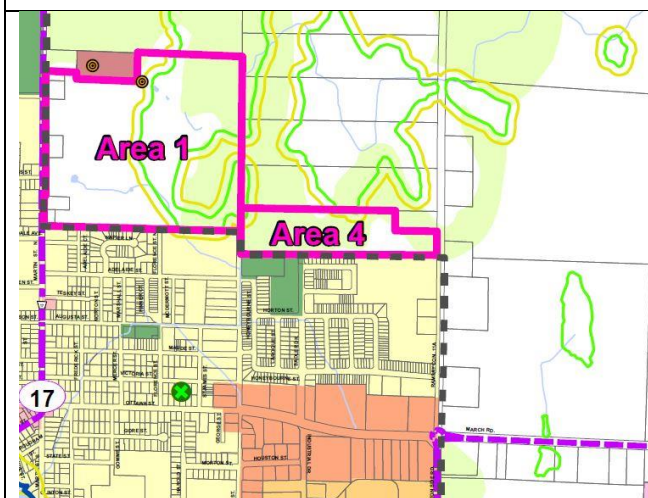
- 11.4 ha of Rural lands.
- 12.6 ha of Prime Agricultural Land, which consists of good soil for cultivation and may include existing agricultural operations.
- 1.12 ha of land is within the 30m Prime Agricultural Buffer, as prescribed by Section 3.6.16 of the Mississippi Mills Community Official Plan (COP).
- 0.51 ha of land will be subject to the separation distance (20m) requirement from Type I land uses
- 0.63 ha of Rural Land is located within the MVCA Unevaluated Wetland.
- (note - overlay of constraints)

Area 3 – Key Stats



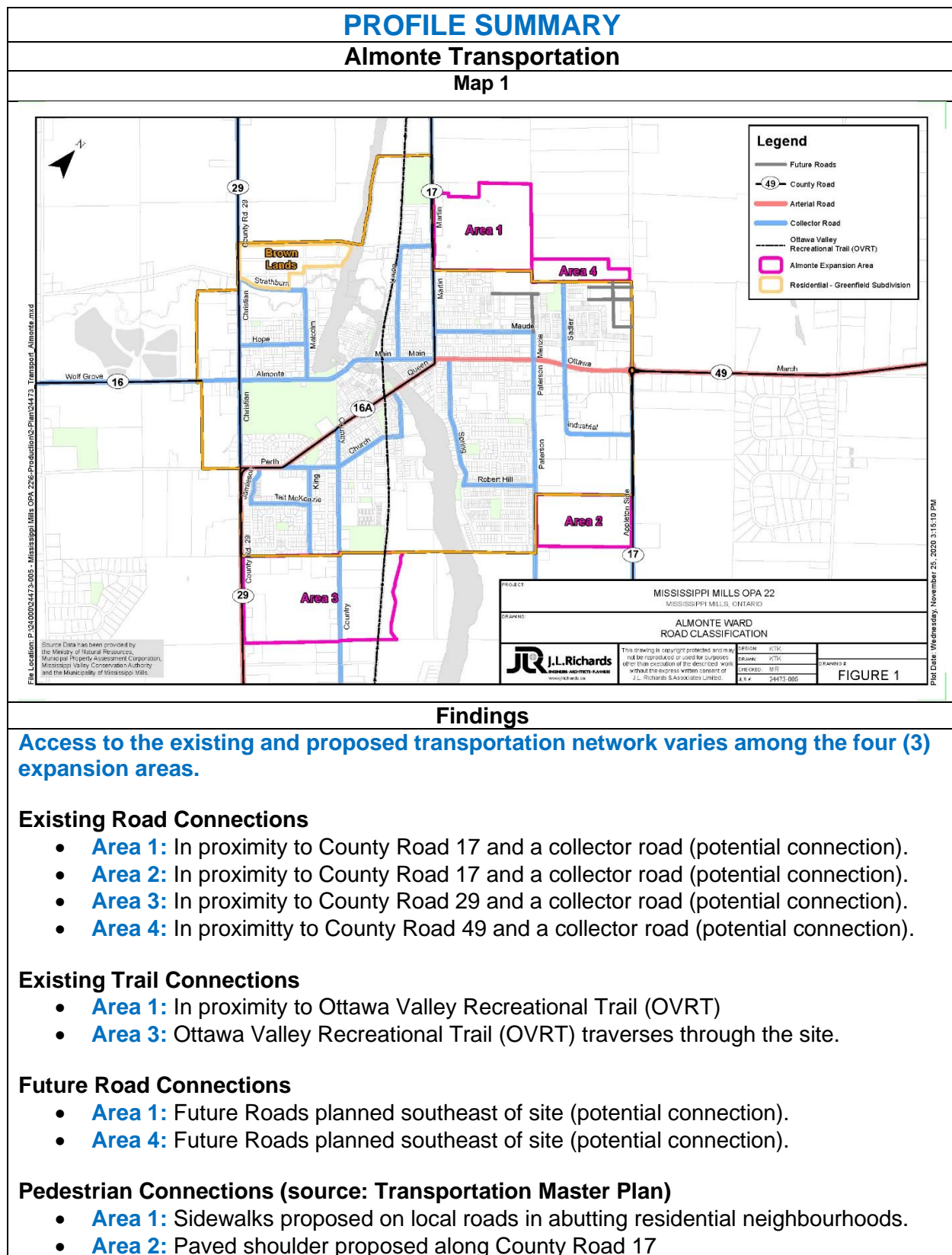
- 64.4 hectares (ha) in Total Land Area, including 55.1 ha of rural land.
- 6.1 ha of Parkland and Open Spaces and 3.2 ha of developed lots that are proposed to be included in the urban expansion area.
- There is only one constraint overlay that affects 5.9 ha of rural land.
- The Appleton Swamp (wetland) is located to the west of the site and includes lands within the Mississippi River.
- (note – overlay of constraints)

Area 4 – Key Stats



- 9.7 ha of Rural lands.
- A Rural – Agricultural Overlay (not prime agricultural land) is present over 7.7 ha of the Rural Lands.
- 0.69 ha of Rural Land is located within the MVCA Regulation Limit, with 0.09 ha of this land being identified as MVCA Unevaluated Wetlands.
- (note – overlay of constraints)

SITE EVALUATION CRITERIA



Findings

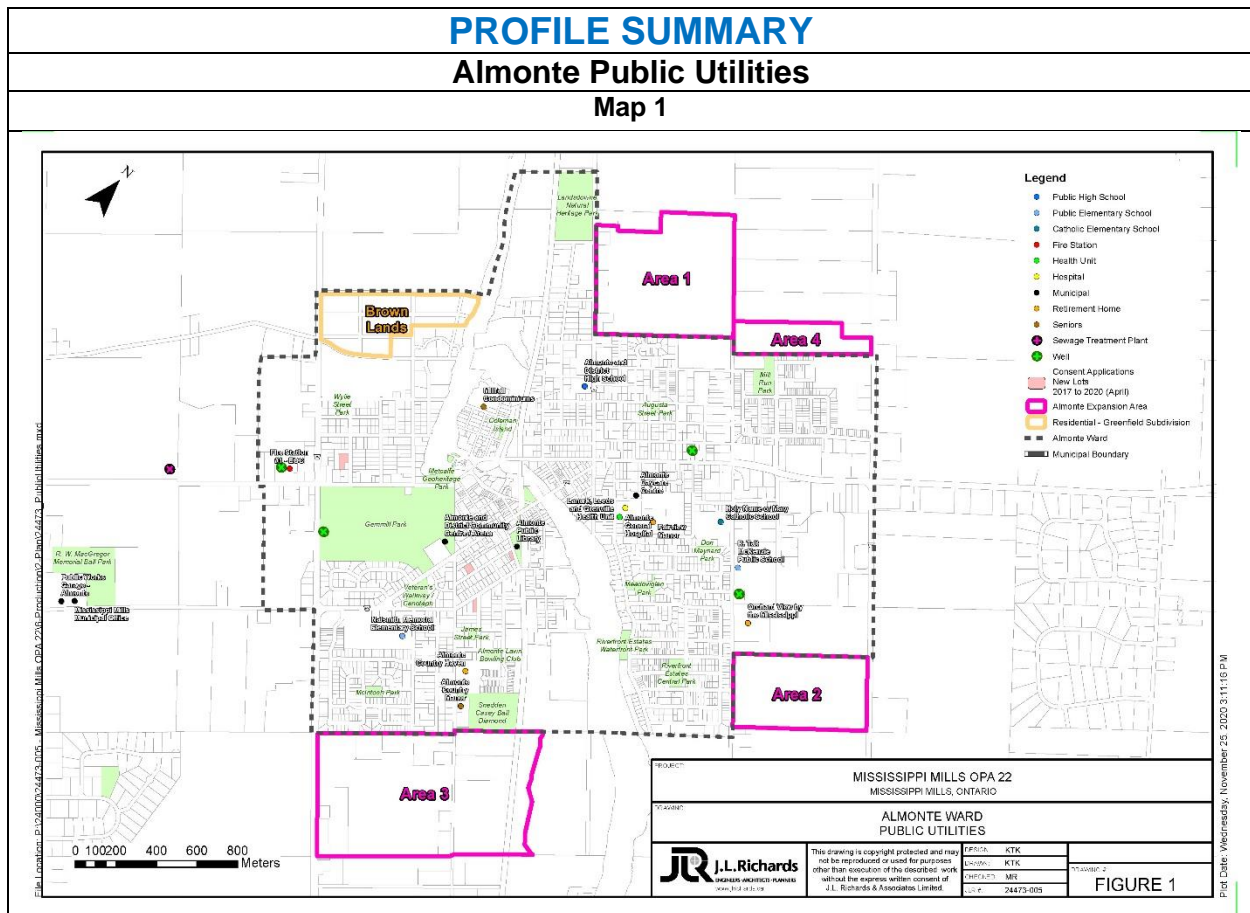
SITE EVALUATION CRITERIA

- **Area 3:** Sidewalks proposed throughout residential neighbourhood to north.
- **Area 4:** Few improvements proposed in the immediately surrounding area.

Cycling Connections (source: Transportation Master Plan)

- **Area 1:** Proposed Cycling – primary urban route along County Road 17 (Martin St. North)
- **Area 2:** Proposed Cycling – primary urban route/ secondary route along Paterson Street and spine route along County Road 17 (Appleton Side Road).
- **Area 3:** Proposed Cycling – primary urban route along Country Road.
- **Area 4:** Proposed Cycling – spine route along County Road 49 (March Road), not in immediate surrounding area.

SITE EVALUATION CRITERIA



Findings

All study areas will be easily accessible by emergency services and there are no capacity concerns related to public utilities

Several utility companies and local school boards were initially contacted on November 5th, 2020 for input regarding capacity to help assess and understand the impacts of the potential future growth areas. Utility companies Ottawa River Power Corporation (ORP) and Enbridge were contacted. On November 23rd, 2020, ORP confirmed that there were no capacity concerns; explaining that their system has 3.35 MVA of capacity available and that the proposed expansion presents a great opportunity for ORP to expand into these areas. Though there was a brief email exchange (i.e. receipt of email and forwarding email to other staff), no formal response was received from Enbridge.

Both Catholic District School Board of Eastern Ontario (CDSBEO) and Upper Canada District School Board (UCDSB) were also contacted.

CDSBEO Board of Trustees member, Ms. Jennifer Cooney was emailed on November 20th, 2020. Ms. Cooney called to provide input on November 25th, 2020. She explained that the one CDSBEO school in the Almonte area, Holy Name of Mary Catholic School (grades K-8), was roughly at capacity and that there weren't plans to construct a new school in the area. There would be the possibility to shift some of the school's students—those from grade 7-8—to secondary school early to accommodate additional students in grades K to 6. She identified Ms. Bonnie Norton as a key contact; citing that she would have precise enrolment and capacity statistics for Holy Name of Mary Catholic School. Ms. Norton's assistant, Ms. Keyes, was contacted on November 25th but no formal response was received.

SITE EVALUATION CRITERIA

On November 17th, 2020, staff from UCDSB outlined the schools that would be affected by the proposed expansion and their capacity. None of the three affected UCDSB schools, Naismith Memorial Elementary School, R. Tait McKenzie School Elementary School and Almonte District High School, are near capacity. Elementary schools, Naismith Memorial and R. Tait McKenzie School are at 53% and 63% capacity and can support roughly 300 and 150 additional students, respectively. Almonte District High School is at 74% capacity and can support another 495 students, approximately. No formal response was received from CDSBEO aside from an email in which an expansion area map was requested.

SITE EVALUATION CRITERIA

PROFILE SUMMARY

Almonte Potential Expansion Area 1

Location Map

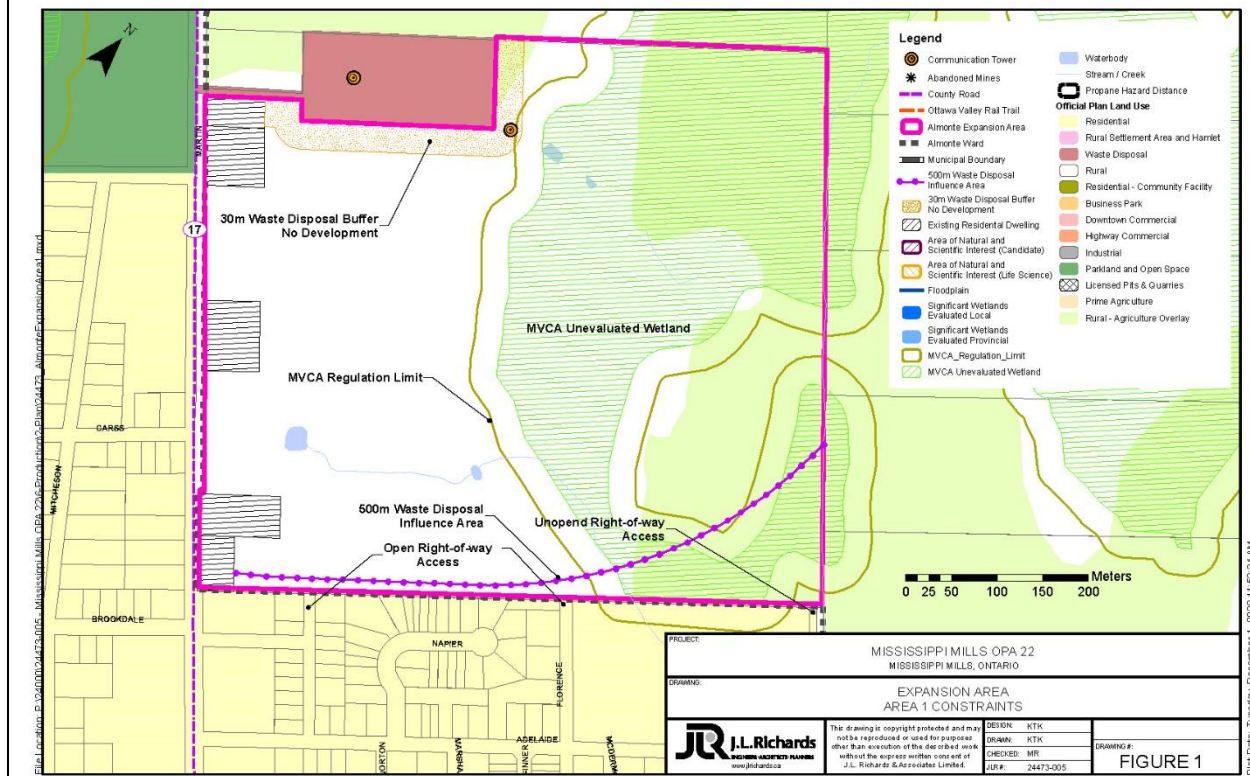


Aerial

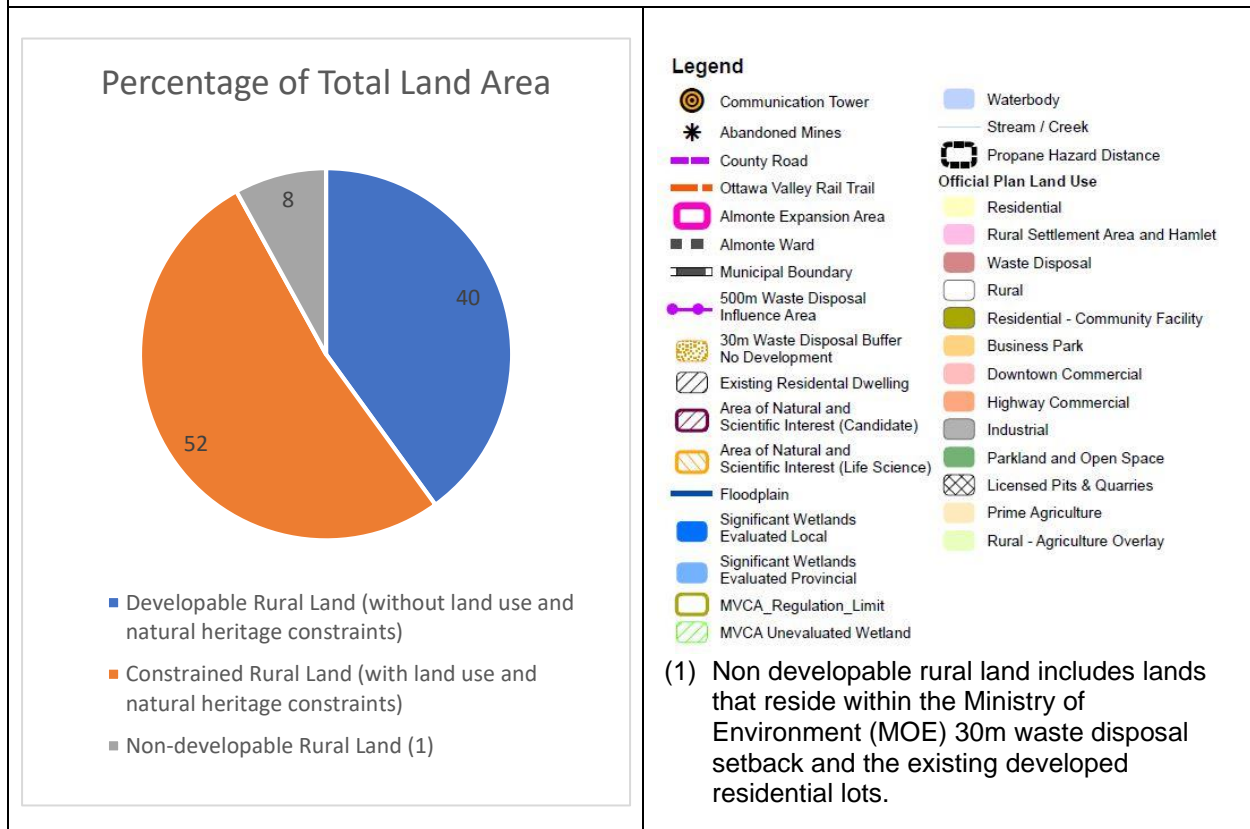


SITE EVALUATION CRITERIA

Constraints Map



Land Area Total



SITE EVALUATION CRITERIA

Site Location
<ul style="list-style-type: none"> • Located along the northern edge of the settlement area of Almonte, east of County Road No. 17 (Martin Street North) and northeast of the Mississippi River. • 38.63 hectares (ha) in Total Land Area, including 36.88 ha of vacant rural land and 1.75 ha of developed lots that are proposed to be included in the urban expansion area. • 15.4 ha of rural land is unaffected by both land use and natural heritage constraints. These constraints impact the development potential of the remaining lands, which totals approximately 21.5 ha of land. • Land Stakeholders: Area is known as “Sonnenburg lands”.
Servicing
<ul style="list-style-type: none"> • Included in Master Plan build-out future development areas. • Water servicing requires watermain upgrades and extensions of municipal services through infill area to the south (Evoy Lands) along with trunk watermain upgrades along Martin Street and Carss St. Water servicing would benefit from Third River crossing proposed for nearby development and future development along Mississippi River, along with Patterson St. watermain extension. • Wastewater servicing anticipates sewer outlet to Victoria St. trunk sewer at future Menzie Street extension. • Stormwater: Unknown but anticipated that local water quality and quantity can be managed on site and outlet to near existing Mill Run SWM facility.
Transportation and Road
<ul style="list-style-type: none"> • Right-of-way (ROW) access opportunities, including 2 unopened ROW access points and potential connection point. • Logical sidewalk extensions on nearby roads. • Connections (restricted to limit access points onto County Road) could also be provided to County Road 17 (Martin Street N) will require a Transportation Impact Assessment.
Land Use Constraints
<ul style="list-style-type: none"> • There is 1.17 ha of rural land that is located within the Ministry of Environment and Climate Change (MOECC) 30m buffer (per D-2, D-4 Guidelines) of the adjacent Waste Disposal Facility. This area of the site is undevelopable. • There is 1.75 ha of rural land that are already developed as residential lots. These lands are not counted as developable lands as part of this growth study. • There is 10.7 ha of rural land that is subject to the Rural – Agricultural Overlay. Area 1 does not include Prime Agricultural Land but is subject to an agricultural constraint overlay and may include existing agricultural operations or be suitable for agricultural uses. • Communication Towers. Leases have expired however it is important to note that these communication towers are located within the waste disposal setback and are therefore not anticipated to have any impact on the development potential of the vacant rural lands. Furthermore, there are benefits in maintaining these towers for communication purposes. • The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that limit the range of development opportunities for rural lands and in agricultural areas. Although the land is not considered Prime Agricultural Land, policies aim to mitigate the potential loss of agricultural land, reduce conflict with existing operations and potential land use compatibility issues. Minimum distance separation formulae apply (no livestock facility or manure storage facilities have been identified). • These are constraints that would need to be evaluated as part of development.

SITE EVALUATION CRITERIA

Natural Heritage Constraints

- 18.2 ha of rural land are subject to the MVCA Regulation Limit (not significant wetland). Within the MVCA Regulation Limit, 13.5 ha of rural lands are identified as MVCA Unevaluated Wetland.
- The MVCA has jurisdiction over the lands and restricts development within wetlands and other natural hazards. A large portion of the site is located within its regulation limit and consists of unevaluated wetlands, which will need to be studied prior to development.
- Topography slopes gently north to south and west to east.
- There are watercourses and waterbodies present on the lands that would also require an Environmental Impact Study and possibly a permit from the MVCA.
- The lands are mostly vacant and cleared for previous agricultural purposes (locally-significant agricultural lands).
- Limited vegetative environments. There are a few deciduous and coniferous hedgerows scattered throughout the site.
- The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that aim to protect the natural heritage features and mitigate potential impacts on wildlife, habitat, species at risk (SAR) and avoid conflicts with natural features (e.g. watercourses) and hazards. These are all considered potential Natural Heritage Constraints.

SITE EVALUATION CRITERIA

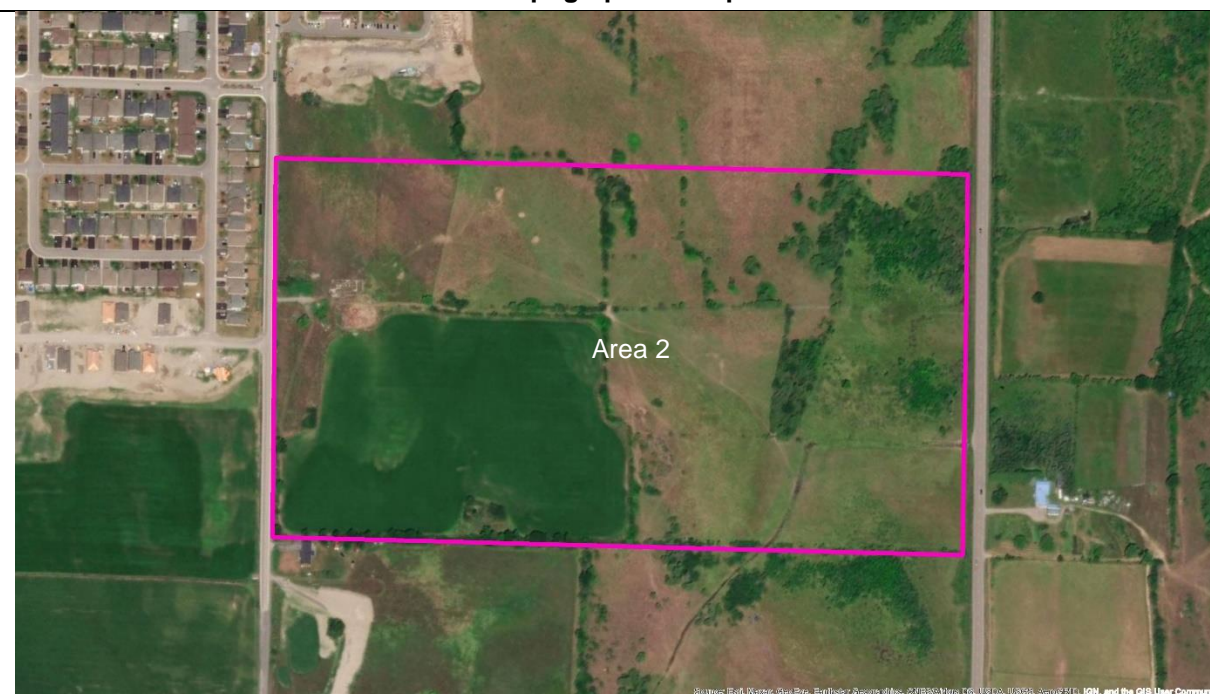
PROFILE SUMMARY

Almonte Potential Expansion Area 2

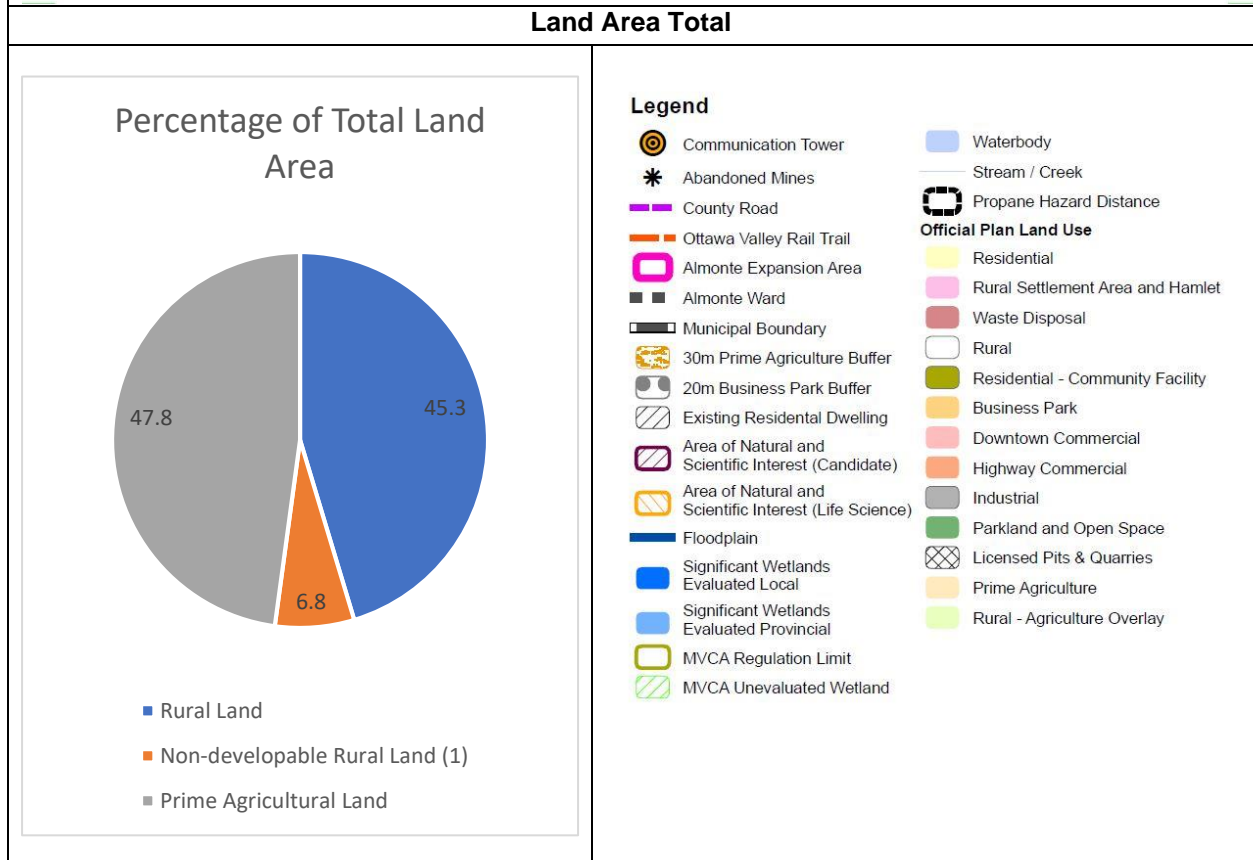
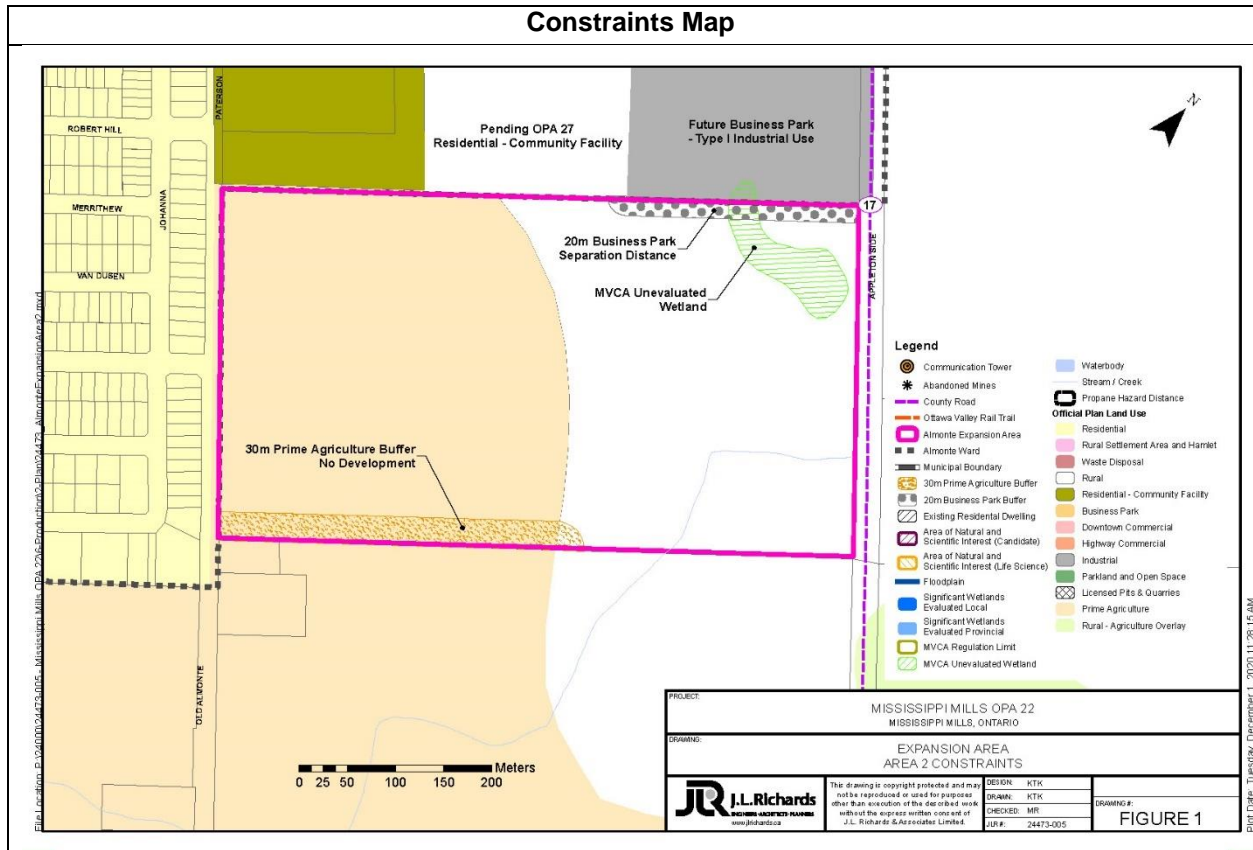
Location Map



Topographical Map



SITE EVALUATION CRITERIA



SITE EVALUATION CRITERIA

Site Location
<ul style="list-style-type: none"> • Located along the southeastern edge of the settlement area of Almonte, southeast of the Orchard View Retirement Home Phase I and Phase II (pending OPA 27), the Almonte Business Park / Industrial Park and east of an existing residential subdivision. • 24 hectares (ha) in Total Land Area, including 11.4 ha of rural land, 12.6 ha of prime agricultural land. 1.63 ha of the total land is not developable due to land use constraints. • Land Stakeholders: Area is known as the “Houchiami Lands”.
Servicing
<ul style="list-style-type: none"> • Included in Master Plan build-out future development areas. • Water servicing- additional watermain extension along Appleton Side Road. • Wastewater pumping station and force main required to connect proposed development to gravity sewer system near Patterson and Houston Street. Requires industrial park sewer be routed along Houston Street, under Ottawa Street to the new Victoria Street trunk sewer. These sewer upgrades are required to prevent future sewer surcharging of the existing Ottawa Street sanitary sewer. • Stormwater: Unknown but anticipate that local water quality and quantity can be managed on site. Outlet location and depth remain unknown and could impact development potential.
Transportation and Road
<ul style="list-style-type: none"> • Limited ROW opportunities and nearby road connections. • Limited logical sidewalk or road connections. • Adjacent to County Road 17 and other major regional roads (County Road 49). Connection to Old Almonte Road and Appleton Side Road possible but will require a Transportation Impact Assessment.
Land Use Constraints
<ul style="list-style-type: none"> • 11.4 ha of Rural lands. • 12.6 ha of Prime Agricultural Land (designated). • 1.12 ha of land is within the 30m Prime Agricultural Buffer. Section 3.6.16 of the Mississippi Mills Community Official Plan (COP) prescribes that residential dwellings be set back 30m when located in a settlement area and abutting agricultural lands. • 0.51 ha of land will be subject to the Ministry of Environment and Climate Change (MOECC) Guideline D-2, D-4 separation distance requirement from Type I industrial land uses which is 20m from the Future Business Park on the lands to the north. Note – might require a greater separation distance should a Type II industrial use be proposed within the Industrial lands. • The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills COP all provide policies that limit the range of development opportunities for rural lands and the protection of Prime Agricultural Land, including mitigating the potential loss of agricultural land, potential land use compatibility issues, minimum distance separation formulae requirements, servicing restrictions, etc. The PPS strongly discourages the conversion of prime agricultural land for other land uses.
Natural Heritage Constraints
<ul style="list-style-type: none"> • 0.63 ha of Rural Land is located within the MVCA Unevaluated Wetland. The MVCA has jurisdiction over these lands and restricts development within wetlands and other natural hazards. A small portion of the site consists of this natural heritage constraint, which will restrict development and include a range of assessments and studies to be completed in advance. • Topography slopes north to south (relatively flat). • Watercourse observed. • There are vacant parcels and lands cleared for agricultural purposes (prime agricultural lands). • Some municipal ditches, scarcely vegetated.

SITE EVALUATION CRITERIA

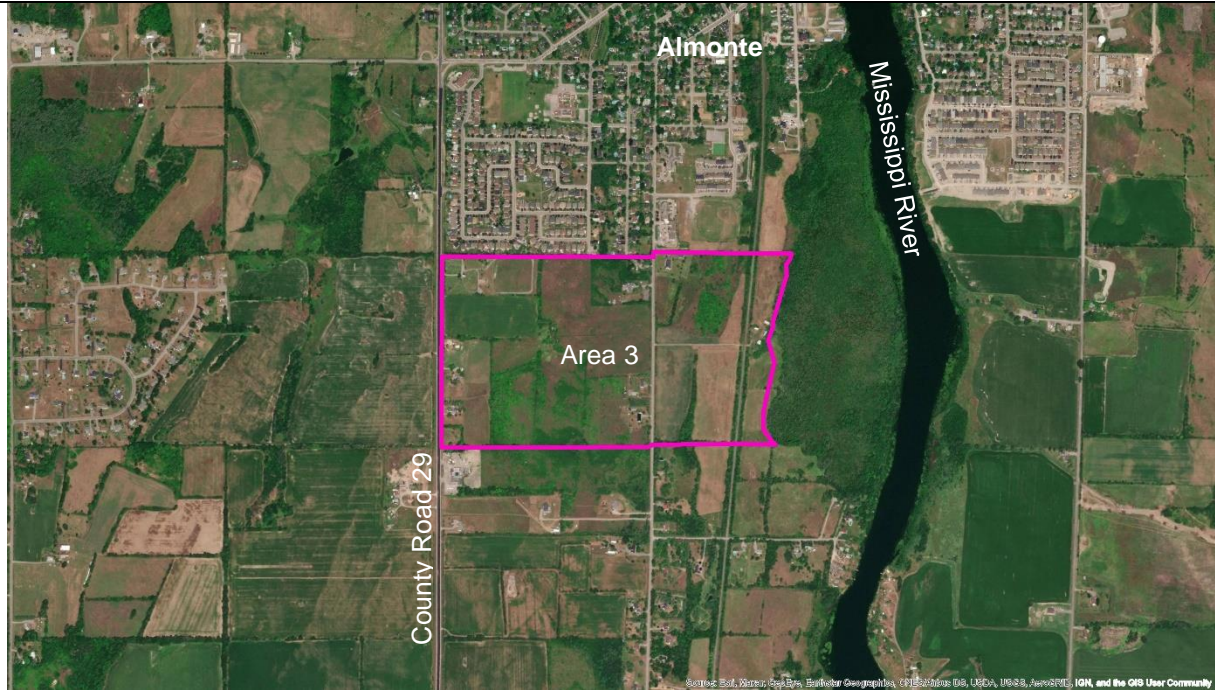
- The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that aim to protect the natural heritage and mitigate potential impacts on wildlife, habitat, species at risk (SAR) and avoid conflicts with natural features, including watercourses and natural hazards. These are all considered potential Natural Heritage Constraints due to the presence of the wetland and watercourse.

SITE EVALUATION CRITERIA

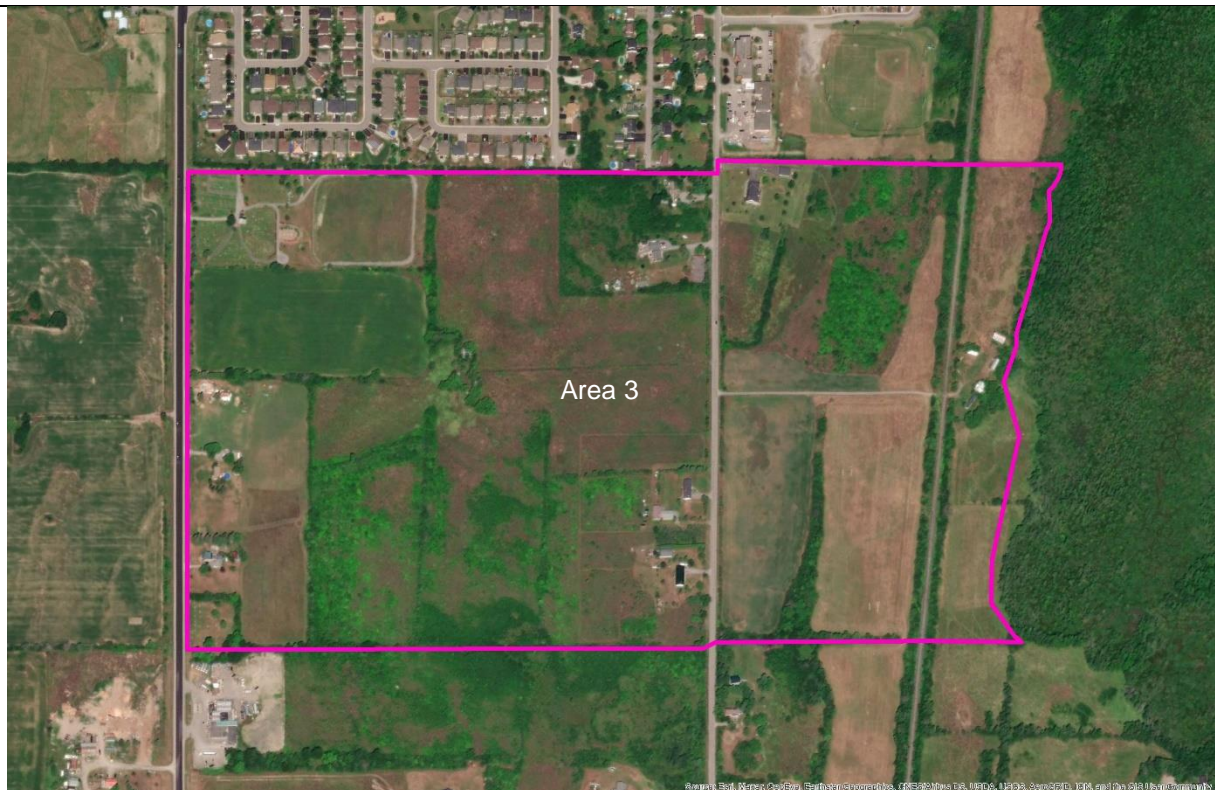
PROFILE SUMMARY

Almonte Potential Expansion Area 3

Location Map

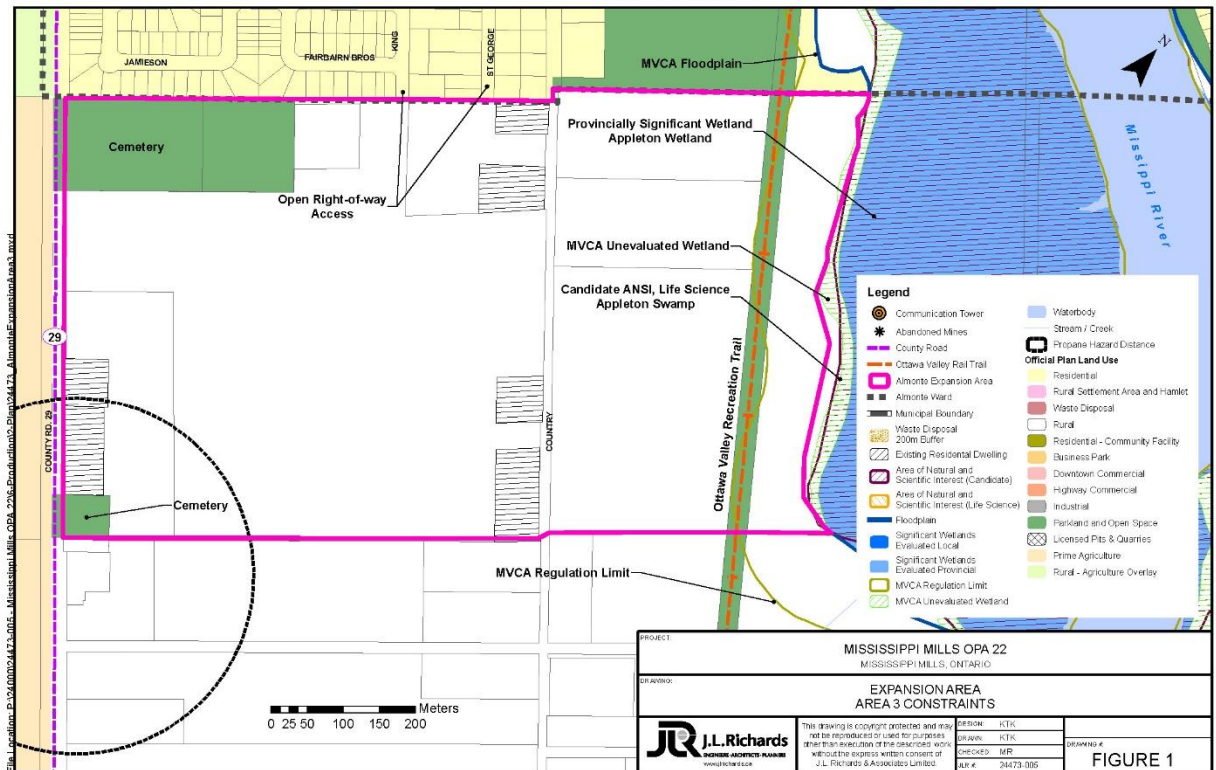


Topographical Map



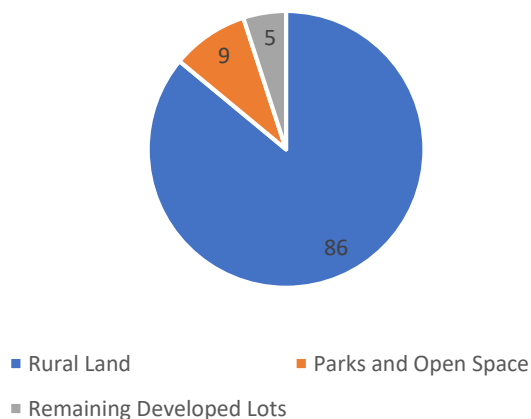
SITE EVALUATION CRITERIA

Constraints Map



Land Area Total

Percentage of Total Land Area



Legend



SITE EVALUATION CRITERIA

Site Location
<ul style="list-style-type: none"> • Located along the southern edge of the settlement area of Almonte, east of County Road 29 and southwest of the Mississippi River. • 64.4 hectares (ha) in Total Land Area, including 55.1 ha of rural land. There is also 6.1 ha of Parkland and Open Spaces and 3.2 ha of developed lots that are proposed to be included in the urban expansion area. There is only one constraint overlay that affects 5.9 ha of rural land. • Land Stakeholders: Individual property owners, Corporation of the Municipality of Mississippi Mills and Mississippi Valley Conservation Authority (MVCA).
Servicing
<ul style="list-style-type: none"> • Area is included in Master Plan build-out future development areas. • Water Servicing requires a separate River crossing through the widest part of the Mississippi River, along with trunk water servicing extension along County Road 29. • Wastewater Servicing likely required 2 sewage pumping stations and force mains to pump flow back to the existing gravity sewer system, with a portion directed to Country Dr, and another portion to Ann St. • Sanitary sewer upgrades are anticipated along both Country Dr and Ann St to accommodate the proposed development. • Stormwater: Unknown but anticipated that local water quality and quantity can be managed on-site and more easily outlet to the abutting Mississippi River. • Overall likely the least readily serviced area identified.
Transportation and Road
<ul style="list-style-type: none"> • Two (2) ROW opportunities and some nearby road connections • Limited logical sidewalk extensions. • Limited connections currently provided to County Road 29 and other major regional roads. • Good access to the cycling and pedestrian connections along the abandoned rail corridor which traverses in a north to south direction across a portion of the land (Ottawa Valley Rail Trail)
Land Use Constraints
<ul style="list-style-type: none"> • 55.1 ha of Rural Land. • 6.1 ha of Parkland and Open Space, including the cemetery and trails. • 246 m Propane Hazard Distance Buffer which will have an impact of future development. • Area 3 does not consist of Prime Agricultural Land but may include existing agricultural operations. • The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that limit the range of development opportunities for rural lands and in parks and open spaces, including mitigating the potential loss of agricultural land, potential land use compatibility issues, minimum distance separation formulae requirements, servicing restrictions, etc. These are all considered land use constraints.
Natural Heritage Constraints
<ul style="list-style-type: none"> • Only 5.9 ha of rural land is subject to the MVCA regulation limit. The MVCA has jurisdiction over the lands and restricts development within wetlands and other natural hazards (e.g. floodplain). A very small portion of the site consists of the natural heritage constraints, which will restrict development and include assessments and studies to be completed in advance. Setbacks from nearby floodplain lands are likely. • Topography slopes south to north and gently west to east (relatively flat). • There are vacant parcels and lands cleared for agricultural purposes (No prime agricultural lands) • Deciduous and coniferous hedgerows located throughout the site. • Some densely wooded areas closer to the Mississippi River. • The Appleton Swamp (wetland) along the edge of the site and includes the Mississippi.

SITE EVALUATION CRITERIA

- The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that aim to protect the natural heritage and mitigate potential impacts on wildlife, habitat, species at risk (SAR) and avoid conflicts with watercourse and other natural resources. These are all considered Natural Heritage Constraints.

SITE EVALUATION CRITERIA

PROFILE SUMMARY

Almonte Potential Expansion Area 4

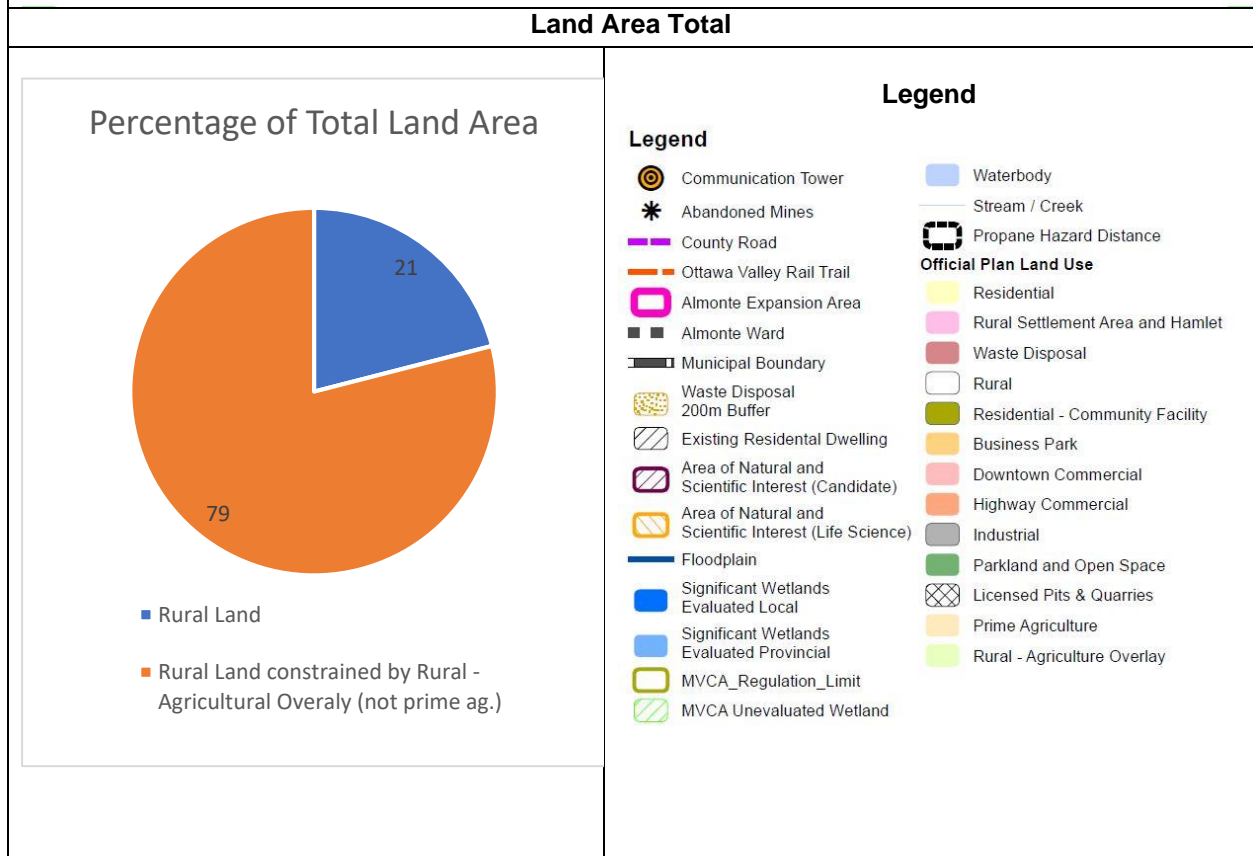
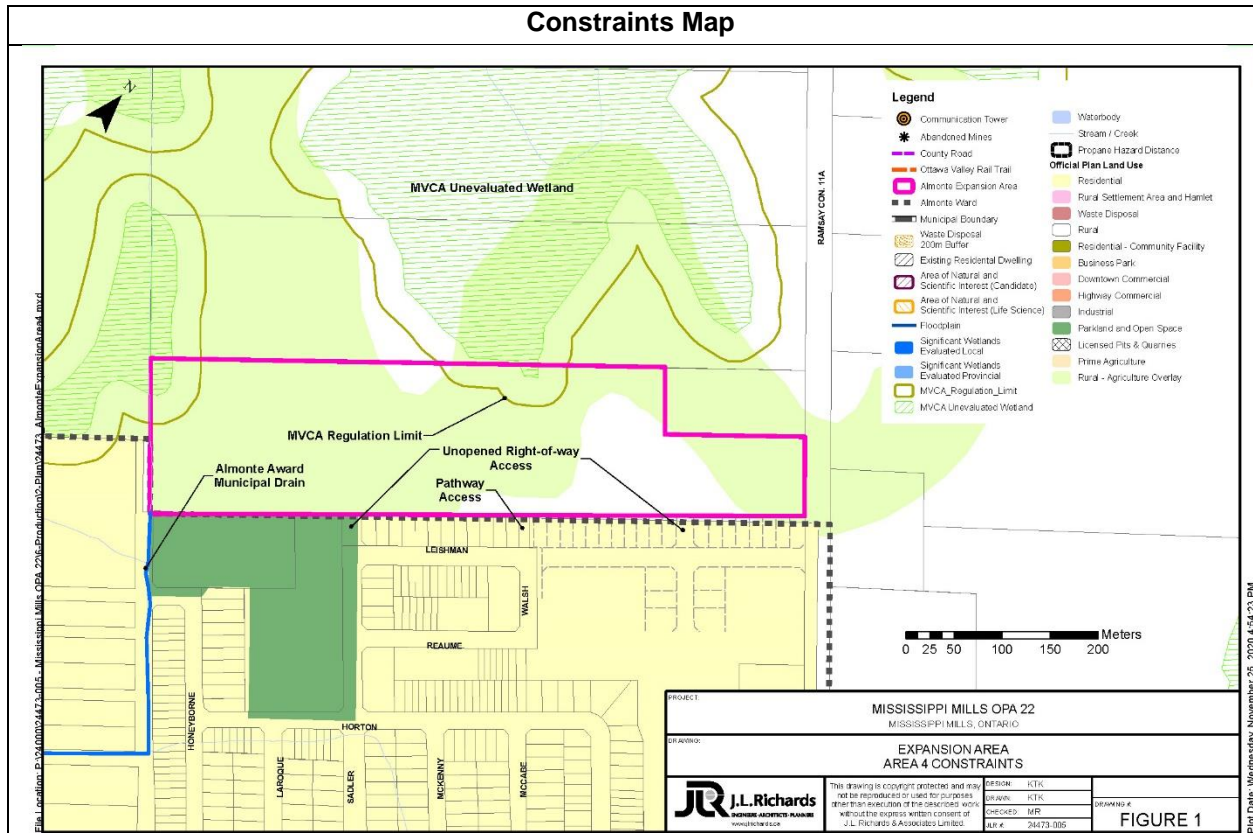
Location Map



Topographical Map



SITE EVALUATION CRITERIA



SITE EVALUATION CRITERIA

Site Location
<ul style="list-style-type: none"> • Located along the northern edge of the settlement area of Almonte (abutting Millrun Subdivision), adjacent County Road 17. • 9.7 hectares (ha) in Total Land Area subject to certain constraint overlays. • Land Stakeholders: Individual property owner.
Servicing
<ul style="list-style-type: none"> • New area not included as future growth area in master plan. Would require assessment of available water and wastewater servicing capacity. Special consideration would be required for sanitary sewer capacity as Ottawa street has limited available capacity under build-out conditions. • Stormwater: Unknown and further investigation/assessment if existing storm sewer system in Mill Run has capacity or was sized to this future development. Could be the most challenging SWM servicing of all areas.
Transportation and Road
<ul style="list-style-type: none"> • ROW opportunities (2) and nearby road connections • Nearby recreational pathway. • Logical sidewalk or pathway connections. • Connections to major regional roads (County Road 17).
Land Use Constraints
<ul style="list-style-type: none"> • 9.7 ha of Rural lands. • A Rural – Agricultural Overlay is present over 7.7 ha of the Rural Lands. • The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that limit the range of development opportunities for rural lands and in parks and open spaces, including mitigating the potential loss of agricultural land, potential land use compatibility issues, minimum distance separation formulae requirements, servicing restrictions, etc.
Natural Heritage Constraints
<ul style="list-style-type: none"> • Topography: sloping east to west (relatively flat). • Some wooded areas • 0.69 ha of Rural Land is located within the MVCA Regulation Limit, with 0.09 ha of this land being identified as MVCA Unevaluated Wetlands. The MVCA has jurisdiction over the lands and restricts development within wetlands and other natural hazards. A small portion of the site consists of this natural heritage constraint, which will restrict development and include a range of assessments and studies to be completed in advance. • The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that aim to protect the natural heritage and mitigate potential impacts on wildlife, habitat, species at risk (SAR) and avoid conflicts with watercourse and other natural resources. These are all considered Natural Heritage Constraints that will need to be assessed due to the presence of MVCA unevaluated wetland.

SITE EVALUATION CRITERIA

The Corporation of the Municipality of Mississippi Mills Urban Expansion Criteria Evaluation					
Theme 1: Site Location		Expansion Area Rating ¹			
Criterion & Applicable Policies	Points	Area 1	Area 2	Area 3	Area 4
<p>Parcel ownership is not fragmented and can be easily consolidated.</p> <p>Provincial Policy Statement (PPS) 1.2 (Coordination)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies)</p>	<p>1 point – the lands consist of many small parcels owned by various landholders.</p> <p>2 points - the lands consist of some small parcels owned by some landholders.</p> <p>3 points – the lands consist of large parcels owned by a few landholders.</p> <p>4 points – the lands consist of one large parcel owned by one landholder.</p>	4	4	2	4
<p>Existing public utilities² will have the capacity to accommodate development on the lands and service future uses, including all residents and employees.</p> <p>Provincial Policy Statement (PPS) 1.0 (Building Strong Healthy Communities) 1.2 (Coordination) 1.5 (Public Spaces, Recreation, Parks, Trails and Open Space) 1.6 (Infrastructure and Public Service Facilities) 1.7 (Long-Term Economic Prosperity) 3.1.5 (Natural Hazards) Section 1.6.3 & 1.6.5</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies)</p>	<p>1 point – existing public utilities will not have the capacity.</p> <p>2 points – existing public utilities will have some capacity.</p> <p>3 points – existing public utilities will have capacity.</p>	3	3	3	3

¹ The Rating System for this evaluation is based on a point scale ranging from 1 to 5. The highest score, four (4) means that the subject area is the most suitable option based on the criterion. The lowest score, one (1) means that the subject area is the least suitable option based on the criterion.

² For the purposes of this evaluation, Public Utilities include emergency services (e.g. fire stations, health units, hospitals), utilities (e.g. hydro, gas, bell and cable), waste services (e.g. sewage treatment plants) catholic and public elementary schools, public high schools and other municipal assets.

SITE EVALUATION CRITERIA

4.7 (Utility and Communication Facilities Corridors)					
	Sub-Total	7	7	5	7
Theme 2: Servicing		Expansion Area Rating			
Criterion & Applicable Policies	Points	Area 1	Area 2	Area 3	Area 4
The lands can be easily connected to water services. Provincial Policy Statement (PPS) 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.6 (Infrastructure and Public Service Facilities) 1.1.1 e & g); 1.1.3.2 a) 2.; 1.1.3.8 b) 1.6.1 & 1.6.3 1.6.6.1 a-d Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.1 (Introduction) 4.2 (Infrastructure Planning) 4.4 (Water, Wastewater and Stormwater services)	1 point – servicing is not feasible or significant overhaul. 2 points – major upgrades required (e.g. new pump facilities); limited residual capacity; infrastructure and water crossings required; and many topographic constraints present. 3 points - some major upgrades required; some residual capacity; some infrastructure and water crossings required; and topographic constraints present. 4 points - no major upgrades required; adequate residual capacity; infrastructure and water crossings are limited; and few topographic constraints are present. 5 points – servicing is feasible, easily connected.	3	4	1	2
The lands can be easily connected to wastewater services. Provincial Policy Statement (PPS) 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.6 (Infrastructure and Public Service Facilities) 1.1.1 e & g; 1.1.3.2 a) 2; 1.1.3.8 b)	1 point – servicing is not feasible, significant overhaul. 2 points – major upgrades required (e.g. new pump facilities); limited residual capacity; infrastructure and water crossings required; and many topographic constraints present. 3 points – some major upgrades required; some residual capacity; some infrastructure and water	4	3	2	2

SITE EVALUATION CRITERIA

1.6.1 & 1.6.3 1.6.6.1 a-d Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.1 (Introduction) 4.2 (Infrastructure Planning) 4.4 (Water, Wastewater and Stormwater services)	crossings required; and topographic constraints present. 4 points – no major upgrades required; adequate residual capacity; infrastructure and water crossings are limited; and few topographic constraints are present. 5 points – servicing is feasible, easily connected.				
Stormwater can be easily managed on site and connected to nearby facilities. Provincial Policy Statement (PPS) 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.6 (Infrastructure and Public Service Facilities) 2.2.1 a -c & h 1.6.1 & 1.6.3 1.6.6.1 a-d Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.1 (Introduction) 4.2 (Infrastructure Planning) 4.4 (Water, Wastewater and Stormwater services)	1 point – stormwater management is not feasible, significant overhaul. 2 points – many anticipated grade restrictions and topographic constraints; and many anticipated issues with the capacity and condition of the receiving outlets. 3 points – some grade restrictions anticipated; some topographic constraints; and some anticipated issues with the capacity and condition of the receiving outlets. 4 points – grade restrictions are minimal; few topographic constraints; few anticipated issues with the capacity and condition of the receiving outlets. 5 points – stormwater management is feasible, easily connected.	4	4	3	3
Sub-Total		11	11	6	7

SITE EVALUATION CRITERIA

Theme 3: Transportation and Road		Expansion Area Rating			
Criterion & Applicable Policies	Points	Area 1	Area 2	Area 3	Area 4
<p>There are abutting right-of-way (ROW) access opportunities and potential road connections to the site.</p> <p>Provincial Policy Statement (PPS) 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.1.1, 1.1.3.2, 2, 4 & 5 1.6 (Infrastructure and Public Service Facilities)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.3 (Transportation)</p>	<p>1 point – there are currently no ROW access opportunities.</p> <p>2 point – there are no planned unopened ROW access opportunities – limited access points.</p> <p>3 points – there are some ROW opportunities, including unopened and opened ROW access.</p> <p>4 points – there are many ROW access opportunities, opened and unopened.</p>	3	2	3	3
<p>The lands have direct access onto arterial or collector roads.</p> <p>Provincial Policy Statement (PPS) 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.1.1 e), 1.1.3.2a) 2, 4 & 5, 1.6 (Infrastructure and Public Service Facilities)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.3 (Transportation)</p>	<p>1 point – the lands do not have direct access to a regional or collector road.</p> <p>2 point – the lands have limited access to arterial or collector roads.</p> <p>3 points – the lands have direct access onto collector or arterial roads.</p>	3	3	3	3

SITE EVALUATION CRITERIA

<p>The lands are well-connected to sidewalks, trails and paved shoulders for pedestrian connections.</p> <p>Provincial Policy Statement (PPS) 2020 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.1.1 e), 1.1.3.2a), 1.8.1, 2, 4 & 5 1.5 (Public Spaces, Recreation, Parks, Trails and Open Space) 1.6 (Infrastructure and Public Service Facilities)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.3 (Transportation)</p>	<p>1 point – pedestrian infrastructure on abutting lands and streets is inadequate, paved shoulder and sidewalks limited.</p> <p>2 point – only paved shoulder on abutting roads.</p> <p>3 points – pedestrian infrastructure on abutting lands and streets is adequate, paved shoulder and sidewalks abundant.</p>	3	2	3	2
<p>The lands are well-connected to cycling routes.</p> <p>Provincial Policy Statement (PPS) 2020 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.1.1 e), 1.1.3.2a), 1.8.1, 2, 4 & 5 1.6 (Infrastructure and Public Service Facilities)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 4.0 (Infrastructure Policies) 4.3 (Transportation)</p>	<p>1 point – connections to cycling routes on abutting lands and streets is limited.</p> <p>2 points – connections to primary urban routes and secondary routes on abutting lands and streets are available.</p> <p>3 points – connections to multiple types of cycling routes, including spine routes, are available.</p>	2	2	2	2
Sub-Total		11	9	11	10

SITE EVALUATION CRITERIA

Theme 5: Land Use Constraints		Expansion Area Rating			
Criterion & Applicable Policies	Points	Area 1	Area 2	Area 3	Area 4
<p>The lands have few land use constraints³ and future development will conform to applicable policies.</p> <p>Provincial Policy Statement (PPS) 2020 1.0 Building Strong Healthy Communities 1.1 (Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns) 1.1.1 1.2 (Coordination) 2.0 (Wise Use and Management of Resources) 2.4 (Minerals and Petroleum) 2.5 (Mineral Aggregate Resources) 2.6 (Cultural Heritage and Archaeology) 3.0 (Protecting Public Health and Safety) 3.2 (Human-Made Hazards)</p> <p>Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 6.0 (Resources) 7.0 (Public Health and Safety)</p>	<p>1 point – the land is almost all constrained (over 75%).</p> <p>2 points – the land is mostly constrained (51-75%).</p> <p>3 points – a significant portion of the land is constrained (26-50%).</p> <p>4 points – some of the land is constrained (10-25%).</p> <p>5 points – a small portion of the land is constrained (less than 10%).</p>	3	2	3	2
<p>Development on the land will not result in the loss of prime agricultural land.</p> <p>Provincial Policy Statement (PPS) 2020 2.0 (Wise Use and Management of Resources) 2.3 (Agriculture)</p>	<p>1 point – development will result in the loss of prime agricultural land.</p> <p>3 points – development will only result in the loss of locally significant agricultural land.</p>	3	1	5	3

³ For the purposes of this evaluation, land use constraints include land use designations and features (e.g. waste disposal sites, communication towers, hydro lines), other than natural heritage, which present on the site and pose physical constraints to development. Many land uses and features have influence areas or setback requirements, such as waste disposal sites, that either prohibit development or limit the range and extent of development. Prime agricultural lands are considered a restricting land use. Policies for these land use constraints are established in the Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP).

SITE EVALUATION CRITERIA

	5 points – development will not result in the loss of any agricultural land, locally or provincially significant.				
	Sub-Total	6	3	8	5
Theme 6: Natural Heritage Constraints		Expansion Area Rating			
Criterion	Points	Area 1	Area 2	Area 3	Area 4
The lands have limited natural heritage constraints⁴ and future development will conform to applicable policies. Provincial Policy Statement (PPS) 2.0 (Wise Use and Management of Resources) 2.1 (Natural Heritage) 2.2 (Water) Lanark County Sustainable Communities Official Plan (SCOP) 2.0 (Settlement Policies) 5.0 (Natural Heritage)	1 point – the land is almost all constrained (over 75%). 2 points – the land is mostly constrained (51-75%). 3 points – a significant portion of the land is constrained (26-50%). 4 points – some of the land is constrained (10-25%). 5 points – a small portion of the land is constrained (less than 10%).	3	5	4	5
	Sub-Total	3	5	4	5
	Total	38	35	34	34

⁴ Natural heritage constraints include features, such as terrestrial and aquatic environments, as well as lands that have environmental significance (e.g. wetlands, evaluated wetlands, woodlands etc.). These lands are typically situated within the regulatory limit of the Mississippi Valley Conservation Authority (MVCA), which has jurisdiction over the lands and restricts development within wetlands and other natural hazards. The Provincial Policy Statement (PPS) 2020, Lanark County Sustainable Communities Official Plan (SCOP) and the Municipality of Mississippi Mills Community Official Plan (COP) all provide policies that aim to protect the natural heritage and mitigate potential impacts on wildlife, habitat, species at risk (SAR) and avoid conflicts with natural features (e.g. watercourses) and hazards. These are all considered potential Natural Heritage Constraints.



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THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020

TO: Committee of the Whole

FROM: Tyler Duval – Planning Consultant

SUBJECT: LIFTING 0.3M (1FT) RESERVE
East Part Lot 16, Concession 10, Almonte Ward, Mill Run Phase 5

RECOMMENDATION:

THAT the Committee of the Whole recommend Council lift the 0.3m (1ft) reserve to open Phase 5 of the Mill Run Subdivision, described as Blocks 22 on Plan 27M-91, Parts 1 and 2 on Plan 27R-11430, Almonte Ward.

APPLICATION SUMMARY

The Developer of the Mill Run Subdivision has requested that the 0.3m reserves be lifted in order to proceed with the sequential buildout of Phase 5 of the subdivision.

BACKGROUND

The Municipality is currently finalizing the development agreement for Phase 5 of the Mill Run Subdivision. Once the agreement is executed, residential building lots will be legally created and building permits can be released accordingly.

Phase 5 of the Millrun subdivision contains 19 lots for single detached dwellings, 6 blocks (12 dwelling units) for semi-detached dwelling units and 4 blocks for townhouse dwellings (22 townhouse units) along part of Leishman Drive and Bracewell Street.

Currently, the 0.3m (1FT) reserves prevent access to the lands described as Phase 5 of the subdivision. Lifting the reserves will allow the construction and extension of municipal right-of ways and the other related municipal infrastructure, which in-turn will enable the release of building permits for the planned dwellings.

The intent of the 0.3m reserves is to limit the subdivision development to the area that has received approval and to keep the development of the subdivision within the scope of the subdivision agreement.

The original subdivision agreement for the Mill Run subdivision stipulated that prior to the lifting of the one foot reserves the owner must satisfy the following:

- Associated works from previous Phases completed to the satisfaction of the Municipality;
- Post financial securities for development phase; and
- Enter into the subdivision agreement.

To date, there are no previous works deemed incomplete that would prevent the lifting of the reserve in order to open Phase 5 and Menzies Inc., has posted the required securities for Phase 5 of the subdivision.

At the time of writing this report, the final draft of the agreement for Phase 5 of the Mill Run subdivision has been sent to the developer for review. Should Menzies Inc. be satisfied with the terms and conditions of the phase, it will be signed and executed promptly. The Municipality anticipates the agreement be executed prior to the December 15th, 2020 Committee of the Whole meeting, and in good faith, are comfortable with recommending the lifting of the reserves at this time.

Results of Circulation

CAO	– no objections.
Director of Public Works	– no objections.
Planning Department	– no objections

RECOMMENDATIONS

The conditions to lift the 0.3m reserves have been fulfilled to the satisfaction of the Municipality. It is the recommendation of the Planning Department to lift the 0.3m (1ft) reserves, described as Blocks 22 on Plan 27M-91, Parts 1 and 2 on Plan 27R-11430, Almonte Ward and dedicate them as part of the municipal right of way.

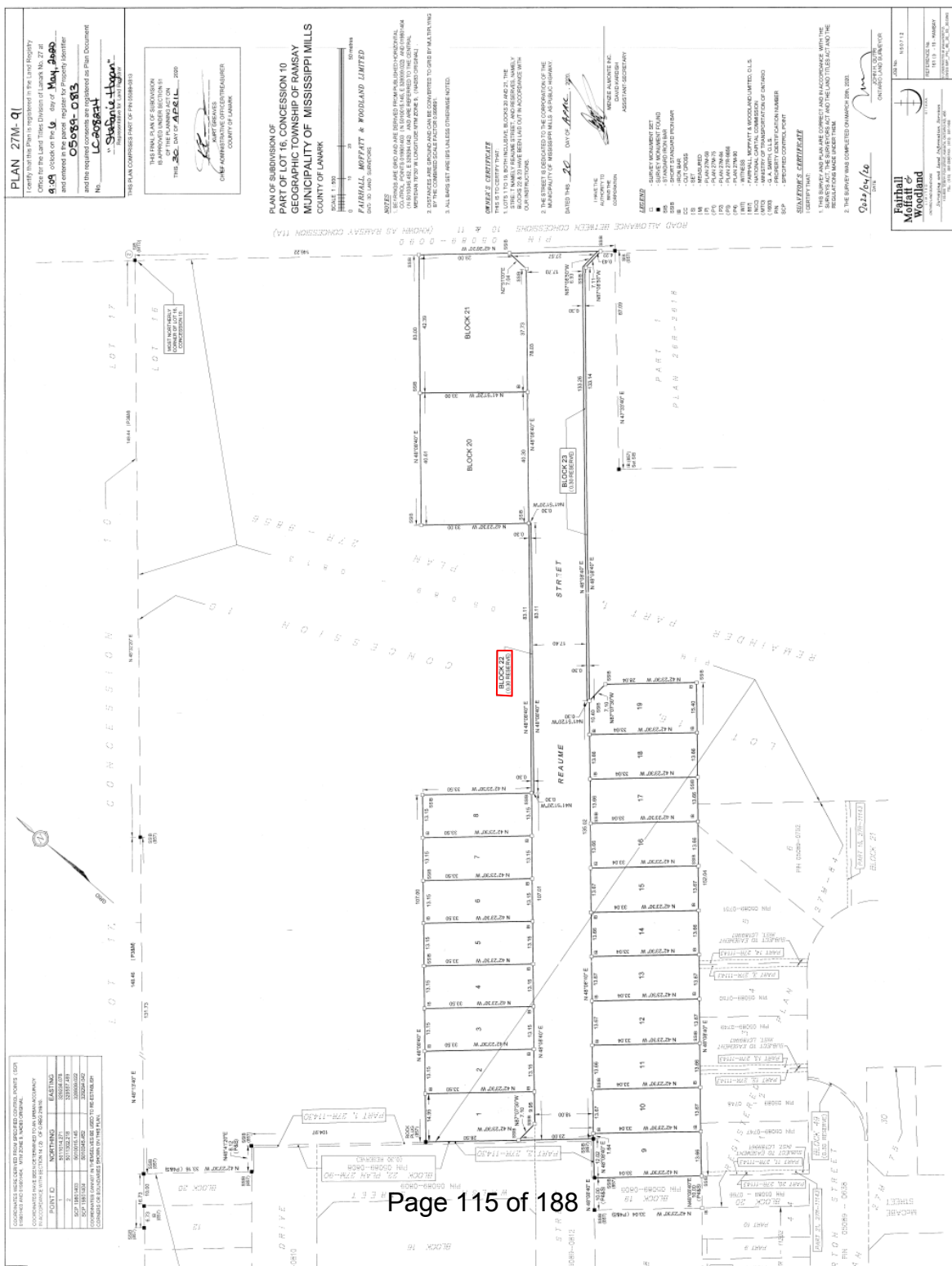
All of which is respectfully submitted,

Tyler Duval, RPP, MCIP, M.Pl.
Planning Consultant

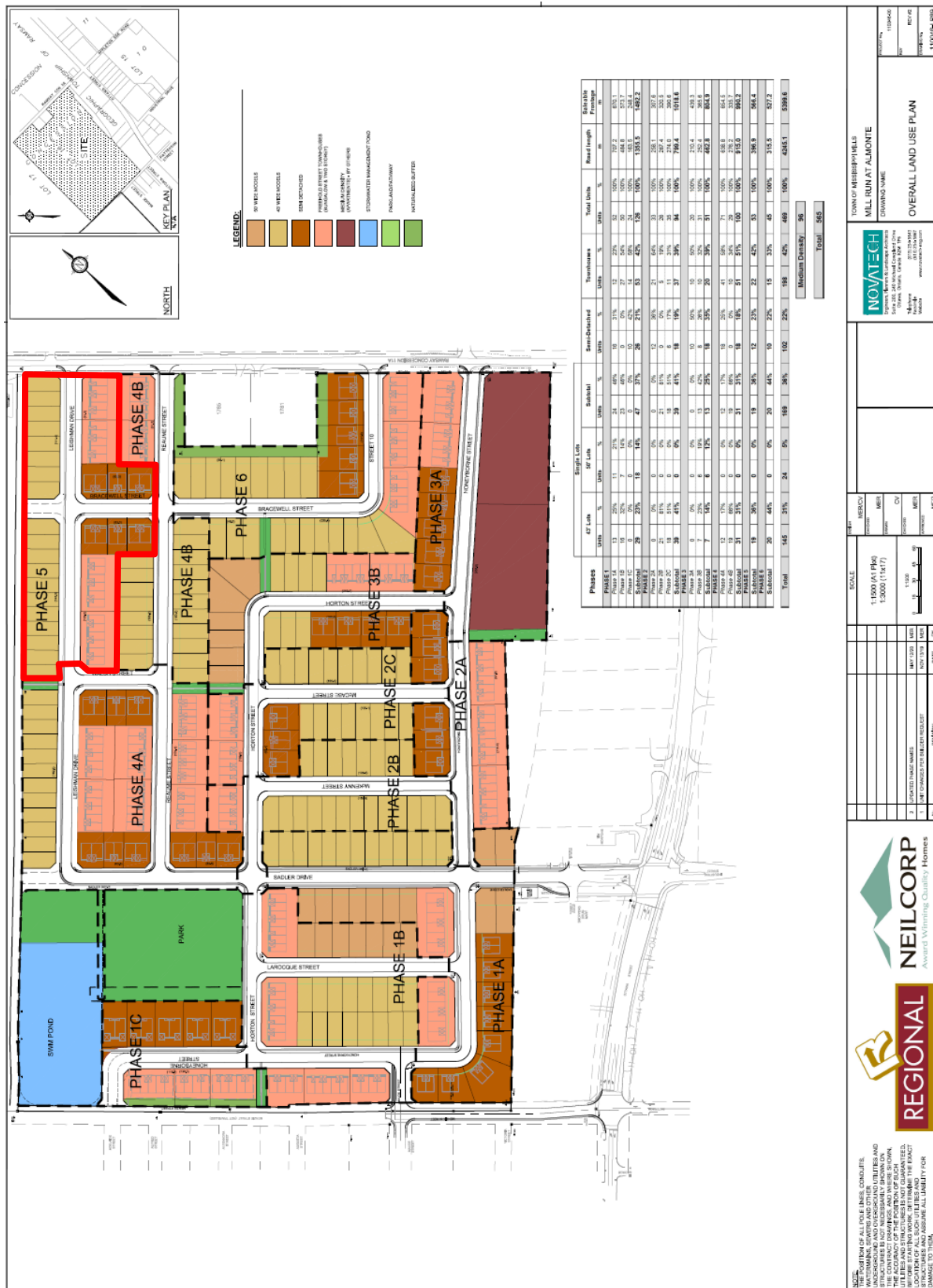


Reviewed by Ken Kelly, CAO

RESERVES TO BE LIFTED



LOCATION MAP





The proponent, Jackson Homes Inc. has purchased an adjacent parcel of land fronting on Old Perth Road. A naturally severed parcel exists on the west side of Old Perth Road, described as Parts 3 and 4 on Plan 26R-2605 (PIN 05105-0050) with an approximate area of 1,135 m² (0.28 ac) and is bordered on the north and western lot lines by unopened road allowances and the travelled portion of Old Perth Road along the eastern lot line. The travelled portion of Old Perth Road is a forced road and is short of the full width of a typical right-of-way. The lot is a lot of record. Figure 2 depicts the parcel described as Parts 3 and 4, Plan 26R-2605:

Figure 2 – Aerial Image (2014)



DISCUSSION

The road allowance was surveyed previously in 1988 (Plan 26R-2605). The conveyance of the subject lands to the abutting parcel legally described as Parts 3 and 4 on Plan 26R-2605 would permit low density residential development of the lands. The lands would otherwise be undersized for development and hindered by a required 15m setback from a watercourse that exists at the rear of the property and 30m septic setback from a watercourse. The proposed development would consist of a 1,220 ft² dwelling. MVCA and Health Unit approvals would be required prior to building permit issuance for the proposed development. Any further reductions to the proposed setbacks would require relief through a minor variance or zoning by-law amendment application.

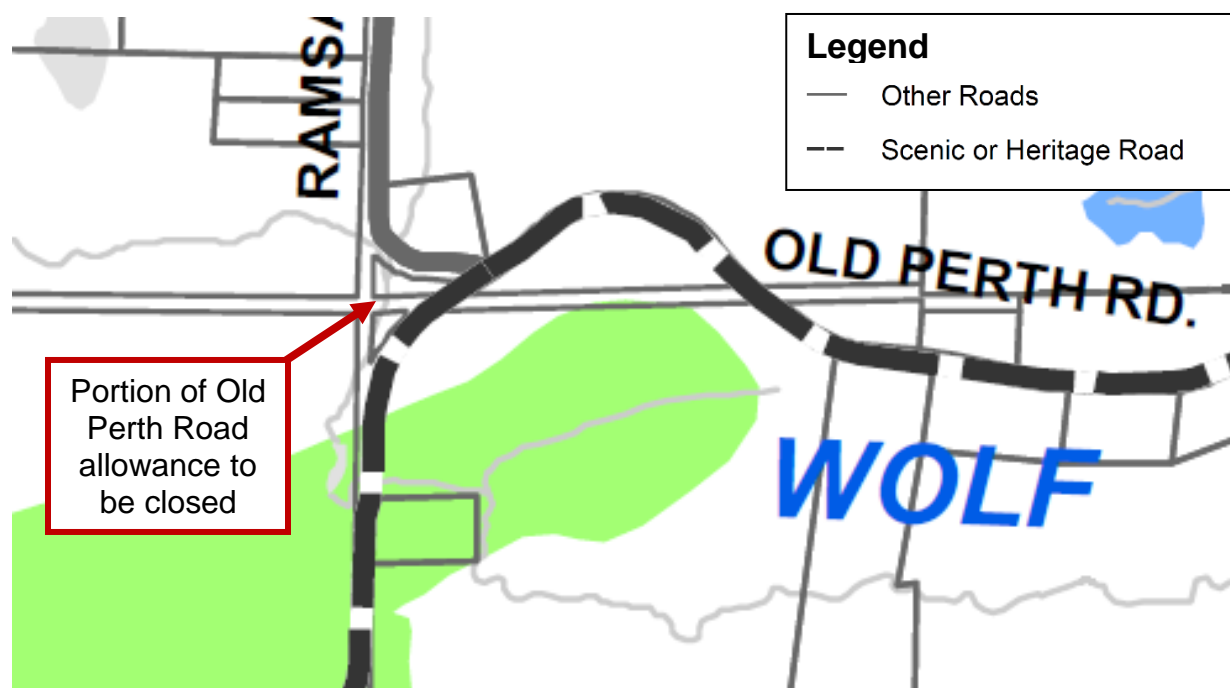
In review of the request for purchase, the Acting Director of Roads and Public Works noted that the existing alignment of Old Perth Road does not have full right-of-way width. As such, staff would be requesting that the owner of the lands convey at no cost

to the Municipality the lands required for the full right-of-way width along the existing alignment of Old Perth Road.

Historical Significance

Old Perth Road is a designated heritage road, a designation which is given to roads with scenic or historic value or provide access to areas of scenic or historic value. The area proposing to be closed is an unopened road allowance adjacent to the travelled portion of Old Perth Road. The unopened road allowance is not designated as part of the heritage road:

Figure 3 – Scenic and Heritage Roads Designation
(Excerpt from COP Schedule A)



The following is an analysis of the proposal against the relevant policies of the COP:

4.3.7 Scenic or Heritage Roads

4.3.7.2 *In reviewing development proposals adjacent to scenic or heritage roads, consideration will be given to whether the proposal is compatible with the values and function of the road.*

The development of one (1) residential detached dwelling would be considered compatible with the rural landscape and the function of the road.

3.3.5.6. *When placing a residential dwelling and associated accessory structures on a rural property, special consideration should be given to the visual impact the development may have on the surrounding rural character. The Zoning By-law shall contain specific setback requirements which move rural residential*

dwellings an appropriate minimum distance back from the road. Special provisions may be established for development abutting scenic or heritage roads in accordance with Section 4.6.8 of this Plan. Efforts should be made to take advantage of existing topography, trees and fence lines when choosing a building location so as to fit in with the surrounding area.

The Zoning By-law presently does not contain specific setback requirements for dwellings abutting scenic or heritage roads. The proposed development on the naturally severed parcel (PIN 05105-0050) would be subject to the zoning provisions for non-farm residential lots with a minimum front yard setback of 9m and exterior side yard setback of 9m from Old Perth Road. Any further reductions to the proposed setbacks would require relief through a minor variance or zoning by-law amendment application.

4.3.3.5. *Where development or re-development is proposed adjacent to or across from a heritage resource on the Heritage Property Register (but not designated under the Ontario Heritage Act), the applicant shall demonstrate the proposal's compatibility with that heritage resource and its streetscape.*

The development of one (1) single detached dwelling in the rural zone is not expected to significantly impact the streetscape and is generally considered to be compatible with the rural landscape.

FINANCIAL IMPLICATIONS

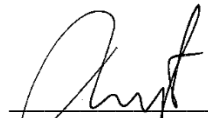
In past when requests to stop up and close have been received, Council has agreed on the proviso that all costs associated with the process are paid for by the applicant. These costs would include legal, survey, appraisal, land transfer tax, etc. In addition, the applicant would be responsible to pay the appraised value of the lands. Conveyance of lands required for the right-of-way dedication will be paid for the by the applicant. As a result, there would be no costs associated with this matter to the Municipality.

SUMMARY

The lands will first need to be declared surplus to the needs of the Municipality and added to the registry of surplus lands as per the Land Sale By-law. Once the lands have been declared surplus, Staff will bring a report to the Committee of the Whole regarding stopping up and selling the surplus lands. Public notice will be provided in advance of the passing of the by-law to abutting owners, a weekly block ad in the EMC and on the Municipality's website 20 days prior as required by the Public Notice By-law.

A public notice (see Attachment B) has been mailed to all property owners along Old Perth Road within Mississippi Mills and a sign posted on the subject property as per the Public Notice by-law.

All of which is respectfully submitted,


Maggie Yet, Planner 1


Ken Kelly, Chief Administrative Officer

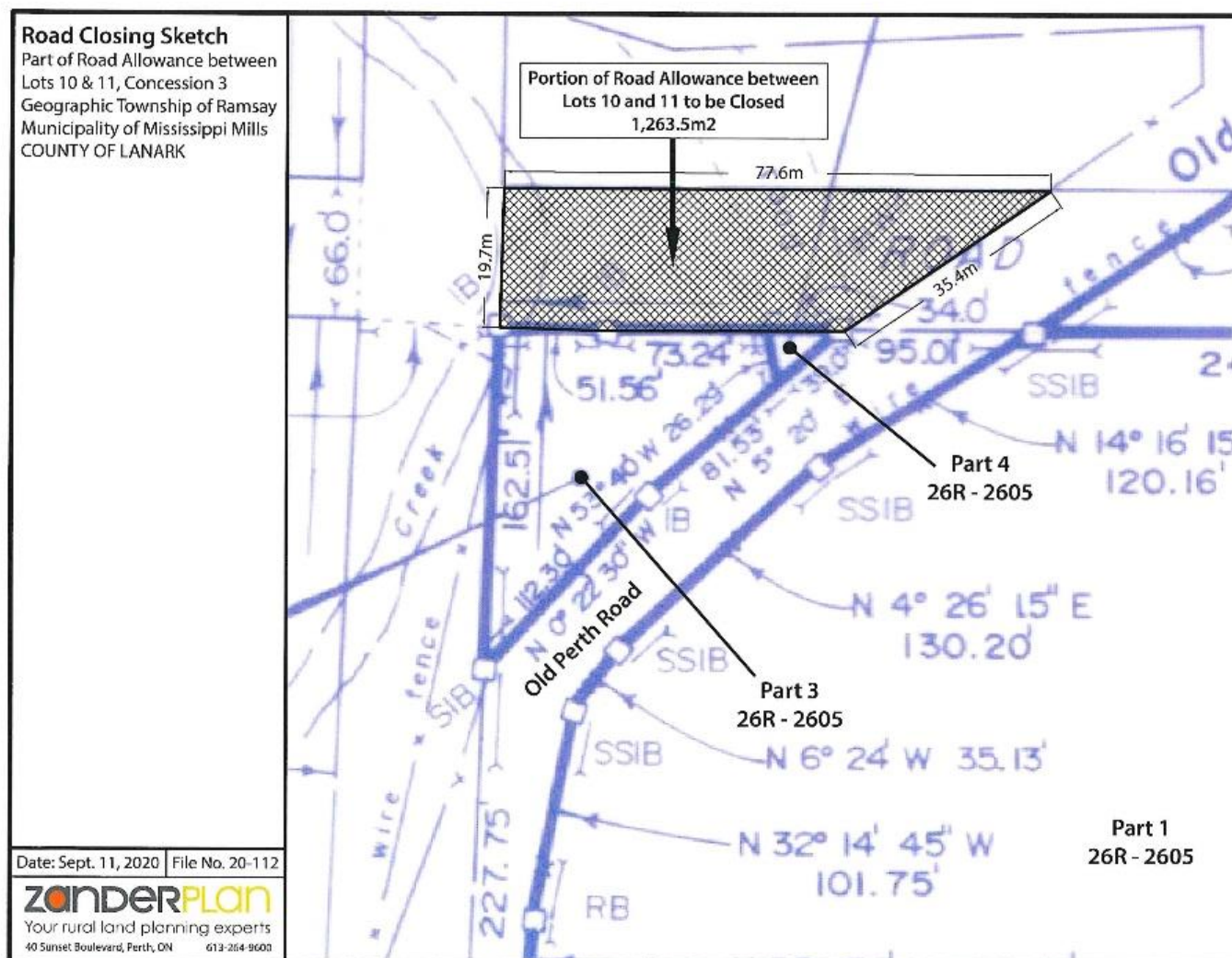
ATTACHMENTS:

Attachment A – Context Map

Attachment B – Public Notice

Attachment C – Heritage Road Background – Old Perth Road

Appendix A – Requested Road Closure



Appendix B – Public Notice

Municipality of Mississippi Mills

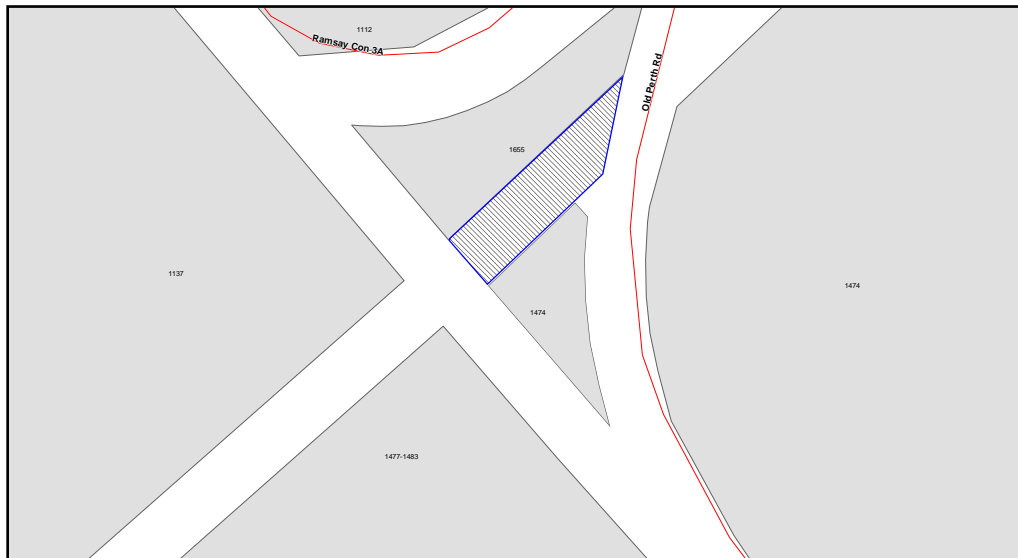
PUBLIC NOTICE

TAKE NOTICE that the Council of the Municipality of Mississippi Mills proposes to enact Bylaws in accordance with Section 34 of the Municipal Act, 2001 to stop-up and close the following described highways or parts of highways:

Unopened Road Allowance known as: Portion of Old Perth Road allowance between Lots 10 & 11, Concession 3, Ramsay Ward, Municipality of Mississippi Mills



Surplus Lands for Stop-Up and Disposition



The proposed Bylaw will come before the said Council for consideration at its regular meeting at the Municipal Office, located at 3131 Old Perth Road, RR2, Almonte, Ontario on the 15th day of December, 2020 at the hour of 6:00 o'clock p.m. and at that time, the Council will hear comments from persons who claim that this/her land will be prejudicially affected and who applies to be heard. Comments on the proposal may be directed to the undersigned planner between 8:30 a.m. and 4:30 p.m. Monday to Friday.

**DATED AT THE MUNICIPALITY OF MISSISSIPPI MILLS THIS 20TH DAY OF
NOVEMBER, 2020**

Maggie Yet, Planner 1
613-256-2064 ext. 206
myet@mississippimills.ca

Old Perth Road, Mississippi Mills, Ontario

Research compiled by Linda Hamilton for the Mississippi Mills Heritage Committee in
November 2011 (revised March 2012)

The history of the settlement of Canada is bound up in the history of its roads, rivers, and railways. The Old Perth Road is one of several roads in Lanark County that were built specifically so settlers in new communities would have access to the military settlement of Perth. In the first half of the nineteenth century, Perth was the largest and most important town in the area, so settlers also used it as a starting point to reach their new land. As a supply and travel route to Perth, the Old Perth Road was essential in opening up what is now Mississippi Mills to settlement. Many different people used this road in its time including farmers, doctors, preachers, travellers, salesmen, officials, and school children. The Old Perth Road is a reminder of the early struggle to settle and cultivate the land.

Geographical Boundaries (within Mississippi Mills): Old Perth Road, for the purposes of delineating it as a *cultural heritage landscape* within Mississippi Mills, is as follows:

- i) south west from Ramsay Concession 8 to Tatlock Road, roughly parallel to Wolf Grove Road;
 - ii) South of Tatlock Road to Forest Road;
 - iii) South of Forest Road, being an unmaintained section running to Ramsay Concession 1.
- a. The road can be described as a Quarter Session Road and fits within the definition of a common and public highway under the Municipal Act.

With the exception of 2(iii) above, Old Perth Road is a two-lane gravel road. There are no side barriers or bridges. It is hilly and very narrow in spots as it winds through the countryside. It is partially unmaintained in winter and is not a standard width road.

History:

Ramsay township was opened up for settlement in 1821. Newly arrived families from Scotland, England, and Ireland travelled by water and land to reach Perth or Lanark and moved on to choose their land plots from there. Because there was no easy water access from Perth to the “Falls on the Mississippi” (Carleton Place, Almonte, Pakenham), roads had to be built. The Perth Road was first laid out by Josias Richey, the Government Deputy Surveyor, as a road from Kingston to Pakenham through Perth. According to Howard Brown in *Lanark Legacy*, the Perth road follows a Precambrian Ridge that runs through what was then known as Wolf's Grove. This geographical feature created a natural trail that was likely a native travel route long before the settlement of the area. Since it traversed diagonally across concession and lot lines, this road cut through many private lots, in some cases dividing farms in two. I do not believe, however, that it was a “forced road” in the traditional sense, since it was laid out before settlement occurred. As in many other parts of the country, farmers and land owners would have had to work on the road as a consequence of living in the area. Under the direction of the “pathmaster”, men had to provide two days' labour on local roads and landowners were responsible for up to four days depending on the value of their land. The job of making and maintaining a road before the advent of heavy equipment was very difficult. Before it was logged, this area was heavily wooded with massive trees that were prone to falling over in heavy winds, blocking the roadway. Pulling stumps was also a massive job. This is a road that was built and maintained by local settlers for their own use and benefit. The hard work and determination of these people is inspiring.

Originally the Old Perth Road was just a swath cut into the trees to allow the passage of wagons and sleighs in Winter. Early travel on the road was difficult and almost impossible at some times of year.

Although it should have taken a day's journey to reach Perth from Shipman's Mills in the early part of the 19th century, sometimes it could take much longer. In a letter to Hamnett Pinhey in 1827, Henry Le Lievre (the famous Second of William Lyon in the Last Duel) wrote about the terrible state of the Perth Road as he travelled to Shipman's Mills (Almonte). It was almost impassable in spots and he had to take down fences and remove many windfall trees. The journey took him much longer than he expected. By the time the Rideau Canal was completed (1832) the Perth Road was a fairly well developed roadway with inns along the way.

By the 1830's the Eastern portion of the Perth Road had split into two roads. One road went from Innisville past Wolf's Grove, to Bennies Corners and Pakenham. This is now named the Upper Perth Road. The Old Perth Road split off at Ferguson's Falls (what is now Boyd's Road), through Boyd's Settlement on the banks of the Mississippi Lake, and on to Shipman's Mills (now Almonte). The road would have joined up with the Ninth Line of Ramsay which was the main North/South artery from Carleton Place to Pakenham (now County Road 29). From within Almonte, Old Perth Road was likely accessed from what is now Perth Street.

By the 1850's key travel routes such as the Old Perth Road were improved by being planked with pine, which was in abundant supply at the time. Plank roads helped for a time but eventually the wood rotted and the road became nearly impassible especially in Spring as the snow was melting into mud. By the 1870s many roads were stoned to allow easier travel for increased traffic. Later in the 1800's private companies took on the work of upgrading and maintaining the roads in this area. They installed toll gates to recoup their expenses. Roads to Perth would have been especially lucrative due to the heavy traffic of everything from foot travellers to coaches to livestock.

Because this was an important travel and transport route during the early part of Ramsay's settlement, the Old Perth Road has many beautiful original farm houses, barns, fences and log buildings along its path. The first settlers to any area chose land plots with good access to a road so they could travel and obtain goods easily. The farms along the Old Perth Road are probably some of the first to be settled in this area. Since the establishment of the Brockville-Ottawa railway from Brockville through Smith's Falls to Chalk River in the 1850's, the Old Perth Road's importance as a travel and transport route diminished dramatically. With the later widening and paving of what is now Wolf Grove Road, the Old Perth road fell into almost total disuse. Parts of it are not maintained at all in the Winter. Because of this, the road remains almost frozen in time. Many essential arteries from the past were built ever larger as the demands of traffic grow, going from farm roads to highways and losing some of their rural charm in the process. The Old Perth Road is a wonderful example of a significant historical road that has not been modernized at all.

Landmarks: A one room schoolhouse (now a private home) stood at 935 Old Perth Road. It was the SS#2 Ramsay and was built in 1909.

Ramsay Town Hall was at the Eighth Line and Old Perth Road (Carleton County Atlas). Before Almonte was incorporated, this was the centre of municipal affairs in the area.

Modern Uses: Today the Old Perth Road is used by the people living along it, bicyclists, runners, and tourists wishing to see authentic rural landscapes.

Bibliography:

Brown, Howard Morton. Lanark legacy : nineteenth century glimpses of an Ontario county. Town of Perth, 1984.

McGill, Jean S. A pioneer history of the country of Lanark. 1968.

Smith, Claudia. Gypsies, preachers and big white bears : one hundred years on country roads. General Store Publishing, Burnstown, 1998.

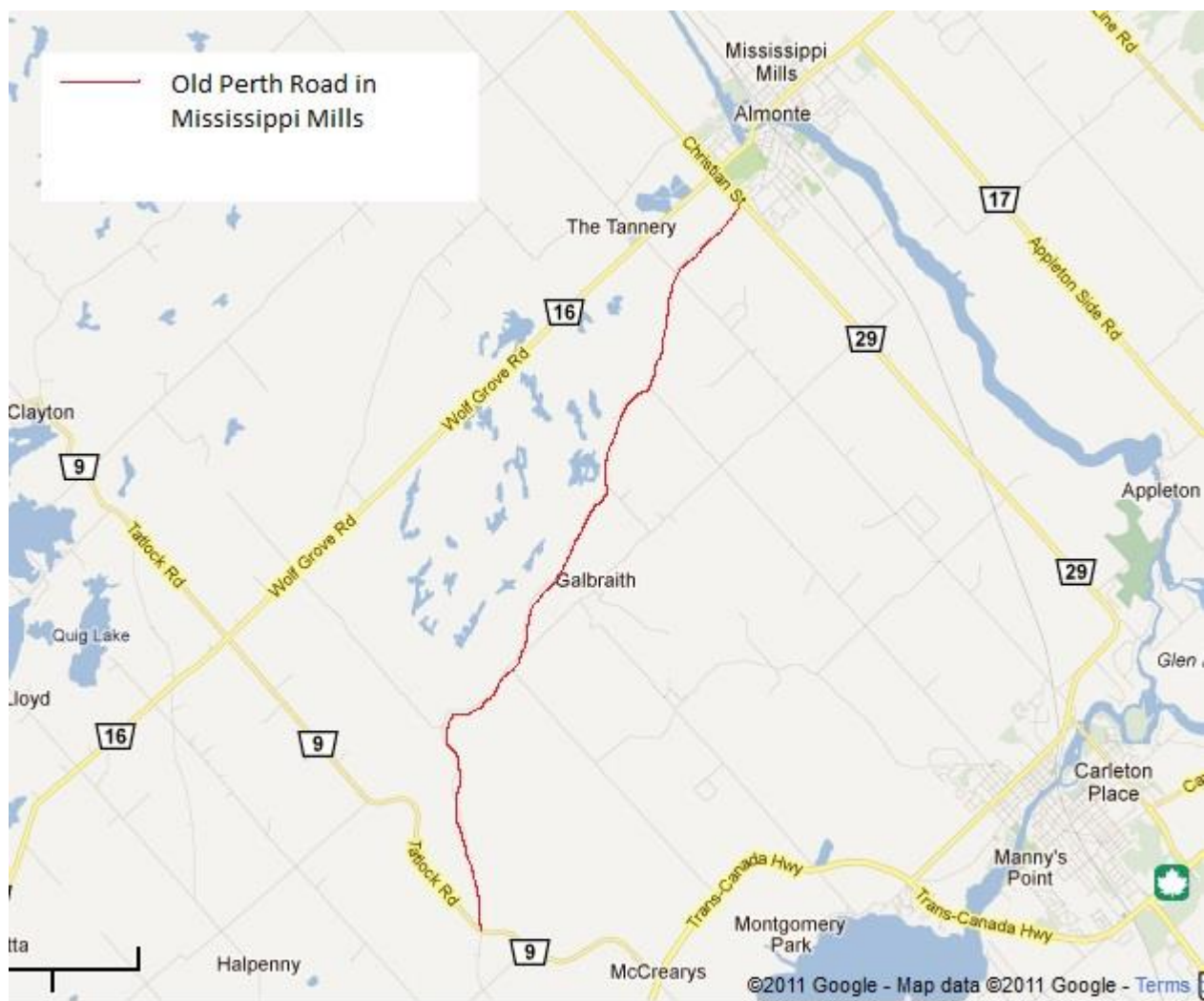
<http://www.oneroomschoolhouses.ca/ramsay-township.html>

<http://carletonplacelocalhistory.wordpress.com>

<http://archiver.rootsweb.ancestry.com>

Lanark County Atlas accessed at: <http://digital.library.mcgill.ca/countyatlas>

Maps:



from www.google.com



From Lanark County Atlas, c.1880

MISSISSIPPI MILLS PUBLIC LIBRARY REPORT

STAFF REPORT

DATE: December 15, 2020

TO: Committee of the Whole

FROM: Christine Row, CEO/Chief Librarian

SUBJECT: Amendment to the Development Charges Background Study-
Almonte Branch Expansion

RECOMMENDATION:

THAT Committee of the Whole recommends that Council include two sensitivity options for the Almonte Branch Library expansion in the Development Charges background study amendment as follows:

- Option 1 - 10,000 square feet
- Option 2 - 7,500 square feet

BACKGROUND:

The Almonte Branch expansion project has been in the Development Charges background study since 2009. In 2009, the expansion project was estimated to include a 3,500 square foot addition and was estimated to cost \$1,172,500 (2018 costs). This project was included in the background study to proceed in 2022.

DISCUSSION:

To prepare for an upcoming Almonte Branch expansion, the Mississippi Mills Public Library hired a consultant, Big Thinking, to conduct a Space Needs Analysis. Throughout 2020, Big Thinking analyzed 390 space needs surveys and conducted focus groups with stakeholders including families, youth, seniors, community partners and library staff members. Consultants also reviewed various reports on the condition of the building.

The Space Needs Analysis included a functional review, which considered space requirements for the library based on current and projected population levels. The functional review compared the *Administrators of Rural and Urban Public Libraries of Ontario (ARUPLO) Guidelines* to the specific needs of the community. The *Guidelines*

include square footage standards for the four main areas in a public library: Collection Area, Public Service Area (i.e. patron seating, meeting rooms, computer workstations, toilets), Staff Service Area and Non-Assignable Area (i.e. mechanical room, storage, entrance).

The following chart outlines the square footage standard for public library areas based on projected populations and community needs. The projected population of Mississippi Mills to the year 2037 is 21,000. The Pakenham Branch catchment area has been deducted from the projected population for the Almonte Branch, which results in a projected population of 18,500 to 2037. This chart also includes the current space allocation and the square footage space estimates to 2028.

Area	Current Square Footage	ARUPLO Standard Square Footage	2028 projected needs in square footage	2037 projected needs in square footage	Net Increase (projected less current)
Collections Area	2190	3000-6200	5500	5500	3310
Public Service Area	2225		5158	6658	2,933-4,433
Staff Service Area	1003		1400	1400	437
Non-Assignable Area	2982	1954-4671	3802	4802	820-1820
Total	8400	9769-23,356	15,900	18,400	7,500-10,000

According to the Space Needs Analysis, if the Almonte Branch expands to meet the needs for 2028, the addition would need to be 7,500 square feet. If the expansion is to accommodate the 2037 population projections, the addition would be 10,000 square feet. Note: the current allocation (8400 sq. ft.) at the Almonte Branch is under-sized (below ARUPLO standard for 2020 population).

On November 19, 2020, Big Thinking presented the Space Needs Analysis findings to the Mississippi Mills Public Library Board. The Library Board will be presented with the Final Report in early December. In 2021, the Library Board will present details to Council, seek approval, and start looking for financing through grants and fundraising projects.

The Municipality is currently undertaking an amendment to the Development Charges background study. It is timely that the Space Needs Analysis is substantially complete

so that the recommended increase in the scope of the proposed expansion of the Almonte Branch can be included in the amendment. The size of the proposed expansion would change from 3,500 sq. ft. (included in the current background study) to the recommended 7,500-10,000 sq. ft. By including the revised space requirements in the amendment, it will enable additional funds to be collected through new development in the community. It is recommended that two sensitivity options on square footage be prepared by the consultant for Council's consideration. Each option will have an impact on the resulting development charge that is calculated.

The Library Board recommends Option 1- 10,000 sq. ft. be included in the development charges amendment as the members believe building to meet the needs for 2037 is prudent considering a project of this scope may take years to plan and finance through grants and fundraising.

As an alternative, for comparison purposes, the Library Board recommends that Option 2- 7,500 sq. ft. also be included in the consultant's review.

FINANCIAL IMPLICATIONS

None as a result of this report

SUMMARY

The Library Board is recommending that two options, 10,000 and 7,500 square feet additions to the Almonte Branch be included in the amendment to the Development Charges background study.



Respectfully submitted,
Christine Row
CEO/ Chief Librarian

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020

TO: Committee of the Whole

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

SUBJECT: 2020 Wild Parsnip Program

RECOMMENDATIONS:

THAT Committee of the Whole accept the Environmental Compliance Coordinator's 2020 Wild Parsnip Program report for information purposes.

BACKGROUND:

Invasive weeds have propagated within Mississippi Mills in areas of uncultivated land, roadside ditches, parkland, and nature trails. This report focuses solely on areas along roadside ditches owned by Mississippi Mills. Under the Weed Control Act R.S.O. 1990, all persons in possession of land must destroy all noxious weeds. At the April 16, 2020 Special Council meeting, Council directed staff to move forward with the 2020 Wild Parsnip Program (Council Res. #136-20). Council further directed staff to bring forward a report following the fall observations of the 2020 Wild Parsnip Program (Council Res. #137-20).

As in previous years, the 2020 Wild Parsnip Program included the use of mechanical means, as well as boom spraying for medium to heavy infestations of wild parsnip and spot spraying for areas of light to very light infestation. For mechanical control methods, the Municipality has a roadside grass cutting program that commences in June, cutting a width of approximately two (2) metres of immediate roadside, after which municipal staff and a contractor cut areas on a scheduled basis for the remainder of the season. The Municipality uses the same infestation rating descriptions and corresponding method of application as the County of Lanark.

Over the past few years, the extent of the infestation on municipal road allowances is widespread with areas of public concern noted within all three Wards. As the road authority under the Public Transportation and Highway Improvement Act, the Municipality is responsible for all weed control on its roads pursuant to the Weed Control Act, R.S.O. 1990, c. W.5.

DISCUSSION:

The 2020 Wild Parsnip Program included continuously monitoring and assessing of areas by municipal staff. The initial spring assessment took place May 15-22, 2020, with a second assessment June 15-21, 2020 that assessed the levels of infestation prior to the spray program and to ensure compliance with landowners/occupants who completed agreements. The spot and boom spraying started August 17, 2020 and was completed August 26, 2020. The post-spray late summer assessment took place from August 31, 2020 to September 2, 2020. Based on the spring assessment conducted May 15-22, 2020, there were no changes to the treatment of individual road segments as identified in the April 16, 2020 report to Council.

The following infestation levels outlined in the below table were noted during the 2020 season.

TABLE 1

2020 DASHBOARD GPS INSPECTIONS (542.114 KM)	PRE-SPRAY - MAY 2020 KM	PRE-SPRAY - JUNE 2020 KM	POST-SPRAY - SEPTEMBER 2020 KM
INFESTATION LEVEL			
NONE	181.202	92.596	204.502
VERY LIGHT/LIGHT	282.606	379.780	299.732
MEDIUM	66.570	58.002	37.88
HEAVY	11.736	11.736	0

The challenging nature of this plant continues to make it a troubling weed to manage. The spray took place slightly later this year, however it is noted that spraying may occur upwards into late fall (October) and is reported to be as effective. The post-spray period illustrates the effectiveness of the overall 2020 Wild Parsnip Program in combatting infested areas.

From observations, the number of kilometres of municipal roads sprayed in 2020 declined by 19 percent from 2019 from 518 kilometres to 420 kilometres. Based on September 2020 observations, 337 kilometres are projected to be included in the 2021 Wild Parsnip Program, a decrease of 35 percent from 2019.

Landowners/Occupants were once again given the option of opting out or adopting a road. The Roads & Public Works Department staff personally delivered 127 opt out letters to residents on June 26, 2020 per Council direction to allow for additional time (Council Resolution 237-20). The Municipality received 43 opt outs after delivery of the June 26, 2020 extension letter. There was a difference of 68 participants in opting out from 2019 (195) to 2020 (127), while the number of Adopt-A-Roads remained the same. Four (4) roads were adopted in 2020 – Bennies Corners, Camelon Road, Clayton Lake

Road, and Gleeson Road, while 127 landowners/occupants chose to opt out, and although satisfied with the level of effort brought forward of many opt outs and Adopt-A-Road participants, 24 reminders were required to ensure their continued efforts.

Staff worked with the Ministry of Environment, Conservation, and Parks on the advertising and notification mandated under the spray program. At a minimum, advertisements in the local newspaper and signage at the spray location(s) was included. Advertisements included the ability of individuals to contact the Municipality for further information on the program, including opting out.

The 2020 Wild Parsnip Program required amending due to the impact of the pandemic, however staff continued to ensure all health and safety and regulatory requirements were followed during these uncertain times. Due to the extensive control required of noxious weeds, continued assessment and monitoring of the plant is important.

As there are numerous invasive species throughout the Municipality, staff continue to work with the Province and the County to move forward on best management practices. Based on the findings from the September 2020 assessment, projections for the 2021 Program are such that 37.88 kilometres will have medium infestation and 299.732 kilometres will have very light/light infestation levels, however as with the 2020 program, due to the possibility of unobserved basal rosettes and/or plant growth, after further review of the infestation levels during the spring assessments, adjustments to the 2021 Wild Parsnip Management Program may occur.

OPTIONS:

Report is for information only.

FINANCIAL IMPLICATIONS:

The Roads and Public Works budget has \$60,000.00 in its Operating Budget for wild parsnip to ensure coverage of the program along with the needs of regular roadside operations and maintenance, including grass mowing, weed spraying product, labour, equipment, and mechanical and boom/spot spraying.

2020 Wild Parsnip Program Costs

Method	Total
Boom and Spot Contract (420 km) HST incl.	\$27,086.95
Mowing, Supplies (all roads) HST incl. (as of Oct. 31/2020)	\$14,188.90
Total	\$41,275.85

Projected 2021 Wild Parsnip Program

Method	Total
Boom and Spot Contract (337 km) HST incl.	\$22,836.07
Mowing, Supplies (all roads) HST incl. (as of Oct. 31/2020)	\$14,614.57
Total	\$37,000.64

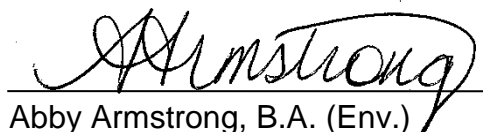
Note:

1. Costs estimated based on a 3% increase to account for inflation.
2. Due to the pandemic, additional staff and resources were not contracted to aid with the 2020 Wild Parsnip Program.

SUMMARY:

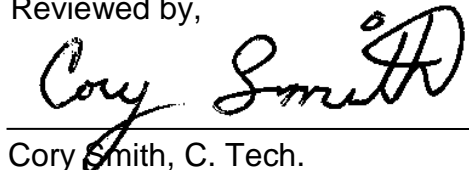
In 2020, Council approved the continuation of the removal of wild parsnip by mechanical and herbicide means with direction to staff to monitor the effectiveness of the program. The Roads and Public Works Department monitored throughout the 2020 season and has determined that the herbicidal (boom and spot) spraying program was effective in controlling the growth of the plants; however, the overall efficacy of the program at large requires evaluation over multiple years of mechanical and herbicidal treatments due to the dormancy of the plant. Based on the findings from the late summer 2020 program observations, projections for the 2021 Program are such that 37.88 kilometres will have medium infestation and 299.732 kilometres will have very light/light infestation levels. The areas will be reassessed in the spring of 2021. While combatting noxious weeds such as wild parsnip, the vision is to reduce reliance on brushing, mowing, and spraying, while moving toward restoration.

Respectfully submitted,



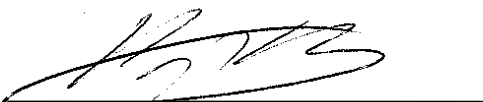
Abby Armstrong, B.A. (Env.)
Environmental Compliance Coordinator

Reviewed by,



Cory Smith, C. Tech.
Acting Director of Roads & Public Works

Approved by,



Ken Kelly
Chief Administrative Officer

Decision Trees for Primary Weeds of Concern

Wild Parsnip Decision Tree					
Limits of Location	Infestation	Vegetation Goal	Method	Issues	Effectiveness and follow-up
Any area or No spray zone due to homeowner or environmental sensitivity	Less than 50 plants	Turf with accessible wild parsnip*	Low mowing at least 4 times per year, bi-monthly preferable	Homeowner or contractor – cleaning of equipment for safety and spread	Good to poor* Repeat required at least 1 to 3 years for rosettes and new seedlings
Any area or No spray zone due to homeowner or environmental sensitivity	Less than 50 plants	Herbaceous species or shrubs	Spudding or hand pulling*	PPE and disposal of poisonous plants	Excellent Repeat required at least 1 year to missed rosettes and new seedlings
Any area that is flat and accessible for mowing equipment, 3:1 slope or flatter	Patches or solid zones of infestation	Turf with accessible wild parsnip*	Low mowing at least 4 times per year, bi-monthly preferable	Contractor – cleaning of equipment for safety and spread	Good to poor* Repeat required at least 1 to 3 years for rosettes and new seedlings
Any area	Patches or solid zones of infestation	Turf, herbaceous species or shrubs	Targeted herbicide application, product with selectivity if possible	Re-vegetation of areas where majority of plants injured	Excellent Repeat required at least 1 year to missed rosettes and new seedlings.
Area suitable for re-seeding	Any size of infestation	Turf, tall herbaceous species, shrubs	Glyphosate applications for spring/fall and following spring at pre-planting; cultivation	Establishment with plugs/ plants established site sooner. Seedling less expensive.	Excellent As indicated, repeat herbicide application required at least 1 year to missed rosettes and new seedlings.

*Field observations have found that mowing sites with established herbaceous and woody shrub species decreases competitive ability of companion species and increases density of flowering wild parsnip stems. Poorly timed mowing can increase the number of wild parsnip the following year.

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020

TO: Committee of the Whole

FROM: Tiffany MacLaren, Community Economic & Cultural Coordinator

SUBJECT: Mississippi Mills Bicentennial Planning Committee

RECOMMENDATION:

THAT Committee of the Whole approve the committee terms of reference for the Mississippi Mills Bicentennial Advisory Committee and Working Groups.

BACKGROUND:

Council has designated 2023 as the 200th Anniversary of Mississippi Mills. To mark this important milestone staff recommends a yearlong celebration with a variety of events and initiatives spread across the Municipality.

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. There have been many dates discussed however 1823 is the year that saw European settlers living in all wards of Mississippi Mills. Ramsay Township completed their surveying in 1821, Pakenham settlers started to move into the area in 1823 and Almonte was originally settled as Shipman Mills in 1823.

In addition, since Mississippi amalgamated in 1998, 2023 will mark the 25th Anniversary of our Municipality.

During this Bicentennial year (2023) it is also important we also honour our regions earliest settlers the first nations people. Efforts should be made to ensure the appropriate recognition is planned parallel to the 200th celebrations.

Council directed staff to bring back recommendations for Mississippi Mills Bicentennial Celebrations in the year 2023 including planning committee structure & next steps. In addition, staff to investigate funding opportunities and budgeting.

DISCUSSION:

Council has designated 2023 as the 200th Anniversary of Mississippi Mills. To mark this important milestone staff recommends a yearlong celebration with a variety of events

and initiatives spread across the Municipality.

A yearlong celebration will require advance planning and budgeting. It will be important that residents from all wards are included and that a variety of people contribute to the plans. For this reason, staff is recommending a working advisory committee made up of Council, staff and members of the public. This advisory committee would bring updates to Council on a regular basis, to report back to Mississippi Mills Municipal Committee of the Whole with updates on a regular basis: bimonthly for 2021, monthly for 2022 and more frequently closer to the events as required. There would also be 6 subcommittee working groups who would report up through the main committee.

The Mississippi Mills Bicentennial Planning Committee is a working advisory committee of Council with the mandate to plan, organize and execute a municipal wide celebration to honour the founding of Mississippi Mills. Mississippi Mills is a diverse municipality with long history and strong agricultural and cultural roots; the committee will work to ensure celebration represents the community's diversity, is inclusive and accessible to all. Members of the **MMBPC** would each be expected to each act as chairperson for one of more working groups in relation to the Bicentennial celebrations. Each chairperson would then be required to report back to the **MMBPC** at each meeting on the progress of their working group.

The **Celebrating Agriculture Bicentennial Working Group** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep agricultural roots and a strong farming community to this day. Including and honouring our producers and products will be an important part of the Municipality's 200th celebrations.

The **Celebrating Arts and Culture Bicentennial Working Group (ACBWG)** is a working subcommittee of the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep cultural roots and a vibrant arts community. Bicentennial celebrations should honour, celebrate and promote Mississippi Mills artists through music, theater, and visual arts.

The Museums and Heritage Bicentennial Working Group (MHBWG) will ensure historic information is accurate and all milestones are celebrated appropriately. Mississippi Mills has four distinct Museums, located at three campuses. Each museum represents a facet of the Municipality's history and heritage and will be represented on this working group.

The Celebrating Almonte Bicentennial Working Group (CABWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee.

The CABWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in the town of Almonte.

The Celebrating Pakenham Bicentennial Working Group (CPBWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CPBWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in Pakenham Village and the former Pakenham Township area.

The Celebrating Ramsay Bicentennial Working Group (CRBWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CRBWG will champion activities and initiatives during the Bicentennial year celebrating both rural Ramsay and the settlement areas of Appleton, Blakeney and Clayton.

FINANCIAL IMPLICATIONS:

There would be no immediate financial implications to forming the committee. Committee and working groups would report up with budgets before making financial commitments. Funding for 2023 celebrations would be accounted for during 2022 and 2023 Budget planning.

Committee may want to consider hiring a dedicated staff for 18 months leading up to and including 2023. This position would be planned in the 2022 budget and could be covered by a grant.

Heritage Canada Funding has funding available for non-recurring events that mark the 100th anniversary or greater, in increments of 25 years (e.g., 125th, 150th); of a significant local historical event or personality.

Community Anniversaries – Building Communities Through Arts and Heritage

Funding includes capital projects up to a maximum amount of \$25,000 (such as community art projects, restoration of objects, community history books, statues, and murals). Successful projects may receive up to 100 per cent of eligible expenses to a maximum of \$200,000 for events that:

- present the work of local artists, artisans and heritage performers or specialists.
- actively involve members of the local community; and
- are intended for and accessible to the general public.

Application deadline

Deadline to apply is April 30 for events that will occur during the next calendar year. We would need to be ready to apply before April 30th 2022.

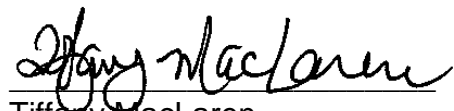
SUMMARY:

Council has designated 2023 as the 200th Anniversary of Mississippi Mills. A yearlong celebration will require advance planning and budgeting. It will be important that residents from all wards are included and that a variety of people contribute to the plans.

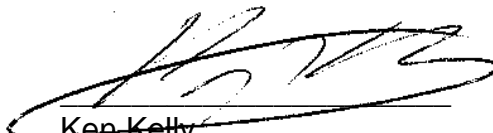
Staff recommends that Committee of the Whole approve the attached committee terms of reference for the Mississippi Mills Bicentennial Advisory Committee and Working Groups.

Respectfully submitted by,

Reviewed by:



Tiffany MacLaren,
Community Economic & Cultural Coordinator



Ken Kelly,
CAO

ATTACHMENTS:

1. Mississippi Mills Bicentennial Planning Committee and Working Group Terms of Reference



Mississippi Mills Bicentennial Planning Committee (MMBPC)

1.0 Mission Statement

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. At this time it is equally important to honour our regions earliest settlers; the Indigenous people. Efforts should be made to ensure the appropriate recognition is planned parallel to the 200th celebrations. 2023 events and initiative must all include recognition, and respect of our regions Indigenous people.

The Mississippi Mills Bicentennial Planning Committee is a working advisory committee of Council with the mandate to plan, organize and execute a municipal wide celebration to honour the founding of Mississippi Mills. Mississippi Mills is a diverse municipality with long history and strong agricultural and cultural roots; the committee will work to ensure celebration represents the community's diversity, is inclusive and accessible to all.

2.0 General

Role of Committee Members:

- a. To identify opportunities for commemorative initiatives; monuments; events and activities.
- b. To identify and apply for funding opportunities including government funding along with other partnership opportunities to minimize cost the Municipality.
- c. To foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- d. to recruit community members to sit on any working subcommittees that may be established by the Planning Committee in the future;
- e. to provide a centralized and coordinated management system for planning purposes.
- f. to report back to Mississippi Mills Municipal Committee of the Whole with updates on a regular basis. Bimonthly for 2021, Monthly for 2022 and more frequently closer to the events.
- g. to develop a work plan and multi-year budget, identifying necessary resources.
- h. Are expected to each act as chairperson for one of more working groups in relation to the Bicentennial celebrations.

- i. Are required to report back to the MMBPC at each meeting on the progress of their working group.
- j. Must ensure respect and acknowledgement is paid to the regions first settlers the Indigenous people.
- k. Members shall follow Municipal policies and procedures and comply with applicable legislation and shall act in accordance with the Municipal Conflict of Interest Act.
- l. The Committee may appoint, as it deems necessary, working groups to act in an advisory capacity to the Committee.

3.0 Appointment of Committee

- a. The Committee shall consist of the following:
 - Mayor (ex-officio)
 - 2 Council members
 - 1 member of the Municipal Heritage Committee
 - 1 Member of the Municipal Recreation Committee
 - 1 Member of the Community & Economic Development Committee
 - 1 Member at large
 - Community Economic & Cultural Coordinator
 - Recreation Manager
 - Staff support
- b. The Chair shall be elected by the Committee for a one (1) year term. With the provision that the Chair will be eligible for re-election after the completion of the term.
- c. Council appointments to be reassigned pending results of the 2022 election.
- d. The term of office for committee members shall be until February 1st 2024
- e. If a Committee member is absent for three consecutive meetings without a justifiable cause, he/she shall be deemed to have forfeited his/her membership unless the absence is approved by the Committee.
- f. The Mississippi Mills Bicentennial Planning Committee shall meet a minimum of ten (10) times per year in 2021.
- g. Meeting frequency for The Mississippi Mills Bicentennial Planning Committee will increase closer to 2023 and as needed during the Bicentennial year.
- h. The Mississippi Mills Bicentennial Planning Committee shall report directly to Council, with each of the committee minutes forwarded to Council for acceptance.

4.0 Committee Support

The Community Economic & Culture Coordinator and Recreation Manager are designated as the staff resources. Due to the level of support required the Recreation and Cultural Administrative Assistance may both be utilized as required.

5.0 Expenses/Budget

Committee members may be compensated for extraordinary expenses incurred as a result of their membership on the Committee or its working groups on the basis that the expenditure was approved in advance.

APPENDIX I

Celebrating Agriculture Bicentennial Working Group Guidelines (CABWG)

The **Celebrating Agriculture Bicentennial Working Group** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep agricultural roots and a strong farming community to this day. Including and honouring our producers and products will be an important part of the Municipality's 200th celebrations.

General Objectives:

- Provide recommendations on commemorative events and activities honouring the agricultural and food community.
- Take on the planning and execution of events once approved by the MMBPC.
- Consider awareness raising initiatives to celebrate the local agriculture community in keeping with the overall objectives and priorities of the MMBPC and the Municipality.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

Membership:

- Core Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents representing the various sectors of the agricultural and food community.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

APPENDIX II

Celebrating Arts and Culture Bicentennial Working Group Guidelines

The **Celebrating Arts and Culture Bicentennial Working Group (ACBWG)** is a working subcommittee of the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep cultural roots and a vibrant arts community. Bicentennial celebrations should honour, celebrate and promote Mississippi Mills artists through music, theater, and visual arts.

General Objectives:

- To provide recommendations on commemorative events and activities celebrating the Mississippi Mills Arts and Cultural community.
- Consider legacy initiatives to celebrate Mississippi Mills Bicentennial in keeping with the overall objectives and priorities of the MMBPC and the Municipality.
- With the support of Recreations and Culture Department staff organize and execution events and initiatives once approved by the MMBPC.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

Membership:

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents representing the various sectors of the arts and cultural community.
- Membership should include members from all Municipal Wards
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

APPENDIX III

Museum and Heritage Bicentennial Working Group (MHBWG)

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. **The Museums and Heritage Bicentennial Working Group(MHBWG)** will ensure historic information is accurate and all milestones are celebrated appropriately. Mississippi Mills has four distinct Museums, located at three campuses. Each museum represents a facet of the Municipality's history and heritage and will be represented on this working group.

General Objectives:

- Work together to develop a calendar of museum exhibits and events to be held throughout 2023 Mississippi Mills Bicentennial year.
- Provide information, history, and resources to the MMBPC and working groups to aid in the planning of events and activities.
- Assist with the implementation of programs as requested by the MMBPC.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

Membership:

- Core Working Group Membership should include one representative from each museum campus.
- The working group should be comprised of Mississippi Mills residents representing each ward.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

APPENDIX IV

Celebrating Almonte Bicentennial Working Group

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

The Celebrating Almonte Bicentennial Working Group (CABWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CABWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in the town of Almonte.

General Objectives:

- Provide recommendations on commemorative events and activities taking place in the Town of Almonte
- With the support of Recreation and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

Membership:

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from the ward of Almonte.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

APPENDIX V

Celebrating Pakenham Bicentennial Working Group Guidelines

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

The Celebrating Pakenham Bicentennial Working Group (CPBWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CPBWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in Pakenham Village and the former Pakenham Township area.

General Objectives:

- Provide recommendations on commemorative events and activities taking place in Pakenham.
- With the support of Recreations and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

Membership:

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from the town of Pakenham and the rural area around Pakenham.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBP

APPENDIX VI

Celebrating Ramsay Working Group Guidelines

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

The Celebrating Almonte Bicentennial Working Group (CRBWG) is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CRBWG will champion activities and initiatives during the Bicentennial year celebrating both rural Ramsay and the settlement areas of Appleton, Blakeney and Clayton.

General Objectives:

- Provide recommendations on commemorative events and activities taking place in the Town of Almonte
- With the support of Recreations and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.

Membership:

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from Ramsay including each Appleton, Blakeney and Clayton.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1st 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020
TO: Committee of the Whole
FROM: Ken T. Kelly, Chief Administrative Officer
SUBJECT: By-law Services Contract Extension

RECOMMENDATION:

THAT Committee of the Whole recommends to Council to authorize the Chief Administrative Officer to negotiate an extension to a maximum of twelve (12) months with Municipal Law Enforcement Services (MLES) to provide the following Bylaw Enforcement Services to the Municipality: animal control; parking enforcement; bylaw enforcement;

AND THAT the Mayor and Clerk be authorized to execute any required contractual agreements to grant the extension;

AND THAT staff report back to Council by March 31, 2021 with a comparison of contracted services to development of an internal service.

BACKGROUND:

The majority of this report has been presented to Council in the past to address the issue of by-law enforcement and the provision of services.

The Municipality began using Municipal Law Enforcement Services (MLES) as early as 2006 for bylaw enforcement functions within the Municipality of Mississippi Mills. In 2018, Council authorized the execution of a two (2) year contract with MLES to provide enforcement services to the Municipality for matters related to animal control, parking enforcement and general bylaw enforcement. An extension to the contract was authorized for 2020. The extension is scheduled to terminate on December 31, 2020.

The intention of the contract was to enable the Municipality to hand off the administration and enforcement of the service to the third-party contractor. MLES manage the tracking and response to complaints, enforcement of bylaws, attendance at provincial offences court and manage the administration of Provincial Offences ticketing. All tools, equipment and labour (direct or indirect) is the responsibility of MLES.

Contracted services were retained for up to 15 hours per week for general bylaw and parking enforcement. Animal control would be dealt with separately. During the Spring and

Summer of 2020 additional services for COVID-19 education/intervention patrols were also included in the scope of work. This additional work was included in the pandemic response costs for the Municipality and provided to the Province as a pandemic cost.

In order to provide additional oversight of the work that has been contracted to MLES staff implemented a process of call/complaint intake through the Planning and Building Administration Clerk in August of 2019. This has resulted in additional workload but better information and management of the contract and the work that is being performed. The follow up with members of the public from the Planning and Building Administration Clerk has reduced the number of service complaints.

ALTERNATIVES

While bylaw enforcement is a standard service offering of lower tier municipalities, there are several available options for delivering the service. In a review of Municipality's in the Lanark County, staff concluded the following:

Table 1 – Municipal By-law Services Provision (Data from 2019 Report)

Municipality	In-house	Contract service	Budget for Service
Carleton Place	1 FTE @ 36.25 hr/wk and 2 PTE @25hr/wk	Animal control contracted to MLES	\$238,333.33
Perth	Internal enforcement of misc. bylaw by staff; 15% of directors time for management of service	Parking contracted to 3Sixty Security Animal control contract to individual	\$136,000.00*
Smiths Falls	Internal staff supervise (5-10 hr/wk) / admin process POA (3.5-5 hr/wk)	Contract enforcement for animal control/parking and enforcement to Frontenac Municipal Law Enforcement	\$95,268*
Mississippi Mills	0.5 FTE to administer	Contract enforcement for parking/animal control/enforcement	\$129,850.00

*Budget for contract service only

MLES is the principal service provider for White Water, McNab Breaside, Renfrew, Arnprior, Greater Madawaska and Horton Townships. Service levels in Renfrew and Arnprior include MLES full-time bylaw officers in-house in a turn-key delivery option.

In 2019 when the contract extension was brought forward the recommendation was to continue until the end of 2020 which would allow staff the opportunity to report back to Council on 18 months of service using the new internal call intake approach. We suggest the MLES contract be extended to allow the review to take place and the report back to Council by early March 31, 2021. Given the current budget position of the Municipality significant services enhancements or modifications should be mitigated.

FINANCIAL IMPLICATIONS

The current MLES contract for bylaw enforcement service is budgeted at \$35,000.00/year with an additional \$26,000.00/year for animal control (including pound space). In 2020 we did increase the scope of work to include COVID-19 related patrols which increased the value of this contract. These additional monies will be recovered in Provincially funded pandemic transfers.

Both contracts include 24/7 service which is required in order to enforce Winter Parking restrictions, Animal Control and the Noise Bylaw.

MLES is responsible for all costs associated with fleet vehicles, mileage (both within the Municipality or travel to PO Court), insurance, administrative overhead, and staff remuneration.

Additional internal costs to administer the service now include 0.5 FTE of the Building and Planning Clerk.

The 2021 Budget for these by-law enforcement contracts is \$62,220.

CONCLUSION:

Council wants to investigate developing an internal option for by-law enforcement service provision. The current contract extension was to allow an 18 month timeline for the new approach of internal call /complaint intake by Municipal staff. That timeline is nearing completion and now the analysis of the experience and development of a long term course of action needs to be completed.

Staff will report to Council by March 31, 2021 which will provide Council with ample time after the report to issue a new tender for service or build internal capacity and budget accordingly for subsequent years.

Staff advise negotiating an extension with the current contract provider.

All of which is respectfully submitted by,



Ken T. Kelly
Chief Administrative Officer

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: December 15, 2020
TO: Committee of the Whole
FROM: Ken T. Kelly, Chief Administrative Officer
SUBJECT: Planning Related Legal Matters Update

RECOMMENDATION:

THAT Committee of the Whole recommend to Council to accept the staff report “Planning Related Legal Matters Update” for information.

BACKGROUND:

During 2020 there were several legal challenges initiated with regards to planning related matters. One matter was dismissed due to the appellant not paying the required Local Area Planning Tribunal fees and three others have reached a state where a decision has been provided or a decision is pending. For these matters we would expect minimal future billings except if an appeal is initiated. The list below is not a complete list of all legal matters, but focuses on the four which have reached some conclusion in 2020.

Local Planning Appeal Tribunal – Appellant Steven Maynard – Applicants Ray & James, Amodeo, Hartlin and Adams (four separate matters) – Dismissed – appellant did not pay fees. No legal fees charged to the Municipality.

Local Planning Appeal Tribunal – Appellant Steven Maynard – Applicants Kazia Homes - \$12,613.21 (total billed amount) – hearing completed in writing, waiting on decision from LPAT.

Ontario Superior Court of Justice Divisional Court – Appellant Steven Maynard – Applicants Aselford Development Corporation \$15,188.30 (total billed amount) – Dismissed.

Ontario Superior Court of Justice Divisional Court – Application to quash by-laws 18-73, 19-89, 19-92, 19-94 and 19-114 - \$32,931.15 (total billed amount) – Dismissed – an appeal to the Court of Appeal has been filed by the Appellant, Steven Maynard.

These four files have cost the Municipality \$54,731.28 in legal fees including the portion of HST that the Municipality cannot recover. In addition to the cost of legal fees there is also staff time required to address these issues.

The fact that these matters have been registered at either LPAT or Provincial Courts means that these matters are all part of the public record and available through the courts. For example, LPAT decisions are available online through the LPAT website. Discussing these decisions is not a disclosure of any private information and the Municipality can choose to provide or withhold information with regards to the legal fees it is required to pay.

FINANCIAL IMPLICATIONS

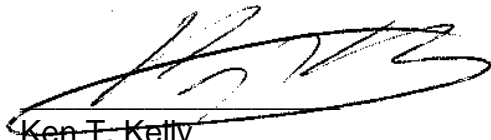
Legal fees are a budgetary item which are very hard to management and to predict on an annual basis. Through no fault of the Municipality during the conduct of regular business performing actions on behalf of taxpaying residents, businesses and property owner's, circumstances beyond its control can result in an increase in any given year. While staff can estimate costs based on historical experience any one year can produce more legal expenses than would reasonably be expected based on prior experience.

To provide context for \$54,731.28, for the 2021 budget year every 1% revenue increase equates to \$108,440. Half of that taxation revenue would have to go to covering legal fees for the Municipality to defend itself. This is almost the equivalent of the annual salary for first year Water Operator.

CONCLUSION:

This information is provided to inform Council of the challenges in budgeting accurately and the impact of recent legal actions that have been taken against the Municipality and the costs of defending against these actions.

| All of which is respectfully submitted by,

A handwritten signature in black ink, appearing to read 'Ken T. Kelly', is written over a horizontal line.

Ken T. Kelly
Chief Administrative Officer

OFFICE OF THE MAYOR

Mayor Christa Lowry



Mayor's Report December 15, 2020

PROVINCIAL MEETING WITH HEADS OF COUNCIL RE: VACCINE STRATEGY

I was pleased to participate in a call with Heads of Council from across Ontario on Tuesday December 8, 2020 at the invitation of Minister Steve Clark, joined by Premier Doug Ford, Minister Christine Elliot, Solicitor General Sylvia Jones and Retired General Rick Hillier, Chair of the Ontario COVID-19 Vaccine Distribution Task Force. The call provided Heads of Council the opportunity to hear directly from General Hillier regarding the vaccination strategy. It was explained that timelines will be driven by the ability to manufacture vaccines with Phase 1 beginning approximately in the first quarter of 2021 and Phase 2 beginning in April 2021. Phase 1 will see 1.2M people vaccinated with focus on health care workers, residents of long term care facilities and people in congregate living situations, particularly in red zones. Phase 2 will see vaccination available to the general public with the expectation that it will take 6-9 months to complete. General Hillier indicated that a large public education campaign will be undertaken and that the hope of the province is to see municipalities help with the operations and communications as per local health unit areas needs.

COMMUNITY & ECONOMIC DEVELOPMENT

I often have the honour of celebrating successes and milestones with our local businesses. It is always my pleasure to respond to these invitations and attend events on behalf of the Municipality. To date, I have shared these success stories on my social media channels this term. Moving forward, I am also using this platform to highlight the accomplishments of our local businesses and organizations. I encourage any business or organization to reach out if you would like to invite myself as Mayor or all members of Council to celebrate a milestone with you. More information can be found here: www.mississippimills.ca/en/build-and-invest/helpingyour-business-succeed.aspx

Nearly 30 businesses have newly opened or undertaken expansions in our community over the last 18 months. I am continually amazed by the vision, determination, and perseverance of the entrepreneurs in Mississippimills. This year, both experienced and new business owners have worked harder than they ever have before. COVID-19 has demanded that they adapt, pivot and find the grit to respond to ever-changing scenarios. Now is the time to support all local businesses.

The following is a list of new or expanded businesses who have introduced themselves to me or I have noticed around town. I'm sure there are more; if I have missed a new business, please let us know using the link above:

Almonte Butcher Shop - Ethically raised & local meats, hot and frozen meals, charcuterie platters. 14 Industrial Drive. www.almontebutchershop.com/

Bay & Balm Apothecary - Natural body products, herbs, local makers creations, books and magical items. 15 Bridge Street. www.facebook.com/bayandbalm

Business Face Shield - Personalized face shields to help businesses resume "normal" operations. www.facebook.com/Business-Face-Shields-107278027690370

Big Vintage - Antiques, vintage, collectibles, curiosities and fun stuff. 95 Mill Street. <http://bigvintage.ca/>

Chew-That - Pet supplies store: dogs', cats', and critters' favourite store. 12 Mill Street. www.chew-that.ca/

EXPANSION: Dairy Distillery - Crafting superior spirits from Ontario milk. 34 Industrial Avenue. www.dairydistillery.com/

Dalgity Wellness Centre, 5- 453 Ottawa Street

- Dalgity Resilience - A small fitness studio: one on one and small group personal training. www.dalgityresilience.ca/
- Dalgity Counselling & Psychotherapy - Services to individuals, couples, & family, in a casual, safe, confidential environment. www.dalgitytherapy.ca/

Darrell Thomas Textiles - Beautiful and original dressmaking textiles. 7 Mill Street. <http://www.darrellthomas.com/>

Dentistry at Almonte - Dental services including emergencies. 451 Ottawa Street. <http://www.dentistryatalmonte.ca/>

EXPANSION: Devlin's Collision Centre – Auto body repair, painting and krown rust control. 128 Industrial Avenue. <https://www.krown.com/en/locations/canada/ontario/almonte/Almonte/>

The Dragonfly Boutique - Decor and fashion to suit your lifestyle. 118 Water Street. <https://www.facebook.com/dragonflyboutique24>

The English Pie Shop - Homemade savoury English Pies. <https://www.facebook.com/theenglishpieshop>

The Errand Runner - Helps overwhelmed people deal with getting their chores done...and more. <http://theerrandrunner.ca/>

Frangipani Boutique Almonte - Unique, fashionable, comfortable ladies' fashion in sizes small to 3X. 24 Mill Street. <http://Frangipaniboutique.ca/>

greenshaus inc. - Fine lettuces and greens grown in Canada's first commercial passive solar greenhouse. 4546 March Road. <https://www.facebook.com/rlgreenshaus>

Iris Falls Photography - a Fine Art Wedding Photography studio based in Almonte. <http://irisfallsphotography.com/>

Lifecare Physiotherapy - High quality outpatient physical therapy services. 14 Industrial. www.lifecarephysio.com/

Loom Bistro - Takeout and Dine-in. 81 Queen Street. <https://www.facebook.com/Loom-Bistro-107712065970072>

Luna Handpies & Café - Specializing in delicious sweet and savory handpies. 61 Mill Street. <https://lunahandpies.square.site/>

Make + Merry - Workshops, events & parties. 72 Mill Street.
www.makeandmerry.com/

Maximal Living - Coaching, energy healing, wellness practices, and natural products.
<http://MaximalLiving.ca/>

EXPANSION: Poochie Girl – Making your pet beautiful while keeping the health of their coat is first priority. 6 Mill Street. <http://www.poochiegirl.ca/>

Ramsay Creek - Everything you could want for your garden. 900B Ramsay Concession 7A. <https://ramsaycreek.com/>

Threadworks – New Owners. Creative designs, unique items, handmade and silk screened products from various artists. 68 Mill Street. <https://threadwork.ca/>

Throttle Powersports – Previously March Road Motorsports, new name, new ownership, more fun. 4692 March Road. www.throttlepowersports.com/

Tier 1 Electrical Inc. - Specializing in all commercial and residential projects including pools and hot tubs. <https://www.facebook.com/Tier-1-Electrical-Inc-114880116936195>

Waxwing Tattoo Studio - Professional custom tattoo studio. 44 Mill Street.
<https://waxwingtattoo.com/>

WRC Contracting - Quality and Client-focused construction Services, Pakenham
<https://wrccontracting.com>

Young Tackle Supply - Master craftspeople specializing in quality, handcrafted fishing tackle. 14 Mill Street. www.youngtacklesupply.com/

CHRISTMAS RE-IMAGINED

Christmas Re-Imagined in Mississippi Mills started off with a great weekend on December 5th and 6th. The Mississippi Mills Fire Department accompanied Santa on five different routes throughout the municipality.

Thank you to everyone who made donations to the Lanark County Food Bank while coming out to see Santa. I can confirm that total donations collected from residents this weekend are 4004 pounds of food and \$3255 in cash donations. I'd also like to thank residents for doing their part by observing physical distancing and wearing masks where needed.

Thank you to Paul Laforce for supplying the sound equipment and for playing DJ all weekend. It wouldn't have been the same without the great tunes on the ladder truck. Thank you to the Almonte Civitan Club for supplying Santa's sleigh and a BIG thanks to Santa himself for spending the whole weekend with us! Finally, thank you to Tiffany MacLaren, Community Economic & Cultural Coordinator, Fire Chief Brown and the entire Mississippi Mills Fire Department for making it all happen and bringing some Christmas magic to our community.

The “Grand Opening” of the local Christmas season certainly looked different from years past, but I think everyone who participated felt the joy and community connection we look forward to during the holidays. I encourage residents to explore the other ways we are celebrating the holidays together as we Re-Imagine Christmas in 2020! All the details are on our website or give us a call at 613-256-2064 to get involved.

<https://www.mississippimills.ca/en/explore-and-play/christmas-in-mississippi-mills-2020.aspx>

A handwritten signature in black ink, appearing to read 'Christa Lowry'.

Christa Lowry
Mayor of Mississippi Mills

Lowry sworn in as 2021 Lanark County Warden

Councillor Christa Lowry (Mississippi Mills Mayor) was sworn in as Lanark County's 2021 warden at the inaugural meeting on Wednesday afternoon. Councillors attended an in-person meeting with safety provisions for COVID-19 in place to allow them to vote by secret ballot.

Lowry was nominated by Councillor Rickey Minnille (Mississippi Mills Deputy Mayor), who said he does not take making the nomination lightly. He said Lowry has made her four-year term a full-time commitment and highlighted her energy and involvement. "The experience she gets now will definitely help her and the county in the future." He described Lowry as an educated, hard worker who is very professional and has compassion and understanding of government. "She has deep roots in the municipality and handles herself in every situation with respect for others, but firm conviction."

Her seconder, Councillor John Fenik (Perth Mayor), detailed Lowry's extensive involvement in local committees and boards, as well as on the provincial stage as a director for the Association of Municipalities of Ontario and the Rural Ontario Municipal Association. "She celebrates the successes in her community, shares information in a timely manner and is a real leader. She takes initiative, works hard, is a quick study and has drive and commitment. You will always know what is going on if she is warden."

Lowry thanked her supporters, Mississippi Mills Council and staff, as well as the other nominees: Councillor Peter McLaren (Lanark Highlands Reeve) and Councillor Klaas Van Der Meer (Montague Deputy Reeve). "I look forward to facing the challenges 2021 brings and to working with each one of you. She noted that although COVID-19 will continue to present challenges next year, there are many examples of how Lanark County has turned challenges into positives and will continue to do so.

"When I was elected as mayor two years ago, I dedicated myself to the position. I made a commitment to myself to take every opportunity to work hard, to get involved and to contribute. Thank you for the faith you have shown to let me do just that."

Past Warden Brian Campbell (Tay Valley Reeve) thanked staff and his family for their support over the past year, particularly acknowledging the hard work of Lanark Lodge staff during the pandemic and their efforts to keep residents safe. Among many highlights for him were the opening of the Alameda in Mississippi Mills, the Warden's Slow Roll fundraiser, efforts to move forward with broadband and cell expansion in eastern Ontario, improvements and partnerships related to county trails, and embarking on an ambitious climate change action plan including a dedicated position.

"The pandemic created new challenges. The way we have done business has changed dramatically around the world. This year has been an interesting and different one, and certainly not what I was expecting."

Committee chairpersons, all of whom were acclaimed, were approved at the meeting as well, including Councillor Ray Scissons (Drummond/North Elmsley Deputy Reeve) for Community Services, Councillor Brian Campbell (Tay Valley Reeve) for Corporate Services, Councillor John Fenik (Perth Mayor) for Economic Development and Councillor Ed McPherson (Perth Deputy Mayor)

for Public Works. Lowry also named a striking committee, which appoints members to various committees and boards. Council reconvenes Wednesday at 5 p.m. for its regular meeting.

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For more information, contact:
Leslie Drynan, Clerk/Deputy CAO
Lanark County
1-888-9-LANARK, ext. 1502

Photos of this event are available at

<https://www.dropbox.com/sh/f5je7ero8j0an7b/AABPtFhr82ej3LYEytVILEHTa?dl=0>

Captions (Photos by Joanne Plontz):

1. Oath of Office: 2021 Warden Christa Lowry (Mississippi Mills Mayor) takes the oath of office from Deputy Clerk Casey Whiticar.
2. Chains of Office: Outgoing Warden Brian Campbell (Tay Valley Reeve) presents the chains of office to 2021 Warden Christa Lowry (Mississippi Mills Mayor).
3. Past Warden's Pin: Outgoing Warden Brian Campbell (Tay Valley Reeve) receives the Past Warden's Pin from 2021 Warden Christa Lowry (Mississippi Mills Mayor).
4. Warden Elbows: Incoming Warden Christa Lowry (Mississippi Mills Mayor) and outgoing Warden Brian Campbell (Tay Valley Reeve) share congratulations by elbowing.
5. Taking the Chair: Newly elected Warden Christa Lowry (Mississippi Mills Mayor) takes the chair for the first time while CAO Kurt Greaves looks on.

Here are the highlights from the regular Lanark County Council meeting held Wednesday, Dec. 9.

▪ **Budget Approved:** The 2021 Lanark County budget – themed “Challenging Times” – was approved with an estimated 1.9 per cent tax increase. The overall budget increased by 3.4 per cent, with an estimated assessment growth of 1.5 per cent reducing the tax increase. The county will collect \$37 million from property taxpayers this year, up from \$35.8 million last year. Estimated gross expenditures are \$95.4 million. “The status quo has been turned upside down in the last eight months with the first worldwide pandemic in 100 years,” said CAO Kurt Greaves at the special budget meeting held Nov. 20. “This has accelerated changes to long-term care staffing, social services service delivery and public focus on low-income housing. The pressure on municipalities to deliver quality services in a rapidly changing environment means difficult choices are necessary. The 2021 budget focuses on improving core services while maintaining capital spending during these challenging times.” The county is slightly under its goal regarding investment to maintain capital, Greaves explained. The target is \$12.1 million; the 2021 investment is \$11.5 million. “The provincial debt,” he said, “continues to be the single largest threat to Ontario residents.” Provincial debt has increased to \$360 billion, with a sharp rise in the deficit, from \$10 billion to \$39 billion, which translates into \$25,000 per capita. Lanark County’s long-term debt is now just \$32 per capita. The county has not taken on new debt since 2010. “Our \$6 million contribution to the redevelopment of Fairview Manor in 2006 will be paid off in May 2021, and the \$3.5 million for the administration building rehabilitation matures in December 2022,” Greaves said. “We self-financed the Eastern Ontario Regional Network Cell Project and the Ottawa Valley Recreational Trail, and we are borrowing from reserves to complete our social housing redevelopment project in Carleton Place, with payback of \$300,000 per year.” Among impacts to the budget this year are increases in staffing and capital budget for Lanark Lodge, liability insurance, and child care costs due to downloading, as well as enhanced infrastructure and security for information technology. Funds were allocated for the Last Mile (broadband expansion) project, increased contributions to Valley Heartland and the Small Business Advisory Centre, a local municipal tourism fund, a Junior Planner position, evaluation of the fire communication system, and \$350,000 to hospital capital funding. Community grants were approved in the amount of \$260,000, including \$46,000 with allocations to seven different organizations for one-year programs. The public works budget represents 38 per cent of the county levy, followed by emergency services at 22 per cent, social services and housing at 18 per cent, long-term care and administration/other both at 10 per cent and economic development at 2 per cent. With assessment growth estimated to be 1.5 per cent, residential ratepayers with a property assessed at \$300,000 can expect to see an increase of \$21 on the county portion of their tax bill. The bill also includes the local municipal and the education portions. Tax rates and ratios for 2020 will be set by county council in the new year. For more information, contact Kurt Greaves, CAO, at 1-888-9-LANARK, ext. 1101.

▪ **County Asks Province to Prioritize Child Care in Recovery:** Council has approved a motion seeking adequate funding support and planning for licensed child care facilities and early learning to support Ontario’s recovery from COVID-19. The motion resulted from 2021 budget deliberations and an update provided by Children’s Services Manager Tammy Kealey-Donaldson outlining the negative effects of the pandemic on child care options for local families. The motion states the pandemic “has profoundly increased the cost to operate safe child care, forcing child care spaces or centres to close.” Ontario has among the highest average child care fees in Canada and they continue to rise, and the motion indicates passing costs associated with the pandemic onto families

is not possible. It also notes investment in early years and child care results in positive economic benefits. "The economic recovery of Lanark County and Ontario is dependent on families having access to safe, reliable and affordable child care that incorporates early learning principles." The motion indicates the county is committed to working with the province to deliver positive and affordable options, and asks the province to prioritize children and child care as part of the overall post-pandemic recovery plan, to provide adequate funding and a comprehensive plan to support facilities through provision of licensed child care and early learning education, and to provide increased funding to child care providers to reflect COVID-19 operating costs increases to ensure safety and sustainability. The motion is to be widely circulated. For more information, contact Emily Hollington, Director of Social Services, at 1-888-9-LANARK, ext. 2101.

- **Upcoming Meetings: County Council, Wednesday, Jan. 13, 5 p.m.;** Community Services, Jan. 13 (following County Council); Corporate Services, Jan. 13 (following Community Services). **County Council, Wednesday, Jan. 27, 5 p.m.;** Public Works, Jan. 27 (following County Council); Economic Development, Jan. 27 (following Public Works). Watch for details about public access to meetings on agendas and through online notifications. 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 #15-20

December 15, 2020

The following is a list of information items received up until December 9, 2020

Item #	Date	Originator	Subject	Page #
1	Nov 24	City of Hamilton	Resolution re: Cap on Gas Plant and Greenhouse Gas Pollution	163
2	Nov 24	City of Hamilton	Resolution re: Temporary Cap on Food Delivery Service Charges	165
3	Nov 25	Municipality of Marmora and Lark	Resolution re: Accessibility for Ontarians with Disabilities Act – Website Support	167
4	Nov 26	Peter Julian, MP, New Westminster-Burnaby	Request regarding Bill C-213 The Canada Pharmacare Act	169
5	Nov 26	Myrna Lee-De Cou	Letter re: Spraying Pesticides	171
6	Nov 26	Lanark County	Media Release re: Funding received to support expansion of Mobile Crisis Response Team	172
7	Nov 30	Honourable John Yakabuski, Ministry of Natural Resources and Forestry	Letter re: Water and Erosion Control Infrastructure (WECI) Program	174
8	Dec 1	The Mississippi River Health Alliance	News and Updates – Winter 2020	175
9	Dec 4	Lanark County	Media Release re: Community-Based Early Years and Child Care Capital Program	179
10	Dec 7	Municipality of Southwest Middlesex	Resolution re: Drainage Matters: CN Rail	180
11	Dec 9	Lanark County Interval House and Community Support	Letter re: Partnership Request for Mosaic Project	182

November 24, 2020

The Honourable Greg Rickford
Minister of Energy, Northern Development
& Mines and Minister of Indigenous Affairs
Whitney Block, Room 5630
5th Floor, 99 Wellesley St. W.
Toronto, ON M7A 1W1

Dear Minister Rickford:

At its meeting of November 11, 2020, Hamilton City Council approved Item 10 of the General Issues Committee Report 20-018, which reads as follows:

10. Request for an Interim Cap on Gas Plant and Greenhouse Gas Pollution and the Development and Implementation of a Plan to Phase-Out Gas-Fired Electricity Generation (Item 10.2)

WHEREAS, the Government of Ontario is planning to increase reliance on gas-fired electricity generation from Ontario's gas-fired power plants, which is anticipated to increase greenhouse gas (GHG) pollution by more than 300% by 2025 and by more than 400% by 2040;

WHEREAS, Canada's temperature is rising more than double the rate of the rest of the world (which is in alignment with climate models and projections impacting northern climates most significantly);

WHEREAS, the Province of Ontario will adversely impact more than a third of the greenhouse gas reductions it achieved by phasing-out its dirty coal-fired power plants, due to a power plan built around ramping up gas-fired generation to replace the output of the Pickering Nuclear Station (scheduled to close in 2024);

WHEREAS, alternative options are available to reversing short sighted cuts to energy efficiency programs and stop under-investing in this quick to deploy and low-cost resource, which include maximizing our energy efficiency efforts by paying up to the same price per kilowatt-hour (kWh) for energy efficiency measures as we are currently paying for power from nuclear plants (e.g., up to 9.5 cents per kWh);

WHEREAS, the Province of Ontario should continue to support renewable energy projects that have costs that are below what we are paying for nuclear power and work with communities to make the most of these economic opportunities;

WHEREAS, the Province of Ontario has alternative options to increasing gas-fired electricity generation, such as the Province of Quebec's offer to receive low-cost 24/7 power from its water powered reservoir system as a possible alternative;

WHEREAS, a fossil-free electricity system is critically important to Hamilton's efforts to reduce GHG emissions by replacing fossil fuel use with electric vehicles, electric buses, electric heat pumps, and other steps dependent on a fossil-free electricity supply; and,

WHEREAS, our staff have noted this problem in their report on Updated Timelines and SMART Corporate Goals and Areas of Focus for Climate Mitigation and Adaptation where they warn that "Unless the Province of Ontario changes direction on Ontario's fuel supply mix, it is expected natural gas, and therefore GHG emissions, may continue to increase as the nuclear facilities are refurbished and the Province of Ontario further supplements the electricity grid with natural gas inputs";

THEREFORE, BE IT RESOLVED:

- (a) That the City of Hamilton request the Government of Ontario to place an interim cap of 2.5 mega tonnes per year on our gas plant and greenhouse gas pollution and develop and implement a plan to phase-out all gas-fired electricity generation by 2030 to ensure that Ontario meets its climate targets; and,
- (b) That a copy of this resolution be sent to the Premier of Ontario, to the local MPP's, to the Region of Waterloo and local area municipalities.

Therefore, the City of Hamilton respectfully requests your consideration of this matter and looks forward to your response.

Sincerely,

Fred Eisenberger
Mayor

Copied: The Honourable Doug Ford, Premier of Ontario
Andrea Horwath, Opposition Party Leader, New Democratic Party of Ontario,
M.P.P Hamilton Centre
Monique Taylor, M.P.P. Hamilton Mountain
Paul Miller, M.P.P. Hamilton East-Stoney Creek
Donna Skelly, M.P.P. Flamborough-Glanbrook
Sandy Shaw, M.P.P. Hamilton West-Ancaster-Dundas
Region of Waterloo
Ontario Municipalities
Association of Municipalities of Ontario

November 24, 2020

The Honourable Doug Ford
Premier of Ontario
Legislative Building
Queen's Park
Toronto, ON M7A 1A1

Paul Miller
M.P.P. Hamilton East-Stoney Creek
289 Queenston Road
Hamilton, Ontario L8K 1H2

Andrea Horwath
Opposition Party Leader
New Democratic Party of Ontario
M.P.P. Hamilton Centre
20 Hughson St. S., Suite 200
Hamilton ON L8N 2A1

Donna Skelly
M.P.P. Flamborough-Glanbrook
2000 Garth Street, Suite 104
Hamilton, ON L9B 0C1

Monique Taylor
M.P.P. Hamilton Mountain
2-555 Concession Street
(Royal Bank Building)
Hamilton, Ontario L8V 1G2

Sandy Shaw
M.P.P. Hamilton West-Ancaster-Dundas
177 King Street West
Dundas, ON L9H 1V3

Dear Premier Ford and Members of Provincial Parliament,

At its meeting of November 11, 2020, Hamilton City Council approved Item 8 of the General Issues Committee Report 20-018, which reads as follows:

9. Temporary Cap on Food Delivery Service Charges (Item 10.1)

WHEREAS, the restaurant industry plays a crucial role in the City's economy, as well as the livelihoods of residents, families and communities;

WHEREAS, the restaurant industry has been severely impacted throughout the COVID-19 pandemic, particularly due to substantially decreased indoor dining;

WHEREAS, restaurant owners have become increasingly dependent on delivery and take-out services for the viability of their businesses;

WHEREAS, restaurants are under pressure from high commission fees being charged by the major food delivery service apps;

WHEREAS, major cities throughout the United States have implemented temporary caps on the fees charged by food delivery service apps, as an option to assist the restaurant industry throughout the COVID-19 pandemic; and,

WHEREAS, the City of Hamilton does not have the authority to regulate food delivery service company fees or cap the fees that they charge;

THEREFORE, BE IT RESOLVED:

- (a) That the Mayor correspond with the Premier of Ontario, and local Members of Provincial Parliament to ask that the Province implement a temporary cap on commissions for food service delivery companies; and,
- (b) That a copy of that request be sent to other municipalities in Ontario and the Association of Municipalities of Ontario for their endorsement.

Therefore, the City of Hamilton respectfully requests your timely consideration to this matter.

Sincerely,

Fred Eisenberger
Mayor

Copied: Municipalities of Ontario
Association of Municipalities of Ontario



City of Belleville
Corporate Services Department
169 Front Street, Belleville ON
K8N 2Y8

SENT BY EMAIL

November 25, 2020

Re: Council Resolution – Accessibility for Ontarians with Disabilities Act
– Website support

Further to the Meeting of Council on November 17, 2020 Council of the Corporation of the Municipality of Marmora and Lake passed the following motion:

MOTION2020NOV17-260

Moved by Councillor Bernie Donaldson

Seconded by Councillor Ron Derry

WHEREAS Section 14(4) of O. Reg 191/11 under the Accessibility for Ontarians with Disabilities Act requires designated public sector organizations to conform to WCAG 2.0 Level AA by January 1, 2021; and

WHEREAS the City remains committed to the provision of accessible goods and services; and

WHEREAS the City provides accommodations to meet any stated accessibility need, where possible; and

WHEREAS the declared pandemic, COVID-19, has impacted the finances and other resources of the City; and

WHEREAS the Accessibility for Ontarians with Disabilities Act contemplates the need to consider technical or economic considerations in the implementation of Accessibility Standards;

BE IT THEREFORE RESOLVED THAT the Corporation of the Municipality of Marmora and Lake requests that the Province of Ontario consider providing funding support and training resources to municipalities to meet these compliance standards; and



THAT this resolution is forwarded to the Premier of the Province of Ontario, Prince Edward-Hastings M.P.P., Todd Smith, Hastings -Lennox & Addington M.P.P., Daryl Kramp, the Association of Municipalities of Ontario and all Municipalities within the Province of Ontario.

FURTHER THAT the Municipality of Marmora and Lake supports the resolution passed by the City of Belleville.

Carried

I trust this is the information you require, however, should additional information or clarification be required do not hesitate to contact me at your convenience.

Sincerely,

Jennifer Bennett,
Deputy Clerk
613-472-2629 ext. 2232
jbennett@marmoraandlake.ca

cc: The Honourable Doug Ford
Todd Smith, MPP Prince Edward-Hastings
Daryl Kramp, MPP Hastings – Lennox & Addington
Association of Municipalities of Ontario
All Municipalities within the Province of Ontario

Mayor LOWRY
MISSISSIPPI MILLS

Dear Mayor LOWRY,

We are writing to you today seeking the City Council of MISSISSIPPI MILLS's formal endorsement of Bill C-213, the *Canada Pharmacare Act*.

Introduced in February 2020, [the Canada Pharmacare Act](#) is ground-breaking new federal legislation based on the recommendations of the Hoskins Advisory Council on the Implementation of National Pharmacare and modelled on the *Canada Health Act*.

The *Canada Pharmacare Act* specifies the conditions and criteria that provincial and territorial prescription drug insurance programs must meet to receive federal funding. This includes the core principles of public administration, comprehensiveness, universality, portability, and accessibility.

Universal public drug coverage has been recommended by commissions, committees, and advisory councils dating as far back as the 1940s. Immediately following the last election, the New Democratic Party of Canada began working to draft a legislative framework to enable the implementation of a universal, comprehensive and public pharmacare program. The *Canada Pharmacare Act* is the first piece of legislation introduced by the New Democrat Caucus in the current Parliament.

As you know, across Canada, people are making impossible choices every day because they cannot afford their prescription medications. Over the past year alone, one-in-four Canadians were forced to avoid filling or renewing a prescription due to cost or take measures to extend a prescription because they could not afford to keep the recommended dosage schedule.

Even those with private coverage are seeing their employer-sponsored benefits shrink – a trend that has accelerated due to the economic impacts of COVID-19. In fact, Canadians are twice as likely to have lost prescription drug coverage as to have gained it over the past year.

Simply put, universal public pharmacare will extend prescription drug coverage to every single Canadian, while saving billions every year. The final report of the Hoskins Advisory Council found that, once fully implemented, universal public pharmacare will reduce annual system wide spending on prescription drugs by \$5 billion. Businesses and employees will see their prescription drug costs reduced by \$16.6 billion annually and families will see their out of pocket drug costs reduced by \$6.4 billion a year.

Although a recent study from Angus Reid Institute found near universal support for pharmacare among the Canadian public, powerful vested interests in the drug and insurance industries are lobbying to block this critical program in order to protect their profits.

Indeed, the *Canada Pharmacare Act* is reaching a crucial period in the legislative process. The first hour of debate on this bill took place in Parliament on November 18, 2020. The second hour of debate and the first vote will be held in February 2021. This legislation could be enacted by next spring, allowing millions of Canadians who are struggling to pay for medication to receive the support they desperately need.

That's why we need your help to secure the adoption of the *Canada Pharmacare Act* in Parliament. We are asking your City Council to join other municipalities across Canada to formally endorse Bill C-213. We will be publicizing this support nationally.

For more information on C-213 and to sign the e-petition, please visit our website:

www.pharmacarec213.ca

Thank you very much for your consideration. Please feel free to contact us if you require further detail.

We look forward to hearing from you.

Sincerely,
Peter Julian, MP
New Westminster-Burnaby

Jenny Kwan, MP
Vancouver East

Don Davies, MP
Vancouver Kingsway

To All Township and Lanark County Councillors,

I read with interest the 2020 Vegetation Management Plan Update prepared by Michelle Vala, a student intern working on her MA in Biology. I question why a strategic document that holds so much importance for so many constituents in Lanark would be produced by a student who is a part-time employee of the department that implemented the plan. Given the seriousness of spraying pesticides year after year against the wishes of a majority of voters in Lanark County, it would behoove this council to ask that a review of the Plan be conducted by one of our many local scientists for a true, educated perspective on the situation.

We have to stop taking this report at the word of its implementers and start to question the strength of its claims:

- Awards notwithstanding, it is simply scientifically impossible for our County to spray hundreds of miles of roadsides with pesticide, plant a few pollinators and come up with a positive number for pollinators. Who is conducting the studies proving that pollinators are increasing despite widespread pesticide spraying? It's just not believable.
- I reviewed the North American Pollinator Protection Campaign (NAPPC) that bestowed the award to our County and have to question its agenda, as should you. It is an American-led organization, heavily managed by American agriculture businesses, many of them with a vested interest in having taxpayers pay for pesticide spraying.
- Why are we bragging about spraying walking trails? Surely that's the last place we should be contaminating nature. Those certainly aren't organic farmers making those poor decisions.
- Why are we "spot spraying"? If you're going to send a truck out to spot-spray, you can just as easily send a truck out with a few trained, properly dressed workers and shovels and remove the offending weeds once and for all, end of story.
- History shows that there is no end to "noxious weeds" and "invasive species". Every year, the province adds another species and threatens consequences if counties don't handle it. I have investigated the "consequences" and realistically, there are none. The Province of Ontario has never followed up in any instance of inaction on the part of any county. It's a myth.
- Allowing this plan to proceed is encouragement for these sloppy, expensive eradication methods that ruin the environment, increase cancer rates and don't get rid of the *supposed* problem.
- Be aware: there is no organization in Canada that claims that pesticides are not harmful to humans or animals; that includes the Pesticide Management Regulatory Agency, Health Canada and Public Health Ontario. All the studies (conducted by those with a vested interest in selling pesticides) can conclude is that there is no proof to the contrary. Anyone saying otherwise is extrapolating from the studies dangerously.

Let's make 2020 the last year Lanark County wastes taxpayer money on pesticide and spraying. The County needs to be made aware of the fact that roadside spraying (and indeed, all pesticide spraying) is not compliant with any climate change action plan. The County needs to direct the Planning Department to go back to the drawing board, hire an educated scientist experienced in nature-based solutions and come up with a cost-effective plan for the removal of noxious weeds that is supportive of Lanark County's Climate Action Plan.

MEDIA RELEASE

*For immediate release –
November 26, 2020*



Funding received to support expansion of Mobile Crisis Response Team

Lanark County Mental Health is pleased to announce it has received funding from both Ontario Health - Champlain (in partnership with North Lanark Community Health Services) and County of Lanark to expand its Mobile Crisis Response Team.

“As a result of this new funding, we are able to hire additional mental health workers,” explained LCMH Executive Director Rebecca Fromowitz. “The team will now be multidisciplinary and consists of registered nurses and registered social workers who partner with Lanark County OPP and Smiths Falls Police Service.”

The MCRT program began as a pilot project funded through a Proceeds of Crime – Front-line Policing Grant in 2018. It is a partnership between LCMH, Lanark OPP and Smiths Falls Police Service to respond to mental health-related crisis situations.

Community mental health workers are co-located in police detachments and respond together with police to identify mental health needs and provide an immediate response and supports, and to facilitate access to appropriate and timely community resources, including income and food security, housing and other basic needs. A mental health worker may also do a follow-up visit or wellness check, accompanied by an officer, following a crisis situation.

“We are now able to ensure that at least six days per week there is a professional mental health practitioner able to assist police with the calls they receive from the public, where mental health concerns are evident,” Fromowitz added.

Additional goals of the program are to reduce emergency room visits due to a behavioral or mental health crisis, collaborate with local emergency departments for consultation and support of individuals in distress, reduce barriers for care, reduce the need for apprehension or justice system involvement, build and strengthen community partnerships, and facilitate community mental health awareness and education.

“Since it began, the MCRT program has been an invaluable asset to the Lanark OPP,” said Lanark County OPP Interim Detachment Commander Insp. Karuna Padiachi. “We have been able to expand the service to include weekends, with a Community Resource Officer available to work with the mental health workers seven days per week. We now have two officers assigned to this program, and we continue to seek ways to expand further.”

Smiths Falls Police Chief Mark MacGillivray added it offers better support to officers and crisis response staff. “MCRT has ensured capacity building in our understanding and

MEDIA RELEASE

*For immediate release –
November 26, 2020*



support of mental health, as well as the community-based resources and services that are available.”

Since the program began in 2018, there has been a reported reduction in involuntary apprehensions, as well as a substantial reduction in voluntary hospital admissions.

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For more information, please contact:

Rebecca Fromowitz
Executive Director,
Lanark County Mental Health
613-283-2170

Insp. Karuna Padiachi
Interim Detachment Commander
Lanark County OPP
613-267-2626 ext. 4410

Chief Mark MacGillivray
Smiths Falls Police Service
613-283-0357

**Ministry of Natural
Resources and Forestry**

Office of the Minister

Room 6630, Whitney Block
99 Wellesley Street West
Toronto ON M7A 1W3
Tel: 416-314-2301

**Ministère des Richesses
naturelles et des Forêts**

Bureau du ministre

Édifice Whitney, bureau 6630
99, rue Wellesley Ouest
Toronto (Ontario) M7A 1W3
Tél.: 416-314-2301



354-2020-1695

November 30, 2020

Mr. Ken T. Kelly
Chief Administrative Officer
Municipality of Mississippi Mills
kkelly@mississippimills.ca

Dear Mr. Kelly:

Thank you for your letter outlining your Municipality's support for the Mississippi Valley Conservation Authority's (MVCA) request related to the Water and Erosion Control Infrastructure (WECI) program funding.

The safety of the public and the protection of our communities are top priorities. The Government of Ontario provides \$5 million annually to the Ministry of Natural Resources and Forestry's WECI program to fund major maintenance, repairs or studies for water or erosion control structures that are either owned or maintained by conservation authorities. These funds are then matched by local municipalities for a total of \$10 million.

The MVCA's funding recommendations have been shared with program staff for future consideration.

Thank you again for writing.

Sincerely,

John Yakabuski
Minister of Natural Resources and Forestry

c: The Honourable Jeff Yurek, Minister of the Environment, Conservation and Parks
The Honourable Steve Clark, Minister of Municipal Affairs and Housing



News and Updates from The Mississippi River Health Alliance

Almonte General Hospital • Fairview Manor
Carleton Place & District Memorial Hospital
Lanark County Paramedic Service

What A Team!



Carol Anne Esnard

The COVID-19 pandemic has shone a light on the power of collaboration - as well as the benefits of the Mississippi River Health Alliance (MRHA).

“Over the past several years, Carleton Place & District Memorial Hospital (CPDMH) and Almonte General Hospital (AGH) have been working closely together to align services and processes for better, more coordinated care,” explains CPDMH Board Chair Carol Anne Esnard. “The pandemic has helped us to take that collaboration to the next level. And now we want to do even more.”

The COVID-19 Assessment Centre in Almonte is an excellent example. Physicians and staff from both hospitals have come together to lead the Centre. The Lanark County Paramedic Service and the Health Unit have also provided support. It’s a wonderful example of the two hospitals working side-by-side as part of the Alliance.

“This is an exciting time for both organizations,” adds AGH Board Chair Dave Perley. “The two Boards are committed to the roadmap outlined in our joint Strategic Plan and joint Clinical Services Plan. Our communities tell us it’s the right thing to do and that we need to keep moving forward.”

Carol Anne Esnard and Dave Perley assumed the Chair roles in June and have been part of the MRHA Committee for the last three years. They are committed to continue on this journey of collaboration between the two hospitals in order to deliver the best possible care close to home.

The Mississippi River Health Alliance (MRHA) formalizes the commitment of the two hospitals to work together. The goal is to improve each patient and resident’s overall health care experience through a strong, coordinated system of care.



Dave Perley

Get Your Flu Shot, Not the Flu

This year’s flu season will be like never before as it overlaps with an unprecedented COVID-19 pandemic. This creates a greater challenge to distinguish symptoms and putting added pressures on the healthcare system. Please get your flu shot. For clinic locations, visit <https://bit.ly/3k0WkLt>



WINTER 2020 Inside this issue

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ED Update - 2

What’s New - 3

Foundation News - 4

A Caring Snapshot 2019-2020



Almonte General Hospital

Admissions	1,315
Births	347
Inpatient Days	15,659
Emergency Visits	15,498
Ambulatory Care Visits	2,923
Surgical Procedures	773
Diagnostic Imaging Exams	11,844
Physiotherapy	5,097

Fairview Manor

Resident Days (including respite care)	40,275
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Lanark County Paramedic Service

Calls Answered	24,799
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Carleton Place & District Memorial Hospital

Admissions	555
Inpatient Days	6,076
Emergency Visits	17,757
Ambulatory Care Visits	14,112
Surgical Procedures	1,369
Diagnostic Imaging Exams	16,050
Physiotherapy & Dietitian	4,478

For full audited financial statements, please visit www.almontegeneral.com and www.cpdmh.ca

We're Here for You

The **Emergency Departments** in Almonte and Carleton Place are open 24/7 and ready to care for patients with serious health concerns.

We appreciate that members of our communities are taking the recommendations to stay home seriously, but it should not come at the cost of your health or safety.

If you are in need of medical attention, please come to the EDs or call 911 right away. Our staff and medical staff are taking every necessary precaution to ensure everyone's safety. This includes screening each patient and ensuring everyone uses a mask and practices good handwashing.

If you think you may have COVID-19, please make an appointment at the Assessment Centre in Almonte by calling 613-325-1208. For more details, visit www.almontegeneral.com/assessmentcentre.



Welcome Jason Hann

Welcome to **Jason Hann** who has joined our team as Integrated Vice President, Patient & Resident Services and Chief Nursing Executive. He brings strong clinical expertise, as well as regional and provincial experience, to AGH, Fairview Manor and CPDMH.



Jason Hann says the Mississippi River Health Alliance (MRHA) is what attracted him to his new job. He says the focus on patients, residents and local communities is exciting: "It's a smart idea and there has been some great work done already. Health care is changing, and we need to work together to support patients and residents."

Jason says his first few weeks have been great: "Everyone has been very welcoming. I see the pride in each organization and the collaboration that exists to support the very best care. I'm excited to be part of that."

Moving On to Stage 3.2



As we wait for an official announcement regarding Ministry approval of our Stage 3.1 submission, we are not standing still. Planning continues as we prepare for Stage 3.2 of the five-stage process.

Stage 3.1 included the preliminary block designs with details on all major components, timelines, and costs. Stage 3.2 will focus on more detailed physical planning documents. The submission will include components such as floor plans, site plans, and further design development and refinement of the architectural, mechanical, electrical, and structural design briefs.

Celebrating Dr. Deschenes



COVID-19 has delayed an official party, but we didn't want to miss the opportunity to celebrate **Dr. Christiane Deschenes**. She officially retired in the spring, after 40 years of caring. She also completed her third term as Chief of Staff at Almonte General Hospital (AGH) and Fairview Manor (FVM)

"I'm happy to say that Chris is still with us at AGH assisting in the Operating Room," notes Mary Wilson Trider, President and CEO. "It's hard to imagine AGH and FVM without her. Chris brings wisdom, common sense, and a sense of humour to everything she does, and we will miss her contributions. We will miss her fun spirit as well."

Best wishes Dr. Deschenes!

Keeping Everyone Safe



In October, we celebrated **Patient Safety Week**, highlighting the importance of continually improving patient and resident care and safety. The week focused on virtual care and new ways that we are connecting with our patients.

At the two hospitals, virtual appointments by telephone are being used during COVID-19, whenever possible.

In fact, about two-thirds of appointments with specialists are now being done virtually. This allows clinicians to provide the same services they did before COVID-19, while keeping everyone safe. In addition, telemedicine services are being provided in Carleton Place. This program connects patients with a specialist by video, reducing the need and stress associated with travel. In-person appointments can still be arranged when necessary.

Keeping Connected



Connections are key at **Fairview Manor** and the team has gone above and beyond during COVID-19. In the first four months of the pandemic, they organized 849 family connections - from window visits to Zoom calls. The result: 16,980 minutes of together time!

What's New

New Deputy Chief

Breanne Lapointe has been named the new Deputy Chief of the Lanark County Paramedic Service (LCPS). Breanne has more than 14 years of experience as a Paramedic and joined LCPS in 2006.



Welcome!

Pediatrician **Dr. Cara Walker** has joined our team, providing specialized services to families in our region. Dr. Walker will work with family physicians to provide extra support and input related to such challenges as behavioural concerns, learning disabilities, or medical issues where a second opinion may be helpful. Families must have a referral from their family physician.



AGH is pleased to welcome **Open Doors for Lanark Children and Youth** to the hospital campus on Spring Street. A Registered Psychotherapist is on-site one day a week, offering counselling and crisis support for children and youth up to the age of 18, and their families.



In addition to pre-booked appointments, the Registered Psychotherapist provides Emergency Department (ED) consultations for children and youth. She assesses risk and develops safety plans in consultation with the ED team.

For more information, call 613-257-8260, email admin@opendoors.on.ca, or visit www.opendoors.on.ca.

News from Our Foundations



Eight-year old Layla Hasan donating funds raised through making masks. From left: Al Roberts, Managing Director, AGH FVM Foundation; Debbie Hason with daughter Layla Hasan; and Dr. Julie Stewardson MD



**Cheers rang out at
four local hospitals
and at Lake 88.1 on
October 15th**



CPDMH showing listeners their support and appreciation. From left: Dr. Maria Bastin-Miller; Dr. Jamie Fullerton, Chief of Staff; Theresa Stevens, Ward Clerk; and Judi Agnew, Pharmacist

The second Lake 88.1 Radiothon went off the air with more than \$98,000 raised for local hospitals in communities throughout the radio station's coverage area. That total rose to \$103,767 as more donations came in from local businesses and residents following the Radiothon. On behalf of AGH FVM Foundation, CPDMH Foundation, as well as, the Great War Memorial Hospital Foundation in Perth and the Smiths Falls and District Hospital Foundation, thank you to the Lake 88.1 team and all of the participants, donors, sponsors and volunteers for supporting quality health care close to home.

Brian Perkin, who owns Lake 88.1 with his wife Jennifer, added, "It's humbling and also encouraging to see our local communities provide such generous support. It's a tremendous investment in our local hospitals - one that benefits us all."



If you have questions about the **Mississippi River Health Alliance**, please contact Mary Wilson Trider, President & CEO

info@agh-fvm.com

613.256.2514 ext. 2220

info@carletonplacehosp.com

613.257.2200 ext. 824



If you wish to connect regarding a compliment or concern,

please visit our websites at: www.agh-fvm.com • www.cpdmh.ca

Community-Based Early Years and Child Care Capital Program

The Town of Carleton Place and Lanark County are pleased to announce that the expansion and renovation project for Francis Street child care centre is now complete. The ribbon cutting ceremony is taking place on Friday, December 11, 2020.

The Ontario government through the Community-Based Early Years and Child Care Capital Program (CBCP) provided over 2.9 million dollars for this project. The CBCP funding allowed for an additional 98 spaces for infants, toddlers and preschoolers. This expansion will provide more choice and flexibility for children and families in Carleton Place, which is a commitment of the government of Ontario.

“The completion of the Carleton Place Childcare Services expansion demonstrates our Government’s commitment to providing hard-working families in Lanark County with access to quality, affordable child care,” said Ontario’s Minister of Education Stephen Lecce. “Our government is listening to families across Ontario and delivering up to \$1 billion over five years to create new child care spaces and ensure children receive the care they need.”

Lanark County Social Services is the Service System Manager for the Early Years and Licensed Child Care Services under the Child Care and Early Years Act (CCEYA). Responsibilities involve service planning, supporting families and licensed child care providers, and overseeing delivery of the EarlyON Child and Family Centres.

For more information about children services in Lanark County, visit
<http://lanarkcounty.ca/Page1993.aspx>

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For more information, contact:

Emily Hollington
Director, Social Services
Lanark County
613-267-4200 ext. 2101
ehollington@lanarkcounty.ca

Kurt Greaves
CAO
Lanark County
613-267-4200 ext. 1101
kgreaves@lanarkcounty.ca



Municipality of Southwest Middlesex

December 7, 2020

Please be advised that the Council of Southwest Middlesex passed the following resolution at its November 25, 2020 Council meeting:

Drainage Matters: CN Rail

Moved by Councillor McGill

Seconded by Councillor Vink

“WHEREAS municipalities are facilitators of the provincial process under the *Drainage Act* providing land owners to enter into agreements to construct or improve drains, and for the democratic procedure for the construction, improvement and maintenance of drainage works; and

WHEREAS municipal drain infrastructure and railway track infrastructure intersect in many areas in Ontario; and

WHEREAS coordination with national railways is required for the construction or improvement of drains that benefit or intersect with national railways; and

WHEREAS the national railways have historically participated in the process for construction, improvement and maintenance of drainage works; and

WHEREAS currently municipalities are experiencing a lack of coordination with national railways on drainage projects; and

WHEREAS the lack of coordination is resulting in projects being significantly delayed or cancelled within a year; and

WHEREAS municipal drains remove excess water to support public and private infrastructure and agricultural operations;

THEREFORE be it resolved that the Province of Ontario work with the Federal Minister of Transportation to address concerns regarding municipal drainage matters and need for coordination with the national railways; and

THAT Council circulate the resolution to the Provincial Ministers of Agriculture, Food, and Rural Affairs, and Municipal Affairs and Housing, and the Federal Minister of Transportation, the local MP and MPP, the Association of Municipalities of Ontario, and all municipalities.”

Sincerely.

A handwritten signature in dark ink, reading "Jillene Bellchamber-Glazier". The signature is written in a cursive, flowing style.

Jillene Bellchamber-Glazier
CAO-Clerk

Cc: The Honorable Marc Gardeau, Minister of Transport
The Honorable Ernie Hardeman, Minister of Agriculture, Food and Rural Affairs
Monte McNaughton, MPP Lambton-Middlesex-London
Lianne Rood, MP Lambton-Kent-Middlesex
The Association of Municipalities of Ontario
All Ontario Municipalities

December, 2020

Mayor Lowry and Council,

It is my honour and privilege to present an opportunity to the community of Mississippi Mills.

As you are aware our agency addresses violence against women and girls and the challenges for families, and for justice seeking leaders in positions to direct and support positive direction.

Over the past 42 years Lanark County Interval House and Community Support has worked to build relationships, inform the lived realities of those living with violence and form partnerships that allow for collaborative work with a focus on solutions.

Approximately two years ago we were chosen as a region to engage with a team of artists through Red Dress Productions to participate in a process to create a pebble mosaic. This permanent art installation is created in honour of those facing, those who have been taken and to those healing from all forms of violence. The countdown project as it is termed, has several existing mosaics in several communities including Brantford, Renfrew, Eganville and Carleton Place.

The process was outstanding and we offered three sessions to interested community members to discuss, share and find our intention in terms of what our mosaic would say and represent for our community. The artists then took all of the information away and designed our mosaic. They led and facilitated meaningful conversations which led us to our community build. Once complete, Red Dress Productions took it away to cure and be made ready for the ground. In May 2019 we unveiled the art piece behind town hall in Carleton Place where it now lives permanently as a place to reflect, honour and remember.

We have been approached again to create another mosaic in our community and we have chosen Mississippi Mills. We have history in the township. Our founding support agency is The Hub, who continues to support the work of the agency. One of our founding mothers and

leaders as an advocate, writer and educator is Fern Martin who has strong roots in MM. The unfortunate loss and tragic murder of Bernard Cameron happened in MM and was as a result of domestic violence. Art Fusion support is rooted in MM and was a big support to Lanark County Interval House and Community Support and over the years Mississippi Mills has remained steadfast in its support of the work of our agency. Many of our team and strong supporters live, work and play in this community. In 2018 Lanark County Interval House launched the first multi-use complex in partnership with Carebridge and we have dedicated units for survivors of women abuse within the building.

We would be honoured to work with council and the community to install a great art piece in Mississippi Mills. At a time in our evolution, a project that involves people, sharing, expression through art and the spirit of unity, this seems like a success story in the making.

We would like to request that the council agree to be a partner with us in this project. We would like the council to consider and support making available a space behind old town hall where this piece would complement other dedications to some of the very people who have contributed to this request.

The requirement is that the municipality donate the space, make the space ready with a concrete pad of a circumference of 6 ft (all details are available) and that it is maintained for its life in the community. There is a dedication plaque that accompanies the piece. Lanark County Interval House and Community Support would assist with promotion and online forums to share and create the vision of the piece. We would work together to ensure both an outdoor and indoor build space considering all covid 19 precautions and then finally, we would celebrate and plan an unveiling event. We will gladly attend a council meeting to share more details as well as pictures of other mosaics that have been created.

What we need is a willingness to participate, a commitment to be our partner in this opportunity and a desire to start this project in 2021. We hope to start meetings virtually with the artist team in February, hope to build in April and unveil in June 2021.

Respectfully

Erin Lee,
Executive Director,
Lanark County Interval House and Community Support

COUNCIL CALENDAR

December 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Parks & Rec 3:45 Council 6pm	1	3 MRPC AGM 6pm	4	5
6	7	8	9	10	11	12
13	14	15 CEDC 8am Council 6pm	16	17 Library 3pm	18	19
20	21	22	23	24 Christmas Eve Office Closed at 12:00 pm	25 Christmas Day Office Closed	26
27	28 Office Closed	29 Office Closed	30 Office Closed	31 Office Closed		

COUNCIL CALENDAR

January 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 New Year's Day Office Closed	2
3	4	5	6	7	8	9
10	11	12 6 PM Council	13	14	15	16
17	18	19	20	21	22	23
24	25 ROMA Virtual	26 ROMA Virtual	27	28	29	30
31		6 PM Council				



Municipality of Mississippi Mills
PENDING LIST
December 15, 2020

Title	Department	Comments/Status	Report to Council (Date)
Almonte Downtown Revitalizations - Follow-up Report on Cost Breakdown	Treasurer/Public Works	Special meeting and report detailing breakdown of costing to reflect water and sewer costs and other costs	January 2021
Storm Water Management - Finner Court Subdivision and Surrounding Area	Public Works	Staff to review Stormwater Maintenance schedule and report on conditions of dry-pond and municipal drain. Any capital projects to be brought forward to Council.	January, 2021
Review of Procedural By-law	Clerks	Postponed until January 2021 as a result of COVID-19	January 2021
Pedestrian Safety and Speed Limits on Gravel Roads	Public Works	Councillor Holmes Notice of Motion	January 2021
Review of ATV By-law	Public Works	Bring forward options for Schedule "A" of By-law 13-108 to determine appropriate roadway restrictions in Mississippi Mills. Focus on OVRT	January 2021
Integrated Vegetation Management Plan	Public Works	Staff to review Lanark County's plan and propose plans for Council to review (potentially including input from Agriculture Advisory Committee)	Q1 2021

Wild Parsnip Plan - Monarch Pledge	Public Works	To form part of the 2021 Wild Parsnip Management Plan	Q1 2021
Public Consultation - Dog Park	Recreation and Parks and Recreation Advisory Committee	Conduct public consultation on potential new dog park in Mississippi Mills and report findings back to Committee of the Whole	Feb / March 2021
Mill of Kintail Independent Model	CAO	\$10,000 for legal to set up model for independent model for Mill of Kintail	Q1 2021
Master Fire Plan Review	Fire	Strike a committee to review MFP and assess standards	Q1 2021
Film Policy	Ec Dev/Culture	Recommendation from CEDC	Q2 2021
Review of Ctte Structure	Clerks	Standing and Advisories, Interview process staff and Council	Q2 2021
Update Debt Management Policy	Finance	Referred to staff at Dec. 17, 2019 Council meeting. Likely to be brought forward with Long Term Financial Plan	December 2021
Communication of Downtown Revitalization Project	Public Works	Meeting with downtown businesses regarding revitalization project	TBD