Municipality of Mississippi Mills

COMMITTEE OF THE WHOLE AGENDA

Tuesday, September 6, 2022

IMMEDIATELY FOLLOWING COUNCIL

Hybrid

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 4 - 12

Recommended Motion:
THAT the minutes dated August 23, 2022 be approved.

E. CONSENT REPORTS

Recommended Motion:
THAT the following consent reports and committee minutes be received.

F. STAFF REPORTS

Roads and Public Works

F.1. Source Protection Transfer of Authority 13 - 57

Recommended Motion:
THAT Council approves the amended Source Protection Agreement to authorize the Mississippi Valley and Rideau Valley Conservation Authorities to perform the enforcement responsibilities of Part IV of the Clean Water Act on behalf of the Municipality of Mississippi Mills

AND THAT Council directs the Mayor and Clerk to execute the amended agreement.

F.2. **Award of Water and Wastewater Master Plan Update** 58 - 60

Recommended Motion:
THAT Committee of the whole recommend that Council authorize staff to award the works related to the updating of the water and wastewater master plan to JL Richards in the amount of $160,590.00 plus HST.

AND THAT Committee of the Whole recommend that Council approve Pre-budgetary approval in the $26,000.00 plus HST for the 2023 budget to cover the additional costs beyond the amounts carried in the 2022 budget

Finance and Administration

F.3. **Bicentennial Proposals for 2023** 61 - 73

Recommended Motion:
THAT Committee of the Whole recommend that Council approve the proposed bicentennial initiatives for 2023;

AND THAT Committee of the Whole recommend that Council support the application to grants to help support Mississippi Mills bicentennial.

Planning

F.4. **LEAR Supplemental Report** 74 - 166

Recommended Motion:
THAT Committee of the Whole recommends that Council adopts Official Plan Amendment No. 29 being an amendment to repeal and replace Schedule A – Rural Land Uses to the Community Official Plan and make certain policy revisions to the Community Official Plan to be in full force and effect on January 5, 2024.

AND THAT Committee of the Whole recommends that Council adopts Zoning By-law Amendment Z-04-22 being a concurrent Zoning By-law amendment in order for the Rural and Agricultural limits to be consistent with the proposed Schedule A – Rural Land Use to the Community Official Plan to be in full force and effect on January 5, 2024.

AND THAT Committee of the Whole recommend that Council request that Lanark County keep Mississippi Mills informed of any proposed modifications during the review / approval process.

G. NOTICE OF MOTION

G.1. **Councillor Dalgity - Open Storage in Residential Zones**

Recommended Motion:
WHEREAS Zoning By-law 11-83 includes provisions for the land use of all areas with the Municipality of Mississippi Mills;

AND WHEREAS section 8.14 of By-law 11-83 includes specific provisions relating to open storage in residential zones including but not limited to tourist trailers and recreation vehicles;

AND WHEREAS residents have been in correspondence with the municipality regarding concerns about these provisions;

THEREFORE BE IT RESOLVED that Council direct staff to conduct a best practice review of section 8.14 of the Zoning By-law for appropriateness and if provisions would be better suited within the Property Standards By-law;

AND THAT Council direct staff to bring forward a report to Council with recommendations for consideration.

H. INFORMATION ITEMS

H.1. **Mayor's Report**

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

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

H.4. **Library Board Report**

H.5. **Information List #15-22**

Recommended Motion:
THAT the information list #15-22 be received for information.

a. **August 18, 2022 Northumberland County re: Expanding Amber Alert System** 167 - 175

H.6. **Meeting Calendar** 176 - 177
September and October 2022

I. OTHER/NEW BUSINESS

J. PENDING LIST 178 - 179

K. ADJOURNMENT

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

The Municipality of Mississippi Mills

Committee of the Whole Meeting

MINUTES

August 23, 2022
Hybrid
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 Casey Munro, Deputy Clerk Jeanne Harfield, Clerk Melanie Knight, Senior Planner Cory Smith, A/Director of Public Works Andrew Hodge, Deputy Treasurer

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A. CALL TO ORDER (immediately following Council)

Councillor Maydan called the meeting to order at 6:44 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None were declared.

C. APPROVAL OF AGENDA

Resolution No CW221-22
Moved by Councillor Ferguson
Seconded by Deputy Mayor Minnille
THAT the agenda be approved as presented.

CARRIED

D. APPROVAL OF MINUTES

Resolution No CW222-22

Moved by Councillor Holmes
Seconded by Councillor Dalgity

THAT the minutes dated August 9, 2022 be approved.

CARRIED

E. CONSENT REPORTS

Resolution No CW223-22

Moved by Councillor Holmes
Seconded by Councillor Dalgity

THAT the following consent reports and committee minutes be received:

E.1 Accessibility Advisory Committee - May 18, 2022

CARRIED

F. STAFF REPORTS

Roads and Public Works

F.1 Stop Sign By-Law – Riverfront Estates and Mill Run

Resolution No 224-22

Moved by Deputy Mayor Minnille
Seconded by Councillor Dalgity

THAT Committee of the Whole receive the Installing Stop Signs in Riverfront Estates and Mill Run report, as prepared by the Acting Director of Roads & Public Works, dated August 23, 2022;

AND THAT Committee of the Whole recommend Council direct staff to install the stop signs as outlined in the attached bylaws.

CARRIED

F.2 Award of Engineering Services Union St. North

Resolution No 225-22

Moved by Councillor Ferguson
Seconded by Councillor Holmes

THAT Committee of the Whole recommend that Council direct staff to award the contract for the Engineering, Detailed Design and Tender Preparation to Parsons Inc. in the amount of $194,551.22 plus HST

CARRIED

F.3 Zoning By-law Amendment - Z-08-22 Concession 5, Part Lot 10; Parts 7, 8, 10 and 11 on Plan 27R-5214, Ramsay Ward, Municipality of Mississippi Mills Municipally known as 1267-1281 Rae Road

Resolution No 226-22

Moved by Councillor Dalgity
Seconded by Councillor Holmes

THAT the Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as part of 1267-1281 Rae Road from “Rural” Zone (RU) to “Rural Special Exception 41” Zone (RU-41) in order to implement a 30-metre setback from lands which are being utilized as part of an active agricultural operation as required by the Community Official Plan Rural-Agriculture Overlay policies, as detailed in Attachment A.

CARRIED

F.4 Zoning By-law Amendment - Z-09-22 Concession 4, Part Lot 1 Ramsay Ward, Municipality of Mississippi Mills Municipally known as 125 Montgomery Park Road

Resolution No 227-22

Moved by Councillor Holmes
Seconded by Councillor Dalgity

THAT Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as 125 Montgomery Park Road from “Environmental Hazard, Special Exception ‘a’” Zone (EH-a) to “Environmental Hazard, Special Exception 4” Zone (EH-4) in order to

permit a single-storey addition to an existing dwelling with a reduced front yard setback of 6.9 metres, as detailed in Attachment B.

CARRIED

STAFF DIRECTION - staff to bring forward report on the condition of Montgomery Park Road

Cynthia Guerard left the meeting at 7:08 pm

F.5 Zoning By-law Amendment - Z-10-22 Concession 4, Part Lot 1 Ramsay Ward, Municipality of Mississippi Mills Municipally known as 121 Montgomery Park Road

Resolution No 228-22

Moved by Deputy Mayor Minnille
Seconded by Councillor Ferguson

THAT Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands which are municipally known as 121 Montgomery Park Road from "Environmental Hazard, Special Exception 'a'" Zone (EH-a) to "Environmental Hazard, Special Exception 5" Zone (EH-5) in order to permit the removal of the existing dwelling and the rebuilding of a detached dwelling with modifications to the applicable performance standards, as detailed in Attachment B.

CARRIED

F.6 Amendment to Flag Policy

Moved by Councillor Holmes
Seconded by Councillor Dalgity

THAT Committee of the Whole recommend that Council approve identifying the flagpole in front of the John Levi Community Centre as the Municipality's Community Flagpole;

AND THAT Committee of the Whole recommend that Council adopt the Response Protocol for Death Announcements;

AND THAT Committee of the Whole recommend that Council approve the

proposed amendments to the Flag Policy to incorporate a section regarding the Community Flagpole and amendments to be consistent with the Response Protocol for Death Announcements.

MOTION REFERRED

Resolution No 229-22

Moved by Mayor Lowry
Seconded by Councillor Holmes
THAT the report be referred back to staff.

CARRIED

F.7 Development Charge Interest Policy

Resolution No 230-22

Moved by Mayor Lowry
Seconded by Deputy Mayor Minnille

THAT Committee of the Whole recommend that the report entitled "Development Charge Interest Policy" be received;

AND THAT Committee of the Whole recommend that the "Development Charge Interest Policy" be adopted by Council;

AND THAT Committee of the Whole recommend that Council authorize staff to do all things necessary to give effect to this resolution.

CARRIED

F.8 Create Director of Public Works Position

Resolution No 231-22

Moved by Mayor Lowry
Seconded by Councillor Holmes

Motion #1:

THAT Committee of the Whole recommend to Council that it create the position of Director of Public Works based on the attached job description with funding for the remainder of 2022 from vacant positions across the organization (Option 1 in the report).

CARRIED

Resolution No 232-22

Moved by Mayor Lowry
Seconded by Councillor Dalgity

Motion #2

THAT Committee of the Whole recommend to Council to approve the creation of a third building inspection position to be filled until such time as an internal competition can be completed amongst the building inspectors for the successful candidate to be promoted to the position of Deputy Chief Building Official at which time third building inspector position will be vacated.

CARRIED

G. NOTICE OF MOTION

G.1 Councillor Holmes - Speed Limits in Construction Areas

Resolution No 233-22

Moved by Councillor Holmes
Seconded by Mayor Lowry

WHEREAS The municipality has been in receipt of correspondence from residents of White Tail Ridge identifying concerns of speeding traffic on roads affected by construction;

AND WHEREAS Subsections (2) and (3) of Section 128 of the Highway Traffic Act permits the Council of a municipality to prescribe the rate of speed for motor vehicles driven on a highway or portion of a highway under its jurisdiction, different from the rate set out in Subsection (1) of Section 128 of the Highway Traffic Act, R.S.O. 1990, Chapter H.8, as amended;

AND WHEREAS other areas of Mississippi Mills may also experience speeding concerns on roads affected by construction;

THEREFORE BE IT RESOLVED THAT the speed limit on roads in White Tail Ridge be temporarily reduced to 30km/hr;

AND BE IT FURTHER RESOLVED THAT the Council of the Municipality of Mississippi Mills amend the Delegation of Authority By-law to delegate authority to the Director of Roads and Public Works to temporarily reduce the speed limit by a maximum of 20k/hr on roads affected by construction;

AND THAT staff be directed to notify the public of any temporary reduction in speed limits.

CARRIED

G.2 Mayor Lowry - Affordable Residential Units (ARUs)

Resolution No 234-22

Moved by Mayor Lowry
Seconded by Councillor Holmes

WHEREAS the national housing crisis is having a significant impact in Mississippi Mills;

AND WHEREAS diverse housing stock is a key factor in the provision of affordable housing;

AND WHEREAS Official Plan Amendment 22 brought 64 hectares of new development lands within the settlement area of the ward of Almonte;

AND WHEREAS, given the population projections provided by Lanark County to Mississippi Mills, additional growth is expected through to 2038 and beyond;

AND WHEREAS provincial legislation and now our local zoning bylaw allows for Additional Residential Units (ARU);

AND WHEREAS building Additional Residential Units can make homeownership more viable while also increasing local attainable rental stock;

THEREFORE BE IT RESOLVED THAT Council direct staff to undertake a municipally-initiated Official Plan Amendment to the Community Official Plan to formalize the requirement that a certain percentage of new residential construction includes Additional Residential Units for those lands that were subject to Official Plan Amendment 22;

AND BE IT FURTHER RESOLVED THAT staff report back to Council with a project timeline for the Official Plan Amendment at the September 23 Council meeting.

CARRIED

G.3 Verbal Motion - Councillor Dalgity

Councillor Dalgity read a verbal motion relating to the zoning by-law relating to section 8.14 Open Storage in Residential Zones and directing staff to conduct a review of the section and bring forward recommendations to Council based on a best practice review. The full motion will be brought forward at the following Committee of the Whole meeting on September 6th.

H. INFORMATION ITEMS

H.1 Mayor's Report

Mayor Lowry provided an update on the AMO conference - highlights include delegations with ministers regarding support for pilot project for affordable rental units in Lanark County, additional support for Lanark County mental health, MTO to upload highway 29 to the province, concerns regarding the lake health of Mississippi Lake. ROMA launched the attainable housing report which was well received, recommendations within the report are practical to help municipalities like Mississippi Mills.

H.2 County Councillor's Report

None

H.3 Mississippi Valley Conservation Authority Report

None

H.4 Library Board Report

None

H.5 Information List #14-22

Resolution No 235-22

Moved by Councillor Dalgity
Seconded by Mayor Lowry

THAT the information list #14-22 be received for information.

AND THAT item d be pulled for further consideration.

CARRIED

H.6 Meeting Calendar

I. OTHER/NEW BUSINESS

None

J. PENDING LIST

K. ADJOURNMENT

Resolution No 236-22

Moved by Councillor Ferguson
Seconded by Deputy Mayor Minnille

THAT the meeting be adjourned at 8:18 p.m.

CARRIED

_____
Jeanne Harfield, Clerk

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: September 6, 2022

TO: Committee of the Whole

FROM: Zack Moshonas, Environmental Compliance Coordinator

SUBJECT: Source Protection Transfer of Authority

RECOMMENDATION:

THAT Committee of the Whole recommend that Council approves the amended Source Protection Agreement to authorize the Mississippi Valley and Rideau Valley Conservation Authorities to perform the enforcement responsibilities of Part IV of the Clean Water Act on behalf of the Municipality of Mississippi Mills; AND THAT Committee of the Whole recommend Council directs the Mayor and Clerk to execute the amended agreement.

BACKGROUND:

In October 2006, the Province of Ontario created legislation known as the Clean Water Act to put multiple layers of protection in place to for protection of lakes, rivers and groundwater where they supply municipal drinking water. Source water planning took place in 19 regions. Mississippi Mills is part of the Mississippi-Rideau Source Water Protection Region. A committee of stakeholders was formed and the Mississippi-Rideau Source Protection Plan was developed. The Source Protection Plan contains policies to protect drinking water sources ranging from prohibition of activities to outreach and education policies to encourage voluntary good practices. The plan incorporates review of new and existing development to ensure protection of the source water. With the polices in place the ability to review and enforce the policies has to be assigned by each Municipality to qualified, knowledgeable people. The Municipality originally entered into a Source Protection Transfer of Authority Agreement with the Mississippi Valley and Rideau Valley Conservation Authorities (Conservation Authorities) in 2014 to transfer authority for enforcement of Part IV responsibilities from the Municipality under the Clean Water Act. The agreement has since expired but the Authorities have been continuing the agreement under an extension. The Town of Perth, Municipality of North Grenville, and the Township of Drummond/North Elmsley all retain the Conservation Authorities to provide the same Source Protection enforcement services. The purpose of the amendment is to renew and update the agreement with respect to timelines and to remove information that is no longer required. The Conservation Authorities had multiple different agreements with different municipalities and wish to standardize the

agreement. All the municipalities noted above have approved and signed the amended agreement.

DISCUSSION:

The Conservation Authorities wish to amend the original agreement to combine Schedule A & B into one Schedule A and to revise the agreement timeline for an indefinite extension term. The amended agreement also includes a clause for termination. The Conservation Authorities have standardized this agreement for all participating municipalities.

OPTIONS:

1. Approve and execute the amended agreement – Recommended. This would allow the Conservation Authorities to have a standardized approach for all participating municipalities to enforce the Transferred responsibilities of Part IV of the Clean Water Act.

2. Do not accept the new agreement – Not recommended. The existing agreement remains in effect. Mississippi Mills would be the only municipality operating under the old agreement.

FINANCIAL IMPLICATIONS:

Approving and executing the amended Agreement as recommended by Staff does not pose any financial implications as the fee structure would remain the same.

SUMMARY:

Staff have reviewed the amended agreement and have noted no issues that change the service the Conservation Authorities currently provide to the Municipality. The amended agreement would extend the timeline for the agreement for the Conservation Authorities to provide Source Protection enforcement authority for the Municipality indefinitely. Staff recommend the amended agreement be approved and executed.

Respectfully submitted by,	Reviewed by:
_____	_____
Zack Moshonas, Environmental Compliance Coordinator	Cory Smith, A/Director of Roads and Public Works

ATTACHMENTS:

1. 2014_MississippiMillsSIGNATURESall.pdf
2. Part IV Agreement Extension draft_MM.docx
3. Schedule A.pdf

Schedule 'A'

Background for Part IV Enforcement Agreement between Municipalities and Conservation Authorities & Communications Protocol

1.0 Background

Under the *Clean Water Act* a municipality may transfer its enforcement authority to another body such as a "Source Protection Authority" (which is a Conservation Authority serving in its legislated role under the *Clean Water Act*). The Conservation Authority (in its capacity as a Source Protection Authority) perform the duties and enforcement responsibilities of Part IV of the *Clean Water Act* on behalf of the Municipality on all lands located in the Municipality.

1.1 Part IV Policies

The Mississippi-Rideau Source Protection Plan must address "significant drinking water threat" activities as defined under the *Clean Water Act*. Among other types of policies, the Source Protection Plan contains policies that:

- **prohibit** some drinking water threat activities under Part IV, Section 57 of the *Clean Water Act* (note that no existing activities are prohibited);
- **manage** certain other drinking water threat activities through Risk Management Plans under Part IV, Section 58 of the *Clean Water Act*; and
- **require a notice** from a Risk Management Official under Part IV, Section 59 of *the Clean Water Act* (before Planning or Building applications may proceed within certain vulnerable drinking water areas).

These sections of the Act appear in Part IV: *Regulation of Drinking Water Threats*. Under Part IV, any single, upper or lower tier municipality that has the authority to pass by-laws under the *Municipal Act* for the production, treatment and storage of water is the enforcement authority. This means that the municipality is the enforcement authority for these policies on lands within its municipal boundaries even if it does not have or operate the drinking water system.

The Conservation Authority provides the Part IV enforcement service at minimal cost to municipalities. The liability and risk associated with delivery of the program is assumed by the Conservation Authority and assured by employing competent, qualified staff with extensive experience with resource protection and a thorough understanding of the *Clean Water Act* and the Mississippi-Rideau Source Protection Plan and maintaining adequate liability insurance coverage. The Conservation Authority is committed to providing this service in a responsive, knowledgeable and courteous manner.

2.0 Details

2.1 Part IV Enforcement Responsibilities

The Part IV Enforcement Authority is responsible for appointing appropriately trained Risk Management Official(s) / Inspector(s), setting up, and maintaining all logistical and procedural aspects (such as administrative and communication materials, fee schedule, inspection procedures and information management system). The Risk Management Official and Inspector implement the policies which involves issuing notices, negotiating Risk Management Plans, reviewing Risk Assessments and exercising various powers under the *Clean Water Act* to deal with non-compliance / enforcement issues. There are also prescribed requirements for record keeping, an annual report to the MOECC and the possibility of Environmental Review Tribunal proceedings.

Table 1 summarizes these responsibilities.

2.2 Tasks and Cost Recovery

Continue to provide the service which will involve the following tasks:

1. Complete Risk Management Plans and review of Risk Assessments for existing drinking water threats.

2. Review planning and building applications and issue clearance notices on an as needed basis.

3. Negotiate Risk Management Plans and review Risk Assessments for new proposed drinking water threat activities on an as needed basis.

4. Conduct compliance and tribunal related activities on an as needed basis.

5. Prepare and submit annual reporting to the MOECC.

Ongoing Cost Recovery – MUNICIPALITY TO PAY ANY EXTRAORDINARY COSTS

Addressing new (future) proposed drinking water threats – user fees

Extraordinary costs – municipalities to cover the cost of occasional, non-routine enforcement related work such as issuing warrants and attending tribunal hearings (Conservation Authority will consult with the municipality prior to these expenditures)

Annual reporting – Conservation Authority (as part of overall source protection reporting, for policies not related to Part IV)

Table 1 **Part IV Enforcement Responsibilities**

Responsibility	*Clean Water Act* Pt. IV Reference	Associated Tasks	Explanation
General program needs	Sections 47 and 55	• Monitor staffing needs, select and send staff for MOECC training • Appoint Risk Management Officials (RMO) and Inspectors (RMI) and issue certificates as needed • Fee schedule under Section 55 • Prepare administrative material (forms, inspection checklists, standard notices, etc.) • Maintain application screening protocol with municipal Planning / Building departments	Maintaining a regulatory program requires some decision making, effort, and ongoing maintenance.
Review applications and issue notices	Sections 57 and 59	• RMO reviews planning or building applications sent to him/her by municipal staff • RMO issues a notice under Section 59 if the application may proceed • RMO does not issue a Section 59 notice if the proposal involves an activity that is prohibited under Section 57	The Section 59 policy helps municipalities avoid inadvertently approving an application without complying with source protection policies first. The policy allows for municipal staff to "screen out" simple applications that clearly do not involve a drinking water threat activity. An application screening procedure is agreed on with municipal staff and can be modified at any time.
Risk Management Plans	Section 58	• RMO / RMI negotiates Risk Management Plans	A Risk Management Plan is a document that outlines the actions required to address an activity that has the potential to contaminate drinking water. It is a customized, site-specific plan developed in consultation with the person engaging in the activity.
Risk Assessments	Section 60	• RMO reviews and, if appropriate, accepts Risk Assessments	A person whose activities are affected by Part IV policies has the option to prepare and submit a Risk Assessment concluding that the activity is not a significant drinking water threat.
Compliance activities Tribunal	Sections 61-80	• RMO / RMI may exercise various powers and follow various procedures related to compliance with Part IV policies • RMO will notify the affected person of their right of appeal to the Environmental Review Tribunal • RMO/RMI will prepare documentation and attend Environmental Review Tribunal hearings	The RMO and RMI have various powers and options related to compliance. Affected people have Environmental Review Tribunal rights.
Record keeping Reporting	Sections 53, 54, 81	• RMO maintains records and files annual reports to the MOECC.	There are Part IV record keeping and reporting requirements in the *Clean Water Act*

2.3 Implications for Municipal Staff / Application Screening Procedure

Municipal staff have an important role in the implementation of Part IV policies, specifically to ensure that applications under the *Planning Act* or *Building Code Act* within certain vulnerable drinking water areas do not proceed without first ensuring that source protection requirements are met (including a Section 59 notice from the Risk Management Official in some cases).

The wording of the Section 59 policy allows for municipal staff to use their discretion to **screen out** applications that clearly do not involve a drinking water threat activity so that in many cases a referral to the Risk Management Official for a Section 59 notice will not be needed. Alternatively, the municipality may choose to refer all planning and building applications in the vulnerable drinking water areas to the Risk Management Official as a standard practice.

The agreed upon screening procedure should reflect the needs, wishes and comfort level of the municipal staff and can be flexible to ensure that applications are dealt with efficiently, effectively and fairly.

2.4 Anticipated Workload

Over time, there may be some additional work created by re-negotiating Risk Management Plans due to change of property ownership. This is because Risk Management Plans are not transferable between owners; they must be negotiated between the Risk Management Official and the person engaging in the drinking water threat activity. Some additional work may also be created as a result of verification activities.

The number of future proposed drinking water threat activities subject to Part IV policies is anticipated to be low. This is because the areas with the highest vulnerability scores where the majority of the Part IV policies apply are small and/or are in areas where land use changes are infrequent and/or development pressure is low.

2.5 Customer Service

The Conservation Authority will endeavor to make the process of complying with Part IV policies straight-forward, non-threatening and fair. Specifically, affected people are provided with:

- Communication material that simply and clearly outlines their rights and responsibilities under the *Clean Water Act*
- A clear explanation of the process and options including information on various risk mitigation measures, project alternatives and funding programs (if any)
- Advice and discussion opportunity provided on-site as required
- Prompt, courteous and knowledgeable service
- No permit fee for Risk Management Plans for existing activities

The Conservation Authority will provide over the counter, drop-in service for people affected by Part IV policies. Communication material and forms will be made available at the Conservation Authority office, on the source water protection website as well as from the Risk Management Inspector during site visits.

2.6 Information Management

The Conservation Authority will maintain records containing information on the review of Planning and Building applications, inspections, approvals, violations and enforcement activities. This information will be made available to the public (when required by legislation to do so) and to the municipality upon request.

If desired by the municipality, links could be created over time between the Part IV enforcement files and the municipality's permit / approvals record system. The Conservation Authority will endeavor to meet the municipality's specific needs in terms of data attributes and formats.

3.0 Communications Protocol

3.1 Direct Notification

a) The Authorities shall provide notice and communications to the Municipality regarding the administration and enforcement of Part IV of the Act for the following matters, in the following form and within the following timelines:

	Class/Type of Matter	Form	Timeline
i	RISK MANAGEMENT PLAN TO BE DEVELOPED/AMENDED – existing or future activity requires a risk management plan and one is to be developed and/or amended	Email	Within 10 days of requirement for a Risk Management Plan/Amendment being identified **and** 10 days preceding its approval
ii	EXISTING ACTIVITY: Notice that a Risk Management Plan is in place (or is not needed due to a Risk Assessment that has been accepted by the Risk Management Official or a Prescribed Instrument that already regulates the activity)	Email	10 days from date Risk Management Plan is completed or deemed unnecessary
iii	FUTURE ACTIVITY: Section 59 notice: (a) Planning or building application may proceed – Notice will indicate if: a. Activity is not prohibited and does not require a Risk Management Plan; or b. Activity requires a Risk Management Plan and the Plan is in place (b) Notification that Section 59 notice cannot be issued – planning or building application cannot proceed (because activity is prohibited)	Email	When issued

b) The content of notices shall be in compliance with the *Clean Water Act* and regulations and mutually agreed upon by the Authorities and the Municipality.

c) Notices shall be provided in the form indicated, unless otherwise requested by the Municipality.

3.2 Third Party Municipal Notification

a) The Authorities shall provide a copy of the notification related to the items above, within the same timeline, to third party municipalities as follows:

Notice related to:	Located Within:	A copy will be provided to:
Drummond North Elmsley	Perth IPZ	Town of Perth
	Smiths Falls IPZ	Town of Smiths Falls
Montague	Smiths Falls IPZ	Town of Smiths Falls
	Merrickville-Wolford WHPA	Village of Merrickville-Wolford
Tay Valley	Perth IPZ	Town of Perth
Rideau Lakes	Smiths Falls IPZ	Town of Smiths Falls
	Westport WHPA	Village of Westport
Beckwith	Carleton Place IPZ	Town of Carleton Place
Mississippi Mills	Carleton Place IPZ	Town of Carleton Place
Smiths Falls	Merrickville-Wolford WHPA	Village of Merrickville-Wolford

3.3 Enforcement Consultation

a) Before the following enforcement actions are undertaken by the Authorities, the Authorities shall contact the designated Municipal staff person, by telephone to explain the purpose, process and possible cost of the action.
b) Applicable enforcement actions:
    i) Order under section 58 establishing or amending a Risk Management Plan
    ii) Orders under Section 61 (to provide a report on activity), 63 (enforcement order), 67 (order to pay) or 80 (order to permit access)
    iii) Notice requiring hearing by Tribunal (served by a person who has received an order listed in i) or ii) above)
    iv) Prosecution for an offence under Part IV

3.4 Municipal Contacts

a) A list of contacts shall be maintained for each Municipality to provide notification as indicated above, with the Municipality being responsible to ensure updates and/or changes to the contact information is provided to the Authorities without delay.

SOURCE PROTECTION PLAN PART IV ENFORCEMENT TRANSFER AGREEMENT

THIS AGREEMENT made effective the 21 day of October, 2014.

BETWEEN:

CORPORATION OF THE TOWN OF MISSISSIPPI MILLS
(hereinafter called "the Municipality")

OF THE FIRST PART

R.V.C.A.
RECEIVED
REFER TO:
NOV 05 2014
INITIALS:

- and -

MISSISSIPPI VALLEY CONSERVATION AUTHORITY and RIDEAU VALLEY CONSERVATION AUTHORITY

(hereinafter called "the Authorities")

OF THE SECOND PART

PREAMBLE:

WHEREAS this Agreement is being entered into pursuant to the *Clean Water Act,* 2006 (hereinafter called the "*Act*") for the purpose of contracting with the Authorities to enforce Part IV of the *Act* as part of implementation of the Mississippi-Rideau Source Protection Plan;

And Whereas the Authorities are Source Protection Authorities for purposes of the Act;

And Whereas the Municipality is located within the Mississippi Rideau Source Protection Region as set out in Ontario Regulation 284/07.

IN CONSIDERATION of the mutual covenants herein contained, the parties hereby agree as follows:

ARTICLE ONE

GENERAL

Section 1.01: Source Protection Authorities
Under section 4 of the *Act,* the respective Boards of Directors of the Mississippi Valley Conservation Authority (MVCA) and the Rideau Valley Conservation Authority (RVCA) serve as the Source Protection Authorities for the Mississippi Valley Source Protection Area and the Rideau Valley Source Protection Area respectively. Ontario Regulation 284/07 under the *Act* designates the participating municipalities for MVCA and RVCA when they act as the Source Protection Authorities under the *Act.*

Section 1.02: Part IV Requirements under the *Act*
The *Act* provides that municipalities are responsible for Part IV enforcement of Source Protection Plans. The *Act* further provides that a municipality may enter into an agreement for the enforcement of Part IV by a board of health, a planning board, or a Source Protection Authority, and such agreement confers jurisdiction for enforcement under the *Act* to that body.

The Municipality hereby contracts with the Authorities to carry out enforcement under Part IV of the Act within the geographic boundaries of the Municipality.

Section 1.03: Application
This Agreement shall be applicable to all lands located in the Municipality that are subject to Part IV of the *Act.*

The Authorities hereby agree to enforce Part IV of the *Act* on all lands located in the Municipality and to accept the jurisdiction conferred under Section 48 of the *Act,* in accordance with the following schedules which are attached to and form part of this Agreement:

- **Schedule "A" – Proposal for Part IV Enforcement Authority; and**
- **Schedule "B" – Communication Protocol**

Section 1.04: Duties
The Authorities shall faithfully carry out their duties hereunder on a fee for service basis in accordance with the *Act,* the Mississippi-Rideau Source Protection Plan (as amended from time to time), this Agreement, and any other applicable legislation.

ARTICLE TWO

DEFINITIONS

Section 2.01: Definitions
Unless otherwise expressly provided in this Agreement, the words, phrases and expressions in this Agreement shall have the meanings attributed to them as follows:

1. In this Agreement:
   a) "*Act*" means the Ontario *Clean Water Act, 2006*, as amended;
   b) "Agreement" means this document;
   c) "parties" means the Authorities and the Municipality;
   d) "the Regulation" means *Clean Water Act* Regulation 287/07
   e) "Risk Management Inspector" means a Risk Management Inspector appointed under Part IV of the *Act*;
   f) "Risk Management Official" means the Risk Management Official appointed under Part IV of the *Act*;
   g) "Source Protection Authority" means a Conservation Authority or other person or body that, under subsection 4 (2) or section 5 of the *Act*, is required to exercise and perform the powers and duties of a drinking water Source Protection Authority under the *Act*;

h) "Source Protection Plan" means a drinking water source protection plan prepared under the *Act.*

ARTICLE THREE

RESPONSIBILITIES

Section 3.01: Responsibilities of the Authorities
The Authorities are responsible for enforcing Part IV of the *Act* in accordance with this Agreement. This Agreement hereby confers upon the Authorities all of the duties and powers of the Municipality under Part IV of the *Act,* **including but not limited to** those listed in this Section.

The Authorities shall:

(i) Provide mapping to the Municipality and establish application screening protocols in consultation with the Municipality to ensure Part IV requirements are incorporated into the review of applications under the *Planning Act* and *Building Code Act.*

(ii) Review applications under the *Planning Act* and *Building Code Act* as deemed necessary under the protocols referred to in (i) and issue notices with respect to Restricted Land Use policies prior to those applications proceeding.

(iii) Negotiate or, if negotiations fail, establish risk management plans with persons (business owners, landowners, tenants, and others) engaged or proposing to engage in an activity and at a location subject to the *Act.*

(iv) Review and accept risk assessments under the *Act.*

(v) Conduct inspections and use powers of entry on properties where reasonable and obtain inspection warrants from a court where required.

(vi) Issue orders and notices, prosecute any offences under Part IV of the Act and exercise any other powers set out under Part IV of the *Act* to ensure compliance with the Part IV policies in the Mississippi-Rideau Source Protection Plan.

(vii) Maintain records in accordance with the *Act* and make records available to the public when required to do so and to the Municipality upon request.

(viii) Prepare documentation and make provisions for staff to attend Environmental Review Tribunal Hearings.

(ix) Exercise its jurisdiction in accordance with Schedule "A".

(x) Follow the communication protocol established in Schedule "B".

(xi) Report annually on activities as required under the *Act* and provide a copy of the annual report to the Municipality.

Section 3.02: Responsibilities of the Municipality
The Municipality shall generally cooperate with and assist the Authorities with the protection of drinking water. The Municipality shall adhere to the agreed upon protocols referred to in Section 3.01 (i) (including circulating certain applications to or referring applicants to the Risk Management Official) to ensure Part IV requirements are incorporated into the review of:

(i) building permit applications; and

(ii) applications under provisions of the *Planning Act* that are prescribed in section 62 of the Regulation.

Section 3.03: Information and Data Sharing
To facilitate implementation of this Agreement:

(i) The Municipalities shall provide information and data in the form and at the times required by the Authorities to carry out their powers and duties under Part IV of the *Act.*

(ii) The Authorities shall provide records related to their powers and duties under Part IV of the *Act* to the Municipality, upon request. In the event of termination of this Agreement, all records and other information generated or collected by the Authorities pursuant to this Agreement will be transferred to the Municipality at no cost to the Municipality.

ARTICLE FOUR

COSTS

Section 4.01: Responsibility for Cost of Service Delivery
The Municipality is responsible for the costs of the enforcement of Part IV of the *Act* where costs are not recovered through user fees.

Where costs for enforcement are incurred on properties located in more than one jurisdiction, the Authorities shall apportion the costs of enforcement equitably as between the affected municipalities.

Section 4.02: Fee Schedule
The Authorities will pass a regulation pursuant to section 55 of the *Act* to establish the user fee schedule substantially as set out in Schedule "A". The fees will be for the purpose of cost recovery and, in accordance with sub-section 55 (2) of the *Act,* the fees

will not exceed the anticipated reasonable costs of the enforcement of Part IV of the *Act.* The Authorities will review, and if necessary amend, the fees annually in consultation with the Municipality and with approval from the Authorities' Boards of Directors and in accordance with the *Act.* Notification and consultation will occur in accordance with the Authorities' board approved guidelines for cost recovery as amended from time to time and in accordance with the *Act* and Regulation.

Section 4.03: Collection of Fees
The Authorities will collect and retain all user fees payable by any person for work performed by the Authorities under this Agreement.

Section 4.04: Recovery of Excess Costs
The Authorities will recover from the Municipality excess costs incurred that are in excess of the fee revenues resulting from enforcement costs related but not limited to enforcement orders, prosecutions, warrants and Environmental Review Tribunal Hearings.

The Authorities will notify and consult with the Municipality prior to any expenditure for any excess cost in accordance with the Communication Protocol attached as Schedule "B".

ARTICLE FIVE

OFFICIALS AND INSPECTORS

Section 5.01: Appointment
The Authorities will appoint such Risk Management Officials and Risk Management Inspectors as are necessary pursuant to subsection 48 (2) of the *Act* and shall issue a certificate of appointment to the Risk Management Officials and Risk Management Inspectors as per subsection 48 (3) of the *Act.*

Section 5.02: Qualifications
The Risk Management Officials and Risk Management Inspectors will be qualified as prescribed by the Regulation.

ARTICLE SIX

LIABILITIES AND INSURANCE

Section 6.01: Insurance
The Authorities shall provide and maintain Commercial/Comprehensive General Liability insurance subject to limits of not less than Five Million Dollars ($5,000,000.00) inclusive per occurrence for bodily injury, death and damage to property including loss of use thereof.

The Authorities shall provide and maintain Errors and Omissions insurance subject to limits of not less than an annual aggregate of Five Million Dollars ($2,000,000.00). Such insurance shall provide coverage for all errors and omissions made by the Authorities, their officers, directors and employees in regard to the obligations of the Authorities under this Agreement. Such insurance shall be kept in force for the two years following termination of this Agreement.

Such insurance shall be in the name of the Authorities and shall name the Municipality as an additional insured there under. Evidence of insurance satisfactory to the Municipality shall be provided to the Municipality prior to the commencement of work. The Authorities shall annually provide the Municipality with Certificate(s) of Insurance confirming that the said insurance policies are in good standing.

The Authorities agree to indemnify and save harmless the Municipality from and against any and all actions, causes of action, suits, claims and demands whatsoever ("Claim") which may arise from the actions or omissions of the Authorities related in any way whatsoever to its obligations under this Agreement, unless the Claim is as a result of the negligence of the Municipality or its employees or others at law for whom it is responsible.

Section 6.02: Workplace Safety and Insurance Board (WSIB)
The Authorities will provide upon request, verification of WSIB coverage. The parties acknowledge and agree that the Municipality is not the "employer" for purposes of the *Occupational Health and Safety Act* and that the Municipality is relying on the expertise of the Authorities to perform its duties under this Agreement in compliance with all applicable laws, including without limitation the *Occupational Health and Safety Act.*

ARTICLE SEVEN

TERM, RENEWAL, TERMINATION AND AMENDMENT OF AGREEMENT

Section 7.01: Initial Term
This Agreement shall continue in force for a period of 3 years, commencing on the 21st day of October 2014 and ending the 21st day of October, 2017.

Section 7.02: Deemed Renewal
This Agreement will automatically continue following the expiry of the term set out in Section 7.01 until it is:

a. Superseded or replaced by a subsequent agreement; or
b. Terminated in its entirety by either party by giving 180 days written notice.

Section 7.03: Termination
The Agreement may be terminated by either party with a minimum of 180 days written notice.

Section 7.04: Amendment
This Agreement may be amended by mutual agreement from time to time.

ARTICLE EIGHT

MISCELLANEOUS

Section 8.01: Preamble
The preamble hereto shall be deemed to form an integral part hereof.

Section 8.02: Instrument in Writing
This Agreement shall not be changed, modified, terminated or discharged in whole or in part except by instrument in writing signed by the parties hereto, or their respective successors or permitted assigns, or otherwise as provided herein.

Section 8.03: Assignment
This Agreement shall not be assignable by either party.

Section 8.04: Force Majeure
Any delay or failure of either party to perform its obligations under this Agreement shall be excused and this Agreement is suspended if, and to the extent that, a delay or failure is caused by an event or occurrence beyond the reasonable control of the party and without its fault or negligence, such as, by way of example and not by way of limitation, acts of God, fires, floods, wind storms, riots, labour problems (including lock-outs, strikes and slow-downs) or court injunction or order.

Section 8.05: Notices
Any notice, report or other communication required or permitted to be given hereunder shall be in writing unless some other method of giving such notice, report or other communication is expressly accepted by the party to whom it is given and shall be given by being delivered or mailed to the following addresses of the parties respectively:

(a) To the Authorities:

MVCA and RVCA
c/o Rideau Valley Conservation Authority
3889 Rideau Valley Drive, PO Box 599
Manotick, Ontario K4M 1A5
Attention: General Manager / Secretary-Treasurer

(b) To the Municipality:

Corporation of the Town of Mississippi Mills
Diane Smithson, Chief Administrative Officer
3131 Old Perth Road, RR#2, PO Box 400
Almonte, Ontario, K0A 1A0

Any notice, report or other written communication, if delivered, shall be deemed to have been given or made on the date on which it was delivered to any employee of such party, or if mailed, postage prepaid, shall be deemed to have been given or made on

the third business day following the day on which it was mailed (unless at the time of mailing or within forty-eight hours thereof there shall be a strike, interruption or lock-out in the Canadian postal service in which case service shall be by way of delivery only). Either party may at any time give notice in writing to the other party of the change of its address for the purpose of this Agreement.

Section 8.06: Headings
The Section headings hereof have been inserted for the convenience of reference only and shall not be construed to affect the meaning, construction or effect of this Agreement.

Section 8.07: Governing Law
The provisions of this Agreement shall be construed and interpreted in accordance with the laws of the Province of Ontario as at the time in effect.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as of the day and year first written above.

MISSISSIPPI VALLEY CONSERVATON AUTHORITY

Chair	3/12/14 Date
General Manager	Dec 3/14 Date

RIDEAU VALLEY CONSERVATION AUTHORITY

Chair	Nov 27/14 Date
General Manager/Secretary-Treasurer	Nov 6/14 Date

THE CORPORATION OF THE TOWN OF MISSISSIPPI MILLS

John Levi, Mayor	21/10/14 Date
Julie Oram, Municipal Clerk	21/10/14 Date

Schedule 'B'
Communication Protocol

Section 1.0: Direct Notification

a) The Authorities shall provide notice and communications to the Municipality regarding the administration and enforcement of Part IV of the Act for the following matters, in the following form and within the following timelines:

	Class / Type of Matter	Form	Timeline
i	**ANNUAL FINANCIAL STATEMENT**	Hard Copy	Annually – March 31
ii	**RISK MANAGEMENT PLAN TO BE DEVELOPED/AMENDED** – existing or future activity requires a risk management plan and one is to be developed and/or amended	Email to CBO / lead planner / water system operator	Within 10 days of requirement for a Risk Management Plan/Amendment being identified **and** 10 days preceding its approval.
iii	**EXISTING ACTIVITY:** Notice that Risk Management Plan is in place (or is not needed due to a Risk Assessment that has been accepted by the Risk Management Official or a Prescribed Instrument that already regulates the activity)	Email to CBO / lead planner / water system operator	10 days from date Risk Management Plan is completed or deemed unnecessary
iv	**FUTURE ACTIVITY:** Section 59 notice – planning or building application may proceed *Notice will indicate if:* a) *Activity is not prohibited and does not require a Risk Management Plan; or* b) *Activity requires a Risk Management Plan and the Plan is in place*	Email to CBO / lead planner / water system operator	When issued
v	**FUTURE ACTIVITY:** Notification that Section 59 notice cannot be issued – planning or building application cannot proceed (because activity is prohibited)	Email to CBO / lead planner / water system operator	When issued

b) The content of notices shall be in compliance with the *Clean Water Act* and regulations and mutually agreed upon by the Authorities and the Municipality.

c) Notices shall be provided in the form indicated unless otherwise requested by the Municipality.

Section 2.0: Third Party Municipal Notification

a) The Authorities shall provide a copy of the notification related to items ii, iii, iv and v outlined in Section 1 (in the form and within the timelines stipulated in Section 1)to third party municipalities as follows:

Notice Related To:	Located Within:	A Copy Will Be Provided To:
Drummond, North Elmsley	Perth IPZ	Town of Perth
	Smiths Falls IPZ	Town of Smiths Falls
Montague	Smiths Falls IPZ	Town of Smiths Falls
Tay Valley	Perth IPZ	Town of Perth
Rideau Lakes	Smiths Falls IPZ	Town of Smiths Falls
	Westport WHPA	Village of Westport

Section 3.0: Enforcement Consultation

a) Before the following enforcement actionsare undertaken by the Authorities, the Authorities shall contact the designated Municipal staff person, indicated as "Lead Contact for Enforcement Consultation" underSection 4.0, by telephone to explain the purpose, process and possible cost of the action.
b) Applicable enforcement actions:
   i) Order under section 58 establishing or amending a Risk Management Plan
   ii) Orders under Section 61 (order to provide a report on activity), 63 (enforcement order), 67 (order to pay) or 80 (order to permit access)
   iii) Notice requiring hearing by Tribunal (served by a person who has received an order listed in i) or ii) above)
   iv) Prosecution for an offence under Part IV

Section 4.0: Municipal Contacts

a) The following contacts shall be used for each Municipality to provide notification under Sections 1, 2 and 3.
b) The Municipality is responsible to ensure updates and/or changes to the contact information are provided to the Authorities without delay.
c) Notwithstanding b), the Authorities shall seek to confirm the contact information for each Municipality on a quarterly basis.

Township of Drummond / North Elmsley	
Contact for Enforcement Consultation	**Cindy Halcrow**
Title	Clerk Administrator
Email	chalcrow@dnetownship.ca
Address	310 Port Elmsley Road, RR#5, Perth K7H 3C7
Phone	613-267-6500

Lead Planner	**Karl Grenke**
Title	Planner
Email	kgrenke@dnetownship.ca
Phone	613-267-6500
Chief Building Official	**Shawn Merriman**
Title	Building Official
Email	smerriman@dnetownship.ca
Address	310 Port Elmsley Road, RR#5, Perth K7H 3C7
Phone	613-267-6500

Town of Mississippi Mills	
Contact for Enforcement Consultation	**Diane Smithson**
Title	Chief Administrative Officer
Email	dsmithson@mississippimills.ca
Address	3131 Old Perth Road, Box 400, Almonte K0A 1A0
Phone	613-256-2064 x 225
Drinking Water Services Contact	**Troy Dunlop**
Title	Public Works Director
Email	tdunlop@mississippimills.ca
Address	3131 Old Perth Road, Box 400, Almonte K0A 1A0
Phone	613-256-2064 x 223
Lead Planner	**Stephen Stirling**
Title	Senior Planner
Email	sstirling@mississippimills.ca
Address	3131 Old Perth Road, Box 400, Almonte K0A 1A0
Phone	613-256-2064
Chief Building Official	**Lennox Smith**
Title	Chief Building Official
Email	lsmith@mississippimills.ca
Address	3131 Old Perth Road, Box 400, Almonte K0A 1A0
Phone	613-256-2064 x261

Township of Montague	
Contact for Enforcement Consultation / Lead Planner	**Glenn Barnes**
Title	Chief Administrative Officer
Email	gbarnes@township.montague.on.ca
Address	6547 Roger Stevens Drive, Box 755 Smiths Falls K7A 4W6
Phone	613-283-7478
Chief Building Official	**Jim Hunter**
Title	Chief Building Official
Email	jhunter@township.montague.on.ca
Address	6547 Roger Stevens Drive, Box 755 Smiths Falls K7A 4W6
Phone	613-283-7478

Town of Perth	
Contact for Enforcement Consultation / Lead Planner	**Eric Cosens**
Title	Director of Planning
Email	ecosens@perth.ca
Address	80 Gore Street East, Perth K7H 1H9
Phone	613-267-3311 x2235
Drinking Water Services Contact	**Grant Machan**
Title	Director of Environmental Services
Email	gmachan@perth.ca
Address	80 Gore Street East, Perth K7H 1H9
Phone	613-267-3311 x2233
Alternate Phone	613-812-0531
Chief Building Official	
Email	
Address	80 Gore St E K7H 1H9
Phone	613-267-3311
Alternate Phone	613-812-0531

Township of Rideau Lakes	
Contact for Enforcement Consultation	**Brittany Mulhurn**
Title	Manager, Development Services
Email	bmulhern@twprideaulakes.on.ca
Address	1439 County Road 8 Delta K0E 1G0
Phone	1 800 928 2250 x244
Alternate Phone	1 613 928 2251 x244
Chief Building Official	**Paul Nixon**
Title	Chief Building Official
Email	pnixion@twprideaulakes.on.ca
Address	1439 County Road 8 Delta K0E 1G0
Phone	1 800 928 2250 x280
Alternate Phone	1 613 928 2251 x280

Town of Smiths Falls	
Contact for Enforcement Consultation	**Malcolm Morris**
Title	Chief Administrative Officer
Email	mmorris@smithsfalls.ca
Address	77 Beckwith St. N. Box 695, Smiths Falls K7A 4T6
Phone	613-283-4124 x1104
Drinking Water Services Contact	**Ted Joynt**
Title	Water/Wastewater Operations Superintendent
Email	tjoynt@smithsfalls.ca
Address	77 Beckwith St. N. Box 695, Smiths Falls K7A 4T6
Phone	613-283-4124 x5501
Lead Planner	**Nicole McKernan**
Title	Planner
Email	nmckernan@smithfalls.ca
Address	77 Beckwith St. N. Box 695, Smiths Falls K7A 4T6
Phone	613-283-4124

Chief Building Official	
Email	
Address	77 Beckwith St. N. Box 695, Smiths Falls K7A 4T6
Phone	613-283-4124

Village of Westport	
Contact for Enforcement Consultation / Lead Planner	**Scott Bryce**
Title	Clerk-Treasurer
Email	westport@rideau.net
Address	30 Bedford St. Box 68, Westport K0G 1X0
Phone	613-273-2191
Chief Building Official	**Paul Nixon**
Title	Chief Building Official
Email	pnixion@twprideaulakes.on.ca
Address	1439 County Road 8 Delta K0E 1G0
Phone	1 800 928 2250 x244
Alternate Phone	1 613 928 2251 x244

DRINKING WATER SOURCE PROTECTION
ACT FOR CLEAN WATER

Mississippi Valley Conservation

RIDEAU VALLEY CONSERVATION AUTHORITY

The Town of Mississippi Mills
Attention: Diane Smithson, Chief Administrative Officer
3131 Old Perth Road,
PO Box 400. RR #2
Almonte, ON K0A 1A0

April 30, 2014

Re: PROPOSAL FOR PART IV ENFORCEMENT AUTHORITY

Dear Diane,

I am pleased to provide the Town of Mississippi Mills with a proposal from the Mississippi Valley and Rideau Valley Conservation Authorities to carry out all work required to address the municipal responsibilities under Part IV of the *Clean Water Act*. The package includes two items, as follows:

1) A Proposal from the two Conservation Authorities for the transfer of Part IV Enforcement Authority. The Proposal provides background information, work plan and cost estimates.
2) Draft Part IV Enforcement Transfer Agreement. This is the legal agreement for signatures. Municipal staff were provided with a copy of this draft agreement for review on April 7, 2014 so that they could begin legal review if desired.

We look forward to receiving signed confirmation indicating that the Proposal and Enforcement Transfer Agreement have been accepted by your municipality. Ideally, the Proposal and Enforcement Transfer Agreement should be in place by July 2014 to allow us to commence the work within the suggested timelines. Note that the timelines have been determined to make the best use of the provincial funding already provided to your municipality.

If your municipality requires additional information or if there is anything we can do to help you with the review of the proposal, please contact me at 613-692-3571 ext. 1141 or brian.stratton@mrsourcewater.ca.

Sincerely,

B Stratton

Brian Stratton, P.Eng
Co-Manager, Source Water Protection
Mississippi – Rideau Source Protection Region

Attachments:
- Proposal for Transfer of Part IV Enforcement Authority
- Draft Part IV Enforcement Transfer Agreement

Box 599, 3889 Rideau Valley Drive
Manotick, ON K4M 1A5
Telephone 613-692-3571
1-800-267-3504
Fax 613-692-0831
www.mrsourcewater.ca

TRANSFER OF PART IV ENFORCEMENT AUTHORITY

Proposal to the Town of Mississippi Mills
from
Mississippi Valley and Rideau Valley Conservation Authorities

1.0 Proposal

The Mississippi Valley Conservation Authority (MVCA) and the Rideau Valley Conservation Authority (RVCA) (in their capacities as Source Protection Authorities) respectfully submit this proposal to perform the duties and enforcement responsibilities of Part IV of the *Clean Water Act* (including but not limited to those listed on Table 1) on behalf of the Town of Mississippi Mills on all lands located in the Town of Mississippi Mills.

The Conservation Authorities have existing, qualified, trained regulatory staff, extensive experience with resource protection and a thorough understanding of the *Clean Water Act* and the Mississippi-Rideau Source Protection Plan.

The Conservation Authorities can provide the Part IV enforcement service at minimal cost to municipalities by accessing the MOE Source Protection Municipal Implementation Funding to address existing drinking water threat activities and by charging a user fee (similar to a building permit fee) to ensure new proposals comply with Part IV requirements. The liability and risk associated with delivery of the program will be assumed by the Conservation Authorities and assured by employing competent, qualified staff and maintaining adequate liability insurance coverage.

The Conservation Authorities hope to provide this service for all municipalities within the Mississippi and Rideau watersheds so that there will be consistent application of standards within and between geographical areas. This will ensure fairness for business owners, farmers and residents affected by Part IV policies. The Conservation Authorities are committed to providing this service in a responsive, knowledgeable and courteous manner.

The following are provided to support this proposal:

- Background information (Section 3 and Table 1)
- Workplan and costs (Section 4.1 and Table 2)
- Implications for Municipal Staff / Application Screening Procedure (Section 4.2)
- Anticipated workload (Section 4.3)
- Service Standards (Section 4.4)
- Customer Service (Section 4.5)
- Information Management (Section 4.6)
- Staff and qualifications (Section 4.7 and Appendix A)
- Part IV Enforcement Transfer Agreement (separate document)

Paul Lehman, P. Eng.
General Manager
Mississippi Valley Conservation Authority
10970 Highway 7, RR#2
Carleton Place, ON K7C 3P1

Sommer Casgrain-Robertson
General Manager
Rideau Valley Conservation Authority
3889 Rideau Valley Drive, P.O. Box 599
Manotick, ON K4M 1A5

2.0 Acceptance of Proposal

I / we accept this proposal and authorize the Mississippi Valley and Rideau Valley Conservation Authorities to perform the enforcement responsibilities of Part IV of the *Clean Water Act* on behalf of the Town of Mississippi Mills as described in this proposal.

Name: JOHN LEVI
Position: MAYOR
Town of Mississippi Mills

21 Oct 2014
Date

Name: Julie Oram
Position: Clerk
Town of Mississippi Mills

October 21, 2014
Date

3.0 Background

The *Clean Water Act* was passed by the Ontario legislature to implement some of the recommendations of the public inquiry into the Walkerton tainted water tragedy, specifically that municipal drinking water be protected at its source. To meet the requirements of the *Clean Water Act,* an **Assessment Report** to map the vulnerable areas around municipal drinking water sources and a **Source Protection Plan** which contains policies to protect these vulnerable areas have now been completed for the Mississippi-Rideau region. The Mississippi-Rideau Source Protection Plan is anticipated to be approved by the Ministry of Environment (MOE) and come into effect in 2014.

3.1 Part IV Policies

The Mississippi-Rideau Source Protection Plan must address "significant drinking water threat" activities as defined under the *Clean Water Act.* Therefore, among other types of policies, the Mississippi-Rideau Source Protection Plan contains policies that:

- prohibit some drinking water threat activities under Part IV, Section 57 of the *Clean Water Act* (note that no existing activities are prohibited);
- manage certain other drinking water threat activities through Risk Management Plans under Part IV, Section 58 of the *Clean Water Act*; and
- require a notice from a Risk Management Official under Part IV, Section 59 of *the Clean Water Act* (before Planning or Building applications may proceed within certain vulnerable drinking water areas).

These sections of the Act appear in Part IV: *Regulation of Drinking Water Threats.* Under Part IV, any single, upper or lower tier municipality that has the authority to pass by-laws under the *Municipal Act* for the production, treatment and storage of water is the enforcement authority. This means that <u>the municipality is the enforcement authority for these policies on lands within its municipal boundaries even if it does not have or operate the drinking water system.</u>

Under the *Clean Water Act* <u>a municipality may transfer its enforcement authority to another body</u> such as a "Source Protection Authority" (which is a Conservation Authority serving in its legislated role under the *Clean Water Act*).

3.2 Part IV Enforcement Responsibilities

The Part IV Enforcement Authority is responsible for appointing appropriately trained Risk Management Official(s) / Inspector(s) and setting up all logistical and procedural aspects (such as administrative and communication materials, fee schedule, inspection procedures and information management system). The Risk Management Official and Inspector implement the policies which involves issuing notices, negotiating Risk Management Plans, reviewing Risk Assessments and exercising various powers under the *Clean Water Act* to deal with non-compliance / enforcement issues. There are also prescribed requirements for record keeping, an annual report to the MOE and the possibility of Environmental Review Tribunal proceedings.

Part IV enforcement responsibilities are listed and explained in Table 1.

Table 1 **Part IV Enforcement Responsibilities**

Responsibility	*Clean Water Act* Pt. IV Reference	Associated Tasks	Explanation
Establish the program	Sections 47 and 55	• Determine staffing needs, select and send staff for MOE training • Appoint Risk Management Official (RMO) and Inspector (RMI) and issue certificates • Establish fee schedule under Section 55 • Prepare administrative material (forms, inspection checklists, standard notices, etc.) • Establish application screening protocol with municipal Planning / Building departments	Establishing a new regulatory program requires some initial decision making, effort and one-time set-up costs.
Review applications and issue notices	Sections 57 and 59	• RMO will review planning or building applications sent to him/her by municipal staff • RMO will issue a notice under Section 59 if the application may proceed • RMO will not issue a Section 59 notice if the proposal involves an activity that is prohibited under Section 57	The Section 59 policy is intended to help municipalities avoid inadvertently approving an application without complying with source protection policies first. The policy allows for municipal staff to "screen out" simple applications that clearly do not involve a drinking water threat activity. In this case a Section 59 notice would not be required for the application to proceed. An application screening procedure will be agreed upon between the municipal staff and the RMO and could be modified at any time to ensure efficiency, effectiveness and fairness.
Risk Management Plans	Section 58	• RMO / RMI will negotiate Risk Management Plans	A Risk Management Plan is a document that outlines the actions required to address an activity that has the potential to contaminate drinking water. It is a customized, site-specific plan developed in consultation with the person engaging in the activity.
Risk Assessments	Section 60	• RMO will review and, if appropriate, accept Risk Assessments	A person whose activities are affected by Part IV policies has the option to prepare and submit a Risk Assessment concluding that the activity is not a significant drinking water threat.
Compliance activities Tribunal	Sections 61-80	• RMO / RMI may exercise various powers and follow various procedures related to compliance with Part IV policies • RMO will notify the affected person of their right of appeal to the Environmental Review Tribunal • RMO/RMI will prepare documentation and attend Environmental Review Tribunal hearings	The RMO and RMI have various powers and options related to compliance. Affected people have Environmental Review Tribunal rights.
Record keeping Reporting	Sections 53, 54, 81	• RMO will maintain records and file annual reports to the MOE.	There are Part IV record keeping and reporting requirements enshrined in the Clean Water Act

4.0 Proposal Details

4.1 Workplan and Costs

The proposed workplan explained below and illustrated on Table 2 is designed to:

- make maximum use of the Source Protection Municipal Implementation Funding provided to small municipalities by the MOE (expires December 7, 2015);
- minimize costs to the municipality;
- minimize fees for affected people; and
- address existing drinking water threats as soon as possible.

2014 Tasks

1. Establish the program including the record keeping and reporting system as soon as Enforcement Transfer Agreements are signed.
2. Begin to negotiate Risk Management Plans and review Risk Assessments for existing drinking water threats when the Source Protection Plan is approved and Enforcement Transfer Agreements are signed. *It is important to start to work with property owners in 2014 (even prior to the Plan effective date) so that all of the work can be completed using the Source Protection Municipal Implementation Funding before it expires.*

2014 Cost Recovery – NO COSTS TO THE MUNICIPALITY
Establishing the program – municipality to pay using MOE funding ($2,585)
Addressing existing threats – municipality to pay using MOE funding ($5,520)

2015 Tasks

1. Complete Risk Management Plans and review of Risk Assessments for existing drinking water threats by December 7, 2015 when funding expires.
2. Review planning and building applications and issue clearance notices on an as needed basis as soon as the Source Protection Plan comes into effect, hopefully no later than January 1, 2015.
3. Negotiate Risk Management Plans and review Risk Assessments for new (future) proposed drinking water threat activities on an as needed basis as soon as the Source Protection Plan comes into effect.
4. Conduct compliance and tribunal related activities on an as needed basis as soon as the Source Protection Plan comes into effect.
5. Prepare and submit the annual report to the MOE.

2015 Cost Recovery – NO COSTS TO THE MUNICIPALITY
Addressing existing drinking water threats – MOE funding (included in $5,520 above)
Addressing new (future) proposed drinking water threats – user fees
Extraordinary costs (violations, tribunal hearings) – MOE funding if needed
Annual reporting – MOE funding (included in $2,585 above)

2016 and 2017 Tasks

Continue to provide the service which will involve tasks #2-5 under 2015.

2016 / 2017 Cost Recovery – MUNICIPALITY TO PAY ANY EXTRAORDINARY COSTS
Addressing new (future) proposed drinking water threats – user fees
Extraordinary costs – municipalities to cover the cost of occasional, non-routine enforcement related work such as issuing warrants and attending tribunal hearings (Conservation Authorities will consult with the municipality prior to the these expenditures)
Annual reporting – Conservation Authorities (as part of overall source protection reporting)

Table 2 - Work Plan and Costs for Mississippi Mills

PART IV RESPONSIBILITIES & COST RECOVERY

Part IV Responsibilities (as listed in the Enforcement Transfer Agreement)			Cost Recovery: (A) Office Set-up (MOE Funding)	(B) Existing Threat Activity (MOE Funding)	(C) Future Applications (User Fees)	(D) Extraordinary Costs (Municipality)
Establish Program	(i)	Appoint Risk Management Officials/Inspectors & establish Risk Management Office	✓			
	(ii)	Provide Mapping to the Municipality and establish application screening protocols	✓			
Applications Review	(iii)	Review applications and issue clearance			✓	
Risk Management Plans	(iv)	Negotiate/establish Risk Management Plans (RMPs) - **Existing Threats**		✓		
	(iv)	Negotiate/establish Risk Management Plans (RMPs) - **Future Threats**			✓	
Risk Assessments	(v)	Review/accept Risk Assessments - **Existing Threats**		✓		
	(v)	Review/accept Risk Assessments - **Future Threats**			✓	
Compliance Activities/ Tribunal	(vi, vii)	Compliance (inspections, orders, warrants) - **until Dec 7, 2015**		✓		
	(vi, vii)	Compliance (inspections, orders, warrants) - **after Dec 7, 2015**				✓
	(ix)	Environmental Review Tribunal Hearings - **Existing Threats**		✓		
	(ix)	Environmental Review Tribunal Hearings - **Future Threats**				✓
Record Keeping and Reporting	(viii)	Maintain records (one time cost to set up records keeping system)	✓			
	(x)	Annual Reporting (one time costs to set up reporting template)	✓			

SCHEDULE

	2014						2015											
	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
Establish Program (i)																		
Establish Program (ii)																		
Applications Review (iii)																		
Risk Management Plans (iv) Existing Threats																		
Risk Management Plans (iv) Future Threats																		
Risk Assessments (v) Existing Threats																		
Risk Assessments (v) Future Threats																		
Compliance Activities/ Tribunal (vi, vii) until Dec 7, 2015																		
Compliance Activities/ Tribunal (vi, vii) after Dec 7, 2015																		
Compliance Activities/ Tribunal (ix) Existing Threats																		
Compliance Activities/ Tribunal (ix) Future Threats																		
Record Keeping and Reporting (viii)																		
Record Keeping and Reporting (x)																		

Cannot use MOE Funding after December 7, 2015

	2015						2016												2017					
	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June
Establish Program (i)																		
Establish Program (ii)																		
Applications Review (iii)																		
Risk Management Plans (iv) Existing Threats																		
Risk Management Plans (iv) Future Threats																		
Risk Assessments (v) Existing Threats																		
Risk Assessments (v) Future Threats																		
Compliance Activities/ Tribunal (vi, vii) until Dec 7, 2015																		
Compliance Activities/ Tribunal (vi, vii) after Dec 7, 2015																		
Compliance Activities/ Tribunal (ix) Existing Threats																		
Compliance Activities/ Tribunal (ix) Future Threats																		
Record Keeping and Reporting (viii)																		
Record Keeping and Reporting (x)																		

COSTS UP TO DECEMBER 7, 2015

Note - MOE Funding is the MOE Source Protection Municipal Implementation Fund (SPMIF) provided to municipalities in the Fall of 2013.

(A)	**Office Set-Up (MOE Funding)**			$2,585
(B)	**Existing Threat Activities (MOE Funding)**	Estimated # of RMPs Required	Cost per RMP type	
	Small / Residential Fuel (cost / RMP = $635)	0	$635	$0
	Single Agriculture RMPs (cost / RMP = $920)	6	$5,520	
	Moderate Agricultural RMPs (cost / RMP = $2070)	0	$0	$5,520
	DNAPL / Organic Solvent (cost / RMP =$1100)	0	$0	
			Total Estimate for MOE Funding	$8,105

(C)	**Future Applications (User Fees) ***	
	Screening Fee	$220
	Risk Assessment Fee	$365
	Small / Residential Fuel RMP Fee	$635
	Single Agriculture RMP Fee	$920
	Moderate Agricultural RMP Fee	$2,070
	DNAPL / Organic Solvent RMP Fee	$1,100
(D)	**Extraordinary Costs (Municipality)**	

* Approval of fees under Section 55 of the Clean Water Act by Conservation Authority Boards of Directors pending

Cannot use MOE Funding after December 7, 2015

COSTS AFTER DECEMBER 7, 2015

(C)	**Future Applications (User Fees) ***	
	Screening Fee	$220
	Risk Assessment Fee	$365
	Small / Residential Fuel RMP Fee	$635
	Single Agriculture RMP Fee	$920
	Moderate Agricultural RMP Fee	$2,070
	DNAPL / Organic Solvent RMP Fee	$1,100
(D)	**Extraordinary Costs (Municipality)**	

4.2 Implications for Municipal Staff / Application Screening Procedure

The Town of Mississippi Mills is responsible for implementing 35 legally binding policies in the Mississippi-Rideau Source Protection Plan. All but 9 of these policies are Part IV policies or related to Part IV policies. Transferring Part IV enforcement authority will clearly save work for the municipality. However, municipal staff will still have an important role in the implementation of Part IV policies, specifically to ensure that applications under the *Planning Act* or *Building Code Act* within certain vulnerable drinking water areas do not proceed without first ensuring that source protection requirements are met (including a Section 59 notice from the Risk Management Official in some cases). The Conservation Authorities will work with the municipality to ensure the following are in place on the date the Part IV policies take effect:

- Maps of the vulnerable drinking water areas (probably integrated into the municipality's existing GIS system)
- An application screening procedure

Note that the wording of the Section 59 policy allows for municipal staff to use their discretion to screen out applications that clearly do not involve a drinking water threat activity so that in many cases a referral to the Risk Management Official for a Section 59 notice will not be needed. Alternatively, the municipality may choose to refer all planning and building applications in the vulnerable drinking water areas to the Risk Management Official as a standard practice. The agreed upon screening procedure should reflect the needs, wishes and comfort level of the municipal staff and can be flexible to ensure that applications are dealt with efficiently, effectively and fairly.

4.3 Anticipated Workload

To ascertain the number of existing drinking water threat activities in each municipality, source protection staff at the Conservation Authorities previously carried out work including mail-outs, air photo interpretation, field work and site-visits. As a result of this work, it is estimated that there are six existing drinking water threat activities in the Town of Mississippi Mills that will require Risk Management Plans. It is possible that a small number of additional existing activities could be discovered when the Part IV enforcement work begins. In addition, over time, there may be some additional work created by re-negotiating Risk Management Plans due to change of property ownership because Risk Management Plans are not transferable, they must be negotiated between the Risk Management Official and the person engaging in the drinking water threat activity.

The number of future proposed drinking water threat activities subject to Part IV policies is anticipated to be low. This is because the areas with the highest vulnerability scores where the majority of the Part IV policies apply are small and/or are in areas where land use changes are infrequent and/or development pressure is low. Therefore, the number of new planning and building applications in these areas is likely to be low.

4.4 Service Standards

The Conservation Authorities will strive to meet the following service standards:

Section 59 Notice	**2 business days**
Risk Management Plan (initial contact / site visit for a proposed new drinking water threat activity)	**3 business days**
Risk Assessment Review	**5 business days**

4.5 Customer Service

The Conservation Authorities will endeavor to make the process of complying with Part IV policies straight-forward, non-threatening and fair. Specifically, affected people will be provided with:

- Communication material that simply and clearly outlines their rights and responsibilities under the *Clean Water Act*
- A clear explanation of the process and options including information on various risk mitigation measures, project alternatives and funding programs (if any)
- Advice and discussion opportunity provided on-site as required
- Prompt, courteous and knowledgeable service
- No permit fee for Risk Management Plans for existing activities

The Conservation Authorities will provide over the counter, drop-in service for people affected by Part IV policies. Communication material and forms will be made available at the Conservation Authority offices, on the source water protection website as well as from the Risk Management Inspector during site visits.

4.6 Information Management

The Conservation Authorities will maintain a database containing information on the review of Planning and Building applications, inspections, approvals, violations and enforcement activities. This information will be made available to the public (when required by legislation to do so) and to the municipality upon request.

If desired by the municipality, links could be created over time between the Part IV enforcement files and the municipality's permit / approvals record system. The Conservation Authorities will endeavor to meet the municipality's specific needs in terms of data attributes and formats.

4.7 Staff

The Conservation Authorities propose a team of four existing staff members who have extensive front line experience in the administration, inspection and enforcement of various regulations. Three staff members also have agricultural backgrounds which will enable them to discuss risk management measures knowledgeably with farmers. The staff members have already received the MOE Risk Management Official / Inspector training and accreditation. The proposed staffing is as follows (curriculum vitae are appended to this document):

Mr. Terry Davidson, P. Eng. – RVCA Director of Regulations (Risk Management Official*)
Mr. Brian Anderson – MVCA Advisory Services Coordinator (Risk Management Inspector*)
Mr. Adam Dillon – RVCA Septic Inspector (Risk Management Inspector*)
Mr. John Garrah – RVCA Regulations Inspector (Risk Management Inspector*)
**Appointment by CA Boards of Directors pending*

The Part IV service is proposed to be delivered out of both Conservation Authority offices with the support of front desk personnel who will serve drop-in customers and address initial inquiries. A variety of in-house expertise including hydro-geologists, water quality and source water protection specialists and Geographic Information System technicians will also be available as part of the proposed service.

Appendix A

Curricula Vitae

TERRY K. DAVIDSON, P. Eng.

(613) 692-3571 ext. 1107
Email: terry.davidson@rvca.ca

EDUCATION

1983 to 1987 **University of Guelph**
Guelph, Ontario
B.Sc. (Engineering)

PROFESSIONAL AFFILIATIONS

* Professional Engineers Ontario

PROFESSIONAL WORK HISTORY

Present **Rideau Valley Conservation Authority**, Manotick, Ontario
DIRECTOR OF REGULATIONS
ONTARIO BUILDING CODE, PART 8

- Manage the administration of Part 8, OBC (On Site Sewage Disposal Systems), in the City of Ottawa, and Tay Valley Township.
- Approve as Chief Building Official, all Sewage System Permits recommended by inspection staff.
- Supervise inspection/enforcement staff and office staff.
- Provide technical review for rural estate subdivisions serviced by onsite sewage systems.
- Provide technical review and assessment of consent applications with regard to septic requirements as it relates to groundwater and surface water protection.
- Evaluate site conditions for suitability of septic systems, and inspect installations.
- Determine when legal action should be used to enforce the Ontario Building Code.
- Manage the administration of the Tay Valley Township Septic Re-Inspection Program.
- Responsible for program financials which depends only on user fees.

Present **Rideau Valley Conservation Authority**
Manotick, Ontario
DIRECTOR OF REGULATIONS
CONSERVATION AUTHORITIES ACT, SECTION 28

- Co-manage the administration of the Fill, Construction and Alteration to Waterways Program, in the Rideau River Watershed.
- Approve applications for the construction/reconstruction of buildings and structures, the placing of fill, and the alteration to waterways under Section 28 of the Conservation Authorities Act of Ontario.
- Provide technical review for flood proofing measures and slope stability concerns.

Present

Rideau Valley Conservation Authority
Manotick, Ontario
RISK MANAGEMENT OFFICIAL
CLEAN WATER ACT *(appointment pending)*

- Will be responsible for approving Risk Management Plans
- Will manage the administration of the Risk Management Office

Present

Ontario Rural Wastewater Centre
University of Guelph & Rideau Valley Conservation Authority
Coordinator, Ottawa Training & Demonstration Site

- Assist in developing and delivering courses associated with the onsite wastewater industry.
- Designed and supervised the construction of the demonstration site at the Baxter Conservation Area near Kars Ontario.
- Assist in research projects directly and indirectly.

1995 - 1998

Ottawa-Carleton Septic System Office
Rideau Valley Conservation Authority
Manotick, Ontario
DIRECTOR, PART VIII, ENVIRONMENTAL PROTECTION ACT

- Managed the administration of Part VIII, Environmental Protection Act (On Site Sewage Disposal Systems), in Ottawa-Carleton.
- Approved as Director, all Certificate of Approvals recommended by Inspection staff.
- Supervised inspection/enforcement staff and office manager.
- Provided technical review for rural estate subdivisions serviced by onsite sewage systems.
- Evaluated site conditions for suitability of septic systems, and inspected installations.
- Determined when legal action should be used to enforce Ontario Regulation 358.

1990 - 1995

Rideau Valley Conservation Authority
Manotick, Ontario
RURAL WATER QUALITY SPECIALIST

- Coordinated the Clean Up Rural Beaches Program.
- Designed constructed wetlands for treating barnyard runoff.
- Coordinated the Rural Beaches Water Quality Monitoring Program.
- Surveyed, designed and supervised construction of stream bank erosion control projects.
- Designed alternative watering devices for livestock having their access to the watercourse.

1988 - 1990 **Ontario Ministry of Agriculture and Food**
Newmarket, Ontario & Clinton, Ontario
SOIL CONSERVATION ADVISOR

- Surveyed, designed and supervised construction of erosion control and drainage projects.
- Assisted with research projects involving modifications to existing agricultural tillage and planting equipment to reduce soil erosion.
- Administered the Land Stewardship Programs: worked with farmers to reduce soil erosion.
- Organized and spoke at continuing education courses, information workshops, and demonstration events.

PERSONAL WORK HISTORY

I currently manage a 300 acre cash crop farm with my parents in Kinburn Ontario. I am responsible for all purchases of inputs, and marketing of produce. I organize all farming activities associated with crop production including machinery operation, repairs, maintenance, agronomy and all aspects of chemical application. I constantly adopt new technologies that prove both economically and environmentally beneficial to agricultural production and environmental protection.

CONTINUING EDUCATION

- Certified Inspector of Sediment & Erosion Control 2012
- Design Methods for Channel Protection and Stream Bank Stabilization - June 1995, International Erosion Control Association
- Bioengineering Techniques for Stream Bank and Lakeshore Erosion Control - June 1995, International Erosion Control Association
- Design of Landfill Containment Systems, Carleton University - winter 1994
- Analysis of Slopes & Embankments, Carleton University - fall 1992
- Biotechnical Slope Protection & Erosion Control, University of Michigan - May 1992
- Agricultural Pollution Control - winter 1991
- Water & Wastewater Treatment, Ottawa University - winter 1987
- Designing with Geosynthetics - fall 1989
- Agricultural Erosion Control - winter 1988

COMMITTEES/ORGANIZATIONS

- Founding Director of the Ontario Onsite Wastewater Association.
- Chair, Ottawa-Carleton Environmental Farm Plan Review Committee since 1992.

BRIAN ANDERSON

(613) 253-0006

Email: banderson@mvc.on.ca

Areas of Knowledge and Experience

- Organizational skills
- Presentations
- Report Writing
- Facilitation Skills
- Forest Management
- Integrated Resource Management
- Public Extension Services
- Negotiation/Liaison Skills
- Agriculture
- Public Relations
- Leadership Skills
- Sawmill Industry

Selected Accomplishments

- 11 years with Mississippi Valley Conservation Authority as Advisory Services Coordinator, delivering Stewardship program, Shoreline Naturalization program, Forest Manager for Lanark County Community Forest, deliver Ottawa Rural Clean Water Program, Ministry of Environment Risk Management Officer/Inspector.
- 5 years as MNR Crown Lands Senior Technical Specialist, involving acquisitions, dispositions, licenses, rental leases and legal aspects of property Management.
- 23 years of delivering Ministry of Natural Resources, Crown and Private Land Forestry Programs, Senior Technical Specialist, tree planting, marking, timber sales, boundary locations, tax rebates, extension services, insect & pest control, product marketing, volume estimates and cruising. Associate Member, Ontario Professional Foresters Association
- Extensive experience in Fisheries and Wildlife Management. Former MNR Fur Management Officer for Lanark County
- Extensive experience with protecting shoreline habitat through both MNR and MVCA.
- Experience with enforcement under Provincial, Federal and Municipal Legislation.
- Former Provincial Forest Fire Safety Officer.
- Previous employment in forest products industry.
- Own and operate a cow/calf farming operation.

Coordination Skills:

- Presently coordinate the MVCA Stewardship program.
- Presently MVCA Health and Safety Coordinator
- Assisted with and coordinated Ministry of Natural Resources Private Land Forestry Program in Carleton Place District
- Provincial level MNR Project Supervisor at Westport Gypsy Moth Aerial Spray Program, responsible for the supervision and safety of 30+ staff, three aerial contracting companies, airport facilities, aircraft, fueling, training, capturing statistics, analyze insect development, weather patterns, human resources and initiate spray programs on a daily basis.
- Proven ability to analyze Survey Plans, Appraisal reports, Lawyer requests and coordinate corporate response at both MNR and MVCA.

Communication Skills:

- Proven ability to deliver Forest Management concepts through presentation at Woodlands Improvement Act Field days, Kemptville Woodlot Conference, Soil and Crop Improvement Association meeting, Maple Syrup Producer Meetings, Kemptville College Forestry Class, fairs and schools.
- Participated in the creation of fact sheets and Provincial Aerial Spraying Application Manual. This manual set operational standards and best practices for the MNR Provincial Spray Program.
- Demonstrated ability to research, analyze and coordinate information from a wide range of resources to effectively deliver presentations, tours, workshops and reports to raise public awareness in support of MNR and MVCA programs.

- Represented programs through radio and television interviews as well as newspaper articles. Expertise in computer enhanced presentations and communication.

Interpersonal Skills:
- Extensive experience delivering extension services promoting both MNR and MVCA programs.
- Proven ability to involve and work with private industry regarding standards, operations, results, compliance and contract management.
- Training in and experience in supervision of staff and contracts.
- Proven ability to interact with Resource Professionals to transfer management concepts to diverse landowners and identify results for evaluation.
- Extensive relations with Municipalities, other Conservation Authorities, Agriculture Community, Wild Fur Managers, Hunters, Snowmobile Clubs, Shoreline owners, Fish and Game Clubs and general public.
- Successfully participated in and established grass root partnerships with public groups and individuals, Maple Syrup Producers, W. I. A. Agreement holders, Demonstration Forests, Trappers, Schools and Scouts
- Extensive liaison with Federal, Provincial and Municipal staff.
- Being a resident of this area and with many years of experience dealing with landowners, I believe my knowledge of Forestry, Fish & Wildlife, Agriculture and basic land management in Eastern Ontario allows me to relate to people in a positive way that produces positive results.

Employment History:
- 2003 to present, Advisory Services Coordinator. Mississippi Valley Conservation Authority.
- 1996 to 2003 Ministry of Natural Resources Senior Lands Technical Specialist
- 1974 to 1996 – Ministry of Natural Resources Private Land Forestry Technician/ Senior Technical Specialist – Carleton Place and Lanark Districts.
- 1973 – Semlar Hardwood Co.

Education and Training:
- Resource Technician (Biology Option) – Sir Sandford Fleming College, 1974. (This course later renamed Fish and Wildlife Technician)
- Associate Member, Ontario Professional Foresters Association.
- MOE Risk Management Officer/Inspector *(appointment pending)*
- Ontario Timber Scaling Licence, MNR
- Pesticide Applicators Licence, MOE
- Forest Management Certificate Course, MNR
- Land Management Certificate Course, MNR
- Tree Marking Certification, MNR
- Chain Saw Certification, MOS
- Training in Public Lands Act, Lakes and Rivers Improvement Act, Crown Forest Sustainability Act, Fisheries Act, Planning Act, Conservation Authority Act.
- Training in OHSA, WHMIS, First Aid, CPR,
- Agriculture related, Environmental Farm Plan, Livestock medicine, etc.

Computer Capabilities:
Microsoft Office Applications, (Word, Excel, Power Point), Microsoft Outlook (Internet & E-Mail)

Personal:
- Own and operate a registered Aberdeen Angus Farm in Lanark County.
- Intense personal interest in resource management

ADAM C. DILLON, C.Tech

(613) 692-3571 ext. 1159
Email: adam.dillon@rvca.ca

EDUCATION

Trent University – *Peterborough, ON*
- Environmental Science Major (Honours Degree)

Fanshawe College – *London, ON*
- Environmental Technology Diploma (Co-op Program)

WORK EXPERIENCE

Rideau Valley Conservation Authority (Ottawa Septic System Office) – *Manotick, ON*
- April 2004 to present
- Risk Management Inspector under Clean Water Act, 2006 *(appointment pending)*
- Septic Inspector under Part 8 of the Ontario Building Code
- Responsibilities include:
  - Multiple stages of site inspections / investigations
  - Interpreting and upholding regulations made under relevant legislation
  - Enforcement activities pertaining to non-compliance with Building Code Act and Clean Water Act
  - Liaising with designers, contractors, proprietors, and colleagues
  - Teaching / presenting technical information regarding on-site wastewater treatment and associated technologies

Green Valley Environmental Services – *Manotick, ON*
- April 2002 to August 2003
- Responsibilities were dependant upon seasons, which included:
  - Site surveying and design of on-site wastewater treatment systems
  - Installation of conventional and advanced wastewater treatment systems
  - Maintenance/trouble-shooting of on-site tertiary wastewater treatment units

Agricultural Labourer – *Chatham, ON*
- 1992 to 2002
- Duties varied by season and by crop, which included:
  - Aid in seasonal field preparation
  - Assist in harvesting of various cash crops
  - Harvesting and curing of black tobacco
  - De-roguing (removal of remnant corn plants) from seed corn fields
  - De-tasseling (removal of tassel) from female seed corn plants
  - Operation of various farm machinery and implements

CO-OP WORK EXPERIENCE

University of Guelph (Ridgetown College) – *Ridgetown, ON*

- May 2001 to August 2001
- Responsible for prototype agricultural composting facility operations, including:
  - Obtaining and maintaining data records regarding materials and products
  - Analysing physical constituents of products

Lower Thames Valley Conservation Authority – *Chatham, ON*

- January 2000 to April 2000
- Assistant to the Watershed Drainage Technician, where responsibilities included:
  - Conducting inventory and database creation of all municipal drainage reports
  - Mapping of open and closed waterways within watershed
  - Attending of public information meetings and site visits regarding alterations to waterways

SKILLS AND TRAINING

- Member of OACETT with Certified Technician (C.Tech) designation
- Possession of Building Code Identification Number (BCIN) as a certified On-Site Sewage System Inspector
- Successful completion of Risk Management Inspector Course, as per O.Reg.287/07 under the Clean Water Act, 2006
- Successful completion Ontario General Legal / Process Examination as required under O.Reg.305/03 under the Ontario Building Code Act
- Nutrient Management Act "Regulations and Protocol" Course (OMAF)

JOHN F. GARRAH

Office (613) 692-3571 ext. 1115
Email: john.garrah@rvca.ca

EDUCATION

1982 to 1984 — **St. Lawrence College**
Kingston, Ontario
Business-Advertising & Public Relations

PROFESSIONAL WORK HISTORY

Present — **Rideau Valley Conservation Authority**
Manotick, Ontario
Regulations Inspector
CONSERVATION AUTHORITIES ACT, SECTION 28

- Approve applications for the construction/reconstruction of buildings and structures, the placing of fill, and the alteration to waterways under Section 28 of the Conservation Authorities Act of Ontario

Present — **Rideau Valley Conservation Authority**
Manotick, Ontario
Septic Inspector
Part 8 Ontario building Code

- Multiple stages of site inspections / investigations
- Interpreting and upholding regulations made under relevant legislation
- Enforcement activities pertaining to non-compliance with Building Code Act and Clean Water Act
- Liaising with designers, contractors, proprietors, and colleagues
- Teaching / presenting technical information regarding on-site wastewater treatment and associated technologies

Present — **Rideau Valley Conservation Authority**
Manotick, Ontario
RISK MANAGEMENT INSPECTOR,
CLEAN WATER ACT *(appointment pending)*

SKILLS AND TRAINING

- Possession of Building Code Identification Number (BCIN) as a certified On-Site Sewage System Inspector
- Successful completion of Risk Management Inspector Course, as per O.Reg.287/07 under the Clean Water Act, 2006
- Successful completion Ontario General Legal / Process Examination as required under O.Reg.305/03 under the Ontario Building Code Act
- Provincial Offences Officer Training Course
- Ontario Onsite Wastewater Association

AMENDMENT NO. 1

AGREEMENT TO AMEND "SOURCE PROTECTION PLAN PART IV ENFORCEMENT TRANSFER AGREEMENT"

THIS AMENDMENT MADE IN DUPLICATE THIS ___ DAY OF ____, 2021

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

(hereinafter called 'the Municipality')

OF THE FIRST PART

and

MISSISSIPPI VALLEY CONSERVATION AUTHORITY and RIDEAU VALLEY CONSERVATION AUTHORITY
(hereinafter called 'the Authorities')

OF THE SECOND PART

WHEREAS the Municipality entered into an agreement to delegate enforcement of Part IV of the Clean Water Act to the Authorities effective October 21st, 2014 through October 21st, 2017;

AND WHEREAS pursuant to Section 7.04 of the Agreement, amendments may be made by mutual agreement from time to time;

NOW THEREFORE in consideration of the contractual relationship between the Authorities and the Municipality referred to above, the Authorities and the Municipality hereby acknowledge and agree to undertake as follows:

1. The Agreement is amended as follows:

    a. The reference to 'Schedule "A" – Proposal for Part Iv Enforcement Authority' and 'Schedule "B" – Communication Protocol' in Section 1.03 are replaced by 'Schedule "A" – Background for Part IV Enforcement Agreement between Municipalities and Conservation Authorities & Communications Protocol'
    b. The Schedules "A" and "B" are deleted in their entirety and replaced by 'Schedule "A" – Background for Part IV Enforcement Agreement between Municipalities and Conservation Authorities & Communications Protocol'
    c. Section 3.01 items (ix) and (x) are deleted and replaced with the following:

        (ix) Exercise its jurisdiction in accordance with and follow the communication protocol established in Schedule "A"

        The remaining items on the list shall be renumbered accordingly.

d. The reference to ‘Schedule “B”’ in Section 4.04 be changed to ‘attached as Section 3.0 of Schedule “A”’
e. Section 7.01 and 7.02 are deleted in their entirety and replaced by the following:
    i. Section 7.01: Term
    This Agreement shall continue in force indefinitely, commencing on the **DATE.**

    The remaining sections shall be renumbered accordingly.

2. All other terms and conditions of the Agreement shall remain in full force and effect unchanged and unmodified.

IN WITNESS WHEREOF the parties hereto have executed this Amendment No. 1 as of the day of and year first written above.

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

_____ _____
Reeve Date

_____ _____
Clerk Administrator Date

MISSISSIPPI VALLEY CONSERVATION AUTHORITY

_____ _____
Chair Date

_____ _____
General Manager Date

RIDEAU VALLEY CONSERVATION AUTHORITY

_____ _____
Chair Date

_____ _____
General Manager Date

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: September 6, 2022

TO: Committee of the Whole

FROM: Cory Smith, A/Director of Public Works

SUBJECT: **Award of Water and Wastewater Master Plan Update**

RECOMMENDATION:

THAT Committee of the whole recommend that Council authorize staff to award the works related to the updating of the water and wastewater master plan to JL Richards in the amount of $160,590.00 plus HST.
AND THAT Committee of the Whole recommend that Council approve Pre-budgetary approval in the $26,000.00 plus HST for the 2023 budget to cover the additional costs beyond the amounts carried in the 2022 budget

BACKGROUND:

In 2011, the Municipality of Mississippi Mills retained J.L. Richards & Associates to complete a water and wastewater master plan for the long term operational and capital improvements required for the water system. The master plan is a guide to ensure we meet current regulations, prepare for planned growth as well as including considerations for future growth. As the Municipality grows and as the Official plan and development strategies for future growth of the Municipality are amended, the master plan also needs updating to ensure it is up to date. Since the last update, significant development has occurred, as well, growth forecasts have increased, and additional development lands have been incorporated into the urban boundaries. These all need to be updated and incorporated into the

As part of the 2022 Budget $135,000.00 was included to complete the update of the master plan.

DISCUSSION:

Under our standing offer agreement for engineering services, J.L. Richards provided a workplan and cost estimate to complete the works for the update. In reviewing the works including the additions to the urban boundary, as well as increase in population growth, along with wanting to update the current hydraulic modelling with updated actual measured number for sanitary flows, the scope of the works and the cost increased. In order to accurately provide information for new developments and

developments in the expansion areas, the additional scope of works is required. The last update was completed based on theoretical sanitary flows and projections. The last actual measurements were competed in 2011 and inclusion of new measurements will provide an accurate picture of our capacity and needs. This will also allow us to appropriately assess the required timelines for upgrades to our distribution and collection systems.

It should also be noted that costs for disbursements and subcontracted works have increased due to high inflation. As such the work plan for the update was provided with a total upset limit excluding HST of $160,590.00.

The expected completion date of the update would be summer 2023.

OPTIONS:

1. Award the works to J.L. Richards in the amount of $160,590.00 plus HST and fund the additional costs through pre-budgetary approval of $26,000.00 from the 2023 water and wastewater budget. Recommended
2. Direct staff to work with J.L. Richards to reduce costs through a reduction of the scope of works to meet with the current budget.
3. Delay the project.

FINANCIAL IMPLICATIONS:

Sufficient funds have been included to cover the costs of the works to be carried out by J.L. Richards in 2022. The remaining amount of $26,000.00 could be included in the 2023 budget to ensure the costs for the remaining works in 2023 are funded. This would need authorization for pre-budgetary approval of $26,000.00 for the 2023 water and wastewater budget and would have no impact on the current 2022 budget.

SUMMARY:

In order to facilitate timely and accurate decision making on development proposals and to necessary capital improvements and that they are made in a timely manner to not delay development and growth in the municipality an update to the water and wastewater master plan is required. In order to ensure we are working with the best information the full scope of the proposal should be completed. As the works are carried out over both 2022 and 2023 there is the opportunity to include the cost overage in the 2023 budget. Staff recommend that the works be awarded to J.L. Richards in the full amount of $160,590.00 plus HST. The $135,000.00 carried in the 2022 budget will cover all the works that will be completed in 2022 and an additional $26,000.00 can be included in the 2023 budget to cover the remainder.

Respectfully submitted by,

_____
Cory Smith,
A/Director of Public Works

Reviewed by:

_____
Ken Kelly,
CAO

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: September 6, 2022

TO: Committee of the Whole

FROM: Jeanne Harfield, Clerk

SUBJECT: **Bicentennial Proposals for 2023**

RECOMMENDATION:

THAT Committee of the Whole recommend that Council approve the proposed bicentennial initiatives for 2023;

AND THAT Committee of the Whole recommend that Council support the application to grants to help support Mississippi Mills bicentennial.

BACKGROUND:

Council has deemed that 2023 will mark the bicentennial for Mississippi Mills, as such, the municipality, has begun the planning process to celebrate this important milestone. Earlier in 2022, Council appointed members to seven different working groups as well as provide $5,000 per working group to assist with the execution of events or programs.

DISCUSSION:

Over the summer, the seven bicentennial working groups have met to brainstorm and propose their ideas for events, programs, or commemorative plans to mark the importance of the bicentennial. Based on the working group submissions, below is an overview of the proposed event and commemorative projects for 2023. In addition to the events and commemorative ideas, the municipality also has engaged with local graphic designers for a bicentennial logo and will create social media campaigns as well as a designated web page within the municipal website to be the central location for all things bicentennial.

The funding source for the proposed events will either come from approved budget for the bicentennial, budget for existing events or projects or external grants from federal or provincial governments.

Proposed Events:

1. **Blockbuster Event on July 1, 2023**
   Date: July 1, 2023
   Lead: Staff with partnership from community organization
   Working Group support: Almonte Bicentennial Working Group
   Funding Source: External Grants and MM Funds*
   Estimated Expense: $50,000
   In order to celebrate the bicentennial the Almonte Bicentennial Working group's main proposal is to add on to the Canada Day celebrations in Almonte by bringing in a showcase performer like a well known Canadian artist or band. There are grants available to help off-set the cost. The working group also proposed partnering with local organizations to help with the planning and execution of the event. Please note that this budget is in addition to the existing Canada Day event budget.

   *External grants from the federal and provincial governments, municipal funds will include money that is already included in the budget for Canada Day events in Almonte as well as additional funds for the Almonte Bicentennial Working group.

2. **Appleton Old Fashioned Canada Day Picnic**
   Date: Around Canada Day
   Lead: Community Volunteers
   Working Group Support: Ramsay Bicentennial Working Group
   Funding Source: MM funds
   Estimated Cost: $1,000
   An old fashioned community picnic in Appleton on Canada Day, this will include games, entertainment, and fireworks.

3. **Come Home to Pakenham**
   Date: July 21-23, 2023
   Lead: Staff
   Working Group support: Pakenham Bicentennial Working Group
   Funding Source: MM funds
   Estimated Cost: $6,000
   Event in Pakenham over a full weekend in July, the event would include a dance, live music, family activities, scavenger hunt, baseball games, tug of war, pancake breakfast, fish fry dinner and craft vendors.

4. **Farm Tours**
   Date: spring, summer, and/or fall
   Lead: Staff
   Working Group Support: Agricultural Bicentennial Working Group
   Funding Source: MM Funds
   Estimated Cost: $6,000
   Two or three farm tours during 2023, these farm tours will be a ticketed event with buses that bring attendees to local farmers to learn about agriculture in Mississippi Mills and the different roles that farmers play. The tours will include a private bus, luncheon, and potential local vendors. The dates and details of these events will be promoted by the municipality closer to the event.

5. **Indigenous Artists Weekends – Partnership with Mill of Kintail**
   Date: July 2023
   Lead: Staff and Mill of Kintail
   Working Group Support: Indigenous Bicentennial Working Group
   Funding Source: External Grants* and MM Funds
   Estimated Cost: $20,000
   Following Canada Day and before Celtfest, the Indigenous Bicentennial working group in conjunction with the Mill of Kintail is proposing to organize a multi-day event with a kick off performance from an indigenous artists or group. Following the concert, the Mill of Kintail will host indigenous artists, vendors, workshops and more.

   *****The Mill of Kintail will apply for grants from the federal and provincial governments to put on the event. MM Funds will come from budget allocated to the Indigenous Working Group for the Bicentennial.

6. **Indigenous Learning – Partnership with Mississippi Mills Public Library**
   Date: Throughout 2023
   Lead: Mississippi Mills Public Library and Staff
   Working Group Support: Indigenous Bicentennial Working Group
   Funding Source: Library
   Estimated Cost: Library Budget
   The Library would host an event like story time with an Indigenous story teller and potentially a craft workshop with a local indigenous leader.

7. **The Workers: Walk the Walk re-enactment**
   Date: Summer 2023
   Lead: Staff and Volunteers
   Working Group Support: Arts & Culture/Museum and Heritage
   Funding Source: MM Funds
   Estimated Cost: $1,520
   At one time Mississippi Mills had 16 textile mills in 5 communities (Almonte, Appleton, Blakeney, Clayton and Pakenham). The proposal is to have mill worker re-enactment in the five different communities. Volunteers would gather in the

communities in costume to match the different decades the mills were in operation and walk from former mill workers' cottages to one of the textile mills. A photographer would capture the volunteers/re-enactors walking to the mills.

8. **Opening of the Seven Grandfathers Teaching Installation - Partnership with All My Relations**
   Date: September 30, 2023
   Lead: All My Relations with Staff
   Funding Source: External Grants*
   Estimated Cost: $75,000
   All My Relations has been working on a permanent sculpture of the Seven Grandfathers Teaching. The interactive sculpture will be a permanent installation in Kirkland Park and will include 7 marble pillars with animal carvings, brass castings, a plaque that provides a description in 3 languages as well as a removable ceremony bowl that can be used for sacred ceremonies. All My Relations has already secured grants for portions of the project and is working with staff to secure the remainder of the funding through grants. There will be events during the year where members of the public can come out and watch the artists work. The official opening with a ceremony and reception will take place on September 30, 2023. The reception following the ceremony will be hosted by the Sivarulrasa Gallery.

   *All My Relations has been working with external partners for grants and have been successful is obtaining approximately $24,000.00 in grants. The Municipality is currently drafting a submission for a legacy grant to cover the remaining of the work. All My Relations is also looking into other funding sources such as other grants or in-kind donations.

<u>Commemorative Projects:</u>

9. **Commemorative Coin**
   Lead: Staff
   Working Group Support: All Working Groups
   Funding Source: MM Funds
   Estimated Cost: $25,500 (cost recovery)
   A municipal-wide coin to be a memento for the bicentennial celebrations. This coin is being designed by a local artist and will be created by Alliance Coin & Banknote located in Almonte. The coin could be used a keepsake and sold by the Municipality for $5 per coin. Approximately 5,000 coins will be minted.

10. **Time Capsule**
    Lead: Staff
    Working Group Support: All Working Groups
    Funding Source: MM Funds
    Estimated Cost: $500

To remember 2023 in the future, the Almonte Bicentennial working group proposed partnering with local schools and groups to create a time capsule that can be opened in the future. This will include the entire municipality with staff being the main coordinator. There could also be a small event where the items are placed in the capsule and it is either buried or placed in the municipal vault.

11. **Historical Plaques**
    Lead: Staff
    Working Group Support: Ramsay, Almonte, Pakenham and Arts Culture/Museum & Heritage Bicentennial Working Groups
    Funding Source: External Grants*
    Estimated Cost: $10,000
    Outdoor exhibits plaques/panels in the Municipality to commemorate significant events or buildings. Each panel would feature information regarding the significance of the site as well as old photographs. Multiple working groups proposed historic or milestone plaques within specific areas of the Municipality. In order to have consistent plaques, staff is proposing that approximately 15 plaques to be installed throughout the municipality. The locations of these plaques would be based on recommendations from the working groups. The Municipal Historical researcher can then research the importance of the proposed locations and draft content for the plaques.

    ***The Municipality will apply for grants with the goal to cover 100% of the cost of the 15 plaques for the municipality.

<u>Other ideas</u>

12. **Blakeney Walking Tour**
    Lead: Volunteer
    Working Group Support: Ramsay Bicentennial Working Group
    Funding Source: MM Funds
    Estimated Cost: $500
    Create a map and tour of Blakeney outlining where certain buildings used to be. Include pictures of what the landscape used to be. These pamphlets would be designed and then available to the public at municipal buildings.

13. **Nothing but Net**
    Date: August 5, 2023
    Lead: Staff
    Working Group Support: Arts Culture/Museum & Heritage Bicentennial Working Groups
    Funding Source: MM Funds
    Estimated Cost: $2,000
    Launch an outdoor exhibit on Saturday, August 5 at the Naismith Foundation's Annual 3 on 3 basketball tournament. The outdoor exhibit would stay up for 3 months. The artist, Mallory Tolcher, work explores the beauty of basketball. The

work features a series of unique, hand-crafted basketball nets using a variety of materials and designs that explore form and function within the context of community sport. Prints of the work would be available for purchase.

14. Floral Clock
Lead: Staff and Volunteers
Working Group Support: N/A
Funding Source: Fundraised
Estimated Cost: $15,000
A delegation to Council from community volunteers was heard earlier this year, their proposal was to install a floral clock in Mississippi Mills. Following their delegation staff have worked with Allan Goddard on determining an appropriate location for the floral clock. Following review of potential areas, the space in front of the Municipal Building (3131 Old Perth Road) in front of the existing flag poles has been proposed as the location for the floral clock. The current Municipal Building sign, that is old and faded, will be removed as well as a pine tree. A tree will be planted to replace the removal of the pine tree.

15. Flag Poles
Lead: Staff
Working Group Support: Indigenous Bicentennial Working Group
Funding Source: MM Funds and Grants
Estimated Cost: $6,000
In order to recognize the Indigenous culture and heritage in our municipality, the Indigenous Bicentennial working group is proposing that the municipality install a flagpole in front of the main municipal office (3131 Old Perth Road) that will permanently fly indigenous flags. In consultation with the working group the municipality will determine the appropriate flags to fly on this flagpole.

*Staff will look to grants to help offset the cost of the new flagpole. Please also note that as part of budget 2023, staff will be seeking additional funds for both a community flagpole and an Indigenous flagpole.

16. Beautification
Date: All of 2023
Lead: Staff
Budget: Already part of budget
To help unify the community with colours of the bicentennial, staff are proposing to have bicentennial colours in community flowers and municipally ordered flower baskets. An additional consideration is to reach out to Lanark County or North Lanark Home Hospice to determine if there is a possibility for “bicentennial” trees that residents would be able to purchase and plant on their property to commemorate the bicentennial.

17. **Preserving History**
    Date: All of 2023
    Lead: Staff
    Budget: Already part of the budget
    Staff is currently working on an electronic records management project as well as digitizing archive records. In order to preserve history, an option would be invite members of the public to bring in their archives (photos, press clippings, etc.) to be scanned in by the municipality and have it stored with other scanned municipal records and be made available to the public. The scanning of public documents would require community volunteers and may be an opportunity to partner with outside organizations such as the library or museums.

<u>Support for Community Events:</u>

18. **Support for Movies in the Park and Music in the Park**
    Date: Summer 2023
    Lead: Staff
    Estimated Cost: $1,500
    To provide additional financial support for the volunteers and organizers of the music in the park and movies in the park. This could include, providing themed cookies or cakes for each event, and micro-grants to go towards more attractions.

19. **Naismith 3 on 3**
    Date: Naismith Foundation 3 on 3, August 2023
    Lead Working Group: Almonte Bicentennial Working Group
    Funding Source: MM Funds
    Estimated Cost: $500
    To build off the Naismith 3 on 3 tournament, the municipality would design a branded bicentennial jersey to be donated to the foundation.

20. **Bicentennial Themed Events**
    Date: All of 2023
    Lead: Staff
    Estimated cost: none
    Encourage existing event organizers to theme events around the bicentennial, this could include using the bicentennial logo, colours, and a nod to the heritage of the municipality. The municipality should also encourage organizers to apply for municipal grants or micro-grants.

21. **Incentives for Indigenous Artists**
    Date: All of 2023
    Lead: Staff
    Funding Source: MM Funds
    Estimated Cost: In kind donations
    To incentivize community-run events to bring in Indigenous artists or vendors the Indigenous Bicentennial Working group proposed providing in-kind incentives to event organizers such as waiving rental fees, sound systems, and promoting grants for these organizations. The Indigenous bicentennial working group could provide names of artists for these community organizations, but the booking of artists would be the responsibility of the community event/organizers.

<u>Marketing and Communications</u>

22. **Bicentennial Logo**
    Cost: $3,000 was already accounted for in the 2022 budget
    Staff worked with local design company Xquisit Designs to develop a bicentennial logo. The logo is attached. The logo will be used in all marketing and communication materials and will also be shared with local organizations and groups to use as well. The official colours of the bicentennial (blue and orange) will also be used throughout the municipality as well and we will encourage event organizers to incorporate bicentennial themes and colours into their event.

23. **Website and Social Media**
    Cost: existing communications budget
    Staff will develop a dedicated bicentennial page on the municipal website, this will include calendar of events, historical information and more. Staff will also create a social media content calendar to have regular updates on social media pages regarding the bicentennial events and also promote the history of the municipality through fun historical posts. Brochures and print products (posters and flyer) will also be managed by the communications coordinator.

24. **Student Support**
    Cost: TBD
    In order to encourage student and youth involvement into the Bicentennial, the municipality will reach out to the Almonte District High School to try and secure a co-op student placement for 2023. This student would assist the Clerk's department with the execution of the bicentennial events.

OPTIONS:

Staff are proposing that all of the above listed ideas to celebrate the bicentennial be approved.

FINANCIAL IMPLICATIONS:

Earlier this year, Council provided pre-budget approval of $58,000.00 of this $35,000 was to go towards bicentennial working groups an additional $15,000 for existing municipally led events and funds for advertising and micro-grants.

The table below outlines the breakdown costs for the proposed events. The table includes possible grants funding and staff will continue to explore grant options and collaborate with the working groups or community organizations to apply for grants.

Event/Commemorative Idea	Budget	Funding Source
Blockbuster Event on July 1, 2023	$50,000	External Grants - $35,000 MM Funds - $15,000*
Appleton Canada Day Picnic	$1,000	MM Funds - $1,000
Weekend in Pakenham Event	$6,000	MM Funds - $6,000
Farm Tours	$6,000	MM Funds - $6,000
Indigenous Artists Weekends – Partnership with Mill of Kintail	$20,000	External Grant - $17,500 MM Funds - $2,500
Indigenous Learning	TBD	Library
The Worker: Walk the Walk re-enactment	$1,520	MM Funds - $1,520
Opening of the Seven Grandfathers Teaching Installation	$75,000	External Grants - $75,000
Commemorative Coin	$25,500**	MM Funds - $25,500**
Time Capsule	$500	MM Funds - $500
Historical Plaques	$10,000	External Grants
Blakeney Walking Tour	$500	MM Funds - $500
Nothing But Net	$2,000	External Grants - $2,000
Floral Clock	$17,000	Fundraised - $15,000 MM Funds - $2,000
Flag Poles	$6,000	MM Funds - $6,000
Support for Movies & Music in the Park	$1,500	MM Funds - $1,500
Naismith 3 on 3 jersey	$500	MM Funds - $500
Bicentennial Logo	$3,000.00***	MM Funds - $3,000***
TOTAL	$226,020.00	External Grants - $139,500 Fundraiser - $15,000 MM Funds - $71,520

*The $15,000 is a combination of funds already budgeted for as part of the regular Canada Day celebrations plus Bicentennial funds.
**The commemorative coin will be cost recovery – each coin would be sold for $5 per coin

***The bicentennial logo was part of the approved 2022 budget

The Municipality will apply to as many grants as possible where the project or event is applicable. We will also partner with organizations such as the Mill of Kintail and more to co-host events in order to share in the planning as well as the costs. Grants are not a guaranteed source of income, should the municipality not be successful in obtaining grants we may need to adjust plans in order to stay within the approved budget.

The entire Mississippi Mills portion of funding includes $3,000 already accounted for in 2022 budget for the branding and $25,000 for the coins. However, if all 5,000 coins are purchased the municipality will recovery their cost for the commemorative coin. If we remove those two items, the total municipal contribution to the bicentennial is $43,520.00. This is $8,520.00 over the allocated $35,000.00. However, Council has approved an additional $15,000 to go towards existing events and this amount could be used to help offset the overage. Additionally, some events, such as the farm tour, blockbuster, or weekend in Pakenham may be ticketed which would help offset the cost of running those events.

SUMMARY:

Over the summer the bicentennial working groups have met numerous times to put forward proposals for ideas to celebrate the bicentennial. In total 24 different initiatives are proposed to Council for their consideration to celebrate Mississippi Mills bicentennial in 2023.

As a result, there are 24 initiatives for 2023 to help celebrate the bicentennial. The total estimated budget is $226,020.00, the municipality is hoping to secure grants of approximately $139,500.00 to offset the cost. The balance will either be fundraised, allocated as part of budget 2023 or use ticket sales to offset the cost of the events. The bicentennial is an important milestone for the municipality and will take staff resources, community volunteers and partnerships to be successful.

Respectfully submitted by,

_____
Jeanne Harfield,
Clerk

ATTACHMENTS:

1. Bicentennial Logo
2. Bicentennial Commemorative Coin

200

1823 – 2023

Mississippi Mills

1823 – 2023

Mississippi Mills

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE: September 6, 2022

TO: Committee of the Whole

FROM: Councillor Bev Holmes and Councillor Denzil Ferguson

SUBJECT: **LEAR Supplemental Report**

RECOMMENDATION:

THAT Committee of the Whole recommends that Council adopts Official Plan Amendment No. 29 being an amendment to repeal and replace Schedule A – Rural Land Uses to the Community Official Plan and make certain policy revisions to the Community Official Plan to be in full force and effect on January 5, 2024.

THAT Committee of the Whole recommends that Council adopts Zoning By-law Amendment Z-04-22 being a concurrent Zoning By-law amendment in order for the Rural and Agricultural limits to be consistent with the proposed Schedule A – Rural Land Use to the Community Official Plan to be in full force and effect on January 5, 2024.

AND THAT Committee of the Whole recommend that Council request that Lanark County keep Mississippi Mills informed of any proposed modifications during the review / approval process.

BACKGROUND:

A LEAR working group was developed at the request of the Agricultural Advisory Committee (ACC) and approved by Council. The Mandate of the LEAR working group was to review the LEAR recommendations previously developed by the consultation group, JL Richards and propose revisions based on their local knowledge and expertise to ensure the protection of prime agricultural areas and local concentration of farms which exhibit characteristics of ongoing agriculture.

The LEAR Working Group met for a total of 8 meetings from June 28, 2022, to February 8, 2022.

At the completion of their meetings a report went to Committee of the Whole in May and June 2022 with the final recommendations. During discussions at the June 7th

Committee of the Whole meeting, a small working group of 3 members of Council was formed (Councillors Holmes, Ferguson and Guerard). The purpose of this smaller working group was to address questions and concerns that were raised by the public and not to redo the work that was done by the LEAR working group or the Agriculture Advisory Committee. Over the course of the summer, this smaller Council working group met, posed questions to staff and the consultants and drafted a report back to Council for their consideration.

Timeline:

- **Feb 8, 2022**-The LEAR Working Group concluded their work and approved passing the revised document to the Agriculture Committee.
- **February 18, 2022**-The Agriculture Advisory Committee approved the work of the LEAR Working Group
- **March 1, 2022** - Recommended Motion: Agriculture Advisory Committee (February 18, 2022)

> **THAT** the Official Plan Amendment No. 29 be forwarded to Council;
> **AND THAT** Committee of the Whole consider a second Public Meeting subject to consultation with Council and Clerk regarding location and procedures.

- **March 15, 2022** – Recommended Motion from COW (March 1,2022) to Council
- **May 4, 2022**- Public Meeting held to provide an opportunity for the public to review and provide input on the draft Official Plan Amendment.
  The public reaction resulted in an unexpected number of protests from confused property owners. Certain properties that had previously been rural because they were heavily treed, rocky, or wet land were included because they were near agricultural land. Certain properties that were currently farmed were not included; agricultural land within old settlement areas was not included.

- **June 7, 2022**- Staff report to Committee of the Whole - Official Plan Amendment 29 and Zoning By-law Amendment Z-04-22 - Prime Agricultural Area Designation Review (LEAR)

> **Resolution No CW166-22**
> **Moved by** Councillor Ferguson
> **Seconded by** Councillor Holmes
> **THAT** Committee of the Whole recommend that Council strike a working group of Council that consists of three members of Council plus the Municipality's planning consultant Marc Rivet.
> **AND THAT** Committee of the Whole recommend that Council allocate up to $10,000 to conduct a further review and clarification of the LEAR.
> **CARRIED**

Resolution No CW167-22
Moved by Councillor Ferguson
Seconded by Councillor Holmes
THAT Committee of the Whole recommend that Council appoint the following three members of Council to the working group: Councillor Holmes, Councillor Ferguson and Councillor Guerard.

CARRIED

- **June 21, 2022**- A list of questions was sent to Ken Kelly to pass on to Marc Rivet, following a meeting, organized by Ken Kelly, and attended by Marc Rivet, Jeanne Harfield, Councillor Ferguson, Councillor Guerard and Councillor Holmes.
- **July 27th ,2022**-Response from Marc Rivet to the questions sent June 21, 2022.
- **July 28th, 2022 -** Meeting organized by Ken Kelly, and attended by Marc Rivet, Jeanne Harfield, Councillor Ferguson, Councillor Guerard and Councillor Holmes. Purpose to evaluate progress and timelines. Also, additional questions arose from this meeting and responses have been incorporated.

DISCUSSION:

The following questions submitted by Councillors Holmes, Ferguson and Guerard and answers provided by JL Richards were reviewed and discussed.

*Please note some questions identifying individual properties are not included to maintain privacy.

Question One:
How many agricultural areas were developed?

Response from JL Richards

"Possible scores for evaluated parcels ranged from 0 to 100. After the GIS model was adjusted and reviewed for accuracy, the team decided on a threshold score of 66+. This threshold was selected as it resulted in the identification of a comparable total area as was previously designated as Prime Agricultural in Mississippi Mills. This corresponds with the OMAFRA recommendation that LEARs should not result in a decreased total area recommended for designation as Prime Agriculture but instead should result in the designation of a similar or increased total land area. OMAFRA also requires that, in addition to scoring above the selected threshold, parcels recommended for designation should also be located within blocks of agricultural land that are 250 ha or larger. The table below summarizes existing total areas designated as Prime Agriculture and Rural-Agriculture (overlay) as well as total area scoring 66+ in the LEAR and total area proposed for Prime Agricultural Areas as per the 66+ threshold and 250 ha block

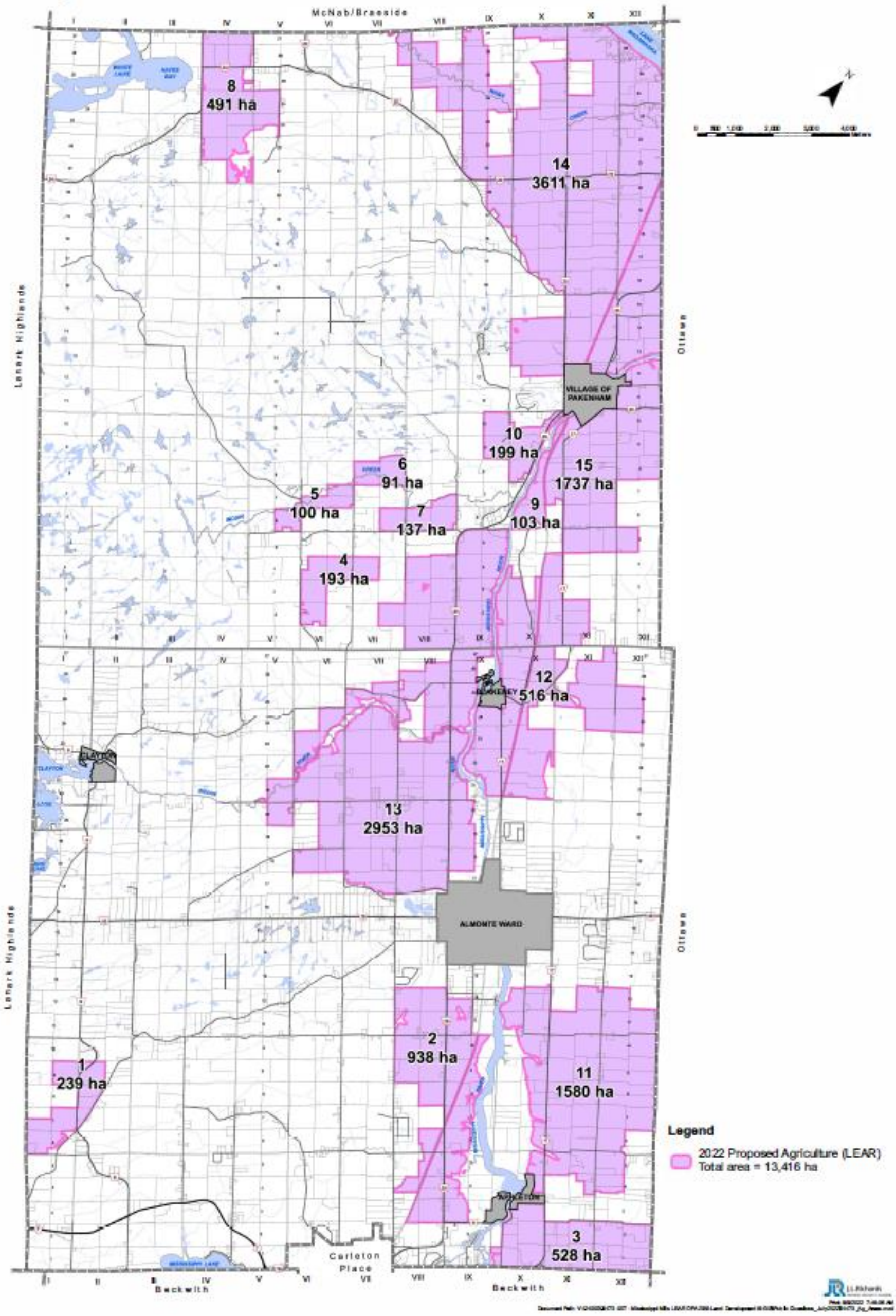
requirement. (this is extracted from the Background Report in support of OPA 29 where figures illustrating all these components can be viewed).

Designation	**Total Area (ha)**
Existing Agricultural Designation (2006 COP)	11,706
Existing Rural Designation with Agricultural Overlay	5,558
Area scoring 66+ in the LEAR Model	15,811
Proposed for Prime Agricultural Designation (considering 250ha blocks)	14,410
Proposed Prime Agricultural Designation following LEAR Working Committee additions / removals	13,564

Note. Areas 1, 4, 5, 6 and 7 were added at the LEAR Working Committee recommendation.

See figure 1

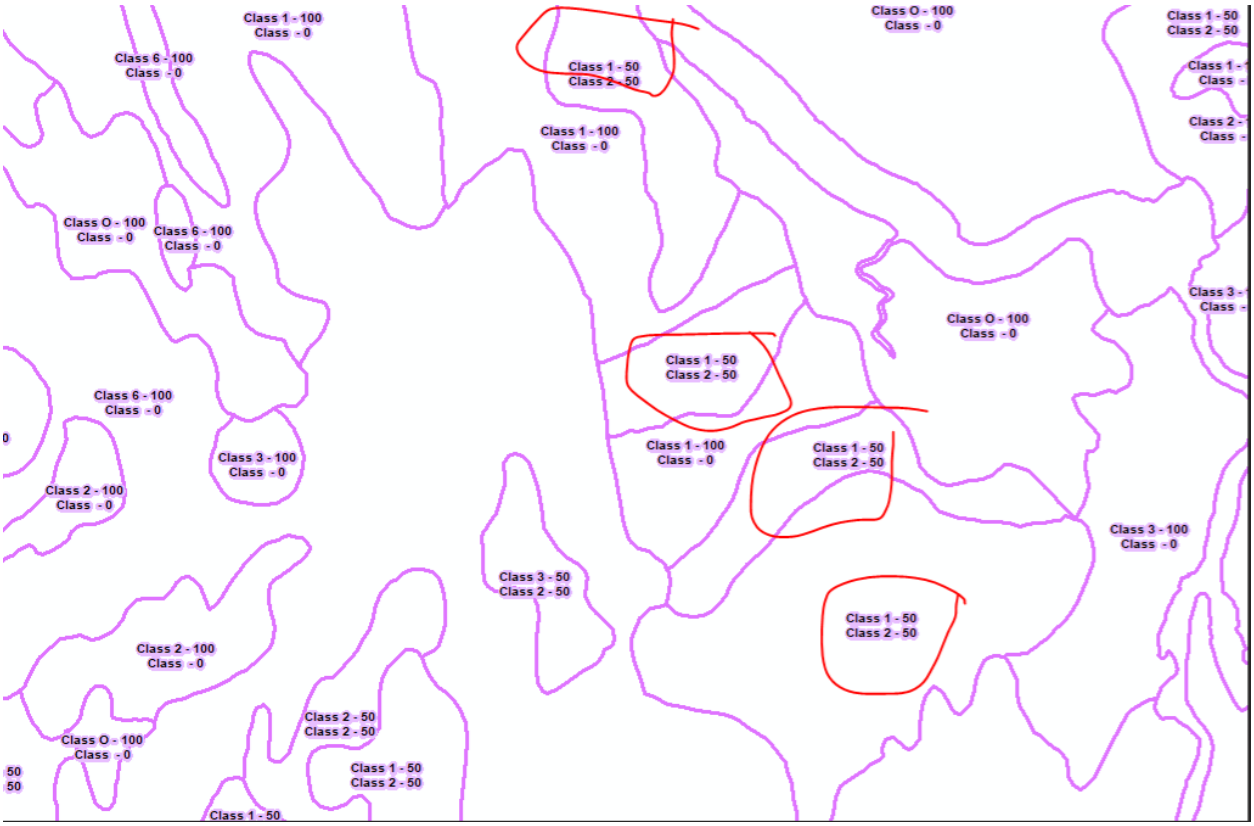
Figure 1
Agriculture Areas



Question Two:
How many acres of each agricultural area is considered class 1, 2, 3 or organic soils?

Response from JL Richards

Each soil class area is comprised of 2 or more different soil classes. The split between soil classes can be 100% one class or 70/30, 60/40 or 50/50 split for multiple classes. This makes it difficult to show soil class correctly on a map. Most of the organics lands have been removed because of significant wetland coverage.



Overall breakdown

Class	Area (m2)	Area (ha)	Percentage
O	2649746	265	2.0
1	32272533	3227	24.1
2	40080768	4008	29.9
3	43924388	4392	32.8
4	1855034	186	1.4
5	313156	31	0.2

6	8439141	844	6.3
7	4305653	431	3.2
Total	**133840419**	**13384**	**100.0**

Question Three:
How many of the hectares now in LEAR agricultural areas were previously rural?

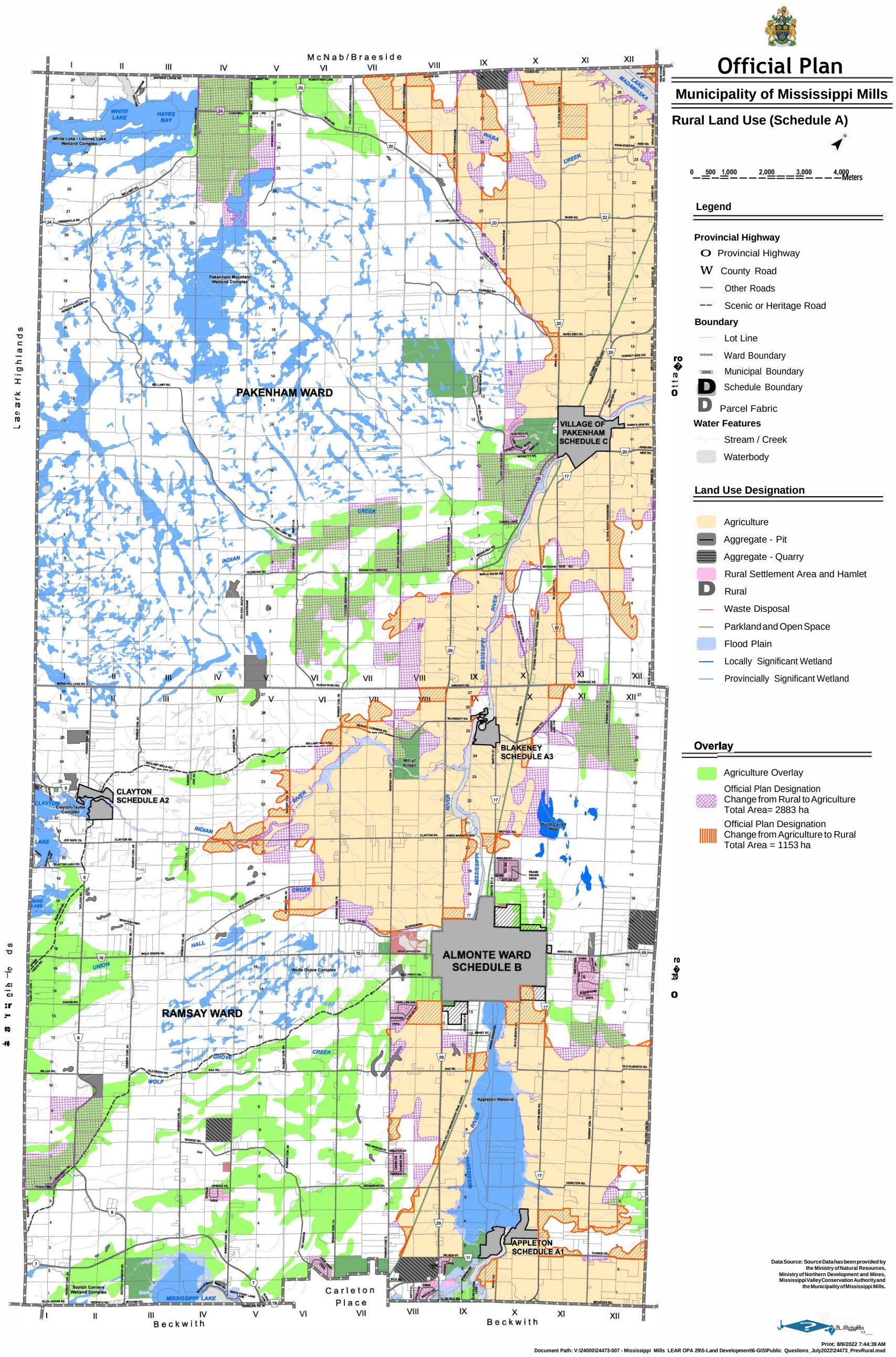
Response from JL Richards

"Official Plan designation changed from Rural to Agriculture
Total Area = 2883 ha
See Figure 2 showing lands changed from Rural to Agriculture"

See figure 2

An additional question was asked in regard to changes from Agricultural areas to Rural and the response received on August 22nd indicated the total was 1153 hectares.

Figure 2


Official Plan
Municipality of Mississippi Mills
Rural Land Use (Schedule A)
0 500 1,000 2,000 3,000 4,000 Meters
Legend
Provincial Highway
Provincial Highway
County Road
Other Roads
Scenic or Heritage Road
Boundary
Lot Line
Ward Boundary
Municipal Boundary
Schedule Boundary
Parcel Fabric
Water Features
Stream / Creek
Waterbody
Land Use Designation
Agriculture
Aggregate - Pit
Aggregate - Quarry
Rural Settlement Area and Hamlet
Rural
Waste Disposal
Parkland and Open Space
Flood Plain
Locally Significant Wetland
Provincially Significant Wetland
Overlay
Agriculture Overlay
Official Plan Designation Change from Rural to Agriculture Total Area= 2883 ha
Official Plan Designation Change from Agriculture to Rural Total Area = 1153 ha
McNab/Braeside
Lanark Highlands
Ottawa
Beckwith
Carleton Place
PAKENHAM WARD
RAMSAY WARD
VILLAGE OF PAKENHAM SCHEDULE C
ALMONTE WARD SCHEDULE B
BLAKENEY SCHEDULE A3
CLAYTON SCHEDULE A2
APPLETON SCHEDULE A1
WHITE LAKE
HAYES BAY
LAKE MADAWASKA
MISSISSIPPI LAKE
MISSISSIPPI RIVER
INDIAN CREEK
WABA CREEK
HALL CREEK
WOLF GROVE CREEK
Data Source: Source Data has been provided by the Ministry of Natural Resources, Ministry of Northern Development and Mines, Mississippi Valley Conservation Authority and the Municipality of Mississippi Mills.
Print: 8/9/2022 7:44:39 AM
Document Path: V:\24000\24473-007 - Mississippi Mills LEAR OPA 29\5-Land Development\6-GIS\Public Questions_July2022\24473_PrevRural.mxd

Question Four:
How many hectares of class 1,2,3, or organic is now going to be converted to rural because they did not fit into the agricultural areas developed. Exclude any residential plots which were previously agricultural.

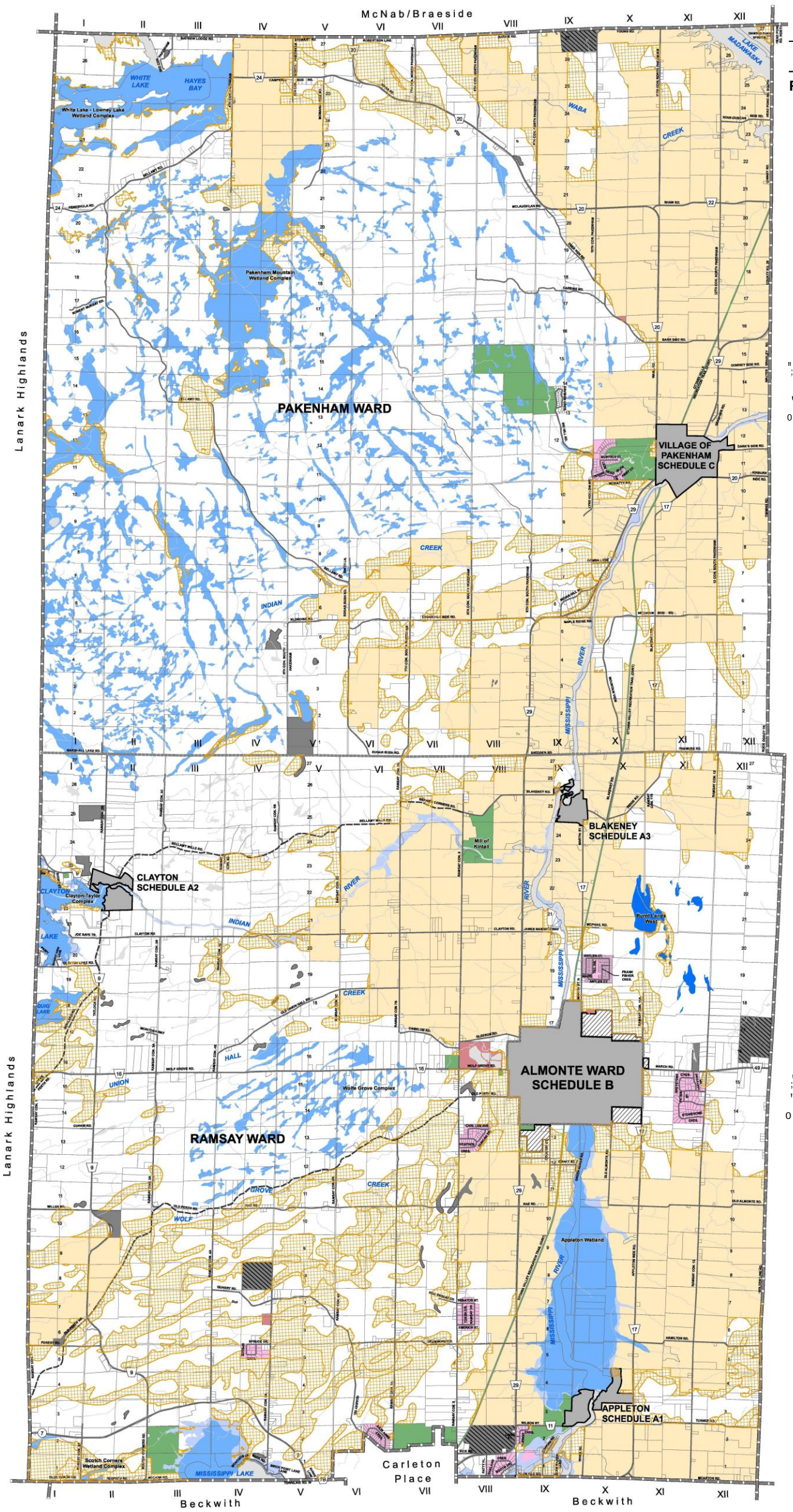
Response from JL Richards

"Remaining soil class 1, 2, 3 and Organics designated as Rural

Class	Area (ha)
1	1665.4
2	1597.8
3	1340.7
O	1501.5

See Figure 3 showing remaining soil class 1, 2, 3 and organics designated as Rural."

FIGURE 3



Official Plan

Municipality of Mississippi Mills

Rural Land Use (Schedule A)

0 500 1,000 2,000 3,000 4,000 Meters

Legend

Provincial Highway

-(j)- Provincial Highway

W County Road

Other Roads

Scenic or Heritage Road

Boundary

Lot Line

Ward Boundary

Municipal Boundary

D Schedule Boundary

D Parcel Fabric

Water Features

Stream / Creek

Waterbody

Land Use Designation

Agriculture

Aggregate - Pit

Aggregate - Quarry

Rural Settlement Area and Hamlet

D Rural

Waste Disposal

Parkland and Open Space

Flood Plain

Locally Significant Wetland

Provincially Significant Wetland

Overlay

Soil Class 1, 2, 3 and Organics
OP Designalion Rural
Total Area = 6,105 ha

Class	Area (ha)
1	1665.4
2	1597.8
3	1340.7
0	1501.5

Data Source: Source Data has been provided by the Ministry of Natural Resources, Ministry of Northern Development and Mines, Mississippi Valley Conservation Authority and the Municipality of Mississippi Mills.

JL Richards

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Question Five:
We are down 2000 hectares of Agricultural land from the amount proposed in 2018 (Draft AG review during last Five-Year Review). Could they please be identified for us in an in-person MAP exercise?

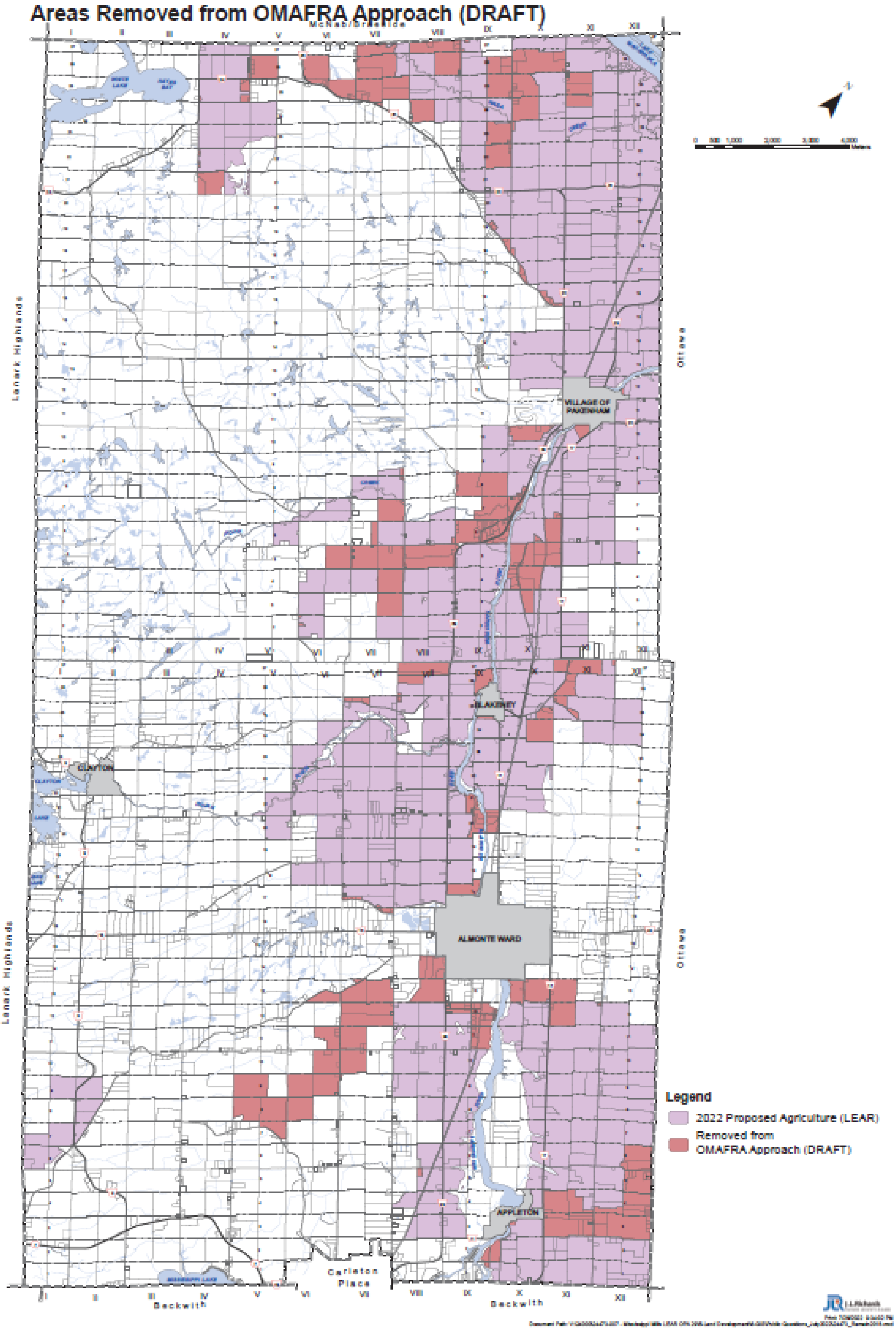
Response from JL Richards

See Figure 4 showing lands removed from OMAFRA Approach (DRAFT) during last Five Year Review

See Figure 4

Figure 4

Areas Removed from OMAFRA Approach (DRAFT)



Question Six:
Is there an opportunity for actual physical viewing of some of the properties if required?

Response from JL Richards

The exercise is based on the same data source for all applied using GIS program created for this project (LEAR methodology).

Certain property Owners have opted for their own professional agrologist study.

We aren't agrologists – the purpose of the LEAR Working Committee was to input local knowledge. Note – prime agricultural areas also including areas of 'poor pockets' also known as adjacent lands."

Question Seven:
Page 144 of 171 (report to COW for June 7th.) talks about 98.8 acres required for farm severances. Page 117 of 171 gives maximum marks for 81 acres. The question is, "is 10 too great a score for farms less than 98.8 acres?"

Response from JL Richards

"After careful review of OMAFRA recommendations and the selected LEAR precedents, the following AR criteria were selected:

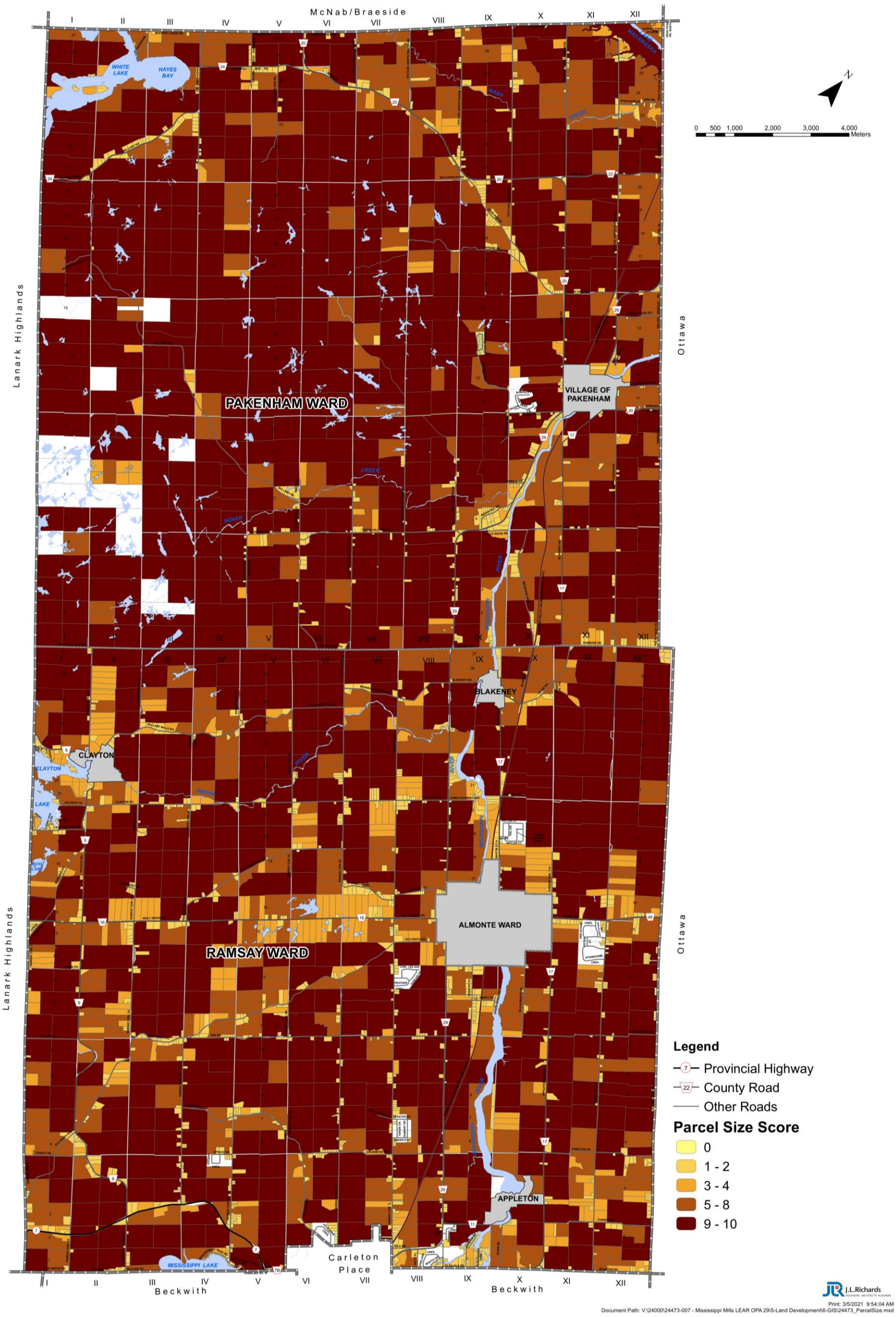
- Parcel Size;
- Conflicting Land Uses; and,
- Active Farming (Parcel Currently Used for Agriculture)

Each of these three criteria had a maximum of 10 points, for a total of 30 percent of the overall LEAR score. The scoring schemes for the AR factors are explained in more detail below:

Parcel Size

Parcel Size	Score
>81 Acres	10
51-80 Acres	8
26-50 Acres	6
11-25 Acres	4
6-10 Acres	2
1-5 Acres	1
<1 Acre	0

Parcel sizes were determined using MPAC data. Larger parcels were scored higher than smaller parcels as shown in the table above. This figure shows a map of evaluated parcels scored by size." (See map, next page)


McNab/Braeside
Lanark Highlands
Ottawa
Beckwith
Carleton Place
WHITE LAKE
HAYES BAY
LAKE MADAWASKA
WABA CREEK
PAKENHAM WARD
VILLAGE OF PAKENHAM
INDIAN CREEK
INDIAN RIVER
MISSISSIPPI RIVER
BLAKENEY
CLAYTON
CLAYTON LAKE
RAMSAY WARD
ALMONTE WARD
APPLETON
MISSISSIPPI LAKE
0 500 1,000 2,000 3,000 4,000 Meters
Legend
Provincial Highway
County Road
Other Roads
Parcel Size Score
0
1 - 2
3 - 4
5 - 8
9 - 10
J.L.Richards
Print: 3/5/2021 9:54:04 AM
Document Path: V:\24000\24473-007 - Mississippi Mills LEAR OPA 29\5-Land Development\6-GIS\24473_ParcelSize.mxd

Questions 8 to 11:
These questions identifying individual properties are not included to maintain privacy

Question Twelve:
Councillor Guerard requested to forward the names and concerns of residents she has spoken with for response but has not done so.

Question/Comment Thirteen:

We would like an OMFRA perspective and clarification once the above has been completed, via E-mails or meetings. For example: minimum percentage of class 1, 2, 3, organic soils which should be in each agricultural area. Does an area with less than 50% class 1, 2, 3, organic soils qualify as an agricultural area? What other municipalities have completed LEAR? Other questions may arise as the above requests are addressed.

Response from JL Richards:

Note: LEAR isn't just one criteria: see Background Report. It's many elements all scored differently. A percentage of certain soils within one area was the 2018 OMAFRA approach **NOT** what we are doing – see LEAR Background Report (as attached).

CONSIDERATION:

A. The chart in question one, indicates 846 hectares of "Proposed for Prime Agricultural Designation (considering 250ha blocks)" was removed by the LEAR Working Committee. This amount seems high given they added 760 hectares by recommending an additional 5 potential Agricultural areas. A written breakdown of the locations and the number of hectares in the removals would be helpful.

B. The proposed Agricultural Areas are predominately class 1, 2, 3, & organic soil. These soils represent a total of 88.8% of the soils in the proposed Agricultural areas. Reference is chart entitled "Overall breakdown" in response for question two.

C. The amount of class 1, 2, 3, and organic land which will be designated rural, using the LEAR system will be 6,105.66 hectares as indicated in the response for question 4. This amount excludes residential plots which were previously designated agricultural and the LEAR Working Committee requested they be removed. 6,105.66 hectares is over 30% of Mississippi Mills best soil which will no longer be protected by agricultural zoning. An unknown is the amount of Class 1,2,3, and organic land which is not designated under the current COP and the reason why it is not designated.

FINANCIAL IMPLICATIONS:

None

SUMMARY:

A review indicates that the proposed Agricultural areas are composed primarily of class 1, 2, 3, and organic land and represents 88.8% of the land area. The remaining 11.1 % of the lands in the Agricultural areas contain 1.6% of class 4 and 5 soil and 9.5% of class 6 and 7 soil. The land within the proposed Agricultural areas cannot be built upon (unless they had previous severances) but they can be drained, clear cut and all practices related to farming and farming related activities can be carried out.

The remaining 6,105.66 hectares of class 1, 2, 3, and organic land will be zoned rural and not afforded the protection of land in the proposed Agricultural areas. This will enable development and could result in a reduction in the availability of small farms with 1,2,3,& organic soils. Many of these small farms use all their land with the more fertile areas used for crops and the class 4 and below land used for grazing. Small farms support the agricultural feed and equipment suppliers in Mississippi Mills. We acknowledge that they can still be farmed with the rural designation and the Minimum Distance Separation (MDS) applies however, we recommend that small farms with 1, 2, 3, and organic soils be afforded similar protection as the proposed Agricultural areas.

Our recommendation is that the LEAR report and this supplementary report be forwarded to Lanark County as background information to the OPA 29.

Respectfully submitted by,

_____

Councillor Bev Holmes and Councillor Denzil Ferguson

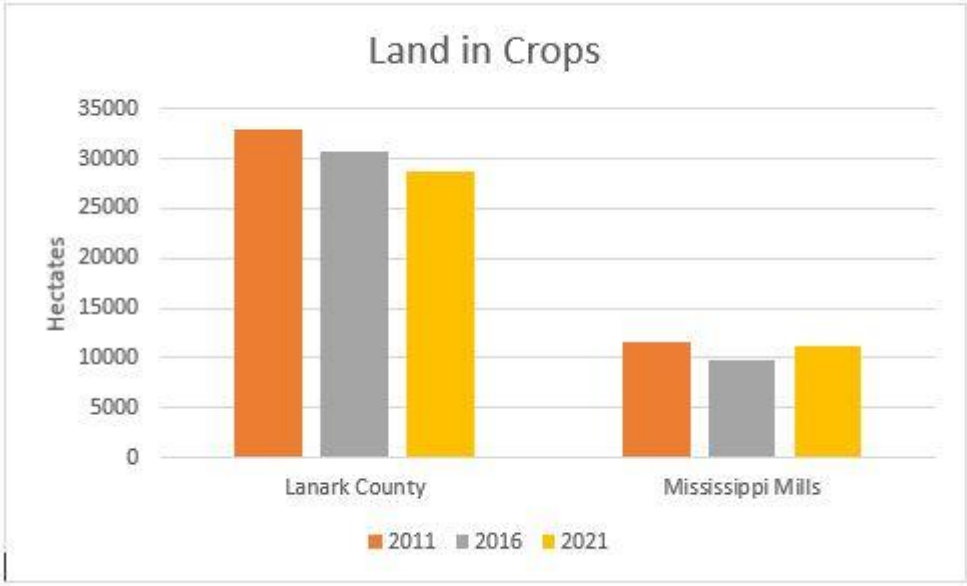
ATTACHMENTS:

1. June 7, 2022 – COW report “Official Plan Amendment 29 and Zoning By-law Amendment Z-04-22 - Prime Agricultural Area Designation Review (LEAR)”
2. LEAR Background report (Background Report (Supporting Information) to OPA 29 is part of the Draft By-law and was part of the Committee of the Whole May 2022 package)

ADDENDUM:

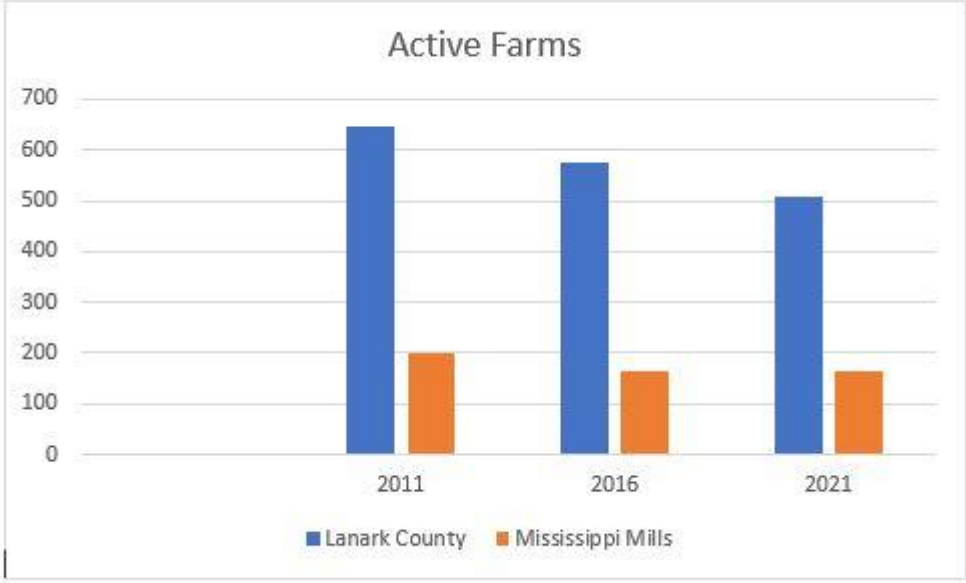
Additional information:

Information from Statistics Canada Census of Agriculture regarding Lands in crops in Lanark County and Mississippi Mills.



Lanark County is showing an overall decrease in crops lands from 2011 to 2021 whereas Mississippi Mills showed a decrease from 2011 to 2016 and an increase in 2021.

Information from Statistics Canada Census of Agriculture regarding Active Farms in Lanark County and Mississippi Mills



According to Stats Canada, there has been a decrease in active farms in Lanark County. Mississippi Mills stats show a decrease from 2011 to 2016 with similar numbers of farming activity between 2016 to 2021.

Attachment #1

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

STAFF REPORT

DATE:	**May 17, 2022** ***Deferred from May 17, 2022 COW meeting**
TO:	Committee of the Whole
FROM:	Marc Rivet, Planning Consultant
SUBJECT:	**OFFICIAL PLAN AMENDMENT 29 (LEAR)** **ZONING BY-LAW AMENDMENT Z-04-22** **Municipality of Mississippi Mills**

RECOMMENDATION

THAT Committee of the Whole recommends that Council adopts Official Plan Amendment No. 29 being an amendment to repeal and replace Schedule A – Rural Land Uses to the Community Official Plan and make certain policy revisions to the Community Official Plan to be in full force and effect on January 5, 2024.

THAT Committee of the Whole recommends that Council adopts Zoning By-law Amendment Z-04-22 being a concurrent Zoning By-law amendment in order for the Rural and Agricultural limits to be consistent with the proposed Schedule A – Rural Land Use to the Community Official Plan to be in full force and effect on January 5, 2024.

BACKGROUND

Community Official Plan

Mississippi Mills Community Official Plan has two primary designations for the rural areas, an Agriculture designation and a Rural designation. The Agriculture designation is intended to be reflective of the Prime Agricultural Areas as defined in the Provincial Policy Statement (PPS). The current Agriculture designation consists predominantly of Class 1 – 3 soils and excludes adjacent lands (Class 4 -7 soils). The Rural designation is comprised of the remaining lands (outside of the Agriculture designation).

The Community Official Plan also contains areas that are identified as a Rural-Agriculture Overlay which have associated policies related to active agricultural operations in Section 3.3.4 of the Community Official Plan.

This current policy framework is not consistent with the 2020 Provincial Policy Statement as it relates to Prime Agricultural lands as the current Agriculture designation does not include lands beyond the Class 1 to 3 soil classification. As it relates to the Agriculture designation in the Community Official Plan, Section 2.3.1 of the PPS indicates that *prime agricultural areas* shall be protected for long-term use for agriculture. Prime agricultural areas mean areas where

prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) using guidelines developed by the Province as amended from time to time. A prime agricultural area may also be identified through an alternative agricultural land evaluation system approved by the Province.

Official Plan Amendment (OPA) 21 Five-Year Review

Official Plan Amendment 29 (OPA 29) stems from the work that started as part of OPA 21; which was the Five-Year Review of the Community Official Plan. Discussions regarding updating Agriculture designation in the Community Official Plan began in 2016 during the OPA 21 process. As part of OPA 21, a review of the Agriculture designation was conducted based on input from the Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) and further discussed in a background report provided to the Municipality titled, Agricultural Lands Review, February 2018. The proposed amendment, at that time, included 15,560 hectares of lands designated Agriculture compared to the 11,723 hectares currently designated Agriculture (in addition to 5,559 hectares of lands under the Rural Agriculture Overlay).

On February 20, 2018, Council passed Resolution No. 110-18 to defer the review of its Agriculture designation and review these designated areas at a later date using an alternative agricultural land evaluation system approved by the Province, known as an Agricultural Land Evaluation and Area Review (commonly referred to as LEAR).

Following a series of meetings in 2018 and 2019, Agricultural Advisory Committee (AAC) meetings as well as Council Resolutions with respect to undertaking a LEAR study, the study formally began in 2019 after Council passed the following Resolution (222-19):

> **THAT** Council direct staff to request that the County of Lanark delay the decision on agricultural mapping until the completion of the LEAR review with a mutually agreed upon timeline.

As such, the County's Notice of Decision on OPA 21 deferred the delineation of prime agricultural areas under the Agriculture designation, pending the completion of a LEAR study.

LEAR Study

LEAR is a tool which can be used by municipalities to identify lands that may be suitable for designation as prime agricultural areas in their Official Plans. Developed by OMAFRA, LEAR uses quantitative datasets to evaluate the agricultural suitability of lands based on soil capability as well as other factors that affect agricultural potential, within the context of a given municipality.

LEAR scores individual land parcels based on their agricultural potential whereby high-scoring parcels have the greatest agricultural potential. LEAR also establishes a score threshold that is specific to the study.

LEAR is intended to provide municipalities with a starting point for designating prime agricultural areas. Parcels that score below the selected score threshold are typically considered as poor candidates for prime agricultural areas designation while those scoring above the score threshold are typically considered as good or excellent candidates for designation; however, a number of other factors play a role in the identification of Prime Agricultural Areas including property owner/community feedback, input from working groups, and expert reports (i.e. Soil Reports prepared by an Agrologist). As a result, a parcel can receive a high LEAR score but may not be included as a prime agricultural area or receive a score lower than the established threshold but be included in the identification of a prime agricultural area.

Again, it is important to remember that when we are talking about designating “prime agricultural areas” that this can include land that does not have Class 1-3 soils. Lands that have Class 4-7 soils are not automatically excluded from the “prime agricultural area”. Likewise, a high scoring parcel of land with Class 1-3 soils can be excluded from designation as part of a “prime agricultural area”.

Each LEAR evaluation has two key components:

- Land Evaluation (LE): This component evaluates soil capability as it relates to agriculture. The Canada Land Inventory (CLI) Soil Capacity Classification dataset is used for this component of the tool; providing 7 soil classifications as well as an organic soil classification to establish soil capacity.
- Area Review (AR): This component allows Municipalities to consider other factors that impact agricultural potential. This may include onsite factors such as parcel size or current land use or may include offsite factors such as conflicting land uses.

Attachment B illustrates the changes to the Community Official Plan Schedule A “Rural Land Use” based on the first draft of OPA 29 Schedule A released in March 2021 and the second draft of OPA 29 Schedule A released in March 2022.

In terms of total land area, these changes represent the following areas designated, or proposed to be designated as Agriculture:

	Agriculture designation	“Rural – Agriculture” Overlay
2006 COP Schedule A	11,705 hectares	5,558 hectares
2018 Draft AG Review OPA 21*	15,560 hectares	5,558 hectares
2021 Draft Schedule A OPA 29	14,343 hectares	-
2022 Draft Schedule A OPA 29**	13,564 hectares	-

* Agricultural review was deferred from OPA 21

** 2022 Schedule A (OPA 29) also highlights 4 properties that are being proposed as “Rural” based on professional agrologist report’s findings and conclusions.

STUDY AND CONSULTATION PROCESS

A series of public meetings, open houses, working groups and Committee meetings were held over the course of the LEAR study. Many of these meetings occurred during COVID-19 and following Provincial and Municipal protocol, many of these meetings were held virtually.

Committee of the Whole (COW) Meetings and Related Documents

On March 25, 2021, a Staff Report was presented to COW seeking direction from Council to proceed with an Open House and Public Meeting for OPA 29 in accordance with *Planning Act* notification procedures. A Background Report was also presented explaining the LEAR methodology to identify prime agricultural areas.

On April 8, 2021, Notice of Public Meeting was completed and a draft copy of OPA 29 (dated April 8, 2021) was made available for review including supporting information and material. On May 4, 2021, a Public Meeting was held to provide an opportunity for the public to review and provide input on the draft Official Plan Amendment.

Mississippi Mills Agriculture Advisory Committee (AAC)

The AAC is an advisory committee of Council with a mandate to advise and support Council on matters of impact to the agricultural community for the benefit of the entire Municipality. The AAC’s mission statement is also to provide support on other related issues as requested by Council. The AAC consists of 1 Council member, Mayor (ex-officio), staff support, and 5 to 7 members of the public representing various sectors of the community.

A series of meetings were held with the AAC as the LEAR study progressed including the following:

- April 22, 2021: JLR presented an overview of Land Evaluation and Area Review (LEAR) with guests John O’Neill, OMAFRA representative and Julie Stewart, Lanark County Planner. Agricultural Advisory Committee Meeting - April 22, 2021

- June 02, 2021: The AAC prepared a report with a series of recommendations for Council. Agricultural Advisory Committee Meeting - June 2, 2021 These recommendations included:

    - That a LEAR working group be developed comprised of the Agricultural Advisory Committee members plus the Council representatives from Ramsay and Pakenham Wards, plus ad hoc members from the agricultural community.
    - That the working group be supported:
        - in meeting with the consultant to better understand the specific assumptions made in developing the study

        - In reviewing the map products developed by the project
        - In reviewing a representative set of properties to validate the study to date or recommend changes in the assumptions.
        - In developing an appropriate communication to the affected landowners to ensure that they know and understand the changes and possible effects on their properties.
        - In contacting a selection of landowners affected by this study.
    - That the Indigenous community be consulted as part of the process.
    - That a direct mailing be made to inform landowners of these changes.
    - That this report be presented to Council

- December 8, 2021, a meeting was held to discuss proposed changes to OPA 29 and further discussions about suggested revisions including a list of properties being added and removed. Agricultural Advisory Committee Meeting - December 8, 2021

- February 18, 2022, the AAC approved a recommendation to approve the revised Official Plan Amendment No. 29 "Prime Agricultural Area Review" dated November 24, 2021, as approved by the LEAR Working Group. Agricultural Advisory Committee Meeting - February 18, 2022

Staff note that since the recommendation of the AAC to approve the revised OPA 29 dated November 24, 2021, the municipality received three (3) soil study submissions from landowners. These soil study submissions were reviewed by JLR and determined to meet the LEAR criteria. As a result, three areas previously recommended for Agriculture designations have been modified to Rural designations in the attached OPA 29 document and associated Schedule. These areas are highlighted in red in Attachment B.

LEAR Working Group Mandate

As previously noted, a LEAR Working Group was struck out of the recommendation from the AAC in June 2021. The LEAR Working Group is comprised of the AAC members plus the Council representatives from Ramsay and Pakenham Wards.

The LEAR working group's mandate was to review the LEAR recommendations and propose revisions based on their local knowledge and expertise to ensure the protection of prime agricultural areas and local concentration of farms which exhibit characteristics of ongoing agriculture.

The following are the series of meetings that were held with the LEAR Working Group and streamed online on the Municipality's website:

- LEAR Working Group Meeting - June 28, 2021
- LEAR Working Group Meeting - August 3, 2021
- LEAR Working Group Meeting - September 1, 2021
- LEAR Working Group Meeting - September 22, 2021

- LEAR Working Group Meeting - October 6, 2021
- LEAR Working Group Meeting - October 20, 2021
- LEAR Working Group Meeting - November 3, 2021
- LEAR Working Group Meeting - February 8, 2022

The final recommendation of the LEAR Working Group to the AAC was a recommendation to approve of the revised Official Plan Amendment No. 29 "Prime Agricultural Area Review" dated November 24, 2021.

Public Consultation Process

The public consultation process for LEAR was undertaken through a series of meetings, public notifications, direct mailout to landowners, website updates, email notifications as well as social media postings (Municipality's Facebook page).

The Municipality created a webpage dedicated to the LEAR study containing recordings of streamed meetings, links to meeting agendas and minutes, all supporting information and material related to the LEAR study and OPA 29 and concurrent zoning schedule update: Official Plan Amendment 29 - Prime Agricultural Area Designation Review - Mississippi Mills

The following is the information posted on the Municipality's webpage:

OPA 29 and Zoning By-law Z04-2022 Public Meeting Information Session April 5, 2022

- Public Notice for Public Meeting
- Presentation Slides for Public Meeting
- Recording of Public Meeting
- What is LEAR?
- LEAR Next Steps?
- Frequently Asked Questions
- GIS LEAR Map (Free ArcGIS Web Application)

OPA 29 Documents and Additional Resources

- Proposed Agricultural Designation Map
- Map of Rural and Agricultural Changes
- Draft Official Plan Amendment 29
- Draft LEAR Zoning Ramsay Ward
- Draft LEAR Zoning Pakenham Ward
- OMAFRA LEAR Document

Committee of the Whole Meetings and Related Documents

- March 25, 2021 Report to Committee of the Whole re: Official Plan Amendment (OPA) No. 29 Agricultural Lands LEAR
- March 25, 2021 OPA 29 Overview Presentation Slides
- Public Meeting Notice March 2021

- Draft OPA 29 March 2021
- Letter to property owners changing from Agricultural to Rural designation
- Letter to property owners changing from Rural to Agricultural designation
- LEAR Scores of 66+

Agricultural Advisory Committee (AAC) Meetings

- April 22, 2021 (including JLR presentation)
- June 2, 2021
- December 8, 2021
- February 18, 2022

Information Sessions and Previous Public Meeting Links

- April 28, 2021 Virtual Information Session Recording (with presentation slides)
- May 4, 2021 Public Meeting Recording

LEAR Working Group Meetings

- June 28, 2021
- August 3, 2021
- September 1, 2021
- September 22, 201
- October 6, 2021
- October 20, 2021
- November 4, 2021
- February 8, 2022

In addition to newspaper notice, email updates, and use of the municipal website, the municipality sent out 578 letters by mail on July 28, 2021 (mailout #1) including:

- 135 letters to property owners that were being considered to change from Agricultural to Rural (including properties that had a partial Agriculture designation).
- 443 letters to property owners that are proposed to be changed from Rural to Agricultural (including properties that had a partial Rural designation).

The Municipality received emails from approximately 120 landowners and approximately 15 phone calls following the release of the first draft mapping in 2021. A copy of this email correspondence has been included in Attachment C. Municipal staff reviewed these submissions and discussed many of them with the LEAR Working Group. Verbal submissions were also received during the April 28, 2021, Virtual Information Session and the May 4, 2021, Public Meeting.

Following the LEAR Working Group meetings and the recommendation to approve the LEAR study and implementation of OPA 29 from the AAC, staff completed additional consultation in the form of newspaper notice, email updates, and postings on the municipal website and social media.

In addition to the above notification, the Municipality sent out a total of 508 letters by mail on March 25, 2022, (mailout #2) including:

- 28 letters to property Owners whose properties are currently designated Agriculture and proposed to be redesignated to Rural
- 192 letters to property Owners whose properties are currently designated partially Agriculture and partially Rural and proposed to be redesignated to Rural
- 107 letters to property Owners whose properties are currently designated Rural and proposed to be redesignated to Agriculture
- 181 letters to property Owners whose properties are currently partially designated Agriculture and partially Rural and proposed to be redesignated to Agriculture

As the study progressed, the information which was presented to the public, the LEAR working group recommendations and public submissions were made, the proposed lands for designation changed. The property owners notified in Mailout #1 and those notified in Mailout #2 are slightly different because the properties that were affected by the proposed designation changes were different. During the consultation and comment periods discussed above, there were a number of changes made to the lands recommended for designation.

The Municipality has received emails from approximately 80 landowners following release of the second draft in March 2022. A copy of this email correspondence has been included in Attachment D. Staff note that many of these submissions relate to the Burnt Lands Area of Natural and Scientific Interest (ANSI).

Burnt Lands Area of Natural and Scientific Interest (ANSI)

For the Committee's information, the limits of the Burnt Lands (ANSI) are not being revised with this review. At the beginning of the LEAR study, discussions were held with representatives from Ministry of Northern Development, Mines, Natural Resources and Forest (MNRF), OMAFRA, and Ministry of Municipal Affairs and Housing (MAH) who did not identify any conflicts with any changes of designation from Rural to Agriculture. Staff are of the opinion that any change in designation from Rural to Agriculture for those lands would result in greater protection of the ANSI areas as the development policies (mainly consents) are stricter as it relates to the Agriculture designation versus the Rural designation.

RESULTS OF LEAR STUDY AND POLICY IMPLICATIONS

Rural to Agricultural Designation

The majority of permitted land uses for Agriculture and Rural designations are very similar. The most notable policy difference between these two designations is the ability to sever land. The current severance policies in the Community Official Plan are stricter for the lands within the Agriculture designation compared to the Rural designation.

For the Committee's information, the majority of the public feedback expressing concern over the LEAR study and its policy implications were focused on the impact of development potential. The change in designation from Rural to Agriculture does not have tax implications and minimal difference in permitted uses between the two designations; however, there was

notable concern amongst the public regarding the restriction on lot creation (severance), ability for land to be included in future settlement area expansions as well as the ability to develop the lands for rural residential subdivision lots.

For the Committee's information, rural residential subdivisions are not currently supported in the policy framework for the Community Official Plan in the Rural designation. With respect to LEAR impacting the evaluation of expansion lands for settlement areas, any expansion to settlement areas requires a comprehensive study which includes a range of important land use planning considerations such as population projections, assessment of available vacant land within existing settlement areas, the existing transportation network, servicing feasibility as well as land use designations. Lands that are designated Agriculture would be a consideration in settlement area expansion; however, it would be one of many land use considerations that would be balanced as part of a larger land use study.

With respect to lot creation (severance) potential, the change in designation from Rural to Agriculture will impact a landowner's ability to sever non-farm residential lots *if* the landowner has an original township lot (as of July 1, 1973). The Agriculture designation limits lot creation to surplus farm dwelling severances, farm consolidations and severances that generally meet the minimum 40 ha agricultural lot area. Further discussion regarding lot creation is noted below.

<u>Agricultural to Rural Designation</u>

As previously mentioned, the permitted land uses are very similar in both designations. The significant difference for properties designated Rural is that lot creation (severance) is permitted up to two (2) lots from the original township lot (as of July 1, 1973). Staff note however that there are a number of other potential constraints to lot creation such as severance history, Minimum Distance Separation (MDS) setback requirements as well as other land use constraints (Provincially Significant Wetlands, Aggregate resources, Hydrogeological issues etc.) which impact the severance ability on lands. As a result, the creation of two (2) non-farm residential lots from those lands that are designated Rural is considered a 'best case scenario'.

Many of those who have made submissions with regards to the LEAR study and its proposed designations do not have the ability for severances under the current policy framework. These properties are either not eligible or have already had the maximum number of severances allowed under the Official Plan policies. Others who have the ability to sever land under the current policy framework have the opportunity to do so until such time that the OPA 29 is in full force and effect. This is further discussed in the Implementation Section of this report.

<u>Removal of Rural-Agricultural Overlay</u>

The "Rural – Agriculture" overlay was applied to lands that were considered to be locally significant and that were outside the Agriculture designation. The policies in the Community Official Plan related to this overlay requires that new non-farm buildings maintain a 30-metre setback from active agricultural operations or seek approval from the Committee of Adjustment.

As the purpose of OPA 29 is to designate prime agricultural areas under the Agriculture designation using LEAR and local knowledge, there are other land use planning tools such as

the Minimum Distance Separation guidelines and zoning setbacks that requires suitable setbacks between non-farm residential uses and agricultural uses.

As a result, staff are of the opinion that this Overlay and related policies are not necessary with respect to the implementation of setbacks from active agricultural uses and can be removed from the Community Official Plan as part of OPA 29.

Zoning By-law Amendment

As part of the LEAR study and implementing OPA 29, staff are recommending that implementing zoning be included as part of the implementation of OPA 29. Zoning updates that are consistent with OPA 29, will ensure that the zoning on the lands which are subject to amendment are up to date as soon as OPA 29 comes into full force and effect.

NEXT STEPS

A decision of Mississippi Mills Council on Official Plan Amendment 29 and Zoning By-law Amendment Z-04-22 is the first step in the implementation process.

As the County of Lanark is the approval authority of Official Plan Amendments to the Community Official Plan, the decision of Official Plan Amendment 29 will need to be forwarded to the County for approval. In addition, if Official Plan Amendment 29 is approved by Mississippi Mills Council, the municipality must initiate a County Official Plan Amendment in order to update the County's Agricultural and Rural designations for Mississippi Mills to ensure the Community Official Plan and the County's Sustainable Community Official Plan is consistent.

The following provides a high-level outline of next steps in the process of implementing the proposed amendments.

County Official Plan Amendment Process

- Official Plan Amendment documents and Council By-law (adoption) sent to County
- County Official Plan Amendment (approval authority) process initiated

Review of Official Plan Amendment – County

- County circulates County Official Plan Amendment – includes OMAFRA for review
- May result in changes to Official Plan Amendment
- County holds Public Meeting
- County makes recommendation to County Council
- County Council can approve, approve with modifications, or refuse OPA 29
- Notice of Decision - Official Plan Amendment appeal period

Ontario Land Tribunal

- Appeals of the Lanark County decision may be submitted to the Ontario Land Tribunal

Impacts and Timeframe to Land Owners

- OPA 29 will not be in effect until all appeals are dealt with.
- Applications for land use (development) including land division (consent) would be considered under current policy until OPA 29 and ZBA-04-2022 come into effect.

- A transition period to January 5, 2024 is proposed where applications (which have been deemed complete) would be reviewed against current policy (in effect at time of Council adoption).

IMPLEMENTATION – Transition Clause for Official Plan Amendment 29

As noted in this report, the process to amend the Community Official Plan and the Zoning By-law will impact some landowners more than others. Some landowners will lose the right to sever their land while some others will gain the right to sever non-farm residential lots. The process to amend these policy documents is also subject to appeal to the Ontario Land Tribunal.

In recognition of the impact on landownership and the nature and length of the appeal process, it is recommended that a transition period be established as part of the Amendment. The proposed effective date for the Amendments to be in full force and effect is January 5, 2024. If there are no appeals to Official Plan Amendment 29, then this transition period will provide affected landowners a period of time in which to prepare for the designation change to their property.

For any landowner that currently has severance rights as part of a Rural designation and will lose these rights if the property is redesignated to Agriculture, a transition clause will ensure that they have ample time to submit a complete consent application (including any required plans and studies) to the County of Lanark's Land Division Committee to start the process of severing their land.

If an appeal(s) is submitted against Official Plan Amendment 29, it may very well not be resolved by January 5, 2024. If this is the case, then the appeal process will also provide affected landowners additional time to prepare for any land use designation change.

Staff are of the opinion that the advantage of providing a clear implementation date of January 5, 2024, is to ensure that all landowners have a minimum amount of time to prepare for the land use designation change.

For the Committee's information, with respect to severance applications, applicants do not have to complete the severance application process by January 6, 2024, rather the applicants need to have applied for a consent to sever with a complete application by January 5, 2024.

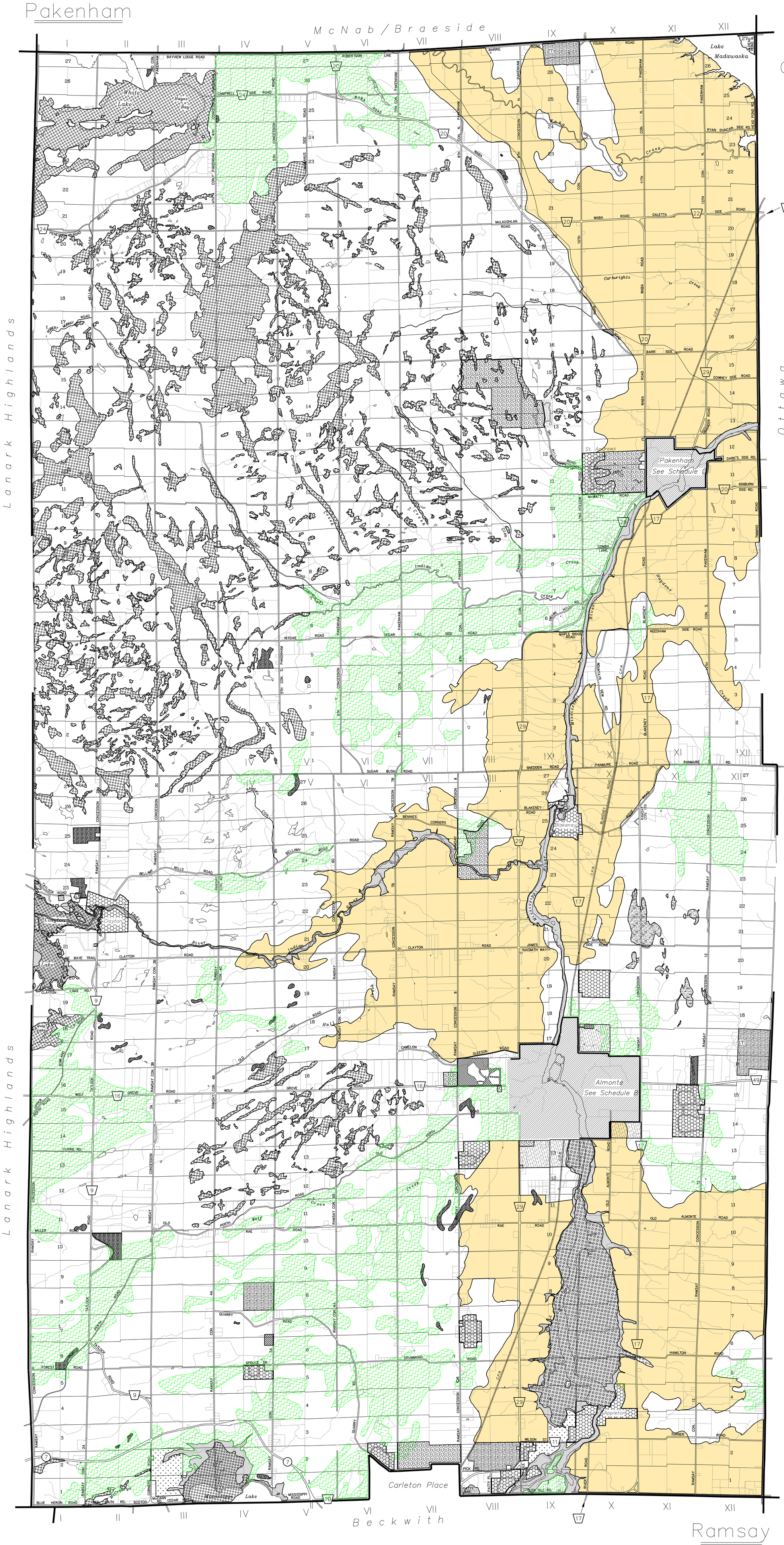
All of which is respectfully submitted by,	Approved by,
_____	_____
Marc Rivet, MCIP, RPP	Ken Kelly
Planning Consultant	CAO

ATTACHMENTS:

Attachment A - Community Official Plan (2006) Schedule A "Rural Land Use"
Attachment B – Comparison between existing 2006 Schedule A and proposed 2021 and 2022
Attachment C - Redacted original comments from 1st Draft OPA 29 (2021)

Attachment D - Redacted original comments from 2nd Draft OPA 29 and Z-04-22 (2022)
Schedule E – Draft Official Plan Amendment OPA 29
Appendix F – Draft Zoning By-law Amendments Z-04-22

<u>Attachment A</u> –
Community Official Plan (2006) Schedule A "Rural Land Use"



Mississippi Mills

A Natural Place to Grow

Community Official Plan

Mississippi Mills

Schedule A

Rural Land Use

Scale 1:25,000

500 250 0 500 1000 1500m

1500 750 0 1500 3000 4500ft

Roads:

- Provincial Highway
- County Roads
- Municipal Roads
- Unopened Road Allowance
- TransCanada Pipeline

Boundaries:

- Municipal Boundary
- Legal Fabric
- Urban Settlement Area
- Designation Boundary

Land Use Designations:

- Agriculture
- Aggregate Resource – Pit
- Aggregate Resource – Quarry
- Flood Plain
- Rural Settlement Area and Hamlet
- Provincially Significant Wetland
- Locally Significant Wetland
- Rural
- Waste Disposal
- Parkland and Open Space

Overlay:

- Rural – Agriculture
- Future Expansion

J.L.R. No. 19690
Prepared: 18/06/04
Revised: 13/04/05
Revised: 28/11/05
Revised: 12/07/06

J.L.Richards
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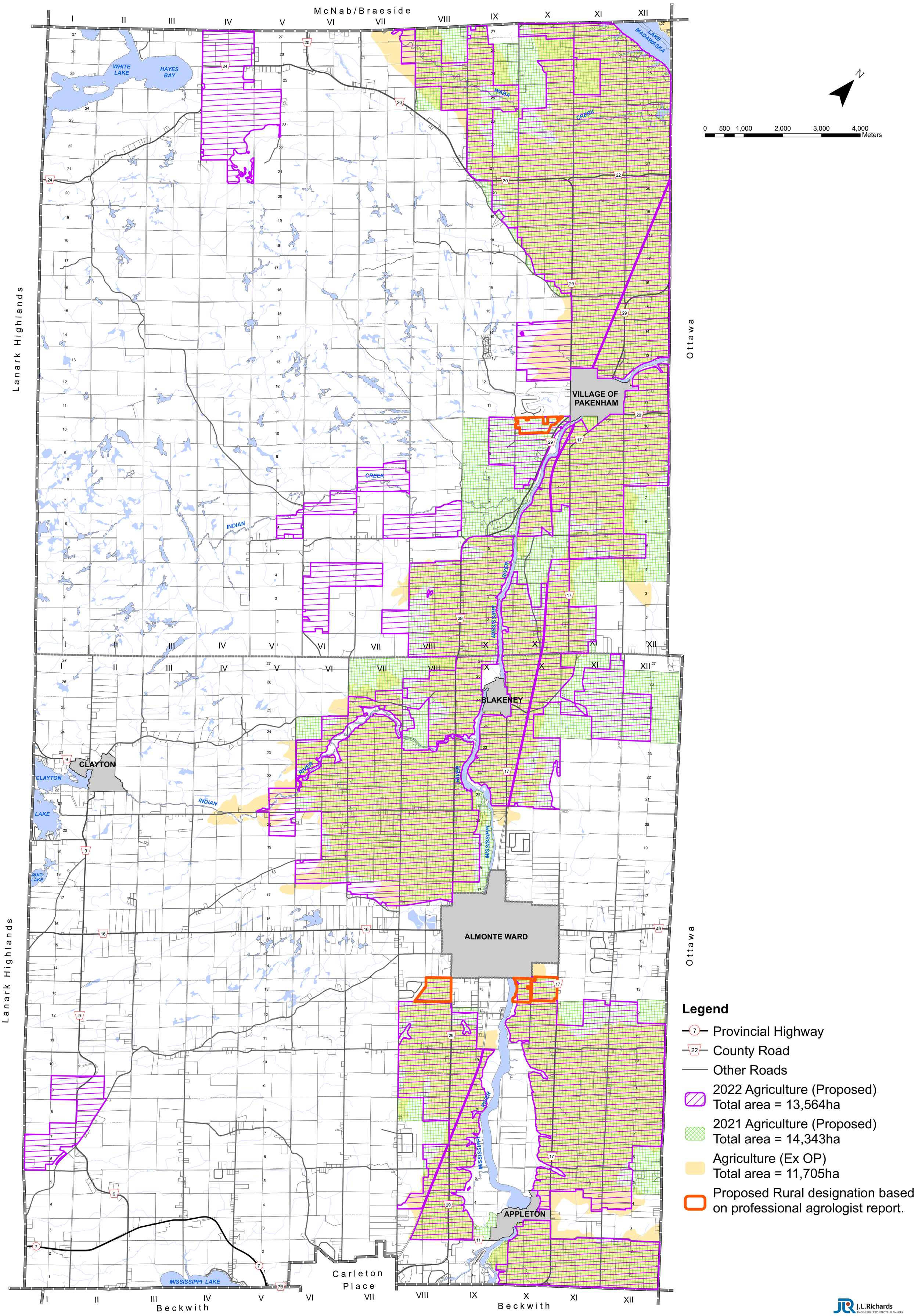
<u>Attachment B</u> –
Comparison between existing 2006 Schedule A and proposed 2021 and 2022 Schedule A



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<u>Attachment C</u> –
Redacted original comments from 1st Draft OPA 29 (2021)

Click here for the link to schedule C materials

Attachment D –
Redacted original comments from 2nd Draft OPA 29 and Z-04-22 (2022)

Click here for the link to schedule D materials

Schedule E
Draft Official Plan Amendment OPA 29

OFFICIAL PLAN AMENDMENT
No. 29
"Prime Agricultural Area Review"

Prepared for:

THE MUNICIPALITY OF MISSISSIPPI MILLS

May 9, 2022

J.L. RICHARDS & ASSOCIATES LIMITED
Engineers • Architects • Planners
1565 Carling Avenue, Suite 700
Ottawa, Ontario
K1Z 8R1

JLR 24473-007.1

PART A - THE PREAMBLE, contains an explanation of the purpose and basis for the amendment, as well as the lands affected, but does not constitute part of this amendment.

PART B - THE AMENDMENT, consisting of the following text and schedule constitutes Amendment No.29 to the Municipality of Mississippi Mills' Community Official Plan (COP).

PART C – THE APPENDICES, which are listed or attached hereto, do not constitute a part of this amendment. These appendices include the LEAR methodology and OPA 29 Documents and Additional Resources.

PART A – THE PREAMBLE

BACKGROUND

The first Mississippi Mills Community Official Plan (COP) was adopted by Council on December 13, 2005, and approved with modifications by the Minister of Municipal Affairs and Housing on August 29, 2006.

The Prime Agricultural Area designation consisted mostly of Canada Land Inventory Class 1 to 3 soils and active farming areas following consultation with area residents and the Ministry of Agriculture, Foods and Rural Affairs (OMAFRA).

As part of OPA 21 (Five Year Review), OMAFRA staff was consulted to discuss the need to update the Prime Agricultural Areas and related policies. OMAFRA had noted (email from John O'Neill dated June 27, 2016):

> "… the current agricultural policies of the Mississippi Mills Official Plan (2006), agriculture is deemed to be a major economic and social contributor to the municipality. The plan highlights the changing nature of the agriculture industry and the challenges that the introduction of conflicting land uses can have on the ability of agriculture to prosper. In response the 2006 plan sought to establish policy direction to ensure the protection of agriculture and the agricultural land base. While it is encouraging to see the inclusion of policies that aim to achieve these goals, it is recommended that the policies be updated to ensure consistency with the PPS."
>
> "Section 3.2.1 (Goals and Objectives) indicates that the Agricultural designation is intended to be those lands which have large contiguous areas of Classes 1, 2 and 3 soils. While the presence of prime agricultural lands (Canada Land Inventory (CLI) Class1, 2 and 3 soils) is a predominate characteristic to consider in identifying prime agricultural areas it is requested that the full definition of a prime agricultural area be taken in to consideration when mapping the municipalities Agricultural designation."
>
> "Prime agricultural area: means areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture…."

The Provincial Policy Statement 2020 defines prime agricultural area as:

> "areas where prime agricultural lands predominate. This includes areas of prime agricultural lands and associated Canada Land Inventory Class 4 through 7 lands, and additional areas where there is a local concentration of farms which exhibit characteristics of ongoing agriculture. Prime agricultural areas may be identified by the Ontario Ministry of Agriculture and Food using guidelines developed by the Province as amended from time to time. <u>A prime agricultural area may also be identified through an alternative agricultural land evaluation system approved by the Province</u>."

LANARK COUNTY DECISION ON OPA 21:

The Official Plan Amendment - 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.

The County of Lanark decided to partially approve 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 modification was made by the County (approval authority):

35. Schedule A – Rural Land Use is hereby modified by:

> b. Deferring the delineation of a Prime Agricultural designation on Schedule "A" – Rural Land Use pending the completion of an Agricultural Land Evaluation Area Review (LEAR).

ONTARIO MINISTRY OF AGRICULTURE AND RURAL AFFAIRS (OMAFRA)

J.L. Richards & Associated Limited (JLR) researched past LEAR projects as well as provincial guidelines and developed a LEAR methodology for Mississippi Mills which was reviewed by the Province (OMAFRA). The purpose is to identify those lands that should be protected as prime agricultural areas using this alternative agricultural land evaluation system and adjust based on local input provided by the Municipality's Agricultural Advisory Committee (AAC).

PUBLIC CONSULTATION

The following is a list of all reports, presentations, meetings to date on this project. All materials are available for viewing from the Municipal Website or can be requested from the Planning Department.

OPA 29 Public Meeting Information April 5, 2022

- **Recording of Public Meeting**
- **Presentation Slides for Public Meeting**
- **Public Notice for Public Meeting**
- **What is LEAR?**
- **LEAR Next Steps?**
- **Frequently Asked Questions**
- **GIS LEAR Map**

OPA 29 Documents and Additional Resources:

- **Proposed Agriculture Designation Map**
- **Map of Rural and Agricultural Changes**
- **Draft Official Plan Amendment 29**
- **Draft LEAR Zoning Ramsay Ward**
- **Draft LEAR Zoning Pakenham Ward**
- **OMAFRA LEAR Document**

Committee of the Whole Meetings and Related Documents:

- **March 25, 2021 Report to Committee of the Whole re: Official Plan Amendment (OPA) No. 29 – Agricultural Lands LEAR**
- **March 25, 2021 OPA 29 Overview Presentation Slides**

- Public Notice March 2021
- Draft OPA 29 March 2021
- Letter to property owners changing from Agricultural to Rural designation
- Letter to property owners changing from Rural to Agricultural designation
- LEAR Scores of 66+

Agricultural Advisory Committee Meetings

- Agricultural Advisory Committee Meeting - April 22, 2021
  - JL Richards Presentation to Agricultural Advisory Committee - April 22, 2021
- Agricultural Advisory Committee Meeting - June 2, 2021
- Agricultural Advisory Committee Meeting - December 8, 2021
- Agricultural Advisory Committee Meeting - February 18, 2022

Information Sessions and Previous Public Meeting Links

- April 28, 2021 Virtual Information Session Recording
  - Virtual Information Session Presentation Slides April 28, 2021
- May 4, 2020 Public Meeting Recording

LEAR Working Group Meetings

- LEAR Working Group Meeting - June 28, 2021
- LEAR Working Group Meeting - August 3, 2021
- LEAR Working Group Meeting - September 1, 2021
- LEAR Working Group Meeting - September 22, 2021
- LEAR Working Group Meeting - October 6, 2021
- LEAR Working Group Meeting - October 20, 2021
- LEAR Working Group Meeting - November 3, 2021
- LEAR Working Group Meeting - February 8, 2022

MISSISSIPPI MILLS LEAR WORKING GROUP

A working committee was formed to review preliminary LEAR findings, proposed prime agricultural areas and provide local input as to which specific areas should be removed or added as Agricultural areas (see list of meetings above). The LEAR Working Group presented its recommendation to the Agricultural Advisory Committee on February 18, 2022. The Agricultural Advisory Committee supported the LEAR Working Group's recommendation.

PURPOSE

As per Lanark County's approval decision on Official Plan Amendment No. 21 (OPA 21), which was a Five-Year Review of the Municipality of Mississippi Mills' Community Official Plan, the Municipality was to identify its Prime Agricultural Areas (and related policies). The Municipality decided to use an alternative agricultural land evaluation system approved by the Province (LEAR). Working with the Ministry of Agriculture Foods and Rural Affairs (OMAFRA) and the LEAR Working Group, prime agricultural areas have been identified based on this alternative agricultural land evaluation system and local knowledge. The amendment also proposes to remove the Rural Agricultural Overlay and make certain specific policy changes.

LOCATION

The lands affected by this Amendment include all Rural lands within the Municipality of Mississippi Mills.

Appendix ‘A’ attached hereto shows the affected lands and the proposed changes to the land use designations and changes to Schedule A – Rural Land Use.

BASIS

The LEAR Study included as Appendix ‘B’ attached hereto forms the basis to this amendment.

PART B – THE AMENDMENT

All of this part of the document, entitled Part B – The Amendment, consisting of the following text and schedule to Amendment No. 29, constitutes Amendment No. 29 to the Community Official Plan (COP) of the Municipality of Mississippi Mills.

Note, a concurrent application is being filed to amend the Lanark County Sustainable Community Official Plan to change the Rural and Agricultural Lands shown on Schedule A to match with this amendment.

DETAILS OF THE AMENDMENT

The Municipality of Mississippi Mills Community Official Plan (COP) is hereby amended as follows:

Item 1: In accordance with Schedule "A" attached hereto, "Schedule 'A' Rural Land Use of the Municipality of Mississippi Mills Community Official Plan (COP) is hereby repealed and replaced with a new "Schedule 'A' Rural Land Use".

Item 2: Delete the 5th paragraph under Section 3.2 Agriculture and replace with the following: "The "Agricultural" designation has been placed on provincially significant prime agricultural areas identified through an alternative agricultural land evaluation system (LEAR) approved by the Province following public consultation and input from a LEAR Working Committee and endorsed by the Mississippi Mills Agricultural Advisory Committee."

Item 3: Delete the 6th paragraph under Section 3.2 Agriculture of this Plan which reads: "This Plan also recognizes that there are productive locally significant agricultural operations located outside of the Agricultural designation on smaller pockets of good soils, as well as on poorer soils. These operations also require protection from conflicting land uses. The specific policies related to these areas are found in Section 3.3 of this Plan."

Item 4. Delete objective 3.2.1.1 and replace with a new objective which reads "Protect prime agricultural areas identified through an alternative agricultural land evaluation system known as Land Evaluation and Area Review (LEAR) for their long-term use."

Item 5. Delete item 3.2.3.4 General Policies which reads: "Council undertakes to complete a review of its prime agricultural lands through an alternative agricultural land evaluation area review (LEAR) approved by the Province including a review of related policies prior to the next Community Official Plan Five Year Review."

Item 5. Delete item 3.3.1.1 which reads: "Identify locally significant agricultural lands as those which have soils within Classes 1 to 3 of the Canada Land Inventory located outside of the "Agricultural" designation and that are part of a productive agricultural operation. Schedule A shall identify such lands as an overlay referred to as "Rural – Agriculture". Renumber the remainder of the section accordingly.

Item 6. Delete Section 3.3.4 Locally Significant Agricultural Operations. Agriculture is permitted across the Rural Area but only Prime Agricultural Areas will be designated.

Item 7. Delete the last sentence of 3.4.3.8 and replace with “The design of Plans of Subdivision and lot creation (consent) within Rural Settlement Areas and Villages will ensure that a 30-metre setback from a residential dwelling to the boundary of the Agricultural designation can generally be achieved.”

TRANSITION POLICIES

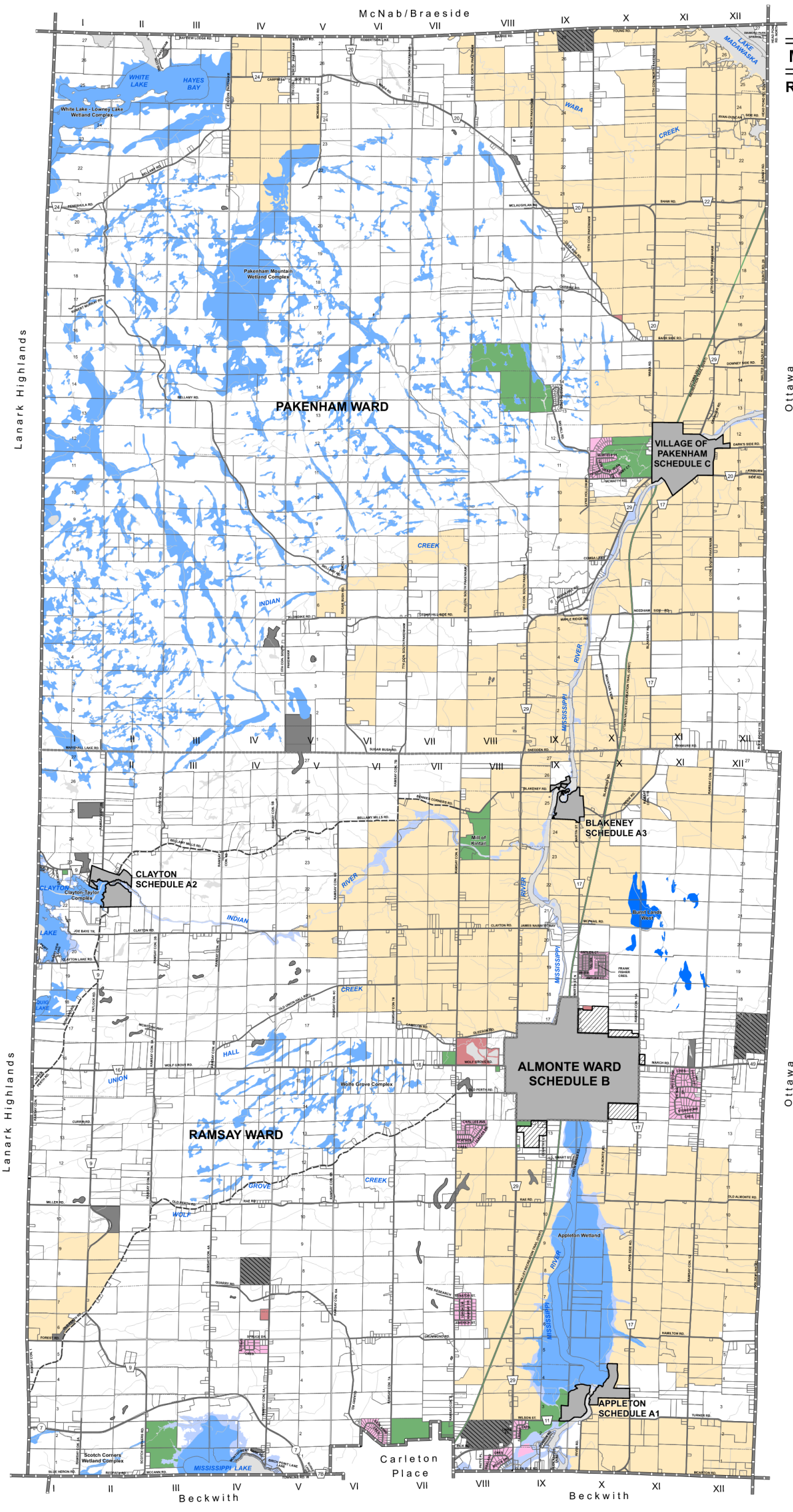
A transition period to January 5, 2024 is proposed where applications (which have been deemed complete) would be reviewed against current policy (in effect at time of Council adoption).

IMPLEMENTATION AND INTERPRETATION

The implementation and interpretation of this Amendment shall be in accordance with the respective policies of the Municipality of Mississippi Mills Community Official Plan (COP). OPA 29 will not be in effect until approved by Lanark County or January 5, 2024 (the later of); might require a concurrent amendment to the Lanark County Sustainable Community Official Plan (LCSCOP).

Schedule ‘A’- Affected Lands

Rural Land Use (Schedule A)



Official Plan

Municipality of Mississippi Mills

Rural Land Use (Schedule A)

0 500 1,000 2,000 3,000 4,000 Meters

Legend

Provincial Highway
- Provincial Highway
- County Road
- Other Roads
- Scenic or Heritage Road

Boundary
- Lot Line
- Ward Boundary
- Municipal Boundary
- Schedule Boundary
- Parcel Fabric

Water Features
- Stream / Creek
- Waterbody

Land Use Designation

- Agriculture
- Aggregate - Pit
- Aggregate - Quarry
- Rural Settlement Area and Hamlet
- Rural
- Waste Disposal
- Parkland and Open Space
- Flood Plain
- Locally Significant Wetland
- Provincially Significant Wetland

Overlay

- Areas Subject to Official Plan Amendment 22 (Under Appeal)

Schedule "A"
Amendment No. ____
to the
Official Plan
of the
Municipality of Mississippi Mills

Revision Dates:

23 - November - 2021
19 - November - 2021
30 - August - 2021
8 - March 2022
21 - March 2022
3 - May 2022
9 - May 2022

Data Source: Source Data has been provided by the Ministry of Natural Resources, Ministry of Northern Development and Mines, Mississippi Valley Conservation Authority and the Municipality of Mississippi Mills.

J.L.Richards

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PART C - THE APPENDICES

LEAR METHODOLODY

I. What is a LEAR?

Land Evaluation and Area Review (LEAR) is a tool used by Ontario Municipalities to identify lands that may be suitable for designation as Prime Agricultural Areas in their Official Plans. Developed by OMAFRA, LEAR uses quantitative datasets to evaluate the agricultural suitability of lands based on soil capability as well as other factors that affect agricultural potential, within the context of a given Municipality. LEARs score individual land parcels based on their agricultural potential whereby high-scoring parcels have the greatest agricultural potential. LEARs also established a score threshold. Parcels that score below the selected score threshold are typically considered as poor candidates for Prime Agricultural Areas designation while those scoring above the score threshold are typically considered as good or excellent candidates for designation.

LEARs are intended to provide municipalities with a starting point for designating Prime Agricultural Areas. A parcel can receive a high LEAR score but may not be designated as a Prime Agricultural Area. A number of other factors play a role in the identification of Prime Agricultural Areas including field verification, property owner/community feedback, additional reports and analysis and other planning priorities.

Each LEAR evaluation has two key components:

- Land Evaluation (LE): This component evaluates soil capability as it relates to agriculture. The Canada Land Inventory (CLI) Soil Capacity Classification dataset is used for this component of the tool; providing 7 soil classifications as well as an organic soil classification to establish soil capacity.
- Area Review (AR): This component allows Municipalities to consider other factors that impact agricultural potential. This may include onsite factors such as parcel size or current land use or may include offsite factors such as conflicting land uses.

II. Background Research

Background research was conducted to achieve three objectives that are necessary for building a LEAR:

- Understand the formal LEAR requirements as per OMAFRA guidelines;
- Understand how Ontario Municipalities have interpreted OMAFRA guidelines to create LEARs that utilize available data, manage LEAR model limitations and consider community input and local conditions and priorities; and,
- To obtain local context and priorities as it relates to agriculture by reviewing existing work prepared for the Mississippi Mills.

Review of the OMAFRA guidelines was conducted prior to reviewing the LEAR models developed by Ontario Municipalities.

Though a number of LEARs were reviewed, a total of three LEAR models developed by Ontario Municipalities were selected for review as precedents: Prince Edward County, Halton Region, Peel Region and Town of Caledon. Findings from this research is summarized in the table below:

LEAR APPROACH SUMMARY					
Region	**Year Conducted**	**LE factors**	**AR Factors**	**Weighting**	**Threshold**
Prince Edward County	2018	CLI s classifications	>Agricultural as existing use >% of property being farmed >Conflicting land uses Parcel Size	Total possible score of 200 LE 50%, AR 50%	140/200
Halton Region	2009	CLI classifications, Greenbelt LEAR Halton soil maps/reports	>Property fabric >Farm infrastructure >Conflicting land uses	Total possible score of 10 LE 65%, AR 35%	6/10
Peel Region and Town of Caledon	2015	CLI classifications with consideration for topography (OMAFRA soils data and slope data)	>Fragmentation >% land used for agriculture >% of Land in Agricultural Production Within 1km Evaluation Unit >Conflicting land uses	LE 50%, AR 50%	535/800

III. Methodology

The Mississippi Mills LEAR was developed according to the following respective tasks: a) Background research, b) Review of existing data, c) Creation of draft approach, d) Review of Draft Approach, e) Model creation and validation, and, f) LEAR model finalization.

A) Background Research

Research was conducted to obtain additional information about the OMAFRA LEAR guidelines as well as how these guidelines were implemented in a number of Ontario municipalities. Specifically, the OMAFRA LEAR guidelines were reviewed to obtain LEAR requirements. Examples of LEAR requirements include:

- The Land Evaluation factor must account for a minimum of 50% of the total LEAR score;
- Organic soils must now be included in the Land Evaluation score as a CLI soil class as per updated and current OMAFRA guidance regarding the incorporation of organic soils as part of the LE component;
- Settlement areas shall not be evaluated under the LEAR;
- Area Review factors should be mutually exclusive and selected so as to avoid 'double counting' (i.e. Conflicting land uses and parcel fragmentation represent a similar consideration and therefore should not both be included in a given LEAR model).

Meanwhile, review of LEAR precedents provided insight into how said models were developed and adjusted to satisfy municipal conditions and priorities.

To gain context about agricultural land in Mississippi Mills, the 2018 document prepared by JL Richards, "Agricultural Lands Review", was reviewed. The review of this document provided valuable information on agricultural land conditions and typologies which was foundational in the selection and justification of criteria for the Mississippi Mills LEAR model.

B) Review of Existing Data

Prior to selecting criteria for the Mississippi Mills LEAR, several meetings were held with GIS experts at JL Richards to determine data availability. Given the project timeframe, possible criteria was limited to pre-existing, available data. Available data included but was not limited to:

- Canada Land Inventory (CLI) Soil Capacity Classification dataset;
- Municipal Property Assessment Corporation (MPAC) property codes dataset, including ownership and land use (Provided February 10, 2021 by the Municipality of Mississippi Mills);
- Municipal infrastructure datasets (i.e. servicing, roads);
- Ministry of Natural Resources datasets;
- Agriculture and Agri-Food Canada (AAFC) 2019 Annual Crop Inventory;
- Existing Official Plan Designation datasets (i.e. Village Boundaries, Agriculture, Rural-Agricultural Overlay); And,
- Land cover, topography and drainage datasets.

C) Creation of Draft Approach

Considering both research insights and data availability, Land Evaluation (LE) and Area Review (AR) criteria and criteria weighting and scoring breakdown were selected, constituting the draft approach. Components of this approach were organized into a PowerPoint presentation.

D) Review of Draft LEAR Approach

A total of three meetings were held to review the draft LEAR approach. The intent of these meetings was to get key feedback and comments to guide revisions to the draft approach. Respectively, these meetings included:

- An internal meeting for JL Richards consultants involved in the project to discuss and provide feedback on the first draft of the draft LEAR approach. Revisions to the draft approach were made following the meeting.
- Multiple meetings with John O'Neil from OMAFRA to discuss conformity of the draft LEAR approach with OMAFRA requirements and to get additional comments and recommendations.
- A third meeting with the JL Richards team, John O'Neil and Mississippi Mills staff.

Following the meetings, the draft model was revised according to comments and feedback.

E) Model creation and validation

Once the LEAR approach was finalized in terms of the selection of criteria and criteria weighting and scoring, the framework was developed into a GIS model using the appropriate datasets. Several internal meetings were held to verify the accuracy of the GIS model in scoring parcels.

F) LEAR model finalization

Following the development of the LEAR model in GIS, analysis' were performed to determine the appropriate LEAR score threshold. The score threshold would serve as the cutoff value for recommending evaluated parcels for Prime Agricultural Area designation under the LEAR model.

IV. LEAR Approach

The LEAR approach for Mississippi Mills can be summarized by the selected LE and AR score weighting and criteria and the selection of a threshold value. These aspects of the approach will be reviewed in the following sections.

A) Score Weighting

OMAFRA guidelines require that a minimum of 50 percent of the overall score be reserved to the Land Evaluation (LE) component of the overall LEAR score. No maximum percent was established by OMAFRA. For the Mississippi Mill LEAR, we decided to attribute 70 percent of the overall score to the Land Evaluation component. The remaining 30 percent of the score was attributed to Area Review (AR) factors. This was weighting breakdown was selected as soil capability is a significant determinant of agricultural potential and we wanted the weighting scheme to be reflective of this. Additionally, we believed that AR factors are secondary to soil capability in determining agricultural potential and therefore, a total weight of 30 percent would be appropriate to attribute to these factors.

B) Selected LE Criteria

As mandated by OMAFRA, the Canada Land Inventory (CLI) Soil Capacity Classification dataset was used to evaluate soils in Mississippi Mills (see Figure 1). Consistent with OMAFRA requirements, the following scoring scheme was used:

Soil Capability Class	CLI score (field crop points) FCP	Total Score (/70 points)
1	1	70
Organics	0.9	63
2	0.9	63
3	0.8	56
4	0.6	42
5	0.4	28
6	0.2	14
7	0	0

C) Selected AR Criteria

After careful review of OMAFRA recommendations and the selected LEAR precedents, the following AR criteria were selected:

- Parcel Size;
- Conflicting Land Uses; and,
- Active Farming (Parcel Currently Used for Agriculture)

Each of these three criteria had a maximum of 10 points, for a total of 30 percent of the overall LEAR score. The scoring schemes for the AR factors are explained in more detail below:

Parcel Size

Parcel Size	Score
<81 Acres	10
51-80 Acres	8
26-50 Acres	6
11-25 Acres	4
6-10 Acres	2
1-5 Acres	1
>1 Acre	0

Parcel sizes were determined using MPAC data. Larger parcels were scored higher than smaller parcels as shown in the table above. Figure 2 shows a map of evaluated parcels scored by size.

Conflicting Land Uses

The Conflicting Land Uses factor considers individual parcels with one of the following land uses: open space, industrial, or residential dwelling. A 750-meter radius was created for each evaluated parcel to determine the number of individual conflicting land uses that were this distance or in closer proximity to said parcel. MPAC data was used to identify conflicting land uses. As per OMAFRA direction, settlement areas such as urban and village areas and residential subdivisions were disregarded and were not scored under this conflicting land uses factor. The following scoring breakdown was used:

Number of Individual Conflicting Land Uses within 750m	0-5	6-10	11-15	16-20	21-25	>26
Score	10	8	6	4	2	0

Figure 3 shows a map of conflicting land use scores for evaluated parcels.

Active Farming

Both MPAC and Agriculture and Agri-Food Canada's (AAFC) 2019 Cropland Data was used to determine whether and to what extent evaluated parcels are actively used for agriculture. A scaled scoring scheme was used for this criterion. Specifically, parcels are scored based on the percentage of total area actively farmed or used for agriculture. The following scoring breakdown was used:

Percentage of Evaluation Unit (Parcel) Currently Used for Agriculture	Score
0%	0
1% - 9%	1
10% - 20%	2
21% - 30%	3
31% - 40%	4
41% - 50%	5
51% - 60%	6
61% - 70%	7
71% - 80%	8
81% - 90%	9
91% or Greater	10

Figure 4 shows a map of active farming scores for evaluated parcels.

We believe that the selection of these criteria were appropriate given that they are commonly-used and widely-accepted criteria used for LEARs, reflect local conditions and priorities, can be analyzed using available data and all represent distinct and mutually-exclusive considerations for agriculture; mitigating the risk of 'double counting'.

Selected Threshold Value

Possible scores for evaluated parcels ranged from 0 to 100. After the GIS model was adjusted and reviewed for accuracy, the team decided on a threshold score of 65. This threshold was selected as— more than other threshold values that were considered— it was effective in identifying parcels appropriate for designation while excluding parcels less suitable for designation. OMAFRA also requires that, in addition to scoring above the selected threshold, parcels recommended for designation should also be located within blocks of agricultural land that are 250 ha or larger. The table below summarizes existing total areas designated as Prime Agriculture and Rural-Agriculture as well as total area scoring 66+ in the LEAR. Figure 5 shows a map of total LEAR scores for evaluated parcels. Figures 6 shows all parcels with total LEAR scores of 66 or greater.

Designation	**Total Area (ha)**
Existing Agricultural Designation	11,705.55
Existing Rural-Agricultural Designation	5,558.11
Area scoring 66+ in the LEAR Model	14,563.00

Figure 1. Land Evaluation: Soil Capacity Score

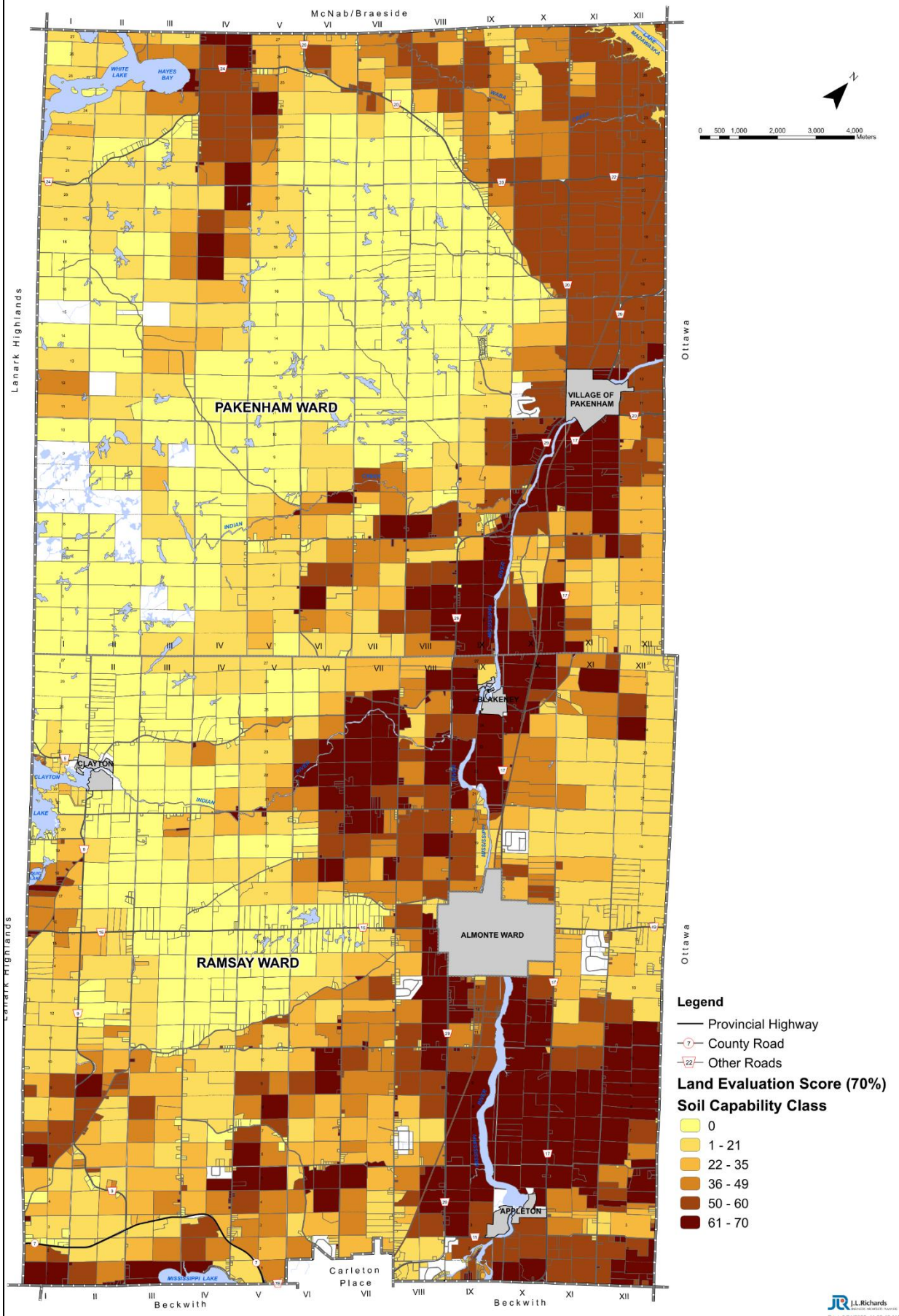

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Figure 2. Area Review: Parcel Size Score

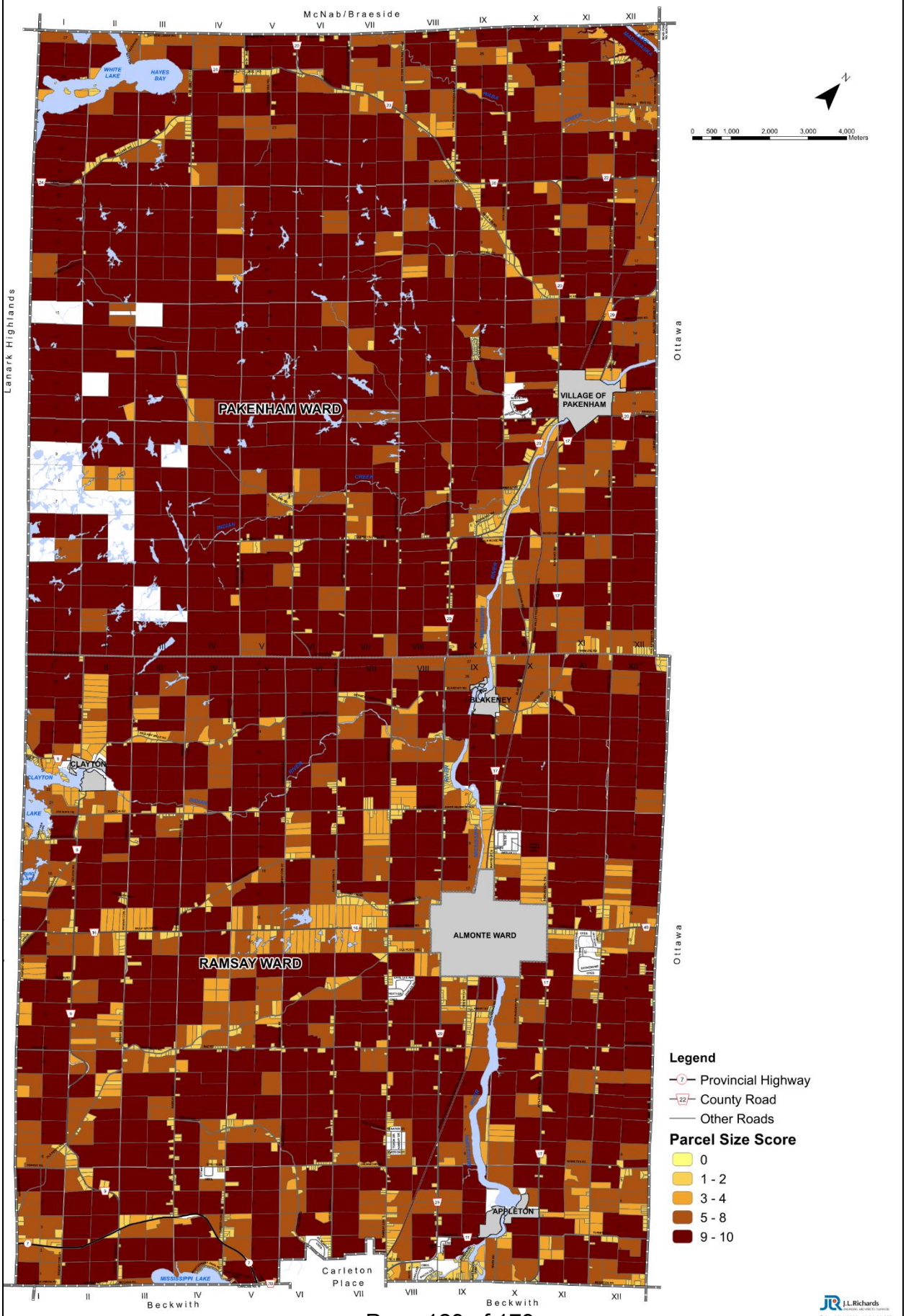


Figure 3. Area Review: Conflicting Land Uses Score

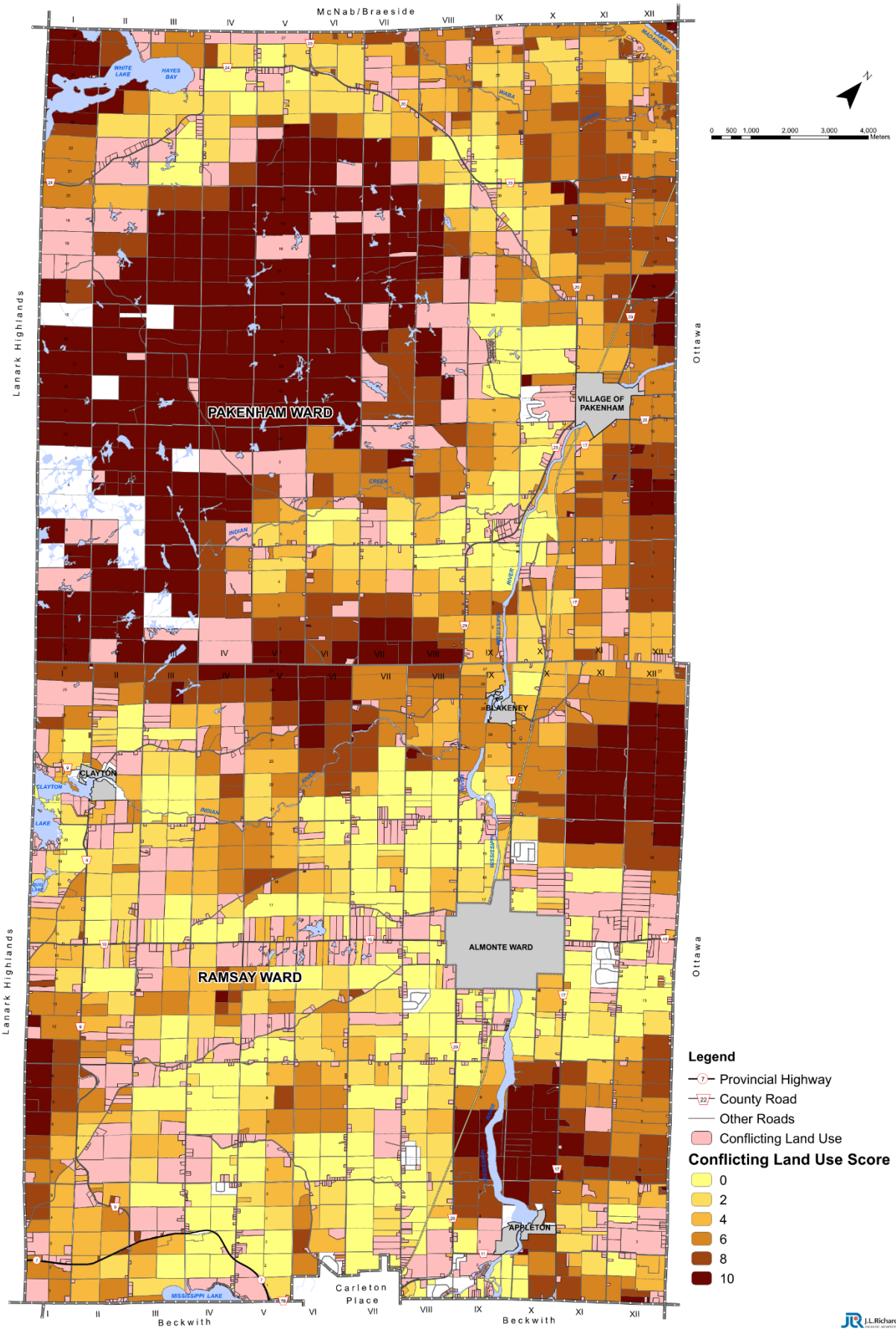


Figure 4. Area Review: Active Farming Score

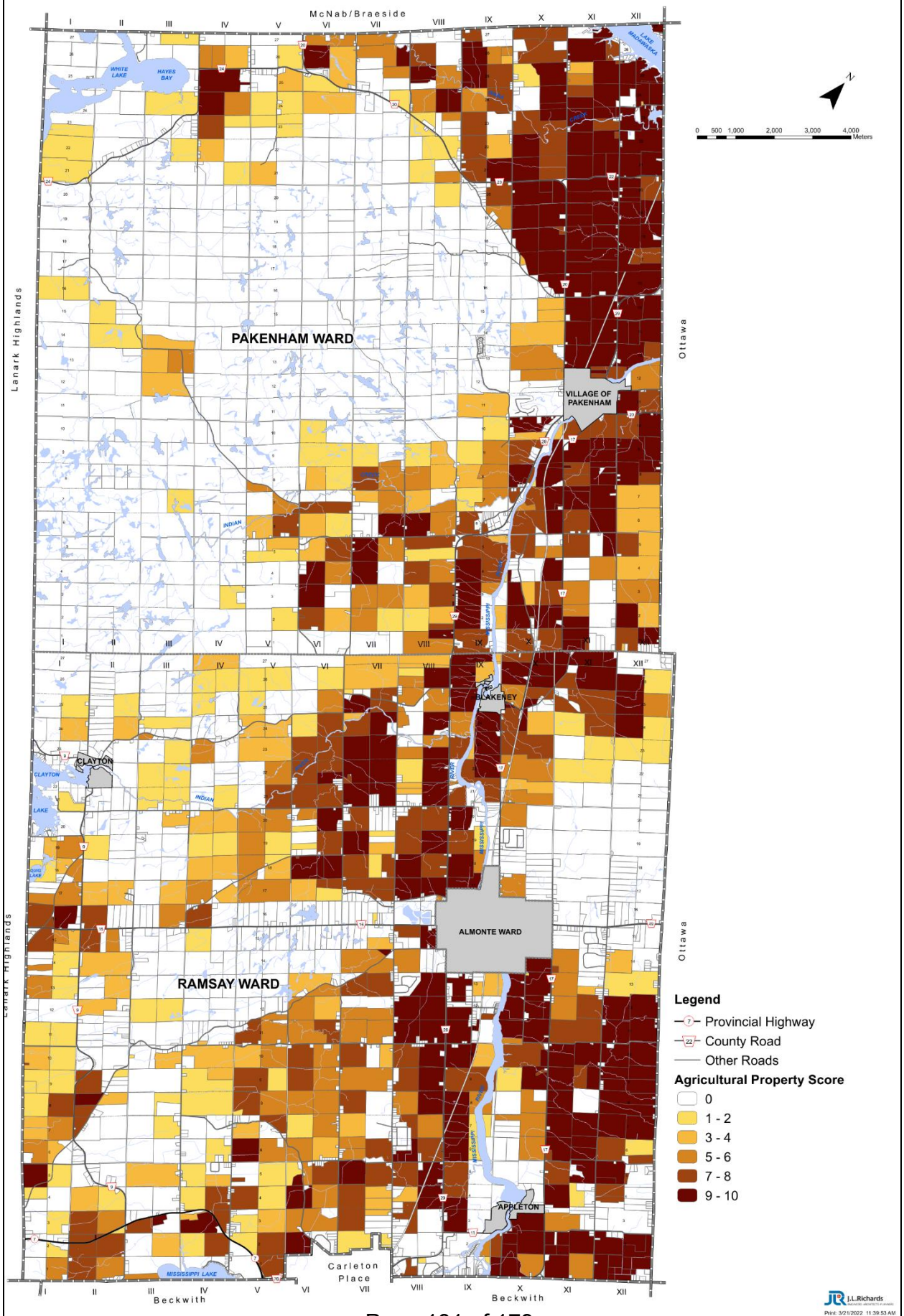


Figure 5. Total LEAR Score per Evaluated Parcel

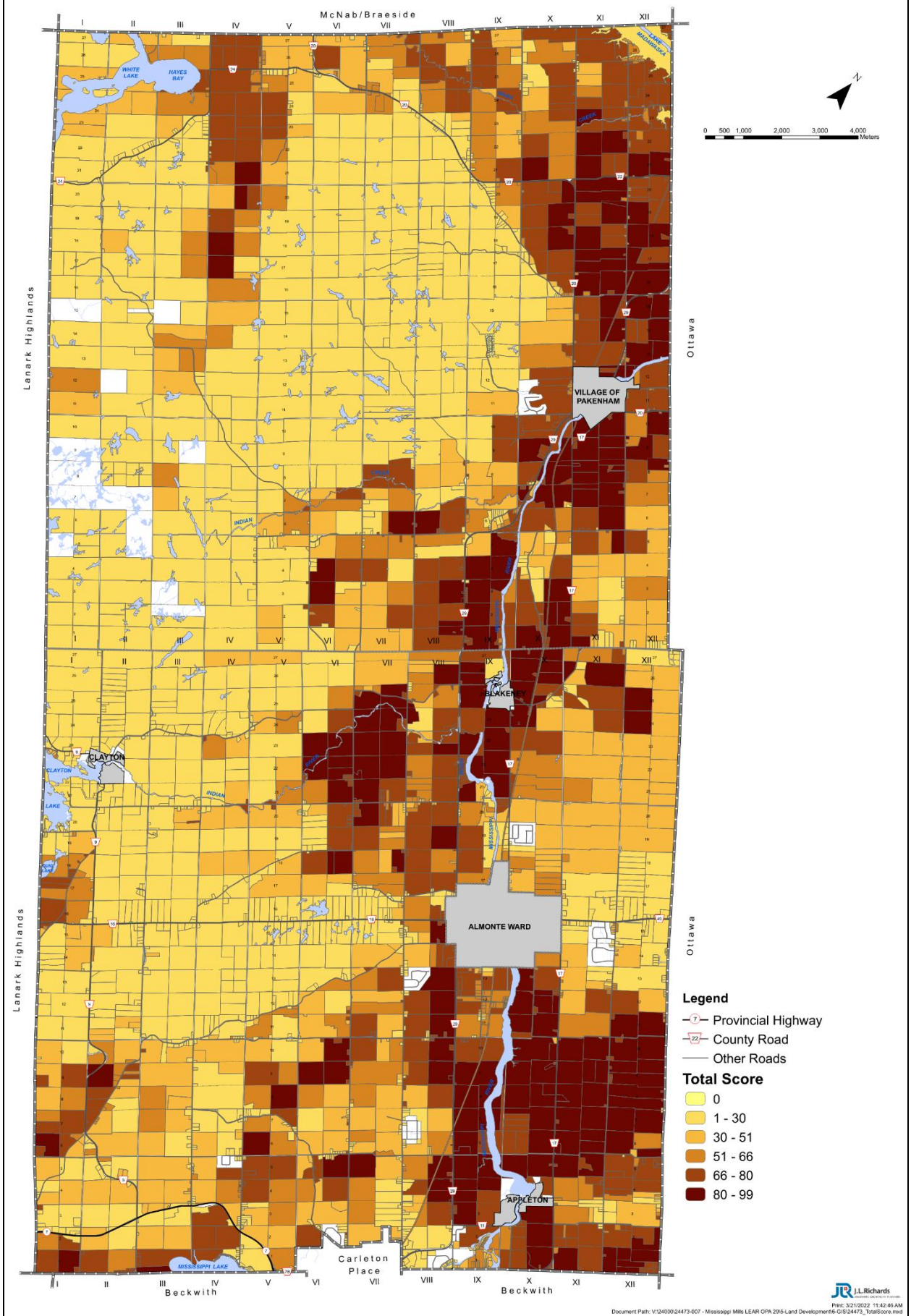
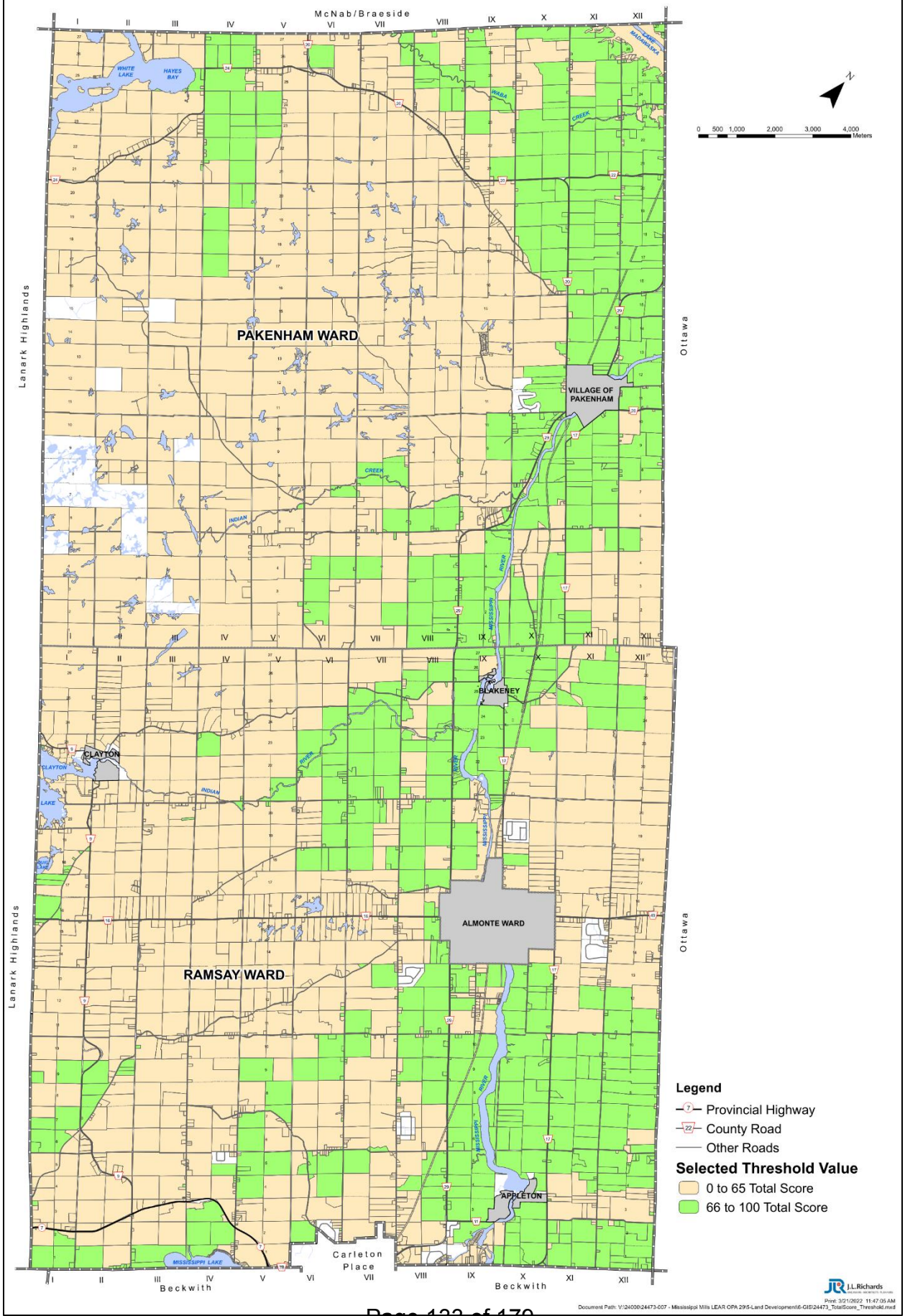


Figure 6. Parcels with LEAR Scores of 66+



OPA 29 DOCUMENTS AND ADDITIONAL RESOURCES

The following documents, public meeting notices, public information sessions, and LEAR Working Group meetings are available on the municipal website:

https://www.mississippimills.ca/en/build-and-invest/planning-and-land-use.aspx?_mid_=76816

OPA 29 Documents and Additional Resources:

OPA 29 Public Meeting Information April 5, 2022

- Recording of Public Meeting
- Presentation Slides for Public Meeting
- Public Notice for Public Meeting
- What is LEAR?
- LEAR Next Steps?
- Frequently Asked Questions
- GIS LEAR Map

OPA 29 Documents and Additional Resources:

- Proposed Agriculture Designation Map
- Map of Rural and Agricultural Changes
- Draft Official Plan Amendment 29
- Draft LEAR Zoning Ramsay Ward
- Draft LEAR Zoning Pakenham Ward
- OMAFRA LEAR Document

Committee of the Whole Meetings and Related Documents:

- March 25, 2021 Report to Committee of the Whole re: Official Plan Amendment (OPA) No. 29 – Agricultural Lands LEAR
- March 25, 2021 OPA 29 Overview Presentation Slides
- Public Notice March 2021
- Draft OPA 29 March 2021
- Letter to property owners changing from Agricultural to Rural designation
- Letter to property owners changing from Rural to Agricultural designation
- LEAR Scores of 66+

Agricultural Advisory Committee Meetings

- Agricultural Advisory Committee Meeting - April 22, 2021
    - JL Richards Presentation to Agricultural Advisory Committee - April 22, 2021
- Agricultural Advisory Committee Meeting - June 2, 2021
- Agricultural Advisory Committee Meeting - December 8, 2021
- Agricultural Advisory Committee Meeting - February 18, 2022

Information Sessions and Previous Public Meeting Links

- April 28, 2021 Virtual Information Session Recording
    - Virtual Information Session Presentation Slides April 28, 2021

- **May 4, 2020 Public Meeting Recording**

LEAR Working Group Meetings

- **LEAR Working Group Meeting - June 28, 2021**
- **LEAR Working Group Meeting - August 3, 2021**
- **LEAR Working Group Meeting - September 1, 2021**
- **LEAR Working Group Meeting - September 22, 2021**
- **LEAR Working Group Meeting - October 6, 2021**
- **LEAR Working Group Meeting - October 20, 2021**
- **LEAR Working Group Meeting - November 3, 2021**
- **LEAR Working Group Meeting - February 8, 2022**

- In addition, a project specific GIS LEAR Mapping was developed for this project: GIS LEAR mapping: **https://arcg.is/05LaOG**

Appendix F –
Zoning By-law Z-04-22

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 22-XXX

BEING a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills.

WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills passed Zoning Bylaw 11-83, known as the Zoning By-law, to regulate the development and use of lands within the Municipality;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills pursuant to Section 34 of the *Planning Act,* R.S.O. 1990, Chapter P.13, enacts as follows:

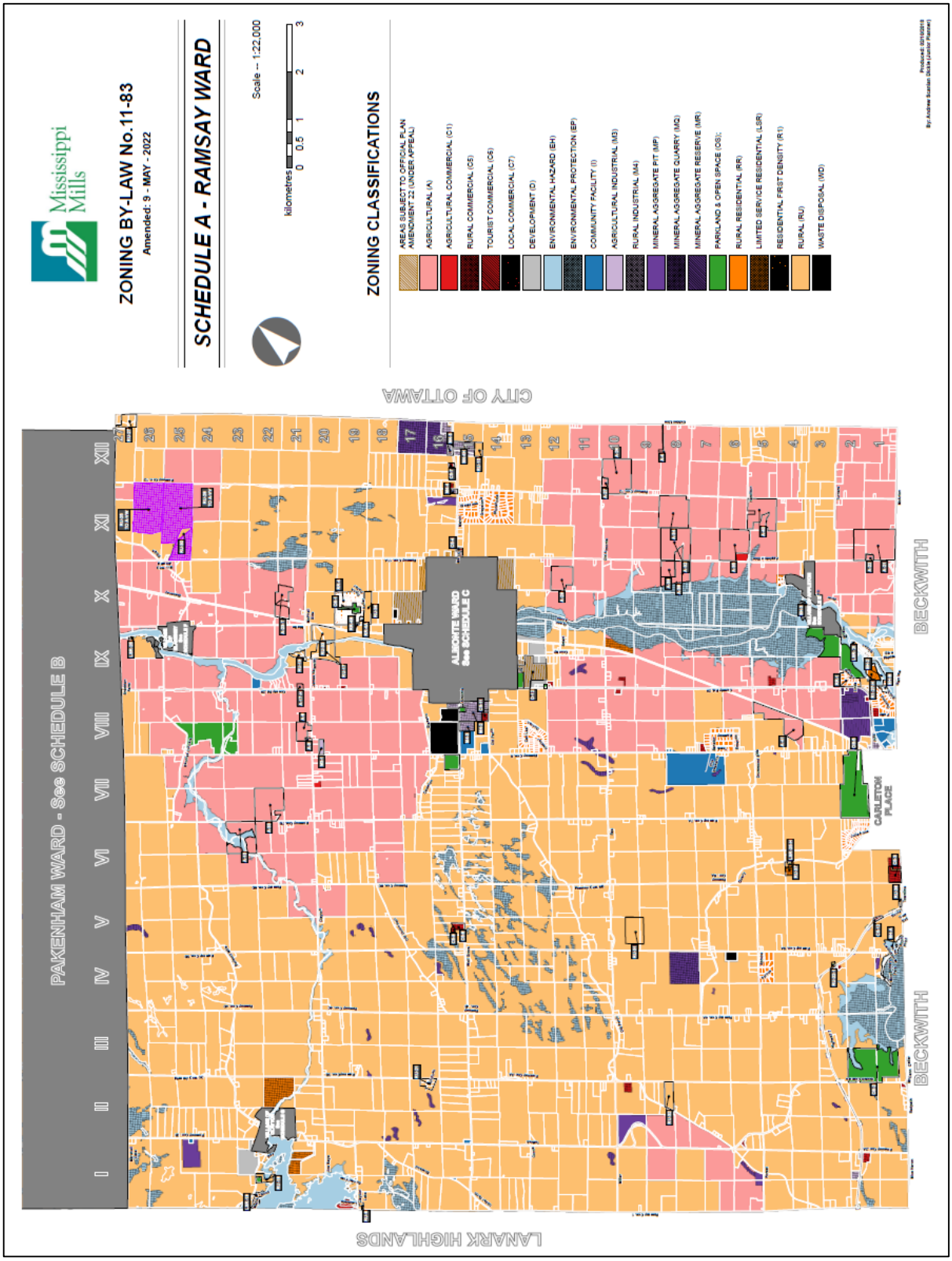
1. That Schedule 'A' to By-law No. 11-83, as amended, is hereby further amended by changing the zoning of the lands shown on the Zoning Schedule A Ramsay Ward and Zoning Schedule B Pakenham Ward.

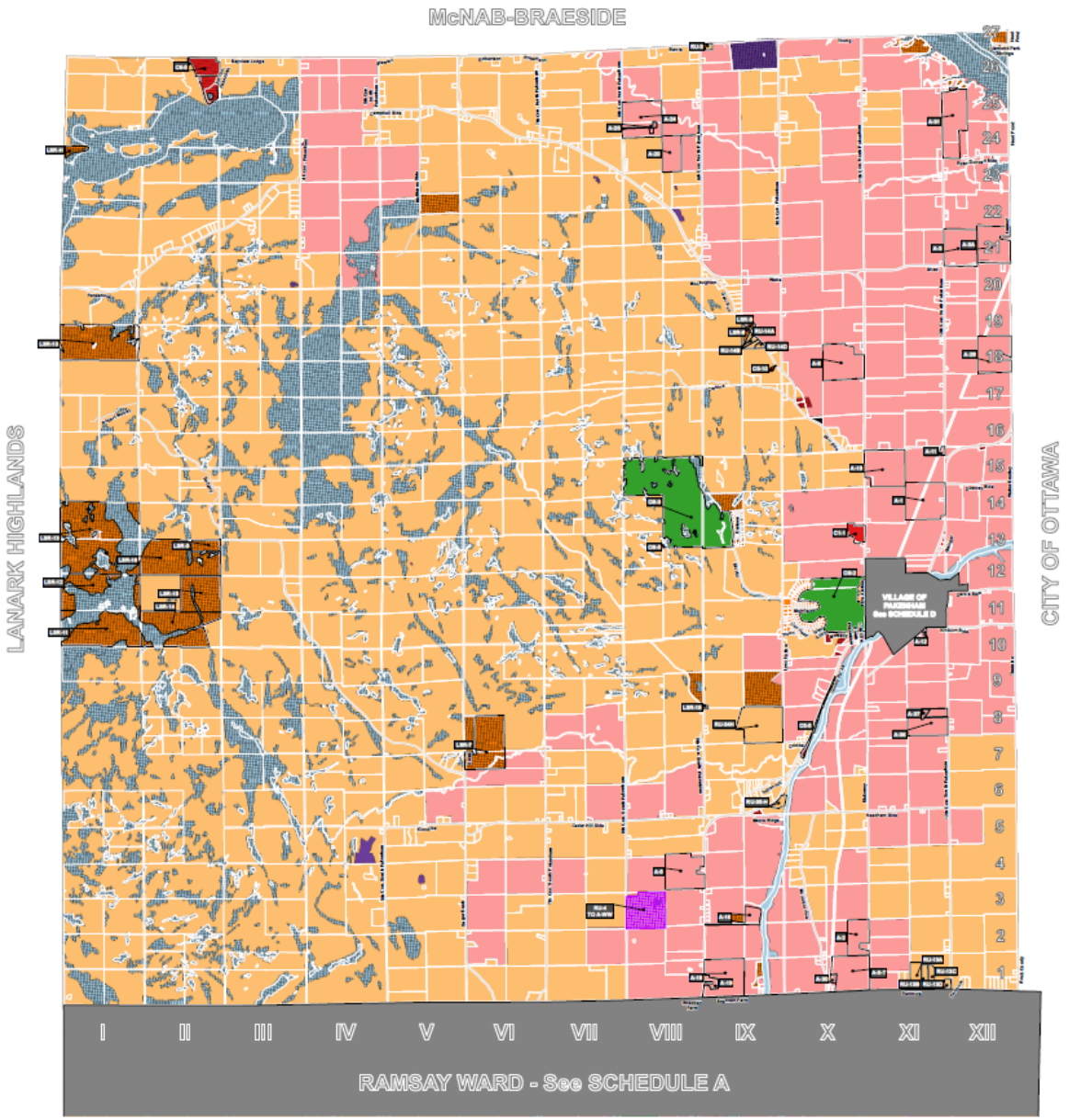
2. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13.

BY-LAW read, passed, signed and sealed in open Council this **X day of XXX, 20XX.**

_____ _____
Christa Lowry, Mayor Jeanne Harfield, Clerk

By-law No. 22-XXX
Schedule "A"





Mississippi Mills

ZONING BY-LAW No.11-83

Amended: 9 - MAY - 2022

SCHEDULE B - PAKENHAM WARD

Scale -- 1:22,000

kilometres 0 0.5 1 2 3

ZONING CLASSIFICATIONS

- AGRICULTURAL (A)
- AGRICULTURAL COMMERCIAL (C1)
- RURAL COMMERCIAL (C5)
- TOURIST COMMERCIAL (C6)
- LOCAL COMMERCIAL (C7)
- DEVELOPMENT (D)
- ENVIRONMENTAL HAZARD (EH)
- ENVIRONMENTAL PROTECTION (EP)
- COMMUNITY FACILITY (I)
- AGRICULTURAL INDUSTRIAL (M3)
- RURAL INDUSTRIAL (M4)
- MINERAL AGGREGATE PIT (MP)
- MINERAL AGGREGATE QUARRY (MQ)
- MINERAL AGGREGATE RESERVE (MR)
- PARKLAND & OPEN SPACE (OS);
- RURAL RESIDENTIAL (RR)
- LIMITED SERVICE RESIDENTIAL (LSR)
- RESIDENTIAL FIRST DENSITY (R1)
- RURAL (RU)
- WASTE DISPOSAL (WD)

Produced: 02/10/2018
By: Andrew Scanlan Dickie (Junior Planner)

THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

BY-LAW NO. 22-XXX

BEING a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills.

WHEREAS the Council of the Corporation of the Municipality of Mississippi Mills passed Zoning Bylaw 11-83, known as the Zoning By-law, to regulate the development and use of lands within the Municipality;

NOW THEREFORE the Council of the Corporation of the Municipality of Mississippi Mills pursuant to Section 34 of the *Planning Act,* R.S.O. 1990, Chapter P.13, enacts as follows:

1. That Schedule 'A' to By-law No. 11-83, as amended, is hereby further amended by changing the zoning of the lands shown on the Zoning Schedule A Ramsay Ward and Zoning Schedule B Pakenham Ward and by changing thereon from

RU4 TO AG-WW

Notwithstanding their 'AG' Zoning, on those lands delineated as 'AG-WW' to this By-law a septage disposal use shall be permitted in accordance with the requirements of the Health Unit.

RU-25 TO AG-VW

Notwithstanding the AG zoning, lands designated as AG-VW on Schedule "A" to this by-law, may be used in compliance with the AG zone provisions contained in this by-law, excepting however, that all residential uses are prohibited

RU-28 TO AG-VV
Notwithstanding the 'AG' zoning, those lands designated as AG-VV on Schedule 'A' to this By-law, shall be used in compliance with the AG zone provisions contained in this By-Law, excepting however, that all residential uses shall be prohibited.

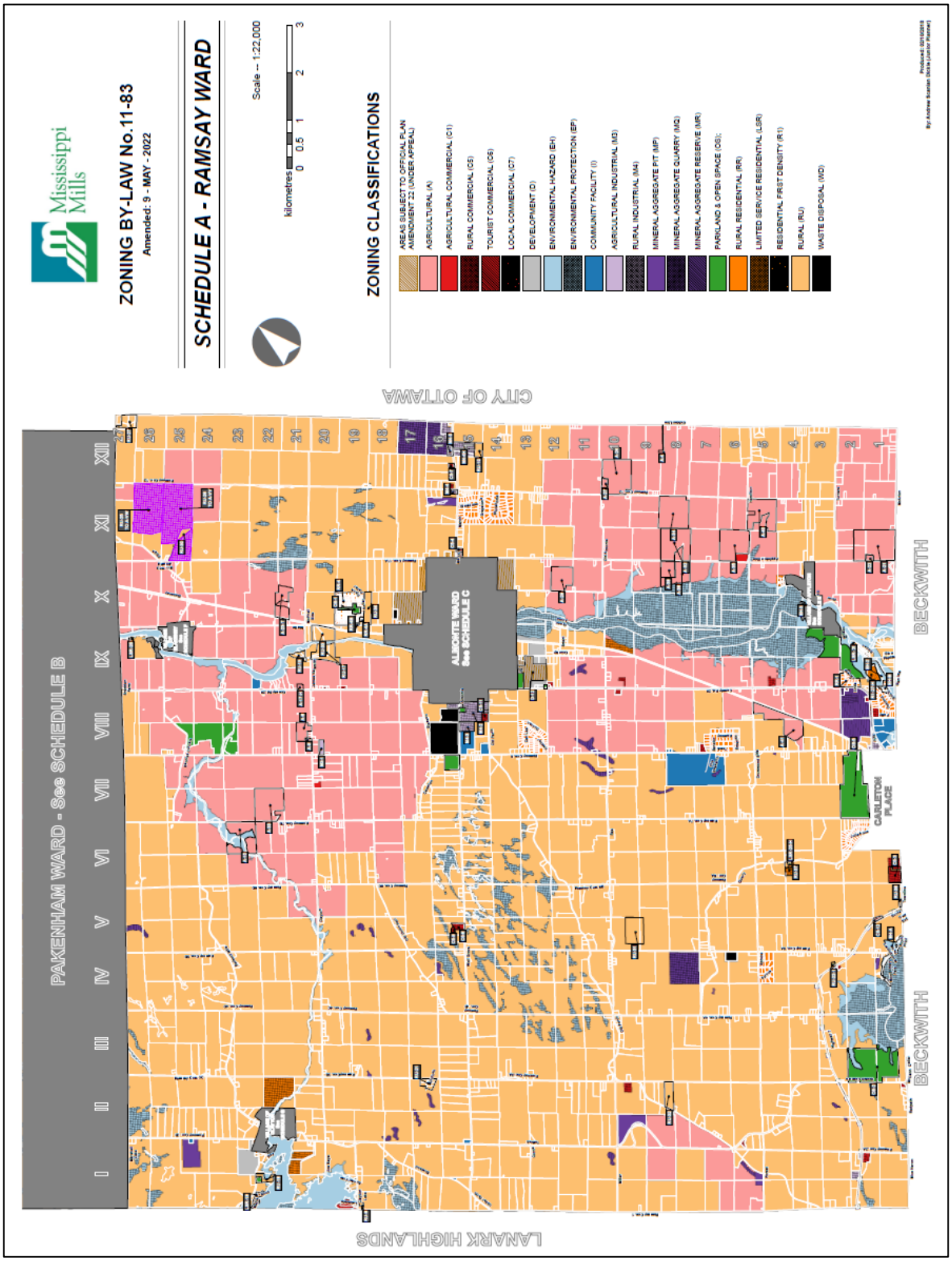
2. This By-Law takes effect from the date of passage by Council and comes into force and effect pursuant to the provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13.

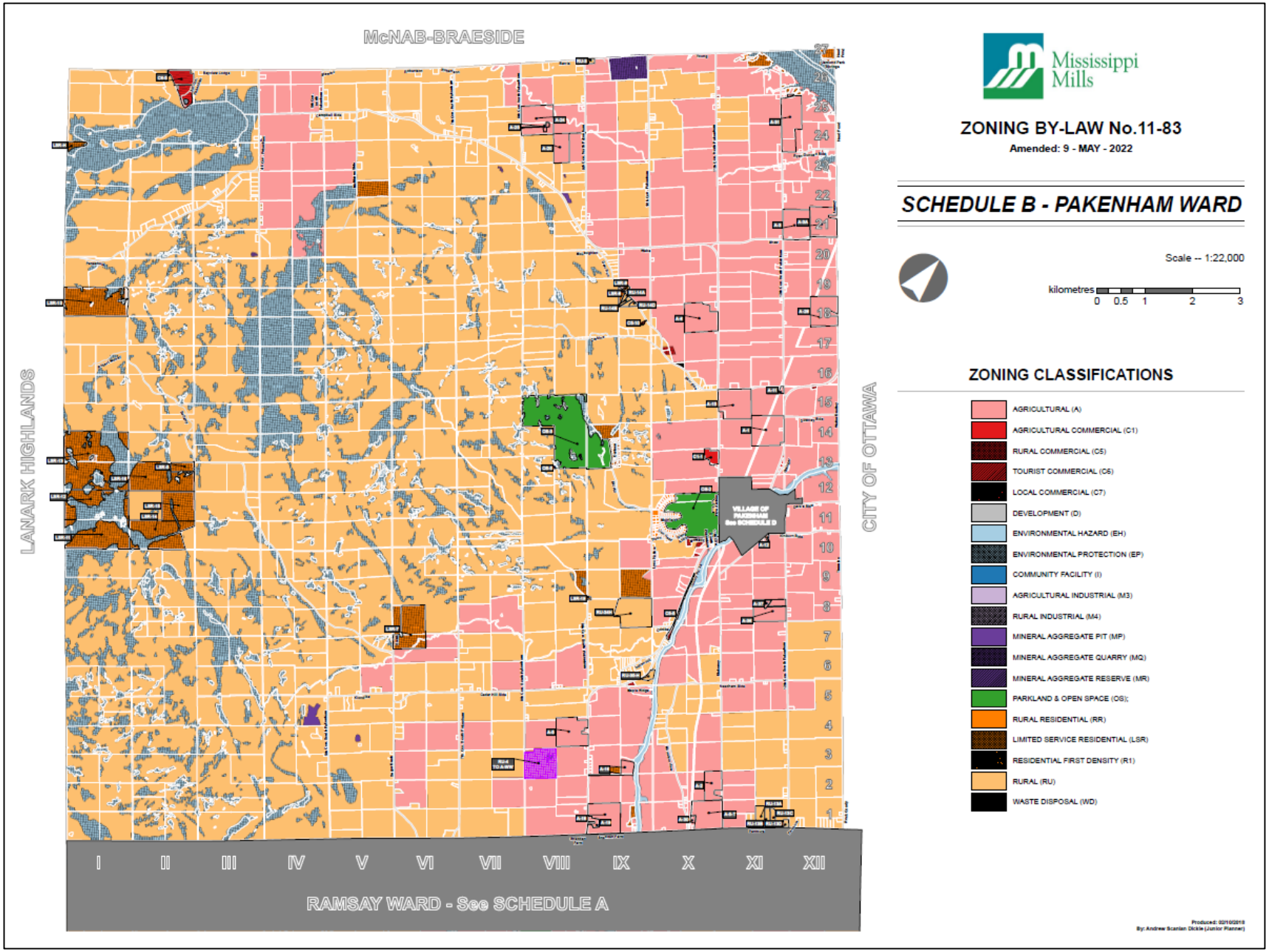
BY-LAW read, passed, signed and sealed in open Council this **X day of XXX, 20XX.**

_____ _____

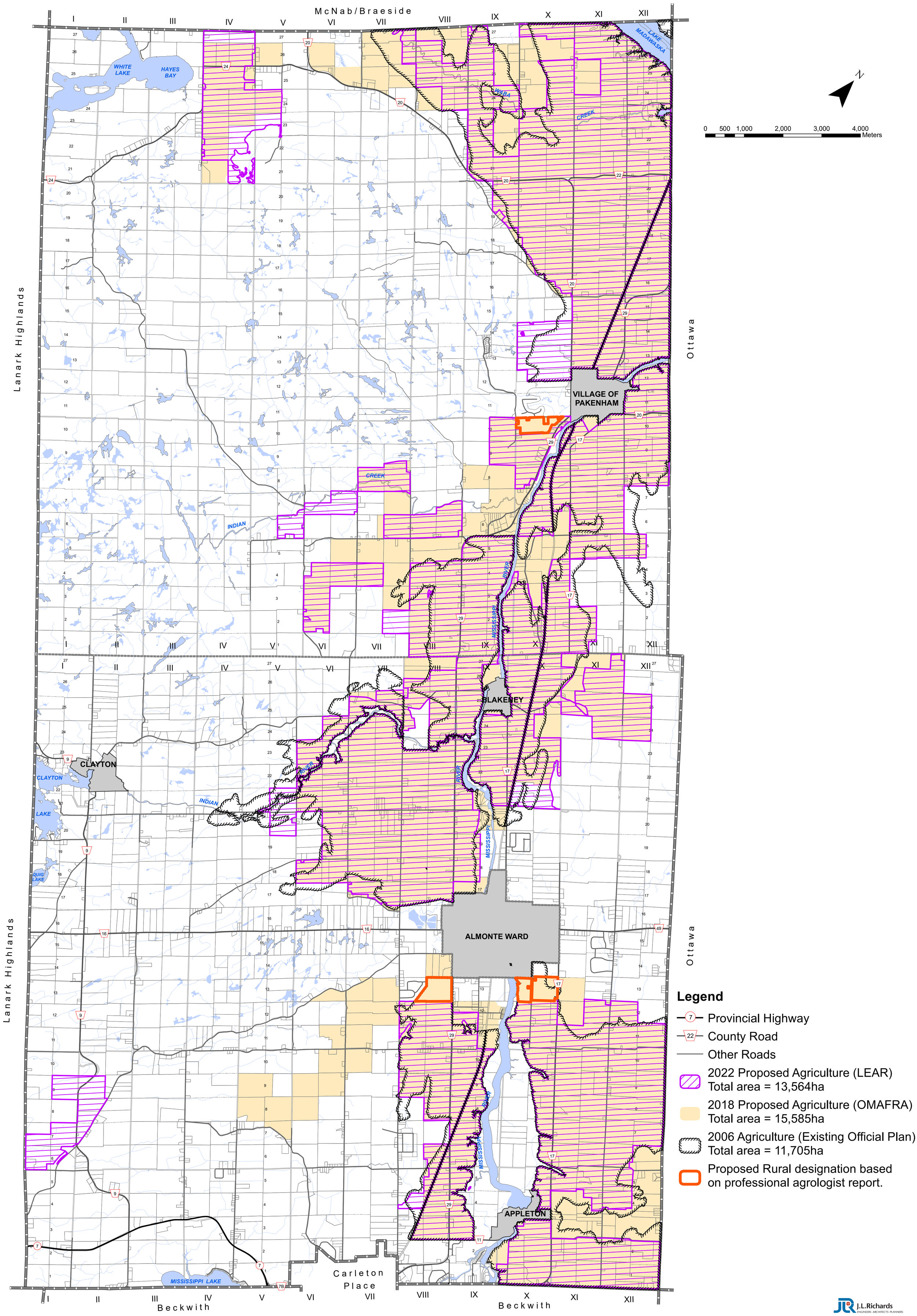
Christa Lowry, Mayor Jeanne Harfield, Clerk

By-law No. 22-XXX
Schedule "A"




McNAB-BRAESIDE
LANARK HIGHLANDS
CITY OF OTTAWA
RAMSAY WARD - See SCHEDULE A
I
II
III
IV
V
VI
VII
VIII
IX
X
XI
XII
Mississippi Mills
ZONING BY-LAW No.11-83
Amended: 9 - MAY - 2022
SCHEDULE B - PAKENHAM WARD
Scale -- 1:22,000
kilometres
0 0.5 1 2 3
ZONING CLASSIFICATIONS
AGRICULTURAL (A)
AGRICULTURAL COMMERCIAL (C1)
RURAL COMMERCIAL (C5)
TOURIST COMMERCIAL (C6)
LOCAL COMMERCIAL (C7)
DEVELOPMENT (D)
ENVIRONMENTAL HAZARD (EH)
ENVIRONMENTAL PROTECTION (EP)
COMMUNITY FACILITY (I)
AGRICULTURAL INDUSTRIAL (M3)
RURAL INDUSTRIAL (M4)
MINERAL AGGREGATE PIT (MP)
MINERAL AGGREGATE QUARRY (MQ)
MINERAL AGGREGATE RESERVE (MR)
PARKLAND & OPEN SPACE (OS);
RURAL RESIDENTIAL (RR)
LIMITED SERVICE RESIDENTIAL (LSR)
RESIDENTIAL FIRST DENSITY (R1)
RURAL (RU)
WASTE DISPOSAL (WD)

Proposed Agriculture Delineation



J.L.Richards
ENGINEERS · ARCHITECTS · PLANNERS

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Mississippi Mills

LEAR
Official Plan Amendment 29
Zoning By-law Amendment Z-04-22

Committee of the Whole
May 17, 2022

Mississippi Mills

Community Official Plan Current Policy Framework

Two primary designations for the rural areas:

- Agriculture Designation – intended to be reflective of Prime Agricultural Areas as per the Provincial Policy Statement (PPS)
  - Current designation reflects Class 1-3 soils, excludes adjacent lands (Class 4-7 soils)
- Rural Designation – comprised of remaining lands outside of Agricultural designation and settlement areas

Mississippi Mills

Community Official Plan Current Policy Framework

PPS and Current Official Plan Policies:

- Not consistent with 2020 PPS as it relates to the Agriculture Designation because it does not include Class 4 to 7 lands and additional areas where there is a local concentration of farms (ongoing agriculture)

Mississippi Mills

Official Plan Amendment 21 Five-year Review

Five-year review:

- Agriculture Designation part of review
- Resolution 110-18 (2018) - deferred Agriculture Designation review at a later date using LEAR
- Resolution 222-19 (2019):

THAT Council direct staff to request that the County of Lanark delay the decision on agricultural mapping until the completion of the LEAR review with a mutually agreed upon timeline.

Mississippi Mills

Land Evaluation and Area Review LEAR

- Scoring of agricultural lands using a number of factors including community feedback, input from working groups and experts
- Lands that are Class 4 to 7 are not automatically ‘excluded’ from scoring
- Can result is some areas scoring high and not being designated Agriculture and some scoring lower and being designated Agriculture

Mississippi Mills

Consultation Process

- Agriculture Advisory Committee meetings
  - Advisory committee to provide Council with support on agricultural matters
- LEAR working group meetings
  - Mandate to review LEAR recommendations propose revisions based on local knowledge and expertise
- Public meetings – May 2021 and March 2022

Mississippi Mills

Consultation Process

- Website dedicated to LEAR project
  - Regular updates with videos of meetings, reports and interactive GIS mapping
- Notification of public meetings in newspapers and hundreds of mailouts to landowners directly affected
- Hundreds of emails and phone calls with consultant on the study

Mississippi Mills

Results of LEAR study and policy implications

Rural to Agriculture Designation

- Majority of permitted uses between two designations are the same
- No tax implications
- Ability to sever land is more restrictive

Mississippi Mills

Results of LEAR study and policy implications

Rural to Agriculture Designation Common Concerns

- Many comments/concerns from landowners were concerns about the future development of lands
  1. Restriction on lot creation of non-farm residential lots (through severance)
  2. Ability for land to be included in future settlement areas
  3. Ability for land to be developed as a rural residential subdivision

Mississippi Mills

Results of LEAR study and policy implications

Rural to Agriculture Designation Common Concerns

1. Restriction on lot creation of non-farm residential lots (through severance)
   - Agriculture designation is more restrictive
   - Non-farm residential lot creation limited to surplus farm dwellings (subject to specific criteria)
   - Farm severances require ~40 ha (98.8 ac)

Mississippi Mills

Results of LEAR study and policy implications

Rural to Agriculture Designation Common Concerns

2. Ability for land to be included in future settlement areas
   - Comprehensive process for settlement boundary expansion which includes a range of land use considerations, including population projections, assessment of vacant land within existing settlement areas, transportation network, servicing feasibility and land use designations

Mississippi Mills

Results of LEAR study and policy implications

Rural to Agriculture Designation Common Concerns

3. Ability for land to be developed as a rural residential subdivision
   - Current policy framework does not permit rural residential subdivisions

Mississippi Mills

Results of LEAR study and policy implications

Agriculture to Rural Designation

- *May* be greater opportunity for non-farm residential lot creation (severance)
  - Current policy framework permits up to two (2) lots created from original township lot (as of July 1, 1973)
  - Number of considerations that affect severance ability including:
    - Lot severance history
    - MDS
    - Other land use constraints (wetlands, aggregate resources, hydrogeological issues etc.)

Mississippi Mills

Results of LEAR study and policy implications

Removal of Rural-Agriculture Overlay

- Applied to lands considered to be locally significant outside of Agricultural designation
- Requires new non-farm buildings maintain a 30-metre setback from 'active agricultural operations'
- Policy is no longer required as a result of LEAR
- Mapping can still be made publicly accessible as an information layer on our CGIS

Mississippi Mills

Results of LEAR study and zoning implications

Agricultural and Rural Zoning

- Proposed that zoning be updated at the same time as Official Plan policy changes
- Ensures that zoning is reflective of Official Plan policies
- Will not come into effect until Official Plan Amendment is in full force and effect

Mississippi Mills

Next Steps

Process of Official Plan Amendment

- Decision of Mississippi Mills Council first step
- County of Lanark is approval authority of Official Plan Amendments to the Community Official Plan
- Mississippi Mills must also initiate County Official Plan Amendment to update County's Official Plan with new mapping

Mississippi Mills

Next Steps

Steps for County Decision:

- County Official Plan Amendment Process
- Review of Official Plan Amendment – County
  - Circulation to OMAFRA
  - Public meeting at County
  - County planning staff make recommendation to County Committee/Council – could include modifications
  - County Council can approve or amend Official Plan Amendment

Mississippi Mills

Next Steps

Ontario Land Tribunal (OLT):

- Appeals can be submitted to OLT after County Council decision
- OLT will review appeals
- OLT will schedule hearing(s)
- OLT will make decision on appeals

Mississippi Mills

Next Steps

Impacts and Timeframe to Landowners

- Official Plan Amendment 29 will not be in effect until all appeals are dealt with
- Applications for development including land division (severances) considered under current policies until Official Plan Amendment 29 is in effect

Mississippi Mills

Next Steps

Transition Period – January 5, 2024

- Transition Period of January 5, 2024, is proposed
  - Official Plan policies and Zoning By-law changes will not come into effect until January 5, 2024
  - Provide landowners greater certainty for implementation of policy changes
  - Decisions on development applications not required by this date, rather *complete applications* for development are required to be received by this date

Mississippi Mills

Next Steps

Transition Period – January 5, 2024 – OLT appeals

- If appeals to OLT are submitted and resolved **before** January 5, 2024, landowners will still have until this date to proceed with development under current Official Plan policies

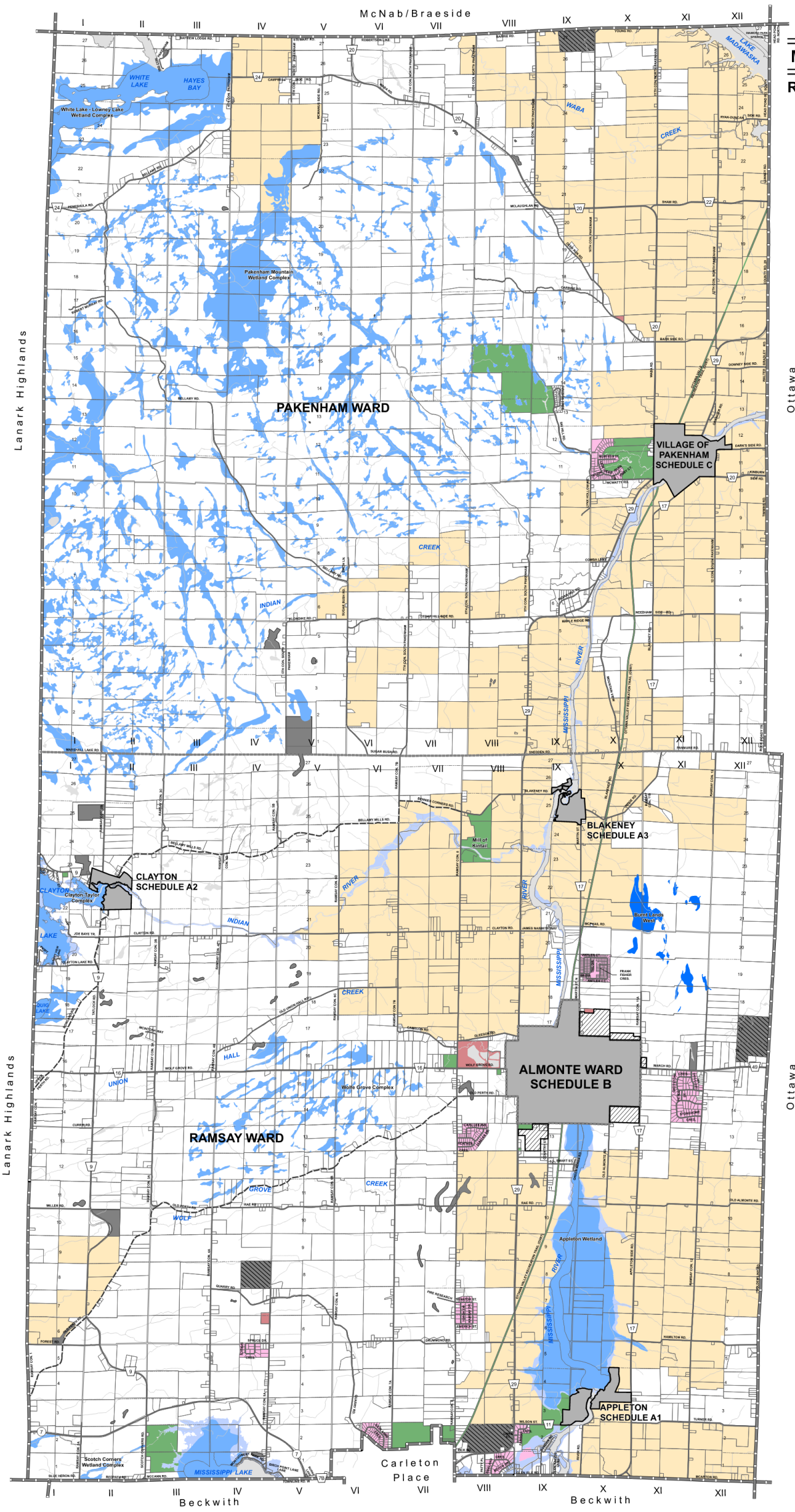
- If appeals to OLT are submitted and resolved **after** January 5, 2024, then this is additional time for landowners to apply for development applications

Mississippi Mills

Recommendations

THAT Committee of the Whole recommends that Council adopts Official Plan Amendment No. 29 being an amendment to repeal and replace Schedule A – Rural Land Uses to the Community Official Plan and make certain policy revisions to the Community Official Plan to be in full force and effect on January 5, 2024.

THAT Committee of the Whole recommends that Council adopts Zoning By-law Amendment Z-04-22 being a concurrent Zoning By-law amendment in order for the Rural and Agricultural limits to be consistent with the proposed Schedule A – Rural Land Use to the Community Official Plan to be in full force and effect on January 5, 2024.



Official Plan

Municipality of Mississippi Mills

Rural Land Use (Schedule A)

0 500 1,000 2,000 3,000 4,000 Meters

Legend

Provincial Highway

- Provincial Highway
- County Road
- Other Roads
- Scenic or Heritage Road

Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Schedule Boundary
- Parcel Fabric

Water Features

- Stream / Creek
- Waterbody

Land Use Designation

- Agriculture
- Aggregate - Pit
- Aggregate - Quarry
- Rural Settlement Area and Hamlet
- Rural
- Waste Disposal
- Parkland and Open Space
- Flood Plain
- Locally Significant Wetland
- Provincially Significant Wetland

Overlay

- Areas Subject to Official Plan Amendment 22 (Under Appeal)

Schedule "A"
Amendment No. ____
to the
Official Plan
of the
Municipality of Mississippi Mills

Revision Dates:

23 - November - 2021
19 - November - 2021
30 - August - 2021
8 - March 2022
21 - March 2022
3 - May 2022
9 - May 2022

Data Source: Source Data has been provided by the Ministry of Natural Resources, Ministry of Northern Development and Mines, Mississippi Valley Conservation Authority and the Municipality of Mississippi Mills.

J.L.Richards

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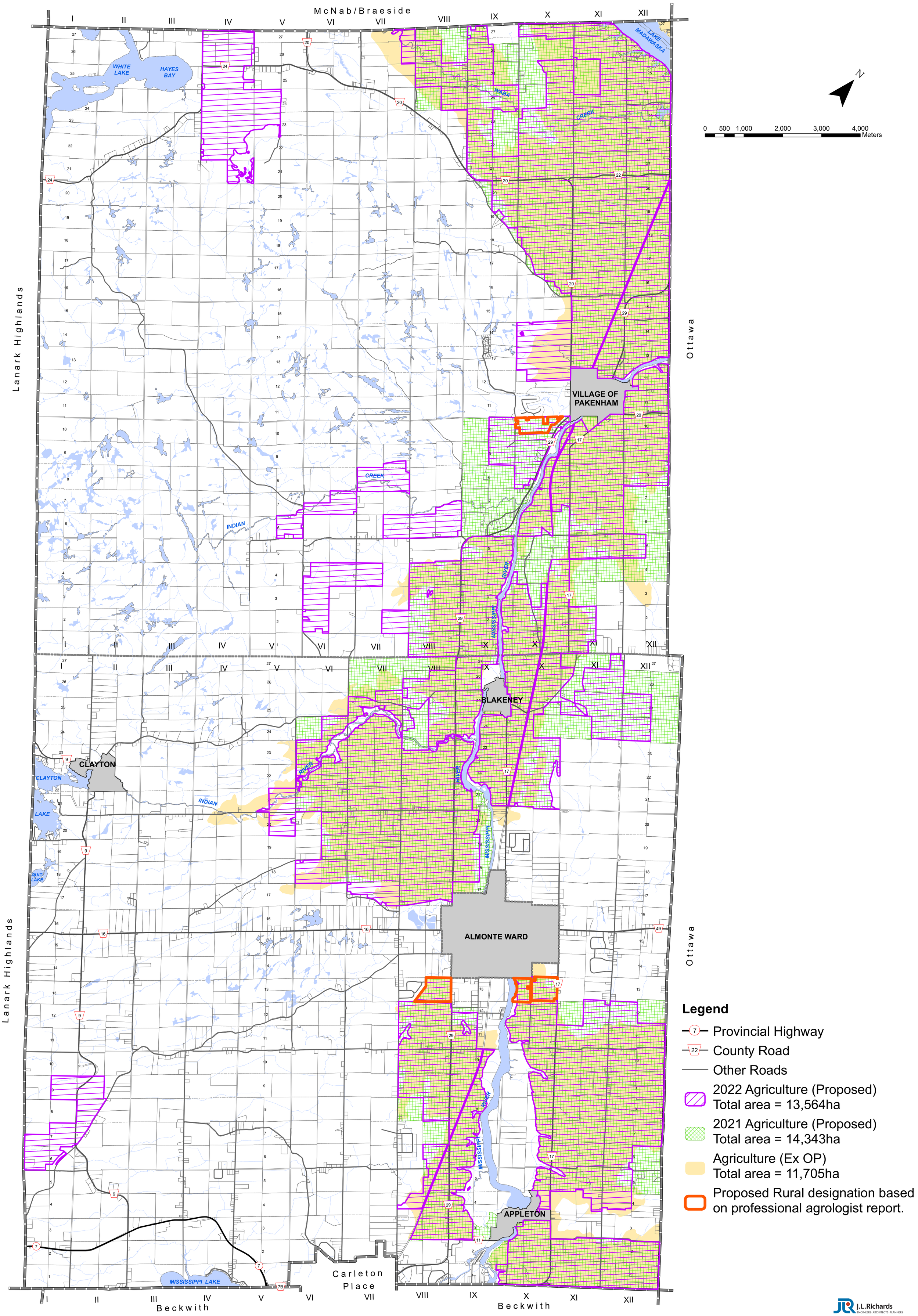

J.L.Richards ENGINEERS · ARCHITECTS · PLANNERS

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Northumberland County

Council Resolution

Moved By B. Ostrander

Seconded By R. Sanderson

Agenda Item 10.

Resolution Number 2022-08-18- 567

Council Date: August 18, 2022

"**That** Council adopt all recommendations from the six Standing Committees, as contained within the Committee Minutes (meetings held August 2, 3 & 4, 2022), ~~with the exception of the following items (referenced from the Standing Committee Minutes),~~ that will be held for discussion:

Committee Name	Item #	Description	Held By

;

And Further That the items listed above and held for separate discussion each require a separate resolution."

Recorded Vote Requested by _____
Councillor's Name

Carried _____
Warden's Signature

Deferred _____
Warden's Signature

Defeated _____
Warden's Signature

Northumberland county

Corporate Support Committee Resolution

Committee Meeting Date: **August 2, 2022**

Agenda Item: **7b**

Resolution Number: **2022-08-02-524**

Moved by: J. Henderson

Seconded by: R Coate

Council Meeting Date: **August 18, 2022**

"**That** the Corporate Support Committee, having considered the correspondence from the Municipality of Brighton, Town of Cobourg, County of Hastings, and Municipality of Shuniah regarding 'Expanding Amber Alert System', recommend that County Council support the correspondence; and

Further That the Committee recommend that County Council direct staff to send a copy of the resolution to the Honourable Doug Ford (Premier of Ontario), the Honourable Michael Kernzer (Solicitor General), Commissioner Thomas Carrique (Commissioner of the Ontario Provincial Police), the Honourable David Piccini (Minister of the Environment, Conservation and Parks and MPP for Northumberland—Peterborough South), MP Philip Lawrence (Northumberland—Peterborough South), the Association of Municipalities of Ontario, and to all municipalities in Ontario."

Carried Rhandy Rhantin
Committee Chair's Signature

Defeated _____
Committee Chair's Signature

Deferred _____
Committee Chair's Signature

MUNICIPALITY OF
BRIGHTON

Date: June 20, 2022 **Resolution No. 2022-**256

Moved By:

Seconded By:

Whereas the Ontario Amber Alert is a warning system that quickly alerts the public of a suspected abduction of children who are in imminent danger;

And Whereas the goal is to broadcast as much information about the child, the abductor and suspect vehicles as quickly as possible so that the public can respond with any relevant information that might lead to the child's safe return;

And Whereas people are encouraged to share the Amber Alert with as many people as possible. If a child or vulnerable person is abducted, spreading the information quickly is critical to their safe return;

And Whereas an Amber Alert makes the Public aware to keep an eye out for the child, vulnerable person, suspect and the vehicle described, in the alert. If they spot them, try to gather as many details as they can, including the specific location where they saw them, the time, the direction they were travelling in and any other identifying details that will help to locate them;

And Whereas an Amber Alert gives citizens instructions to call 9-1-1 or the phone number included in the alert immediately if they have a trip or a sighting related to an Amber Alert;

An Amber Alert will only be activated if:

- The police have confirmed that an abduction has taken place; and
- There is reason to believe the victim is in danger of serious physical injury, and there is information available that, if broadcast to the public, could assist in the safe recovery of the victim.

And Whereas it is essential to remember that an Amber Alert is not always appropriate in every circumstance and that their continued effectiveness depends on ensuring that they are only used in cases that meet the above criteria;

And Whereas the recent tragic death of 11 year old Draven Graham showed that the Amber Alert system is flawed when it comes to vulnerable children who can go missing but are not abducted;

And Whereas at the time this motion was written, there have been almost 75,000 citizens who had signed a petition on Change.Org requesting that a Draven Alert be created;

And Whereas it is clear that there needs to be an addition to the alert system to allow for law enforcement to send out an alert for vulnerable children who go missing under circumstances that do not involve an abduction but are at serious risk of injury or death;

Therefore be it resolved that the Municipality of Brighton and its Council endorse the following:

1. That the Minister of the Solicitor General and the Commissioner of the Ontario Provincial Police, as well as the Premier's Office, be requested to make the necessary changes to the Amber Alert system and create a new alert called the Draven Alert, which will protect vulnerable children who have not been abducted but are at high risk of danger, injury or death and alert the public that they are missing.
2. That this motion be sent to all municipalities across Ontario and the Association of the Municipalities of Ontario (AMO) for endorsement.

Carried ✓ **OR** *Defeated* ☐

Mayor

Recorded Vote — ***For Clerks Use Only***

Recorded vote called by: _____

	For	Against	Abstain	Absent	COI
Mayor Brian Ostrander					
Councillor Ron Anderson					
Councillor Mark Bateman					
Councillor Doug LeBlanc					
Councillor Emily Rowley					
Councillor Mary Tadman					
Deputy Mayor Laura Knegt					
Total					

Carried ☐ ***Defeated*** ☐ ***Clerk's Initials***

The Corporation of the Town of Cobourg

Resolution

Moved By	Suzanne Séguin	**Resolution No.:**
Last Name Printed	Séguin	227-22
Seconded By	Nicole Beatty	**Council Date:**
Last Name Printed	Beatty	June 27, 2022

THAT Council receive the correspondence for information purposes; and

FURTHER THAT Council recognize the recent tragic death of 11-year-old Draven Graham with deepest sympathies to their family; and

FURTHER THAT Cobourg Council acknowledge that at the time this motion was written, there have been over 80,000 citizens who had signed a petition on Change.Org requesting that a Draven Alert be created; and

FURTHER THAT Cobourg Council endorse a recent resolution as passed by the Municipality of Brighton and its council as follows:

That the Minster of the Solicitor General and the Commissioner of the Ontario Provincial Police, as well as the Premier's Office, be requested to make the necessary changes to the AMBER alert system and create a new alert called the Draven Alert, which will protect vulnerable children who have not been abducted but are at high risk of danger, injury or death and alert the public that they are missing.
That this motion be sent to all municipalities across Ontario and the Association of Municipalities Ontario (AMO) for endorsement.

Office of the Warden, C.A.O. & Clerk
Hastings County

235 Pinnacle St. Postal Bag 4400, Belleville ON
K8N 3A9

Tel: (613) 966-1311
Fax: (613) 966-2574
www.hastingscounty.com

July 4, 2022

The Honourable Doug Ford
Premier of Ontario
Minister of Intergovernmental Affairs
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

VIA email: doug.fordco@pc.ola.org

Dear Premier Ford:

Re: Hastings County Council – June 30, 2022 – Expanding Amber Alert System

Please be advised that the Council of the County of Hastings, at its regular meeting held June 30, 2022, passed the following resolution:

Moved by: Councillor Tom Deline
Seconded by: Councillor Loyde Blackburn

WHEREAS we have all become aware of the recent tragic death of Draven Graham, and 11 year old child on the autistic spectrum, after walking away from the family home;

WHEREAS the Amber Alert has been very effective in announcing to the public, children who have been abducted and;

WHEREAS a similar alert program for those who have special needs who leave family custody would seem to be warranted in the Province of Ontario;

BE IT RESOLVED THAT the County of Hastings request the Province of Ontario to develop and implement a community warning program similar to Amber Alert for those persons of special needs or circumstances who leave the caregivers or locations and potentially put themselves at risk;

AND THAT copies of this resolution be forwarded to Premier Ford, the leaders of the Opposition Parties in Ontario, the District School Boards, all Hastings County Municipalities, and the local Ontario Provincial Police Service to ask them to support the resolution.

Carried

I trust you will find this in order; however should you have any questions or concerns, please do not hesitate to contact me at 613-966-1311, ext. 3205 or via email at bradleyc@hastingscounty.com.

Yours Truly,

Cathy Monzon-Bradley
County Clerk

Copy: The Honourable Stephen Lecce, Minister of Education to all Ontario School Boards
Mr. Peter Tabuns, Interim Leader NDP - Leader of Official Opposition
Mr. Steven Del Duca, Leader of the Liberal Party
All Ontario Municipalities
Ontario Provincial Police Local Detachments - Centre Hastings and Bancroft
Hastings County Member Municipalities

MUNICIPALITY OF
SHUNIAH
A Superior Living Experience

MUNICIPALITY OF SHUNIAH

420 Leslie Avenue, Thunder Bay, Ontario P7A 1X8
Phone: (807) 683-4545 Fax: (807) 683-6982
Email: shuniah@shuniah.org www.shuniah.org

July 13th, 2022

The Honourable Doug Ford
Premier of Ontario
Minister of Intergovernmental Affairs
Premier's Office
Room 281
Legislative Building, Queen's Park
Toronto, ON M7A 1A1

Via Email: doug.fordco@pc.ola.ca

Dear Premier Ford:

RE: Letter of Support – The County of Hastings and The Municipality of Brighton – Expanding the Amber Alert System

Please be advised that, at its meeting on June 12th, 2022, the Council of the Municipality of Shuniah resolved to support the resolution adopted June 30th, 2022 by the County of Hastings, and the resolution adopted June 20th, 2022 by the Municipality of Brighton.

A copy of the above noted resolution is enclosed for your reference and consideration.

Yours truly,

KBellamy

Kerry Bellamy
Clerk
KB/jk

Cc:

Hon. Michael Kernzer, Solicitor General of Ontario
Mr. Thomas Carrique, Commissioner of the OPP
Hon. Patty Hajdu, MP Thunder Bay Superior North
Hon. Marcus Powlowski, MP Thunder Bay Rainy River
Hon, Lise Vaugeois, MPP Thunder Bay Superior North
Hon. Kevin Holland, MPP Thunder Bay-Atikokan
Association of Municipalities of Ontario
All Ontario Municipalities

Roads Department (807) 983-2550 Fire Department (807)-983-2021

SHUNIAH

COUNCIL RESOLUTION

Resolution No.: 247-22

Date: Jul 12, 2022

Moved By: D. Blunt

Seconded By: [illegible]

THAT Council hereby supports the resolution from the County of Hastings and Municipality of Brighton regarding the request to make the necessary changes to the Amber Alert System and create a new alert called the Draven Alert, which will protect those persons of special needs or circumstances who leave the caregivers or locations and potentially put themselves at risk;

AND THAT the Clerk be directed to forward a copy of this resolution to Premier Doug Ford; Solicitor General of Ontario Michael Kernzer; Commissioner of the Ontario Provincial Police Thomas Carrique; local MP's Patty Hajdu and Marcus Polowski and local MPP's Lise Vaugeois and Kevin Holland; the Association of Municipalities of Ontario (AMO) and to all municipalities in Ontario.

☑ **Carried** ☐ **Defeated** ☐ **Amended** ☐ **Deferred**

Wendy Landry

Signature

Municipality of Shuniah, 420 Leslie Avenue, Thunder Bay, Ontario, P7A 1X8

COUNCIL CALENDAR

September 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5 **Labour Day**	6 6PM Council 7PM COW	7	8	9 10:30AM Library Board	10
11	12	13	14	15	16	17
18	19	20 6PM Council 7PM COW	21	22	23	24
25	26	27	28 6PM Committee of Adjustment	29	30	

COUNCIL CALENDAR

October 2022

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 6PM Council 7PM COW	5	6	7	8
9	10 **Thanksgiving**	11	12	13	14 10:30AM Library Board	15
16	17 Voting Opens	18	19	20	21	22
23	24 Election Day					
30	31					

Municipality of Mississippi Mills
PENDING LIST
September 6, 2022

Title	Department	Comments/Status	Report to Council (Date)
LEAR review	LEAR Working Group	Working group made up of Councillors Holmes, Ferguson and Guerard to review the proposed LEAR and bring forward recommendations to Council for consideration.	06-Sep-22
Master Fire Plan	Fire	Master Fire Plan Report	Q3 2022
Pedestrian Safety and Speed Limits on Gravel Roads	Public Works	Councillor Holmes Notice of Motion	Q3 2022
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)	Q3 2022
Wild Parsnip Plan - Monarch Pledge	Public Works	To form part of the 2022 Wild Parsnip Management Plan	Q3 2022
Pedestrian Crossover - OVRT	Public Works	Review option for installing a predestiran crosswalk at the main street crossover of the OVRT	Q3 2022
Mill of Kintail Independent Model	CAO	$10,000 for legal to set up model for independent model for Mill of Kintail	TBD

Seasonal Stands Bylaw	Clerks	Review Seasonal Stands for potential caps on number of mobile stands in the area	Q4 2022
Update Debt Management Policy	Finance	Referred to staff at Dec. 17, 2019 Council meeting. Likely to be brought forward with Long Term Financial Plan	TBD
Not-For-Profit Housing Exemptions Review in 2024 Development Charges Review.	Planning	. Staff to include a review of the existing exemptions for not-for-profit housing as part of the 2024 Development Charges review to determine if there are more opportunities for further exemptions from Development Charges . Staff to include a Community Benefits By-law analysis as part of the 2024 Development Charges review.	2024
Review of Bylaw Enforcement Hours	Protective Services	Review the current bylaw enforcement hours and determine if an increase in hours is required.	TBD
Care standards for Outdoor Dogs	Protective Services	Staff to review the updated standards in the PAWS act and report if there are any updates required to the Animal Control Bylaw.	TBD
Age Friendly Wellness Trail	Recreation	Staff work with the group to choose appropriate locations and equpment for the trail.	TBD
Mongomery Park Road	Public Works	Staff to bring back a report on the condition of Montgomery Park Road.	2022