



**Municipality of Mississippi Mills**

**COUNCIL AGENDA**

**Tuesday, September 18, 2018  
6:00 p.m.  
Council Chambers, Municipal Office**

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

**A. CALL TO ORDER (5:00 p.m.)**

**B. CONSIDERATION OF A CLOSED SESSION**

1. Zoning Amendment LPAT Appeal - litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (*Municipal Act* s. 239 2(e))
2. Update on HR Matters - Personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act* s. 239 2(b)); and advice that is subject to solicitor-client privilege, including communications necessary for that purpose (*Municipal Act* s. 239 2(f))

**REGULAR SESSION (6:00 p.m.)**

**C. O CANADA**

**D. ATTENDANCE**

**E. APPROVAL OF AGENDA**

**F. DISCLOSURE OF PECUNIARY INTEREST**

**G. APPROVAL OF MINUTES**

Council Minutes dated September 4, 2018

Pages 4-11

**H. PUBLIC MEETINGS**

[None]

**I. DELEGATION, DEPUTATIONS, AND PRESENTATIONS**

[None]

**J. COMMITTEE OF THE WHOLE**

*Motion to resolve into Committee of the Whole.*

**(J.1) CONSENT ITEMS**

*Motion to receive:*

- Drinking Water Quality Management Standards - 2<sup>nd</sup> Quarter 2018      Pages 12-15

**Minutes**

*Motion to receive:*

- CEDC – June 26, 2018      Pages 16-19
- Joint Recreation and Culture Cost Sharing – June 27, 2018      Pages 20-23

**(J.2) REPORTS****Planning and Development**

- a. Zoning Amendment – Bloorguard Investment      Pages 24-36**  
**Lots 26, 27, 28 in the Almonte Business Park**

**Recommendation:**

That Council approve Zoning By-law Amendment to change the zoning on the property known municipally as Lots 26, 27 and 28 in the Almonte Business Park (legally: Pts 5-10 PLAN 27R-9664; Being Part Lot 15 Concession 10 Ramsay) from Business Park 1 (E1-1) to Business Park Exception 1 (E1-1x) in order to recognize open storage as a permitted use on the lands in accordance with the provisions of Section 6.16 of the Zoning Bylaw.

- b. Site Plan Control – Holy Name of Mary Catholic School      Pages 37-41**  
**110 Paterson Street, Almonte Ward**

**Recommendation:**

That Council approve the site plan, as presented, by the Catholic District School Board of Eastern Ontario for the proposed additions at Holy Name of Mary Catholic School, known municipally as 110 Paterson Street;

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

- c. Zoning Amendment – Pakenham Golf and Country Club Estates      Pages 42-59**  
**Pakenham Ward**

**Recommendation:**

That Council approve Zoning By-law Amendment to change the zoning on the lands known collectively as the Pakenham Golf and Country Club Estate (legally: Subdivision Plan 101581) from Rural to Rural Residential in the Zoning Bylaw #11-83.

**Finance and Administration****d. Revised Advisory Committee Review**

Pages 60-62

Recommendation:

That Council approve the proposed advisory committee structure;

And that staff be directed to prepare the terms of reference for the new advisory committees.

**(J.3) INFORMATION ITEMS**

- |   |             |
|---|-------------|
| • Mayor's Report                                | None        |
| • County Councillors' Report                    | Pages 63-64 |
| • Mississippi Valley Conservation Authority     | None        |
| • Information List                              | Pages 65-69 |
| • Meeting Calendar ( <i>September/October</i> ) | Pages 70-71 |

**K. RISE AND REPORT**

*Motion to return to Council Session.*

Recommendation:

That the recommendations of the Committee of the Whole for the meeting of September 18, 2018 be adopted as resolutions of Council.

**L. BY-LAWS**

*That By-laws 18-88 to 18-90 be taken as read, passed, signed and sealed in Open Council.*

- |   |             |
|---|-------------|
| 18-88 Development Charges                                     | Pages 72-85 |
| 18-89 Zoning Amendment Bloorguard, Almonte Business Park      | Pages 86-88 |
| 18-90 Zoning Amendment Pakenham Golf and Country Club Estates | Pages 89-90 |

**M. OTHER/NEW BUSINESS**

[None]

**N. NOTICE OF MOTION**

[None]

**O. ANNOUNCEMENTS AND INVITATIONS****P. CONFIRMATORY BY-LAW – 18-91****Q. ADJOURNMENT**



**The Corporation of the Municipality of Mississippi Mills**

**Council Meeting #21-18**

**MINUTES**

A regular meeting of Council was held on Tuesday, September, 2018 at 5:30 p.m. in the Council Chambers.

**A. CALL TO ORDER**

Councillor Lowry called the meeting to order at 5:33 p.m.

**B. CONSIDERATION OF A CLOSED SESSION**

**Resolution No. 418-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Torrance**

**THAT** Council enter into an in camera session at 5:33 p.m. re: proposed or pending acquisition or disposition of land by the municipality or local board (Municipal Act s. 239 (c)).

**CARRIED**

**Resolution No. 419-18**

**Moved by Councillor Watters**

**Seconded by Councillor McCubbin**

**THAT** Council return to regular session at 5:44 p.m.

**CARRIED**

**Rise & Report**

1. Update on Road Allowances in Burnside Subdivision

Staff direction was provided in camera.

2. HR Matter

Deferred.

**C. O CANADA**

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

**D. ATTENDANCE**

**PRESENT:**

Councillor Duncan Abbott

Councillor Denzil Ferguson

**ABSENT:**

Mayor Shaun McLaughlin

Councillor John Edwards

Councillor Alex Gillis  
Councillor Christa Lowry  
Councillor Jill McCubbin  
Councillor Amanda Pulker-Mok  
Councillor Jane Torrance  
Councillor Paul Watters  
Councillor Val Wilkinson

Shawna Stone, Clerk  
Jeanne Harfield, Deputy Clerk  
Andrew Scanlan-Dickie, Junior Planner (left at 6:50 pm)  
Tiffany MacLaren, Community Cultural Economic Coordinator (left at 6:56 pm)  
Guy Bourgon, Director of Roads and Public Works (left at 7:46 pm)

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**E. APPROVAL OF AGENDA**

**Resolution No. 420-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Ferguson**

**THAT** the agenda be approved as amended, with the deletion of Item B.2 - HR Matter and By-law 18-86 - Assumption of Roadway Part of Indian Hill Road.

**CARRIED**

**F. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**G. APPROVAL OF MINUTES**

**Resolution No. 421-18**

**Moved by Councillor Torrance**

**Seconded by Councillor Pulker-Mok**

**THAT** the Council Minutes dated August 28, 2018 be approved as presented.

**CARRIED**

**H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS**

1. Randy Hillier, MPP  
Re: New Government Priorities

Mr. Hillier provided an overview of the new government priorities including reducing regulations; planning for prosperity consultation; impact of legalization of cannabis on municipalities.

**Resolution No. 422-18**

**Moved by Councillor Abbott**

**Seconded by Councillor Ferguson**

**THAT** the delegation by Randy Hillier, MPP, re: New Government Priorities, be received.

**CARRIED**

2. Fire Marshal's Public Fire Safety Council and Enbridge Gas Distribution Inc.  
Re: Project Zero Campaign

The Fire Marshal's Public Fire Safety Council, Enbridge Gas Distribution, and the Mississippi Mills Fire Department were present to explain the Project Zero campaign which provides combination smoke and carbon monoxide alarms to residents in need of a working alarm.

**Resolution No. 423-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor McCubbin**

**THAT** the delegation by the Fire Marshal's Public Fire Safety Council and Enbridge Gas Distribution Inc., re: Project Zero Campaign, be received.

**CARRIED**

3. Alex Gillis, Chair of the Riverwalk Advisory Committee  
Re: Update on the Riverwalk Project

Councillor Gillis provided an update on the current Riverwalk Staircase project.

**Resolution No. 424-18**

**Moved by Councillor Watters**

**Seconded by Councillor Torrance**

**THAT** the deputation by Councillor Gillis, Chair of the Riverwalk Advisory Committee, be received.

**CARRIED**

**I. PUBLIC MEETINGS**

[None]

**J. COMMITTEE OF THE WHOLE**

**Resolution No. 425-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor McCubbin**

**THAT** Council resolve into Committee of the Whole.

**CARRIED**

**J.1 CONSENT ITEMS**

Financial Report to July 31, 2018

**Resolution No. 426-18****Moved by Councillor Wilkinson****Seconded by Councillor Pulker-Mok****THAT** the Financial Report to July 31, 2018, be received.**CARRIED**

Advisory Committee Minutes

**Resolution No. 427-18****Moved by Councillor McCubbin****Seconded by Councillor Ferguson****THAT** the Heritage Advisory minutes dated June 27 and August 22, 2018 be received.**CARRIED****J.2 STAFF REPORTS****Planning and Development**

- a. Zoning Amendment – Zieview Farms Inc., 264 Ryan-Duncan Side Road  
Pakenham Ward

**Resolution No. 428-18****Moved by Councillor Wilkinson****Seconded by Councillor Abbott****THAT** Council approve the necessary Zoning By-law Amendment to change the zoning of the retained agricultural parcel from Consent application B17/053 for part of the lands legally described as Concession 12, West Part Lot 24 & West Part Lot 25, Pakenham Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception 31 (A-31)” Zone to prohibit the construction of a residential use.**CARRIED****Recreation and Culture**

- b. Road Closure Request – Getaway Productions Inc.

**Resolution No. 429-18****Moved by Councillor Pulker-Mok****Seconded by Councillor McCubbin****THAT** Council approve the closure of Mill St. from Bridge St. to Brae St. as well as Little Bridge St. from Bridge St. to Mill St. on Saturday, September 8th from 7:00PM to 4:00AM to allow an Ottawa production company Getaway Films to film a movie scene that takes place in front of Baker Bobs & Tin Barn Market;

**AND THAT** Council approve the closure of Mill St. from Bridge St. to Brae St. on Saturday, September 16th from 4:00PM to 2:00AM to allow an Ottawa production company to film a movie scene that takes place in front North Market and Couple's Corner.

**CARRIED**

### **Public Works**

- c. Minimum Maintenance Standards – Class 3 Sidewalks & Bike Lanes

**Resolution No. 430-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Abbott**

**THAT** Council enact the necessary by-laws to close Class 3 sidewalks and all bicycle lanes within the Municipality from November 1<sup>st</sup> of the year to April 15<sup>th</sup> of the following year as outlined in the Director of Roads and Public Works' report dated September 4, 2018.

**CARRIED**

- d. OVRT Follow-up Items

**Resolution No. 431-18**

**Moved by Councillor Torrance**

**Seconded by Councillor McCubbin**

**THAT** the Director of Roads and Public Works' report re: OVRT Follow up Items, dated September 4, 2018, be received;

**AND THAT** Council approve \$80,000 for the change to the OVRT bridge railings from wood to steel, boulders and signage, to be funded from reserves for trail development.

**CARRIED**

**Resolution No. 432-18**

**Moved by Councillor McCubbin**

**Seconded by Councillor Gillis**

**THAT** Staff be directed to submit a request to use the commuter cycling grant (\$25,000) for the Ann Street access.

**CARRIED**

### **Finance and Administration**

- e. Policies relating to *Bill 68 Modernizing Ontario's Municipal Legislation Act*

**Resolution No. 433-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Gillis**

**THAT** Council approve the Council Code of Conduct, Employee Code of Conduct and Council Staff Relations policies;

**AND THAT** the Clerk be authorized to prepare the necessary by-law to repeal By-law 07-79 Council Code of Conduct.

**CARRIED**

f. Advisory Committee Review

Staff directed to review the proposed advisory committees with consideration of the following: urban rural economic development; infrastructure; environment; trails; planning; reduce membership numbers.

J. 3 **INFORMATION ITEMS**

- **Mayor's Report**

[None]

- **County Councillors' Report**

Highlights: OVRT progress update.

- **Mississippi Valley Conservation Report**

[None]

- **Information List**

[None]

- **Meeting Calendars**

September/October

Amendments for September: Daycare Advisory cancelled; EAC rescheduled September 17 at 1:30pm.

K. **RISE AND REPORT**

**Resolution No. 434-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Pulker-Mok**

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

**CARRIED**

**Resolution No. 435-18**

**Moved by Councillor Abbott**

**Seconded by Councillor Gillis**

**THAT** the recommendations of the Committee of the Whole for the meeting of September 4, 2018 be adopted as resolutions of Council.

**CARRIED**

**L. BY-LAWS**

**Resolution No. 436-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor McCubbin**

**THAT** By-laws 18-84 to 18-86 be taken as read, passed, signed and sealed in Open Council.

**CARRIED**

By-Law 18-84

**Resolution No. 437-18**

**THAT** By-law 18-84, being a by-law relating to the seasonal closure of bike lanes and sidewalks.

**CARRIED**

By-Law 18-85

**Resolution No. 438-18**

**THAT** By-law 18-85, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills, for lands described as Concession 12, West Part Lot 24 & West Part Lot 25, Pakenham Ward, municipally known as 264 Ryan Duncan Side Road.

**CARRIED**

By-Law 18-86

**Resolution No. 439-18**

**THAT** By-law 18-86, being a by-law to adopt a Council Code of Conduct, Employee Code of Conduct, and Council – Staff Relations Policy.

**CARRIED**

**M. OTHER/NEW BUSINESS**

**Resolution No. 440-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Ferguson**

**THAT** Mayor McLaughlin, Councillor Gillis and Councillor Wilkinson be appointed to the Property Standards Ad Hoc Committee.

**CARRIED**

**N. NOTICE OF MOTION**

[None]

**O. ANNOUNCEMENTS AND INVITATIONS**

Seniors Expo Sept 6<sup>th</sup>; Terry Fox Run Sept 16<sup>th</sup>; Mississippi Mills at a Glance Sept 12<sup>th</sup>.

**P. CONFIRMATORY BY-LAW**

By-law 18-87

**Resolution No. 441-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Abbott**

**THAT** By-law 18-87, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 4<sup>th</sup> day of September 2018, be read, passed, signed and sealed in Open Council this 4<sup>th</sup> day of September 2018.

**CARRIED**

**Q. ADJOURNMENT**

**Resolution No. 442-18**

**Moved by Councillor Watters**

**Seconded by Councillor Pulker-Mok**

**THAT** the meeting be adjourned at 9:03 p.m.

**CARRIED**

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Christa Lowry  
ACTING MAYOR

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Shawna Stone  
CLERK



## 2nd Quarter 2018 Drinking Water Quality Management Standard Report to Members of Council

The purpose of this report is to summarize the activities of the Roads and Public Works Department (water distribution system) for the period of April 1st, 2018 through June 30th, 2018.

### Operational Plan Revisions

There were no Operational Plan Revisions during this quarter.

### Internal Audits

There were no Internal Audits during this quarter.

### External Audits

There were no External Audits during this quarter.

### Status of License

The certificate of full-scope accreditation for our QMS – Operational Plan (OAP-178) currently posted with our sub-system licenses expire on December 31, 2019.

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

### Drinking Water Quality

#### Customer Service Inquiries

During the second quarter of 2018, 8 (eight) inquiries received relating to water supply and/or qualities are summarized as follows:

- Low water pressure - 2
- Water main break – 1
- Water service repair - 4
- Odour - 1

#### Adverse Water Quality Incidents

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

## Management Review

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The next Management Review will take place in the fourth quarter of 2018.

## Operational Activities

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

- April 14/18 –Curb stop repair – 374 Anne St
- April 17/18 – Drinking Water System Inspection Report – 100%
- April 26/18 – Water main repair – Mary St
- May 1/18 – Water main break – 42 Mary St
- May 4/18 – Water main repair – 124 Peacock St
- May 7/18 – Water service repair – 39 Harold St
- Construction – Mill Run, Riverfront Estates, Martin Street, State Street
- Meter reading – billing cycle West and East of river
- Water meter change-outs ongoing
- Leak detection activities ongoing
- Water main flushing ongoing

## Water Production Statistics

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- Refer to attached Table / Graph.

## Upcoming Events / Activities

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### July

Construction - Mill Run, Riverfront Estates, Martin Street, State Street

Service Repairs

Water Meter Reads – East of River

### August

Construction - Mill Run, Riverfront Estates, Martin Street, State Street

Service Repairs

Water Meter Reads – West of River

2018 Water Budget

### September

Construction - Mill Run, Riverfront Estates, Martin Street, State Street

Service Repairs

Source Water Protection SPMIF Reporting

Water Meter Reads – East of River

Fall Hydrant Flushing Program

Valve Turning Programs

2018 Water Budget

Cc: All Licensed Waterworks Staff

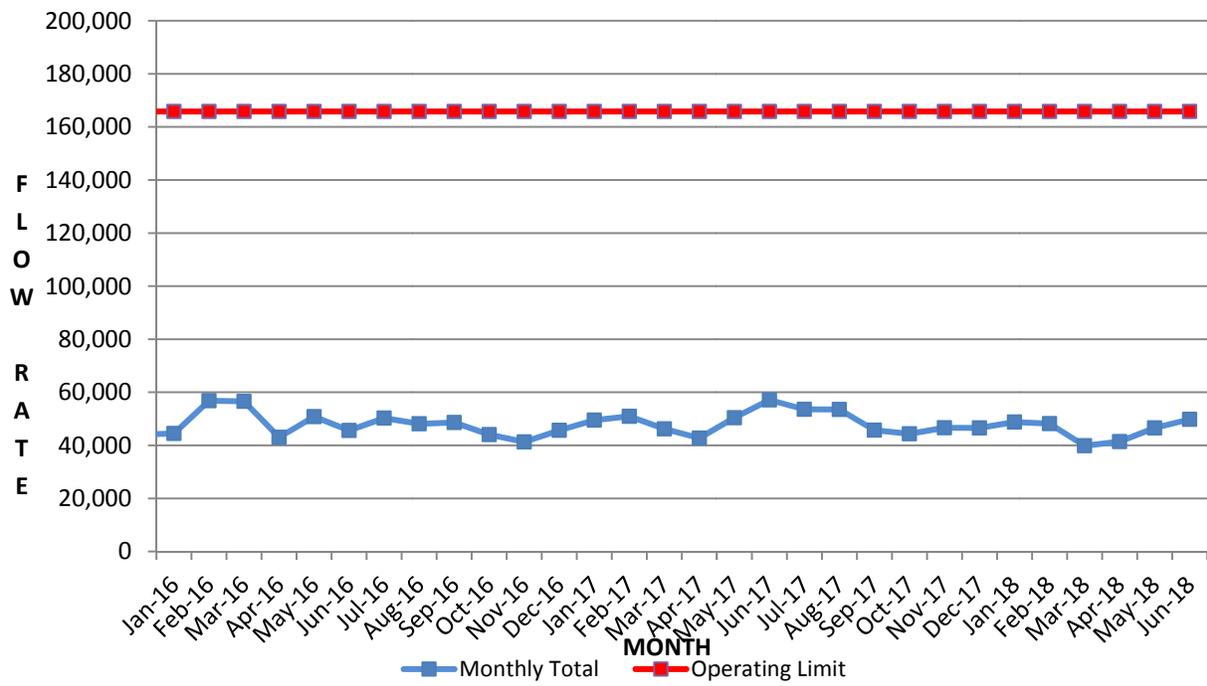


**WATER TREATMENT PRODUCTION (2018 YEAR TO DATE)**

<b>Month/Year</b>	<b>Well 3 Monthly Total (m3)</b>	<b>Well 5 Monthly Total (m3)</b>	<b>Well 6 Monthly Total (m3)</b>	<b>Well 7 Monthly Total (m3)</b>	<b>Well 8 Monthly Total (m3)</b>	<b>Monthly Total (m3)</b>	<b>Operating Limit (m3)</b>
Jan-18	5195.29	5974.24	4321.55	19178.2	16846.41	51515.69	165826.8
Feb-18	6004.61	7650.68	8026.28	23474.66	838.22	45994.45	165826.8
Mar-18	4794.42	6003.12	1994.28	20979.99	18292.62	52064.43	165826.8
Apr-18	4994.74	6310.77	4232.84	21748.11	17869.45	55155.91	165826.8
May-18	5721.28	6581.85	7383.18	22264.49	18893.92	60844.72	165826.8
Jun-18	3121.38	6205.2	236.79	26577.65	26584.62	62725.64	165826.8
Jul-18						0	165826.8
Aug-18						0	165826.8
Sep-18						0	165826.8
Oct-18						0	165826.8
Nov-18						0	165826.8
Dec-18						0	165826.8



### WTP Treated Water



THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS  
**COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE**

June 26, 2018

8:00 a.m.

Municipal Office - Council Chambers

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Present: Scott McLellan (Chairperson)  
Denzil Ferguson  
Vic Bode  
Erick Schultz  
Sanjeev Sivarulrasa  
Ron MacMeekin  
Jill McCubbin  
Mary Rozenberg  
Ken Becking (CAO)

Staff: Tiffany MacLaren, Community Economic & Cultural Coordinator  
Bonnie Ostrom, Recording Secretary

Regrets: Jeff Mills, David Hinks, Christa Lowry

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Chairperson Scott McLellan called the meeting to order at 8:08 a.m.

1. Approval of Agenda

Add 6.5) MM2020

**Moved by Mary Rozenberg**

**Seconded by Denzil Ferguson**

**THAT the June 26, 2018 agenda be accepted as amended.**

**CARRIED**

2. Disclosure of Pecuniary Interest - None

3. Approval of Minutes – May 15, 2018 & June 5, 2018

**Moved by Vic Bode**

**Seconded by Denzil Ferguson**

**THAT the May 15, 2018 and June 6, 2018 C&EDC committee minutes be accepted as presented.**

**CARRIED**

4. Introductions - None

5. Delegations - None

## 6. New Business

### ○ **Lanark County Business Retention and Expansion Project**

Terry Devine is the new Lanark County Coordinator for the project. She will be in touch with the various municipalities to set up training for volunteers. She will be responsible for all the advertising looking for volunteers and interested businesses who would agree to be interviewed. Staff will be the municipal co-leader for the project.

It was recommended that the C&EDC, Beautification and Agricultural Sub-committee members agree to conduct the interviews.

Given the diversity of the businesses in Mississippi Mills it will be important to choose a cross section of businesses throughout the wards. Not only bricks and mortar businesses but home businesses as well should be included.

Terry Devine will be invited to an August C&EDC meeting to answer any questions the committee may have and to get the project started.

### ○ **2018 Micro Grants**

Eight applications for the micro grant program have been received. One request came for the MM2020 Pakenham Community BBQ. The committee agreed that since funds for the Clayton community BBQ were given out of the MM2020 funds that Pakenham should also receive funds from the MM2020 instead of the micro grants.

**Moved by Ron MacMeekin**

**Seconded by Mary Rozenberg**

**THAT the C&EDC committee supports the Pakenham Community MM2020 BBQ up to \$300.00 for expenses.**

**CARRIED**

### ○ **Canada Day Activities**

Staff outlined the Canada Day Eve (June 30) in Pakenham event and the Canada Day events in Almonte (July 1).

### ○ **Business Awards**

2018 Business Awards will take place on Thursday October 25 at the Old Town Hall auditorium. The working group will meet in the coming months to confirm business bios. The working group has a long running list of businesses that qualify for awards.

### ○ **MM2020**

On April 17, 2018 Mike O'Malley, Chair of MM2020 and Clem Pelot, Clayton Working Group gave an update to Council on the Clayton Broadband and Cellular Project key highlights. They requested committed funds from Council.

Council received the information and referred MM2020's request to the Treasurer and Director of Public Works for review and to report back to Council.

MM2020 was requested to submit a business plan to Council.

CAO, Ken Becking met with all parties as well as a Storm representative and is currently exploring all avenues for the project. Council must determine the importance of the project and determine if connectivity should be deemed an essential service.

CAO will update the committee at the next meeting.

7. Report from CEDC members on Mississippi Mills Committees

It was requested that staff report back on the outstanding debt charges for the business park since most lots in phase one have been sold. Staff is to also check with the Planner on the roadway installation for the next phase and report back to the committee.

A Pakenham walking trail working group will meet to discuss the next phase of the walking trail. Accessibility concerns will be looked at. Once walking trail complete, two benches will be installed. Repairs to the beach hut in Pakenham are underway.

A retirement party for the two doctors (Dr. John Kiskis & Dr. Donna Vilis-Kiskis) was held at the Pakenham upper hall on Sunday June 24. All local residents will be transferred to Arnprior doctors. Unsure how that will affect the local pharmacy?

It was announced that the new Library CEO will be starting sometime in August.

June 16 & 17 was a busy weekend in Almonte; Gemmill Park Splash Pad grand opening, Porchfest, and opening of the Community Oven.

Almonte Fair dates have been changed to July 12- 15.

July 21 – 2 artists from Newfoundland will be highlighted at the Sivarulrasa Gallery.

Red Cross is looking for heated storage space for emergency supplies.

Monday, May 28<sup>th</sup> a group of 45 seniors came to Almonte for an art gallery tour. They will be coming back in August for a food tour. They have been coming for tours in Almonte for the past 4 years and are great ambassadors for our community.

8. Information

None

9. Meeting dates: **August 14 & 28**

10. Other important dates:

August events:

August 11	3 on 3	August 11	Paddles & Puppets
August 18	Pakenham Fair	August 25	Highland Games

11. Adjournment

**Moved by Mary Rozenberg**

**Seconded by Denzil Ferguson**

**THAT the June 26, 2018 CEDC meeting be adjourned.**

**CARRIED**

The meeting was adjourned at 9:30 AM

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Bonnie Ostrom, Recording Secretary



**RECREATION AND CULTURE COST SHARING COMMITTEE  
MINUTES  
Wednesday June 27<sup>th</sup>, 2018  
10:00 A.M.  
TOWNSHIP OF BECKWITH – Council Chambers  
1702 9<sup>th</sup> Line Beckwith**

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PRESENT:

Mississippi Mills

Calvin Murphy, Recreation Manager  
Val Wilkinson, Councillor  
Paul Watters, Councillor  
Ken Becking, Chief Administrative Officer

Carleton Place

Joanne Henderson, Manager of Recreation & Culture  
Diane Smithson, Chief Administrative Officer

Beckwith

Richard Kidd, Reeve  
Chelsea Dawes, Events/Administrative Assistant  
Ross Trimble, Acting Clerk Administrator

OTHER:

None

Chairperson Reeve Richard Kidd called the meeting to order at 10:05 a.m.

A. APPROVAL OF AGENDA

**Moved by Paul Watters  
Seconded by Val Wilkinson**

**That the agenda be accepted as presented.**

**CARRIED**

B. DISCLOSURE OF PECUNIARY INTEREST

The Chairperson requested that any member having a pecuniary interest declare it now or at the time of discussion. There were no disclosures by Committee members at this time.

C. APPROVAL OF MINUTES

**Moved by Val Wilkinson**  
**Seconded by Paul Watters**

**That the minutes of the meeting held on February 28<sup>th</sup>, 2018 be approved as printed and circulated.**

**CARRIED**

D. DELEGATIONS

None

E. BUSINESS

1. Township of Beckwith

- Splash Pad/Playground Structure  
Up and running  
Startup was challenging  
Treated Water  
School use – Beckwith Public School  
Rubber installed at play structure
- Baseball  
Softball diamond was converted to junior diamond  
Extended the infield  
Move outfield fence in fall  
Roto-tilling diamond – warning track
- Football  
Competitive teams  
Provincial League  
Playoff- July  
Ages 17 – 19  
East – West Division – Championship in Hamilton  
300 participants
- Camps  
Day, Sports, Hockey, Soccer and Computer  
Well attended  
32 students employed

- Trails  
General maintenance and upgrades performed.
2. Municipality of Mississippi Mills
- Gemmell Park  
Grand Opening  
June 16<sup>th</sup>, 2018  
Splash pad fully operational  
School use  
Community events  
Youth Centre – operating canteen
  - Canada Day  
Pakenham – Saturday, June 30<sup>th</sup>, 2018  
Almonte – Sunday, July 1<sup>st</sup>, 2018
  - Trails  
Work in Pakenham Parks along the Mississippi River  
Installation of benches  
Ice Resurfacer – Almonte Arena  
Cooney Landscaping – Four Year Advertising Contract
  - Disc Golf  
Gemmell Park
  - Quarterback Club – Almonte  
Jeff Avery/Wayne Giardino (Ottawa Rough Riders)
3. Town of Carleton Place
- Trails – Ottawa Valley Recreation Trail  
Carleton Junction  
Works to be performed – brushing, top soil,  
Construct pump track, skateboard park and slab for  
washroom  
Lease agreement with County
  - Recreation Software  
Maxi Galaxy
  - Tots Soccer Program
  - Parks and Facilities By-Law  
Updated

- Sonnenburg Woods  
Official Opening  
Nature Park
- 200<sup>th</sup> Anniversary  
2019 – Settlement of Carleton Place
- Canoe Club  
125<sup>th</sup> Anniversary – July 21<sup>st</sup>, 2018
- Legacy Project  
Pavillon Carleton Junction  
Outdoor Rink  
150 Grants

F. NEW BUSINESS

G. MEETING ANNOUNCEMENT

The next meeting will be held on Wednesday, January 16<sup>th</sup>, 2019 at 10:00 a.m., in the Municipality of Carleton Place.

H. ADJOURNMENT

**Moved by Paul Watters**  
**Seconded by Val Wilkinson**

**That the meeting adjourn at 11:50 a.m.**

**CARRIED**

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

**STAFF REPORT**

**DATE:** September 18, 2018

**TO:** Committee of the Whole

**FROM:** Niki Dwyer, Director of Planning

**SUBJECT: ZONING BY-LAW AMENDMENT Z-05-18**  
**Pts 5-10 PLAN 27R-9664; being Part Lt 15 Concession 10 Ramsay**  
**Almonte Ward, Municipality of Mississippi Mills**

**KNOWN AS:** Lots 26, 27, 28 in the Almonte Business Park

**OWNER:** Municipality of Mississippi Mills – now Bloorguard Investment

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**RECOMMENDATION:**

**THAT Council approve Zoning By-law Amendment to change the zoning on the property known municipally as Lots 26, 27 and 28 in the Almonte Business Park (legally: Pts 5-10 PLAN 27R-9664; Being Part Lot 15 Concession 10 Ramsay) from Business Park 1 (E1-1) to Business Park Exception 1 (E1-1x) in order to recognize open storage as a permitted use on the lands in accordance with the provisions of Section 6.16 of the Zoning By-law.**

**BACKGROUND:**

The proponent has recently acquired the lands from the Municipality of Mississippi Mills for the purpose of constructing an industrial warehouse/contractor's facility with accessory outdoor open storage of materials for the Atlas Dewatering Corporation.

In accordance with the sale from the Municipality, the proponent was required to re-zone the property to recognize "open storage" as a permitted use on the lands as the current zoning designation of the property expressly prohibits the use in the Almonte Business Park.

When the Business Park was originally established by the Municipality of Mississippi Mills, the site was subject to covenants, design guidelines and special exception uses in the Zoning Bylaw that sought to achieve a mix of uses for higher-order employment lands and uses in the site. The vision was akin to a tech. or office park where the uses occurring on the lands would be inclusive to similar employment sectors. However over time, the vision and purchasing of the lands have created a mixed-use park with a range of uses in a more dominant industrial classification. In response to market interest in the Park, Council has lifted the design covenants and guidelines but the Zoning Bylaw has not required Amendment to permit requested uses.

The proponent will also be required to file a Site Plan application respecting the building and site design prior to filing for building permit. Supporting servicing, stormwater and drainage reports will be assessed at that time.

### **PURPOSE AND EFFECT**

The purpose of the Zoning By-law Amendment is to rezone the property from Business Park 1 (E1-1) to Business Park Exception 1 (E1-1x) in order to recognize open storage as a permitted use on the lands, in accordance with the provisions of Section 6.16 of the Zoning Bylaw. The subject lands are located in the Almonte Business Park (on Industrial Drive) and will facilitate the operations of a de-watering business.

Currently, the subject property is a vacant consolidated lot in the Almonte Ward.

### **DESCRIPTION OF SUBJECT LANDS**

The subject lands are known as Lots 26, 27 and 28 in the Almonte Business Park and are legally described as Lots 5-10 on Plan 27R-9664. The subject lands collectively have an area of approximately 2.4 ha (5.8 acres) with 142.9m of frontage on the south side of Industrial Drive. The lands are adjacent to vacant industrial lands to the south and west of the site, and Crown Rust Protection to the east of the site. The property is encumbered by a drainage easement on the western and southern property lines.

***Figure 1 – Subject Lands:***



## **SERVICING & INFRASTRUCTURE**

The property falls within the urban settlement area, on Industrial Drive (municipally maintained public road), and will thus be serviced by municipal water and sewer. Site Servicing Briefs and Stormwater Management Reports will be reviewed as part of the Site Plan Control application.

## **COMMENTS FROM INTERNAL CIRCULATION**

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

**CAO:** No concerns or objections.

**Clerk:** No comments received.

**CBO:** No comments received.

**Fire Chief:** No comments received.

**Director of Roads and Public Works:** No concerns or objections.

**Recreation Coordinator:** No concerns or objections.

## **COMMENTS FROM EXTERNAL AGENCY CIRCULATION**

Comments were received from the Leeds Grenville and Lanark District Health Unit and Enbridge Gas indicating no objections to the application.

## **COMMENTS FROM THE PUBLIC**

The Municipality conducted the Statutory Public Meeting in accordance with the provisions of the Planning Act on August 28<sup>th</sup>, 2018. No comments were received at the public meeting and no comments were provided in response to the circulation of the Notice of application.

## **EVALUATION**

### **PROVINCIAL POLICY STATEMENT (PPS), 2014 (see Appendix B)**

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As per Section 3(5)(a) of the *Planning Act, R.S.O. 1990*, all planning decisions must be consistent with the PPS.

The PPS encourages a concentration of new development within established Settlement Areas where full services can support higher density land use patterns and minimize the consumption of land (Policy 1.1.1). The PPS establishes that development shall promote efficient and cost-effective land use patterns that are demonstrably sustainable to both municipalities and the Province.

Within the Settlement Area, municipalities shall encourage the infill and rounding out of existing settlement patterns in densities and compositions that efficiently use existing resources and infrastructure and avoid the need for expansion (Policy 1.1.3.2). Land

use patterns should be freight-supportive and promote energy efficiency by reducing the negative impacts by unsustainable building forms.

Employment Lands in particular shall promote opportunities for diversified economic activity by maintaining a range of suitable sites for employment uses both of the current and future market needs. Employment lands should include mixed-use compositions which create compatible employment uses within the community and maximize the use of existing infrastructure (Policy 1.3).

Above all, Municipalities should ensure that development supports long-term economic prosperity by promoting opportunities for economic development and investment-readiness (Policy 1.7).

### **COMMUNITY OFFICIAL PLAN (COP) (See Appendix C)**

Schedule B of the Official Plan identifies the subject property as being within the Urban Settlement Boundary in the Ward of Almonte and designates the lands as Business Park.

#### **BUSINESS PARK LAND USES**

Business Park policies are included in Section 3.7.4 of the Community Official Plan. The intent of the Business Park is to encourage the establishment of a major employment centre within the Municipality. The policies highlighted in the COP further intend to promote a “high quality and consistent development standard for the Mississippi Mills Business Park”.

Permitted uses within the Business Park may vary from Highway Commercial and large scale retail establishments, to professional offices and training facilities, to Light and Medium Industrial Uses.

General Policies of the Business Park instruct that appropriate uses shall be assessed for the appropriateness of the lot size, parking, loading, servicing, storage and buffering requirements to provide desirable operations. Site Plan Control shall apply to evaluate and govern the design and development of all lands within the business park.

#### **INDUSTRIAL USES**

The proposed use as a de-watering operation constitutes a “Class II Industry – Medium Industrial” use, being a warehouse/contractor’s yard, where outdoor storage of materials is integral to the use. The provision of outdoor storage for such a use is subject to screening and fencing from adjacent uses and the street and is subject to a 300m influence area to adjacent sensitive uses. Where industrial uses are located adjacent to or within the influence area of a sensitive land use, appropriate buffer, screening and other mitigating measures shall be required.

The nearest sensitive land uses to the proposed Class II use are R Tait McKenzie Elementary School (160m) and Orchardview by the Mississippi Retirement Home (190m), both located to the south-west of the subject lands (Appendix D).

## ZONING BY-LAW #11-83

The subject property is zoned “Business Park – Special Exception” (E1-1) in the Municipality of Mississippi Mills Zoning Bylaw 11-83. The special exception zone was designed and approved specifically for the Almonte Business Park when it was established and was designed to prohibit certain generally accepted E1 uses and introduce an additional 12 uses to the already permitted uses.

The prohibited uses in the E1-1 Zone included “Open Storage Areas”, which were otherwise permitted in the zone. The applicant seeks to recognize “Open Storage” as a permitted use on the lands as the proposed use requires an area on-site for the open storage of “pumps, pipes, envirotanks and other apparatus used in the dewatering process”. All other zone provisions and approved/restricted uses would continue as originally designated in the E1-1 zone.

The following uses would continue to be prohibited on the site: residential uses, commercial storage.

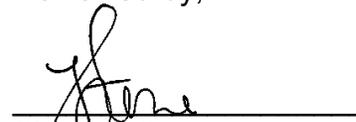
The full list of permitted uses in the proposed E1-1x zone would include the following:

- business offices
- communication and information establishments
- computer, electronic or data processing establishments
- drive-through facility
- education and training facilities
- factory outlets
- home furnishing retail
- hotel
- light industrial uses
- lodging facilities
- medical facility
- motel
- equipment rental outlet
- repair and service establishment
- research and development centre
- restaurants
- retail stores
- training centre
- warehousing
- wholesale outlets
- wholesaling and distribution centre
- medical facility
- showroom
- equipment rental outlet
- garden centre
- education or training facilities
- research and development facilities
- computer, electronic or data processing establishments
- scientific or technological establishment
- communication and information establishment
- business and government services
- public use
- parking lot

All of which is respectfully submitted by,

  
Niki Dwyer MCIP RPP  
Director of Planning

Reviewed by,

  
Shawna Stone  
Clerk

**ATTACHMENTS:**

Appendix A – Site Plan

Appendix B – Provincial Policy Statement

Appendix C – Community Official Plan

Appendix D – Proximity to Sensitive Land Uses



## **Appendix B - Provincial Policy Statement<sup>1</sup>**

### **1.1.3 Settlement Areas**

- 1.1.3.2 Land use patterns within *settlement areas* shall be based on:
- a) densities and a mix of land uses which:
    1. efficiently use land and resources;
    2. are appropriate for, and efficiently use, the *infrastructure* and *public service facilities* which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
    3. minimize negative impacts to air quality and climate change, and promote energy efficiency;
    4. support *active transportation*;
    5. are *transit-supportive*, where transit is planned, exists or may be developed; and
    6. are *freight-supportive*; and
  - b) a range of uses and opportunities for *intensification* and *redevelopment* in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

### **1.3 Employment**

- 1.3.1 Planning authorities shall promote economic development and competitiveness by:
- a) providing for an appropriate mix and range of employment and institutional uses to meet long-term needs;
  - b) providing opportunities for a diversified economic base, including maintaining a range and choice of suitable sites for employment uses which support a wide range of economic activities and ancillary uses, and take into account the needs of existing and future businesses;
  - c) encouraging compact, mixed-use development that incorporates compatible employment uses to support liveable and resilient communities; and
  - d) ensuring the necessary *infrastructure* is provided to support current and projected needs.

### **1.7 Long-Term Economic Prosperity**

- 1.7.1 Long-term economic prosperity should be supported by:
- a) promoting opportunities for economic development and community investment-readiness;
  - b) optimizing the long-term availability and use of land, resources, *infrastructure*, electricity generation facilities and transmission and distribution systems, and *public service facilities*;

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<sup>1</sup> <http://www.mah.gov.on.ca/AssetFactory.aspx?did=10463>

## **Appendix C – Community Official Plan<sup>2</sup>**

### **3.7.4 Business Park**

The “Business Park” land use designation applies to lands on the east side of Almonte, south of County Road 49. Lands designated Business Park are planned to function as a major employment centre within the Town. The development policies are intended to promote high quality and consistent development standards for the Mississippi Mills Business Park. In addition to the Highway Commercial and Industrial policies of this Plan, the following shall apply to lands designated Business Park.

#### **3.7.4.1 Permitted Uses**

On lands designated as “Business Park” permitted uses shall include:

- (i) Highway Commercial uses including those typically dependent upon high volumes of traffic or which are heavily transportation oriented. The scope of uses shall typically include, but are not limited to, restaurants, recreational and automotive sales, repair and services establishments, building contractors, building supply and home furnishing retail and wholesale outlets, farm machinery, hotel/motel, lodging facilities, garden centres and nurseries, warehousing, wholesaling and distribution centres;
- (ii) Retail stores, factory outlets and business offices that require large land areas and/or have large parking and/or outdoor storage or display requirements not consistent with the compact nature of downtown commercial cores;
- (iii) Medical clinics, rental outlets, garden centres, education and training facilities, industrial and business services, research and development facilities, computer, electronic or data processing establishments, scientific or technological establishments, communication and information establishments; and
- (iv) Light Industry (Class I) and Medium Industry (Class II) as defined in the Industrial section of this Plan.

#### **3.7.4.2 Business Park Policies**

1. This Plan shall encourage the intensification, infilling and best use of existing business park lands so as to limit the need to expand the Business Park designation.
2. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements.
3. Access to and from Business Park uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration

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<sup>2</sup> <http://www.mississippimills.ca/en/resourcesGeneral/Community%20Official%20Plan%202006.pdf>

should be given to shared access points, service roads and similar traffic design features which limit access onto public roads.

4. The Town shall maintain business park design guidelines which set out a unified master plan approach to the development of the business park. The design guidelines are intended to ensure high quality aesthetic standards for the Park and provide quality control assurances to protect the long term investment of property owners and tenants. The design guidelines establish overall business park elements, such as entrances and streetscapes, as well as individual development standards. Development within the Business Park shall be in accordance with the Business Park Design Guidelines.
5. The Zoning By-law shall place the business park lands in a separate zoning category.
6. Business park development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

### **3.7.5 Industrial**

The Town's primary industrial investment area is the Mississippi Mills Business Park and designated "Business Park". There are also a number of industrial uses located throughout the rural and urban areas of the community which are designated "Industrial". Industrial development is an important component of the Town's economic base. This Plan recognizes existing industrial uses and provides for an adequate supply of land for future industrial development.

The intent of this Plan is to encourage the development of light (Class I) and medium (Class II) industries, since these types of uses are most compatible with the nature of the area. The scope of permitted uses shall be sufficiently broad to enable the Town to attract a variety of industrial types and to focus on more specialized types, such as the high tech industry.

It is the desire of the Town to have industrial development that is both an aesthetic and economic asset to the community. To this extent, there needs to be special attention paid to the design of these uses.

#### **3.7.5.1 Permitted Uses**

On lands designated as "Industrial" permitted uses include:

- i) Class I Industry – Light Industrial  
A place of business for a small scale, self-contained plant or building that produces, manufactures, assembles or warehouses a product which is contained in a package and has a low probability of fugitive emissions e.g. noise, odour, dust and vibration. Such industries generally operate in the daytime only with infrequent movement of products and/or heavy trucks and no outside storage. Examples may include: electronics manufacturing and repair, high technology industries, furniture repair and refinishing, beverage bottling, package and crafting services, small scale assembly, parts supply.

- ii) Class II Industry – Medium Industrial  
A place of business for medium scale process and manufacturing with outdoor storage of wastes or materials (e.g. it has an open process) and where there are periodic or occasional outputs of fugitive emissions e.g. noise, odour, dust and/or vibration. Shift operations occur and there is frequent movement of products and/or heavy trucks during daytime hours. Examples include dry cleaning services, printing establishments, paint spray booths, welding shops, courier and transport services, heavy vehicle repairs, bulk fuel storage, raw product storage (aggregates, logs/lumber), warehousing, contractors' yard.
- iii) Ancillary uses, excluding residential uses, may include the incidental retailing or wholesaling of goods and services produced, manufactured or offered which have been produced on the premises. The scale of ancillary commercial uses should be relatively minor compared to the primary industrial use.
- iv) Uses shall not be permitted that are considered to represent a significant health or safety risk to the residents of Mississippi Mills or the environment by reason of noise pollution, pollution of the environment or by virtue of any other adverse environmental impact.
- v) Uses that are compatible with industrial uses, such as banks, restaurants, wholesale, offices, research and communication facilities and other quasi-industrial or service industrial uses may be permitted.
- vi) An accessory residential use, such as a caretaker's residence may be permitted.

Class III Industries (Heavy Industry) shall only be permitted through an amendment to this Plan. Class III industry is defined as a place of business for large scale manufacturing or processing with large physical size, outside storage of raw and finished products, large production volumes and continuous movement of products and employees during daily shift operations. It has frequent outputs of point source and fugitive emissions of significant impact and with a high probability of fugitive emissions.

### 3.7.5.2 Industrial Policies

The following policies apply to both urban and rural industrial activities.

1. The intensification and best use of existing industrial lands shall be encouraged, provided there are no **adverse effects** that cannot be mitigated and the **influence area** requirements between industrial uses and **sensitive land uses** can be met for the area of land on which any expansion occurs.
2. **Influence areas** for Classes I, II and III industrial uses shall apply between industrial uses and **sensitive uses** (reciprocally). **Sensitive uses** shall not be permitted within the **influence area** unless it is clearly demonstrated by a developer that **adverse effects** are clearly and fully mitigated to the satisfaction of Council and, where applicable environmental approval has been obtained from the Ministry of Environment. The **influence area** shall be measured from the

nearest point of the property line of an industrial use to the nearest point of the property boundary of the **sensitive land use**. Where industrial development is located adjacent to a **sensitive land use**, appropriate screening, buffering, distance separation or other measures designed to minimize or mitigate potential land use conflicts or **adverse effects** shall be required.

3. Lot sizes shall be adequate for the proposed use. In assessing the appropriateness of the proposed lot size, consideration shall be given to parking and loading, servicing, storage, signage, landscaping and buffering requirements, as well as the potential for future business expansion.
4. Access to and from Industrial uses shall be limited in number and appropriately marked to identify their purpose. Wherever possible, consideration should be given to shared access points, service roads and similar traffic design features which limit access onto public roads. Industrial traffic shall be directed to and from industrial areas by designated collector roads.
5. Council may require a traffic study or evaluation to determine the volumes of traffic to be generated, the needs and/or standards for entrances, turning lanes, signalization, on site directional movements, parking, etc. Traffic engineering should include the integration of both on-site traffic movement and the configuration, type and width of streets, roadways and sidewalks.
6. Lighting poles and utility structures shall be carefully sited in keeping with good design and highway safety practices. Lighting shall be in accordance with the Town's responsible lighting by-law.
7. Signage shall be carefully sited in keeping with good design and highway safety practices. Signage shall be in accordance with the Town's sign by-law.
8. Adequate off-street parking and loading facilities shall be provided. Where possible, parking areas shall be sited on a property such that large expanses fronting on public streets are avoided. The visual appearance of parking areas and structures shall be enhanced through the use of diversity of plan forms, landscaping methods or other architectural elements. Parking areas adjacent to residential areas shall be appropriately screened.
9. Outdoor storage areas (equipment, garbage etc) shall be screened or fenced from adjacent uses and the street.
10. This Plan shall support and encourage the relocation of industrial uses from areas not designated as industrial where the uses are not compatible with surrounding land uses.
11. All industrial uses shall comply with the requirements of the appropriate regulatory agencies regarding the disposal of wastes and water **quality and quantity**. Industries may be required to provide proof of compliance with other regulatory agencies requirements and licensing.
12. Industrial uses may be required to produce reports detailing demands for water and sanitary services, pollution abatement, emergency response and waste generation.
13. Industrial uses shall be placed in a separate zone in the Zoning By-law.
14. Industrial development or redevelopment shall be subject to site plan control. Site plan control shall also apply to changes, additions or alterations to established uses.

**Appendix D – Proximity to Sensitive Land Uses**



**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

**STAFF REPORT**

**DATE:** September 18, 2018

**TO:** Committee of the Whole

**FROM:** Niki Dwyer, Director of Planning

**SUBJECT: SITE PLAN CONTROL – D11-CAT-18**  
**110 Paterson Street**  
**Almonte Ward, Municipality of Mississippi Mills**

**KNOWN AS:** Holy Name of Mary Catholic School

**OWNER:** Catholic District School Board of Eastern Ontario

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**RECOMMENDATION:**

**THAT Council approve the site plan, as presented, by the Catholic District School Board of Eastern Ontario for the proposed additions at Holy Name of Mary Catholic School, known municipally as 110 Paterson Street;**

**AND THAT the Mayor and Clerk be authorized to enter into a Site Plan Control Agreement with the Owner for the proposed works.**

**BACKGROUND:**

The Catholic District School Board of Eastern Ontario has applied for Site Plan approval to accommodate the construction of a 600m<sup>2</sup> classroom and 520m<sup>2</sup> daycare additions at the existing Holy Name of Mary Catholic School (110 Paterson Street). The school currently accommodates pupils in an existing 3000m<sup>2</sup> building and 5 portable classrooms. The new classroom addition will provide permanent accommodation for students presently located in the portables. The additions will also result in the demolition of the existing kindergarten playground and replacement with three new playground spaces for the preschool, daycare and kindergarten classes.

**DESCRIPTION OF SUBJECT LANDS**

The subject lands are known municipally as 110 Paterson Street in the Town of Almonte (Legally: Lts 128-133, 163-168 and 201; Pt Lts 91-100, 126, 127, 134, 135, 161, 162, 169, 170, 194-200, 202, 203 and Parts of Clinton St, and St Paul St on PLAN 6262.) The subject lands have a collective area of approximately 25, 941.8m<sup>2</sup> and a frontage on Paterson Street of 172.4m. The primary point of access for travel to and from the site is from Paterson Street, however there are additional pedestrian connections from Gale Street (via Don Maynard Park) and Harold Street. The lands have been utilized as

an elementary school since 1998 and are adjacent to predominantly residential land uses.

**Figure 1 – Subject Lands:**



### **SERVICING & INFRASTRUCTURE**

The property falls within the urban settlement area of Almonte and front on Paterson Street (municipally maintained road). The lands are serviced by municipal water and sanitary services from the Paterson Street road allowance and utilize Paterson Street for all vehicular access to the site (including ingress and egress for busing). A new priority pedestrian access has been constructed immediately in front of the school property on Paterson Street. Servicing and Stormwater Management Reports have been reviewed and have found to be satisfactory. Staff have also requested a Traffic Impact Statement to review the increase of traffic generated by the additional daycare and pre-school uses. Mitigation measures and recommendations satisfactory to the Municipality will be implemented through the Site Plan Control Agreement.

### **COMMENTS FROM INTERNAL CIRCULATION**

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

**CAO:** No concerns or objections.

**Clerk:** No comments received.

**CBO:** No comments received.

**Fire Chief:** No comments received.

**Director of Roads and Public Works:** No concerns or objections at this time.

**Recreation Coordinator:** No concerns or objections.

## **EVALUATION**

### **COMMUNITY OFFICIAL PLAN (COP)**

Schedule B of the Official Plan identifies the subject property as being within the Urban Settlement Boundary in the Ward of Almonte and designates the lands as Residential.

#### **RESIDENTIAL USES**

Policy 3.6.1 establishes goals and objectives for Residential Designated lands within the Municipality. The policy identifies that a range of activities may be permitted within residential areas, include schools and community facilities. No further specific policies pertain to school development within the residential zone.

#### **GENERAL POLICIES**

The COP strives to ensure that within the urban area, development shall encourage the development of pedestrian friendly environments through creative and insightful design. Specifically Policy 4.6.10.3 instructs:

*“To encourage pedestrian travel, streetscapes should be safe, convenient and attractive for pedestrians. This may include providing sidewalks, locating commercial uses at street level, encouraging building design that provides shelter.”*

This principle becomes integral to designing safe and healthy school travel planning.

### **ZONING BY-LAW #11-83**

The subject property is zoned “Community Facility (I)” in the Municipality of Mississippi Mills Zoning Bylaw 11-83. The zone permits a range of community uses (including schools) within settlement areas with the objective of minimizing the impact of institutional uses on residential uses in close proximity through scale and compatibility with neighbourhood character.

The proposed site design complies with all of the Zone provisions of Section 32 (“Community Facility”), Section 6 (“General Provisions”) and Section 9 (“Parking”). No relief is required to accommodate the construction.

#### **SITE DESIGN CONSIDERATION**

Staff requested several additions and accommodations to the site design including the introduction of a sidewalk on the frontage of Paterson Street and raised sidewalk crossing through the parking lot for students accessing the school grounds. Replacement of dead and dying trees, broken asphalt, additional bike racks, accessible parking spaces with clear and safe access to sidewalks, and permanent signage to replace the non-compliant trailer sign were also accommodated in the development.

The scale and design of the proposed additions will be similar in nature to the existing building. The proposed classroom addition will accommodate students presently housed in portables, offering a more permanent environment for learning. The new spaces will result in the demolition of the existing kindergarten play yard with the planned construction of new play spaces for junior students in the coming years. No

details on the nature of the play structures are available at this time as the replacement will be the responsibility of the local parent fundraising committee.

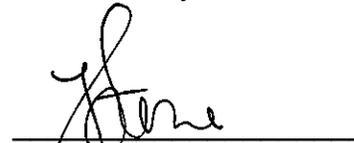
**CONCLUSION:**

The proposed site plans satisfy the provisions of the Zoning By-Law #11-83 and is consistent with relevant planning policies of the Community Official Plan. Revisions of submitted plans have been conducted and comments have been provided. Staff are satisfied with the plans as presented pending the submission of a Traffic Impact Statement to the satisfaction of staff.

All of which is respectfully submitted by,

Reviewed by,

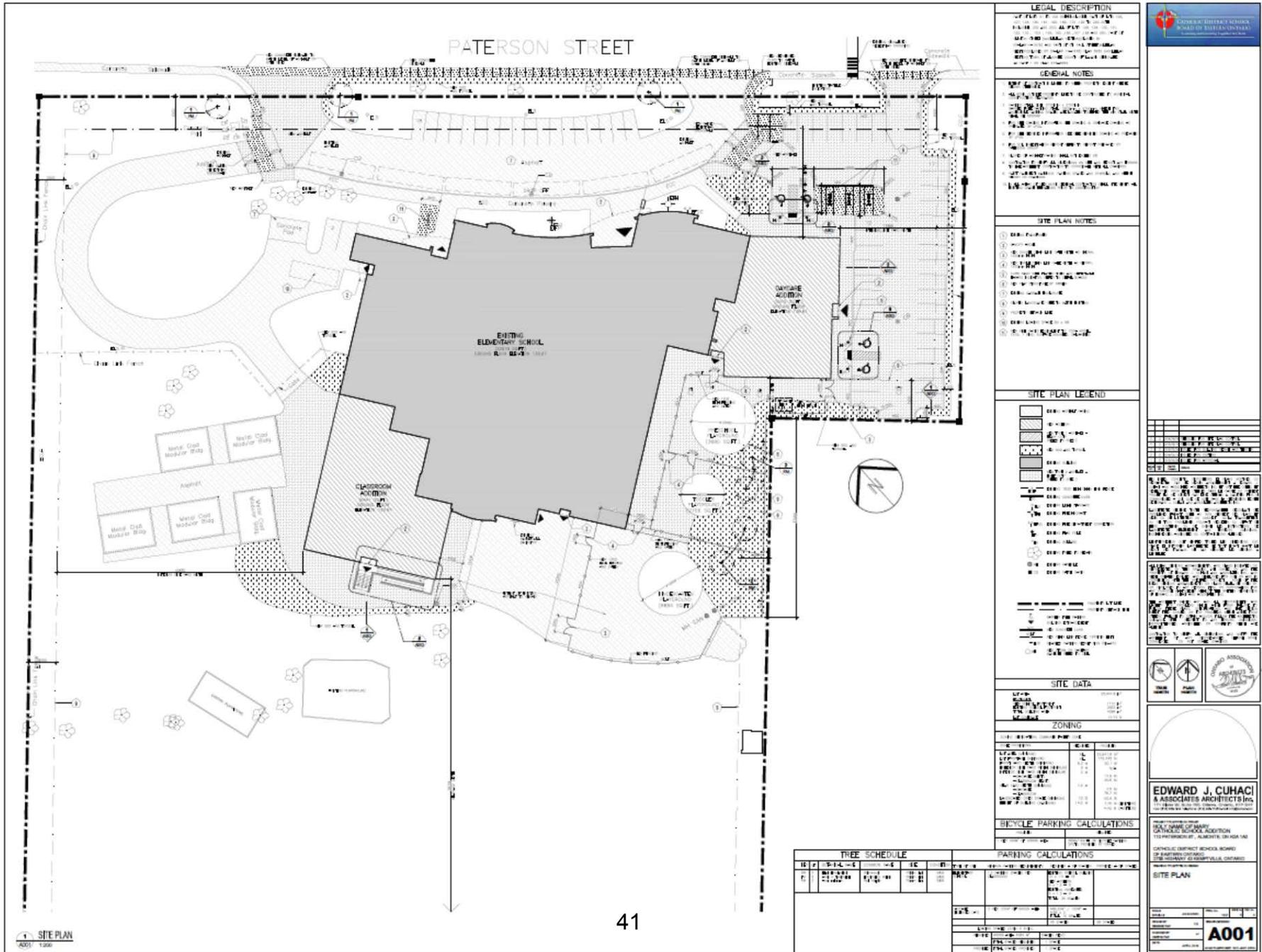
  
Nikl Dwyer MCIP RPP  
Director of Planning

  
Shawna Stone  
Clerk

**ATTACHMENTS:**

Appendix A – Site Plan

# SCHEDULE A – Site Plan



**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

**STAFF REPORT**

**DATE:** September 18, 2018

**TO:** Committee of the Whole

**FROM:** Niki Dwyer, Director of Planning

**SUBJECT: ZONING BY-LAW AMENDMENT Z-06-11  
Subdivision Plan 101581  
Pakenham Ward, Municipality of Mississippi Mills**

**KNOWN AS:** Pakenham Golf and Country Club Estates

**OWNER:** Various - Municipality of Mississippi Mills Lead Application

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**RECOMMENDATION:**

**THAT Council approve Zoning By-law Amendment to change the zoning on the lands known collectively as the Pakenham Golf and Country Club Estate (legally: Subdivision Plan 101581) from Rural to Rural Residential in the Zoning Bylaw #11-83.**

**BACKGROUND:**

In the fall of 2017, staff undertook a pre-emptive consultation process by circulating a survey respecting a possible zoning amendment for the purpose of gathering public opinion on the request. 43 separate notices were mailed to property owners within the subdivision of which 20 supported the change, 8 voiced opposition to the proposal and 15 were not returned. In May, 2018 Council directed staff to proceed with the circulation of a municipally led zoning amendment application to change the designation from Rural to Rural Residential (Resolution 257-18).

Comparator Zoning in Rural Subdivisions:

<b>Ward</b>	<b>Street Name</b>	<b>Official Plan Designation</b>	<b>Zoning</b>
Ramsay	Julie Anne	Rural Settlement Area and Hamlet	RR
	Spruce	Rural Settlement Area and Hamlet	RR
	Oakland	Rural Settlement Area and Hamlet	RR
	Fairway	Rural Settlement Area and Hamlet	RR-1
	Torak	Rural Settlement Area and Hamlet	RR
	Munro Meadows	Rural Settlement Area and Hamlet	RR
	Greystone	Rural Settlement Area and Hamlet	RR
	White Tail Ridge	Rural Settlement Area and Hamlet	RR-4
Pakenham	Pakenham Golf and Country Club	Rural Settlement Area and Hamlet	RU

The Pakenham Golf and Country Club Subdivision was subdivided as a planned community with 64 lots over four cul de sacs which framed the fairways of the adjacent Pakenham Golf Course. As part of the original development, the builder registered an extensive restrictive covenant agreement on the title further regulating the use and function of the properties. These covenants have since expired.

The subdivision has been largely completed, with the exception of the northwestern extension of St Andrew's Drive (now Lion Head), which requires the construction of a bridge to provide access to seventeen lots. Some additional infill has occurred on a remnant block of land fronting on Lynx Hallow and Lion Head resulting in the creation of five new residential lots.

The Zoning Bylaw provides that on lands zoned Rural (RU), small amounts of livestock may be kept on properties under 4 ha (Section 7.4.1). The Rural Zone provisions also permit "hobby farms" as permitted uses however, the lot must have an area of at least 40 ha, which is in excess of the lots within the subdivision.

### **PURPOSE AND EFFECT**

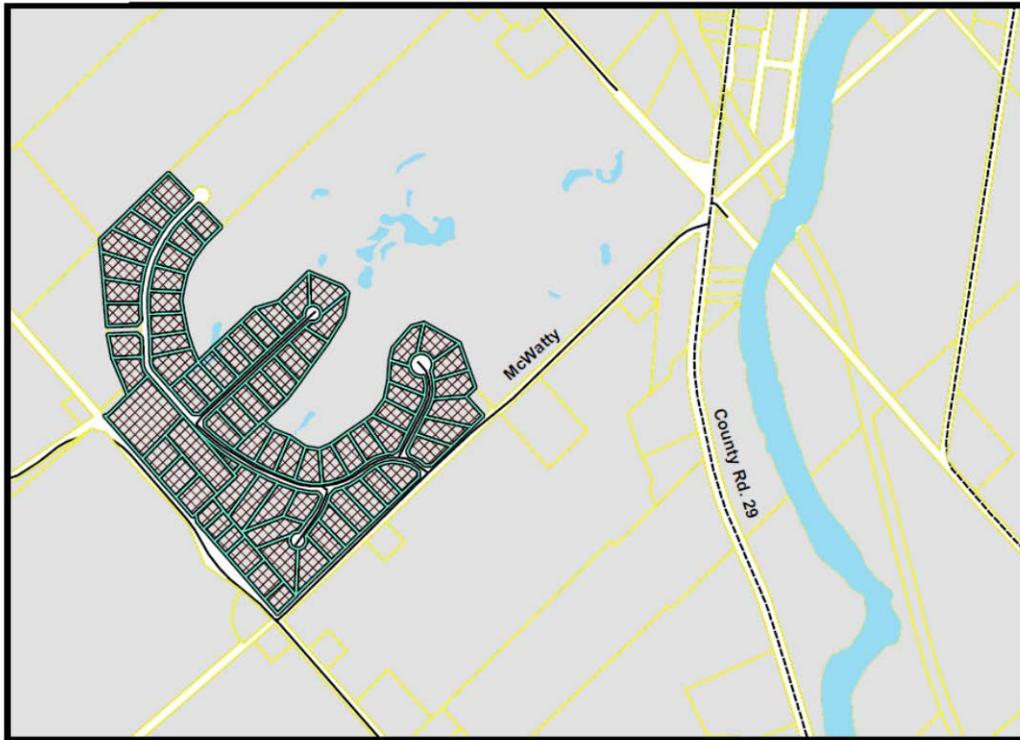
The purpose of the Zoning By-law Amendment is to rezone the properties from Rural (RU) to Rural Residential (RR) to be consistent with other rural estate lot subdivisions within the municipality. The Community Official Plan designation of the lands is "Rural Settlement Area or Hamlet" and is not subject to amendment.

The lands are presently within the Subdivision known as "Pakenham Golf and Country Club Estates" and include 64 lots, and 10 blocks on streets identified as Lion Head, Muirfield, Troon and Glen Abby.

### **DESCRIPTION OF SUBJECT LANDS**

The subject lands constitute the original lands identified within Plan of Subdivision 101581, registered in 1989. Collectively the lands represent approximately 100 acres of land, southwest of the Village of Pakenham. The lands are located west of the Pakenham Golf course and are surrounded by Rural Lands to the south, west, and north of the site. Of the original 64 lots within the subdivision, 18 lots remain vacant. The development of these lots requires the extension of Lion Head Drive, serviceable by a small local bridge.

**Figure 1 – Subject Lands:**



### **SERVICING & INFRASTRUCTURE**

The property falls outside of the urban settlement boundary of Almonte Ward, and thus the lands are serviced by private well and septic systems. The subdivisions primary point of traffic access is via McWatty Road, with a secondary point of access allocated on the northern unfinished section of the subdivision connecting to Ski-Hill Road. All roads within the original Plan of Subdivision are identified as open and municipally maintained local roads.

### **COMMENTS FROM INTERNAL CIRCULATION**

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

**CAO:** No concerns or objections.

**Clerk:** No comments received.

**CBO:** No comments received.

**Fire Chief:** No comments received.

**Director of Roads and Public Works:** No concerns or objections.

**Recreation Coordinator:** No concerns or objections.

### **COMMENTS FROM EXTERNAL AGENCY CIRCULATION**

Comments were received from the Leeds Grenville and Lanark District Health Unit and Enbridge Gas and Hydro One indicating no objections to the application.

## **COMMENTS FROM THE PUBLIC**

The Municipality conducted the Statutory Public Meeting in accordance with the provisions of the Planning Act on August 28<sup>th</sup>, 2018. Mr Joe Moore, resident of 130 Glen Abbey Crt spoke voicing support for the amendment and made reference to a number of residents in the audience who were also present in support of the application.

The Municipality received written comment from four residents expressing support for the application. Copies of all correspondence are provided in Appendix D. No dissenting opinions have been provided as a result of the circulation of the application.

It has been noted in correspondence with residents that when they purchased the property from the developer the real estate information provided to them indicated that the lands were zoned "Rural Residential".

## **EVALUATION**

### **PROVINCIAL POLICY STATEMENT (PPS), 2014 (see Appendix B)**

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As per Section 3(5)(a) of the *Planning Act, R.S.O. 1990*, all planning decisions must be consistent with the PPS.

The PPS encourages Municipalities to manage and direct land use activities in healthy, livable and safe communities by promoting efficient development patterns and accommodate an appropriate range and mix of residential housing types (Policy 1.1.1).

Specifically in Rural Areas, Municipality shall direct growth to Rural Settlement Areas (Policy 1.1.4.2). In doing so, development shall give consideration to rural characteristics, scale, appearance and appropriate service levels (Policy 1.1.4.3). In order to establish healthy viable rural areas, development should leverage rural amenities and assets (ie golf courses) and in cases where residential development is proposed, strive to accommodate an appropriate range and mix of rural housing forms (Policy 1.1.4.1).

### **COMMUNITY OFFICIAL PLAN (COP) (See Appendix C)**

Schedule B of the Official Plan identifies the subject lands as Rural Settlement Area and Hamlet. The Settlement Strategy for the Municipality seeks to direct 20% of all new development towards Rural Settlement Areas and Hamlets, however the Plan acknowledges that growth will be limited to infilling and rounding out of development until such time as centralized services are provided to these areas (Policy 2.5.3.2).

The Rural Settlement Area and Village provisions provide two sub-classifications of development forms; Villages and rural estate lot subdivision. The subject lands constitute the latter category of development. Rural estate lot subdivisions have been largely created to accommodate single-detached residential development and

appropriate accessory uses therein (Policy 3.4.2). They are predominately fully developed and defined within a fixed boundary. Any potential growth within rural subdivisions would be undertaken by minor rounding out or infill.

The intent of the Rural Settlement areas are to preserve the general character and individual identity of each of the neighbourhoods (Policy 3.4.1). These characteristics are further defined in Policy 4.2.5 where Design Standards and principles are articulated. In relation to the Pakenham Golf and Country Club Estate they include the following:

- Use order rather than repetition. The neat order of village streetscapes create a sense of cohesion without the repetition of identical design.
- Use human proportions. Whether it is the sidewalk to porch distances that allows casual conversation or walkways or public open spaces, it is important to design at a scale comfortable for people to be in.
- Encourage a range of housing sizes and types rather than only one type. A variety and mingling of house and lot dimensions allow people to remain in their community as their housing needs change.
- Fit within the environment rather than on top of it.

### **ZONING BY-LAW #11-83**

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

The Municipality received a request from a resident of the Subdivision requesting that the lands be re-designated to “Rural Residential” (RR). The rationale provided for the change of use related to two points: 1) the Rural zone permits the keeping of small quantities of livestock, which the resident indicated was inappropriate for the nature of the subdivision; and 2) that other estate lot subdivisions in the Municipality are zoned Rural Residential. No special exceptions, provisions or additional uses are proposed for the subdivision designation.

The current Rural Zone permits a mix of agricultural, forestry, and non-farm residential uses. Section 12.2 of the Zoning Bylaw provides minimum lot sizes and frontages for: general rural, agricultural and non-farm residential uses. The lots within the Pakenham Subdivision all exhibit areas of approximately 1 acre (0.4 ha) which prohibits their use for general rural or agricultural uses otherwise permitted in the zone. However, Section 7 of the Bylaw further provides “Specific Use Provisions” for lands zoned “Agricultural” or “Rural”. Specifically Section 7.1.4 provides that Lots under 4 ha (10 acres) may be permissive to the housing of livestock provided they do not exceed 1 “livestock unit” (now “nutrient unit”). This may include for example: 8 Goats or; 6 Sheep or; 1 Horse or; 150 Laying Hens. It is arguable that the keeping of livestock within the rural subdivision was never the intention of the Township of Pakenham at the time of subdivision approval.

In a comparison of other rural estate lot subdivisions in the Municipality of Mississippi Mills, all similar developments were zoned “Rural Residential”. The Rural Residential Zone provisions of Section 17 are intended to recognize limited residential development and permit only residential only accessory uses (ie. bed and breakfasts, garden suites, higher-order home based businesses). Minimum lot areas of the Rural Residential zone

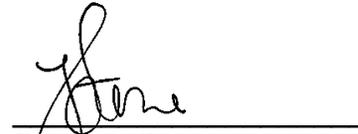
are established as 4,000m<sup>2</sup> (or 1 acre), consistent with the lots existing in the Pakenham Subdivision.

Staff can thereby conclude that the change of zoning designation from Rural to Rural Residential is appropriate, does not lead to anticipated adverse impacts in the future, and is consistent and in conformity with the Community Official Plan and Provincial Policy Statement.

All of which is respectfully submitted by,

Reviewed by,

  
Niki Dwyer MCIP RPP  
Director of Planning

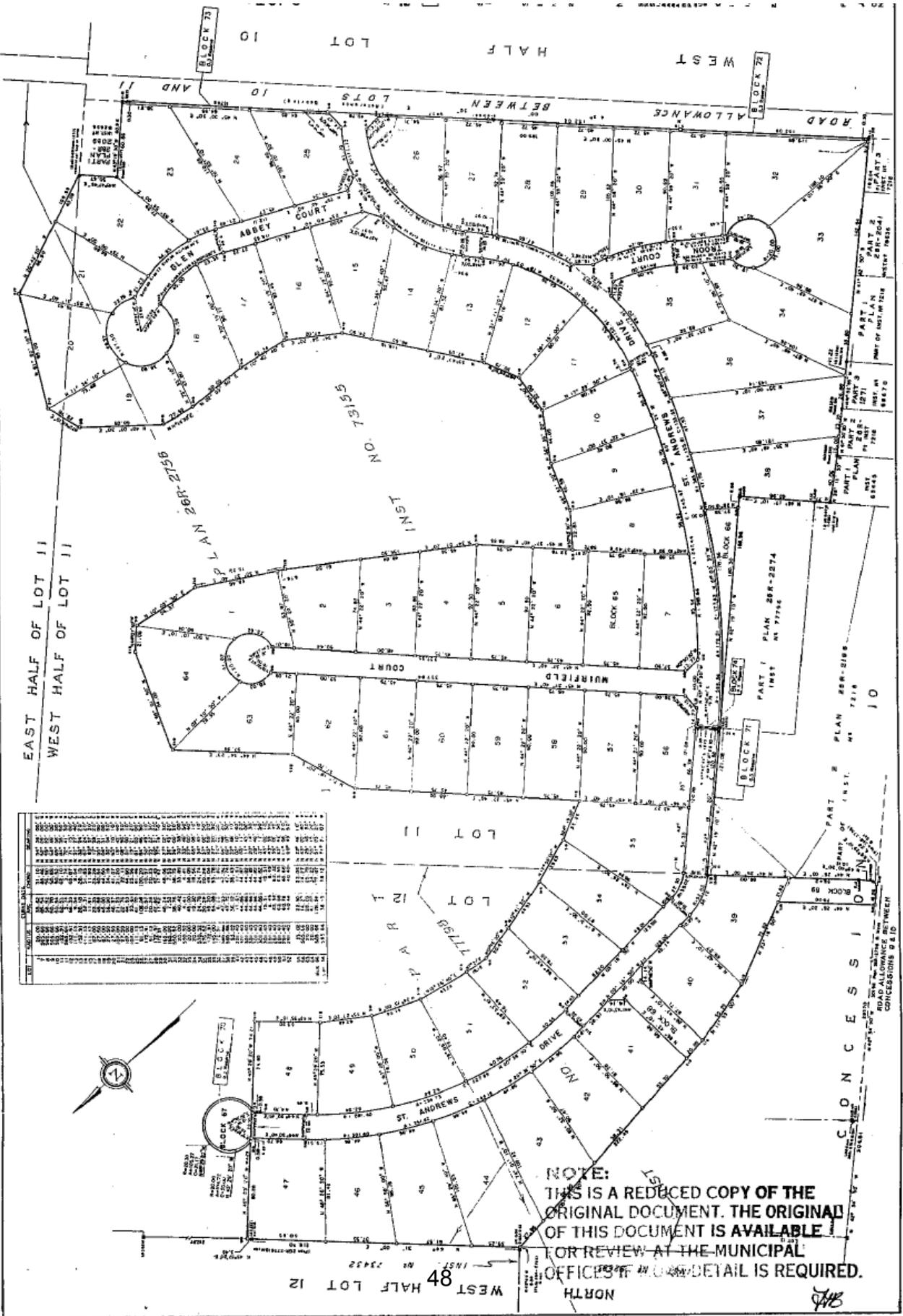
  
Shawna Stone  
Clerk

ATTACHMENTS:

- Appendix A – Plan 101581
- Appendix B – Provincial Policy Statement
- Appendix C – Community Official Plan
- Appendix D – Correspondence Received

**SCHEDULE A - PLAN 101581**

**SCHEDULE "F" PLAN OF SUBDIVISION**



## **Appendix B - Provincial Policy Statement<sup>1</sup>**

### **1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns**

- 1.1.1 Healthy, liveable and safe communities are sustained by:
- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term;
  - b) accommodating an appropriate range and mix of residential (including second units, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
  - c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
  - d) avoiding development and land use patterns that would prevent the efficient expansion of *settlement areas* in those areas which are adjacent or close to *settlement areas*;
  - e) promoting cost-effective development patterns and standards to minimize land consumption and servicing costs;
  - f) improving accessibility for persons with disabilities and older persons by identifying, preventing and removing land use barriers which restrict their full participation in society;
  - g) ensuring that necessary *infrastructure*, electricity generation facilities and transmission and distribution systems, and *public service facilities* are or will be available to meet current and projected needs; and
  - h) promoting development and land use patterns that conserve biodiversity and consider the impacts of a changing climate.

#### **1.1.4 Rural Areas in Municipalities**

- 1.1.4.1 Healthy, integrated and viable *rural areas* should be supported by:
- a) building upon rural character, and leveraging rural amenities and assets;
  - c) accommodating an appropriate range and mix of housing in rural *settlement areas*;
  - d) encouraging the conservation and *redevelopment* of existing rural housing stock on *rural lands*;
  - e) using rural *infrastructure* and *public service facilities* efficiently;
  - i) providing opportunities for economic activities in *prime agricultural areas*, in accordance with policy 2.3.
- 1.1.4.2 In *rural areas*, rural *settlement areas* shall be the focus of growth and development and their vitality and regeneration shall be promoted.
- 1.1.4.3 When directing development in rural *settlement areas* in accordance with policy 1.1.3, planning authorities shall give consideration to rural characteristics, the scale of development and the provision of appropriate service levels.

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<sup>1</sup> <http://www.mah.gov.on.ca/AssetFactory.aspx?did=10463>

## **Appendix C – Community Official Plan<sup>2</sup>**

### **RURAL SETTLEMENT AREAS & VILLAGES**

#### **3.4.2 Permitted Uses**

1. The uses permitted within the three existing villages include low density residential and accessory uses, multiple residential, garden suites (Section 3.6.13 of the Plan), home-based businesses (Section 3.6.11 of the Plan), group home (Section 3.6.12 of the Plan), bed and breakfast establishments (Section 3.6.10 of the Plan), local commercial, institutional and public uses, community facilities, parks and recreational facilities and limited agricultural activities.
2. The uses permitted within the rural estate lot subdivisions include low density residential and accessory uses, including garden suites, home-based businesses and bed and breakfast establishments, and parks and recreational facilities.

#### **3.4.3 Policies**

2. All new development and redevelopment shall demonstrate adequate water supply and sewage disposal facilities. Only those uses which do not require large volumes of water or produce large volumes of sanitary waste shall be permitted. The Town may require a hydrogeological or other servicing study to be provided with any planning application. Such studies shall be prepared to the satisfaction of the Town and the province or its delegate.
5. Minimum lot sizes within rural settlement areas and villages shall be based on the appropriate requirements for the proposed water and sewage systems as well as site specific considerations of topography and vegetation. Generally, single detached residential lots should be a minimum of 0.4 hectares (1 acre) in size. In waterfront situations, larger minimum lot sizes will most likely be required to ensure sufficient area to accommodate the 30 metre setback from the highwater mark, shoreline buffering requirements, flood plain considerations and other environmental constraints.

#### **4.2.5 Rural Settlement Areas and Village Design**

This Plan envisions the expansion of existing villages and the creation of new rural settlement areas as more than residential subdivisions. In designing such development, the following principles should be considered:

1. Define public spaces and parks with a purpose. Instead of being the left over bits of land they should be consciously and deliberately planned from the very beginning as critically important, value-adding elements of the community.
2. Focus on the core rather than on the boundary. The importance of core areas serving as centres of gravity to draw people together, such as parkland, bodies of water and neighbourhood businesses, helps define a community. Without them, convenient opportunities for residents to interact casually are severely reduced.
3. Use order rather than repetition. The neat order of village streetscapes create a sense of cohesion without the repetition of identical design.
4. Use human proportions. Whether it is the sidewalk to porch distances that allows casual conversation or walkways or public open spaces, it is important to design at a scale comfortable for people to be in.
5. Encourage walking and cycling rather than automobiles.
6. Encourage a range of housing sizes and types rather than only one type. A variety and mingling of house and lot dimensions allow people to remain in their community as their housing needs change.

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<sup>2</sup> <http://www.mississippimills.ca/en/resourcesGeneral/Community%20Official%20Plan%202006.pdf>

7. Use housing shapes and styles that reflect traditional villages and small towns.
8. Encourage a mix of uses rather than purely residential land uses.
9. Fit within the environment rather than on top of it.

## **Appendix D – Correspondence Received**

1. Joe Moore, 130 Glen Abbey Court (April 26, 2018)
2. Michael Connolly, 141 Muirfield Court (July 16, 2018)
3. David and Susan Sale, (July 28, 2018)
4. Marilyn and Ken Campbell, 107 Glen Abbey Court (August 28, 2018)

Date: April 26, 2018

(delivered by hand and e-mail)

From: Joe Moore  
130 Glen Abbey Court,  
Pakenham, Ontario K0A2X0

To: Nicole Dwyer, Director of Planning  
Corporation OF The Municipality OF Mississippi Mills  
3131 Old Perth Road, P.O. Box 400  
RR2 Almonte Ontario K0A1A0

Subject: Rezoning Amendment for Subdivision Pakenham Golf and Country Club Estates from RU to RR

At this time, I would like to formally request that the Township of Mississippi Mills correct the zoning of the Pakenham Golf and Country Club Estates (PGACCE) from zoning category Rural (R) to zoning category Rural Residential (RR).

It's important to point out that while I've been the primary contact between our community and the Township, I'm representing a group of like-minded neighbours, who upon learning of the Rural (RU) zoning category agreed that it is not reflective of our property's intended use and in all likelihood was an oversight somewhere early in the amalgamation of the townships. While in a rural setting with farm land around us, we don't believe that the subdivision was ever meant to incorporate a livestock element in it. The problems created with livestock in such close proximity within our properties would certainly be significant and effect our quality of life. Odours, noise, and most certainly the management of animal waste potentially impacting our well water resources is something that all of us want to avoid.

Again, we feel that our PGACCE subdivision was always intended to be a residential neighbourhood like Greystone Estates, Munro Meadows, Stonehome Estates and other similar subdivisions now within Mississippi Mills. The initial strong covenants (since expired) that applied to our properties were evidence of this. Our mill rates too reflect the same tax structure as the other RR subdivisions.

We previously brought this requested amendment to the attention of the Municipal Planning group and more formally at a Council Meeting on June 23/2016. In our opinion at that time we received a favourable response from Council and Planning. Since that time, there have been countless conversations, phone calls and emails on the subject between the Planning group and some Councillors. It seems that we were all in agreement that the zoning needed to be changed to reflect the intended plan for the Subdivision. Unfortunately with the changeover in staff and relentless schedules, that has gone from being a relatively easy fix requiring a "rubber stamp" to something apparently more challenging to accomplish.

Regardless, we believe that this change is both logical and overdue. We want to have the same treatment as the other RR communities within Mississippi Mills.

Please advise us if there are any further actions required on our (PGACCE) part.

Kindest regards,

Joe Moore per PGACCE



cc

Duncan Abbott, Councillor, Pakenham Ward (dabbott@mississippimills.ca)  
Denzil Ferguson, Councillor, Pakenham Ward (dferguson@mississippimills.ca)  
Andrew Scanlan-Dickie, Junior Planner (ascanlandickie@mississippimills.ca)

Municipality of Mississippi Mills  
3131 Old Perth Road RR#2  
P.O. Box 400  
Almonte ON  
K0A 1A0

July 16, 2018

**Proposed Amendment to Zoning By-Law #11-83 – Pakenham Highlands Golf and Country Club Estates**

As a property owner having a direct interest in the subject proposed amendment I wish to submit the following comments.

I support the proposed zoning amendment from Rural (RU) to Rural Residential (RR).

I note the following:

1. Other similar estate lot subdivisions in the municipality are zoned Rural Residential (RR). Zoning practice should be consistent.
2. The character of the subdivision is clearly residential. As noted in the staff report of May 15, 2018 the developer registered extensive restrictive covenants on the title regulating the use and function of the properties.
3. The developer's promotional material at the time of the initial development described the subdivision thusly:
  - a. "one acre (+) building lots for residential homes"
  - b. "All homes will be architecturally controlled..."
4. At the time of my lot purchase in January, 2005 the developer's agent represented to me in writing that the zoning was Rural Residential (RR). Similarly real estate listings for available lots in 2004 described the zoning as "RES".
5. Rural (RU) zoning permits the keeping of livestock. The keeping of livestock is clearly inconsistent and incompatible with the residential character of the subdivision. Further, animal waste

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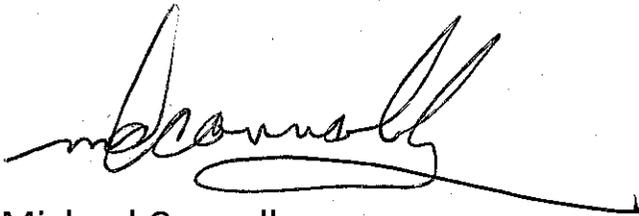
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would pose a potential serious health threat to drinking water sourced from wells present on each lot having a nominal size of only one acre.

I urge Council to amend the anomalous Rural (RU) zoning to the more appropriate Rural Residential (RR) and correct what has clearly been a long-standing error or oversight.

I request that I be notified of the decision made in this matter.

Thank you for the opportunity to submit these comments.

A handwritten signature in black ink, appearing to read 'Michael Connolly', with a long horizontal flourish extending to the right.

Michael Connolly  
141 Muirfield Court RR#1  
Pakenham ON  
K0A 2X0

## Nicole Dwyer

---

**From:** David & Susan Sale [REDACTED]  
**Sent:** Saturday, July 28, 2018 8:52 AM  
**To:** Nicole Dwyer  
**Subject:** Re: Notice of Adoption - Community Official Plan Amendment

Hi Nicole:

Thanks for keeping us informed of the progress of the official plan.

We would like to go on record as supporting the proposed zoning change for the Pakenham Golf Course Neighbourhood from Rural to Rural Residential. It makes good sense to align it with all the other similar neighborhoods in the county.

David & Susan Sale

----- Original Message -----

From: Nicole Dwyer <[ndwyer@mississippimills.ca](mailto:ndwyer@mississippimills.ca)>  
Date: June 27, 2018 at 1:38 PM

Good Afternoon,

Please find attached the Notice of Adoption in accordance with Section 17(23) of the Ontario Planning Act.

The Municipality of Mississippi Mills passed bylaw 18-67 adopting Amendment No. 021 to the existing Community Official Plan. The purpose of the Amendment was to complete the statutory consistency and conformity exercise required by Section 26 of the Planning Act.

Please also find attached a copy of The Amendment, which articulates the sections and schedules of the Plan that have been modified as part of the review.

A full copy of the modified Official Plan, all schedules and background documents will be available on the Municipality's [website](#). Copies can also be viewed at the Municipal office as described in the notice attached.

The Official Plan Amendment will now be forwarded to Lanark County (“the approval authority”) for final decision and approval. Questions pertaining to the upper-tier review of the plan can be directed to the Planning Department of Lanark County.

Residents with questions of a general nature are welcome to contact the Mississippi Mills Planning Department at any time.

Thank you

Niki

Niki Dwyer, MCIP RPP MA BES

Director of Planning

Municipality of Mississippi Mills

3131 Old Perth Road, P.O. Box 400

Almonte, ON, K0A 1A0

P: (613) 256-2064 ext.259

F: (613) 256-4887



*This message is confidential. It is intended only for the individual(s) named. If you have received it by mistake, please let me know by e-mail reply and delete it from your system; you may not copy or distribute this message and its attachments or disclose its contents to anyone without consent.*

## Nicole Dwyer

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**From:** Jennifer Russell  
**Sent:** Tuesday, August 28, 2018 1:21 PM  
**To:** Nicole Dwyer  
**Subject:** FW: ZONING BY-LAW AMENDMENT Z-06-11 Subdivision Plan 101581 Pakenham Ward, Municipality of Mississippi Mills -- Pakenham Golf and Country Club Estates

Hi Niki,

Please see below from the general mailbox.

Thanks,

Jennifer Russell  
Clerks Department  
Municipality of Mississippi Mills  
[jrussell@mississippimills.ca](mailto:jrussell@mississippimills.ca)  
613-256-2064 x 208  
3131 Old Perth Rd, PO Box 400  
Almonte, ON K0A 1A0  
Fax (613) 256-4887  
Website: [www.mississippimills.ca](http://www.mississippimills.ca)



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**From:** Marilyn Campbell [[mailto:outlook\\_72887B504F9E51BF@outlook.com](mailto:outlook_72887B504F9E51BF@outlook.com)]  
**Sent:** August-28-18 12:23 PM  
**To:** Town of Mills Mailbox  
**Subject:** ZONING BY-LAW AMENDMENT Z-06-11 Subdivision Plan 101581 Pakenham Ward, Municipality of Mississippi Mills -- Pakenham Golf and Country Club Estates

**Please pass this email on to the Director of Planning, Nicole Dwyer:**

We understand that the re-zoning of the Pakenham Golf and Country Club Estates from RURAL to RURAL RESIDENTIAL will be part of tonight's (August 28, 2018) Mississippi Mills Council meeting.

Unfortunately, due to other commitments, we cannot attend this meeting. But we wish, as residents of Pakenham Golf and Country Club Estates for almost 18 years, **to register our support for the re-zoning of our neighbourhood.**

We look forward to receiving news of a positive response from the Council meeting.

Yours truly,  
Marilyn & Ken Campbell

107 Glen Abbey Court  
Pakenham ON

K0A 2X0  
613-624-5242



Sent from [Mail](#) for Windows 10

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## STAFF REPORT

**DATE:** September 18, 2018  
**TO:** Committee of the Whole  
**FROM:** Jeanne Harfield, Deputy Clerk  
**SUBJECT:** Revised Advisory Committee Review

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### **RECOMMENDATION:**

**THAT Council approve the proposed advisory committee structure;**

**AND THAT staff be directed to prepare the terms of reference for the new advisory committees.**

### **BACKGROUND:**

Staff presented a preliminary advisory committee structure report to Council on September 4, 2018. This report takes into account the feedback provided from Council and department heads.

### **DISCUSSION:**

Following the first report to Council, it was generally agreed that the current number of advisory committees (19) needed to be reduced for various reasons, such as: reduced council membership, advisory committees operating in silos, overlapping scope, and service delivery review findings.

The proposed advisory committees will act as a starting point for the new Council. This is important because the membership on the current advisory committees expires on November 30, 2018. Notices for membership to the advisory committees should be issued in early November so the new Council can be ready to make appointments in either December or January.

The role of advisory committees is to provide advice to council on various action items set by the new council. It is important that Council effectively utilize their advisory committees to further council's overall long and short term vision. In an effort to obtain further community engagement and input, we are also proposing that the advisory committees establish community working groups. These working groups would be topic-specific and would be comprised of community members only. They would report back to the appropriate advisory committee either through a liaison or presentation to the advisory committee (the reporting relationship would be determined by the advisory committees).

In addition to the proposed advisory committees and working groups, department heads will prepare regular highlight reports that will cover departmental projects and activities. These will be included in the Council Agenda similar to the CAO's report.

The proposed advisory committee structure is as follows:

<b>New Committee 1: Parks and Recreation Advisory Committee</b>	
<b>Membership</b>	<b>Responsibilities</b>
<ul style="list-style-type: none"> <li>- 1-2 Councillors</li> <li>- Mayor (ex officio)</li> <li>- Staff support</li> <li>- Up to 7 members of the public</li> </ul>	<ul style="list-style-type: none"> <li>- Recreation facilities (maintenance)</li> <li>- Recreation programming</li> <li>- Park development</li> <li>- Beautification</li> <li>- Recreation Trails (maintenance, and new trails)</li> </ul> <p>*Council reps and staff support person will also act as Mississippi Mills representatives on the Joint Recreation Cost Sharing Committee</p>
<b>Example working group:</b> Beautification	

<b>New Committee 2: Community Economic Development Advisory Committee</b>	
<b>Membership</b>	<b>Responsibilities</b>
<ul style="list-style-type: none"> <li>- 1-2 Councillors</li> <li>- Mayor (ex officio)</li> <li>- Staff support</li> <li>- Up to 7 members of the public (representing key stakeholder groups)</li> </ul>	<ul style="list-style-type: none"> <li>- Economic Development (rural and urban)</li> <li>- Tourism</li> <li>- Business relationships</li> <li>- Rural affairs</li> <li>- Arts &amp; Culture</li> <li>- Riverwalk</li> </ul>
<b>Example working groups:</b> Agriculture, Riverwalk Project	

<b>New Committee 3: Transportation and Environment Advisory Committee</b>	
<b>Membership</b>	<b>Responsibilities</b>
<ul style="list-style-type: none"> <li>- 1-2 Councillors</li> <li>- Mayor (ex officio)</li> <li>- Staff support</li> <li>- Up to 7 members of the public</li> </ul>	<ul style="list-style-type: none"> <li>- Active Transportation Master Plan</li> <li>- Commuter Trails (e.g. OVRT)</li> <li>- Environmental issues</li> </ul>

The following committees are mandated and require council representation:

- Accessibility Advisory Committee
- Emergency Management Community Control Group
- Community Policing Advisory Committee
- Heritage Advisory Committee

In addition to the above four mandated committees, we are also proposing merging the Property Standards Committee with the Committee of Adjustment. Currently, the Property Standards Committee is ad hoc with members being appointed as needed. In merging the two committees, we would no longer need to do ad-hoc appointments. Additionally, the membership makeup of the two committees is similar (3 total members).

Council also appoints representatives to a number of outside agencies and boards that operate independently from Council. These include:

- Mississippi River Power Corporation
- Mississippi Valley Conservation Authority
- Ottawa River Power Corporation Board
- Mississippi Mills Public Library Board

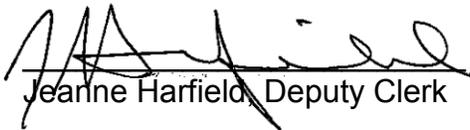
**FINANCIAL IMPLICATIONS:**

There are no financial implications associated with this report.

**SUMMARY:**

It is recommended that Council update the current advisory committee structure. The proposed structure would see a reduction in the number of committees from 19 to 8. As always, it remains the prerogative of council to revise the terms of references for advisory committees and/or to create or disband committees.

Respectfully submitted,

  
Jeanne Harfield, Deputy Clerk

Reviewed by,

  
Shawna Stone, Clerk

## **Get involved - Lanark County Business Retention & Expansion (BR+E) Project is underway**

Lanark County, in partnership with Valley Heartland Community Futures Development Corporation (CFDC), is delivering a Business Retention and Expansion (BR+E) project that aims to build and strengthen local business across Lanark County.

The BR+E project is an action-oriented, community-based and volunteer-driven process that includes confidential face-to-face interviews/surveys with businesses to address any issues/opportunities for that business, as well as data collection and action planning.

Members of the project team include representatives from the county, local municipalities, service providers, partner organizations, educators, funding agencies, local chambers and business improvement areas.

“With over 30 partners on the project team, strong collaboration will ensure that business priorities and issues are addressed and that any actions identified will be relevant and timely to the needs of our business community,” says Stacie Lloyd, Regional Economic Development Officer, Valley Heartland CFDC.

“Project team members are very familiar with their communities and are ready to roll up their sleeves and participate in the BR+E to make this a ‘Made in Lanark County’ project,” says Teri Devine, BR+E Coordinator.

The Ontario Ministry of Agriculture, Food and Rural Affairs (OMAFRA) also plays a significant role through guidance and training to support the project team.

“BR+E is a critical component of any economic development program, and Lanark County’s project is a great opportunity for businesses to get involved and have their say on how to best keep them in the community and help them grow,” says Katie Nolan, Agriculture and Rural Economic Development Advisor, OMAFRA.

The project team had its first meeting on Aug. 28 when members were provided training on the BR+E Program and participated in a comprehensive planning session to discuss and provide input into the many components and preparation for the project.

Next steps are to engage the community to participate in the project. This includes recruiting and training volunteers to visit businesses to conduct confidential interviews/surveys with senior management or owners and recruiting businesses to participate in an interview/survey with our volunteers.

If you are interested in volunteering to conduct face-to-face confidential interviews/surveys with businesses or if your business would like to participate in an interview/survey, please contact Teri Devine, BR+E Coordinator, at 613-283-7002 ext. 111 or 613-207-5940 or by e-mail at [bre@valleycfdc.com](mailto:bre@valleycfdc.com). More information is available at [www.valleycfdc.com/bre](http://www.valleycfdc.com/bre).

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For general information about Valley Heartland CFDC and Lanark County programs and services, please contact:

Tina Stevens  
Valley Heartland CFDC—General Manager  
613-283-7002  
[Tina.Stevens@valleycfdc.com](mailto:Tina.Stevens@valleycfdc.com)

Kurt Greaves  
Lanark County CAO  
1-888-9-LANARK, ext. 1101

### **About Valley Heartland CFDC**

At Valley Heartland Community Futures Development Corporation, we've been building entrepreneurship for over 30 years, helping to strengthen and grow the local economy. We work with entrepreneurs and communities to help them nurture the most innovative, sustainable businesses and communities imaginable. As a community-based, nonprofit organization funded by FedDev Ontario, we invest in job creation, business and community innovation. *Contact us at [valleycfdc.com](http://valleycfdc.com)*

### **About the Eastern Ontario Development Program (EODP)**

The Eastern Ontario Development Program (EODP) is a \$48-million initiative that advances economic development in rural eastern Ontario. Through EODP, FedDev Ontario is collaborating with Community Futures Development Corporations (CFDCs) in eastern Ontario to promote the growth of new and existing businesses in rural communities.

**INFORMATION LIST #12-18**  
**September 18, 2018**

The following is a list of information items received as of September 10, 2018.

<b>Item #</b>	<b>Date</b>	<b>Originator</b>	<b>Subject</b>
1	15-Aug-18	Tay Valley Township	Resolution re: New Fire Safety Regulations
2	27-Aug-18	Big Brothers Big Sisters of Lanark County	2019 Funding Request
3	10-Sep-18	South Glengarry	Resolution re: Paramedics as Essential Service



August 15<sup>th</sup>, 2018

Hon. Michael Tibollo  
Ministry of Community Safety and Correctional Services  
George Drew Building 18<sup>th</sup> Floor  
Toronto, ON M7A 1Y6

Dear Minister.

**RE: New Fire Safety Regulations under the *Fire Protection and Prevention Act, 1997.***

The Council of the Corporation of Tay Valley Township at its Council meeting on August 14<sup>th</sup>, 2018 adopted the following resolution:

**RESOLUTION #C-2018-08-17**

**“WHEREAS**, Ontario Regulation 379/18, Firefighter Certification, requires mandatory certification for firefighters hired after July 1, 2019 and mandatory certification for new and existing firefighters in certain roles as of January 1, 2020;

**AND WHEREAS**, the Council of Tay Valley Township supports in principle the concept and need for training;

**AND WHEREAS**, new firefighters, in order to become certified will be required to undertake approximately 300 hours of training within a two year period before they can fulfill their full duties as a firefighter;

**AND WHEREAS**, these requirements significantly increase the cost of training and put a financial strain on rural, volunteer based fire departments such as the Drummond/North Elmsley Tay Valley Fire Rescue;

**AND WHEREAS**, these requirements negatively impact recruitment by decreasing the ability for community members to join a volunteer based fire department such as the Drummond/North Elmsley Tay Valley Fire Rescue and decreases the retention of volunteers, thereby putting the fire department at risk for providing fire suppression and prevention services to the public;

**AND WHEREAS**, training for a volunteer firefighter under the current model requires ongoing evening and weekend training during times that are compatible within the normal daily activities of individuals who have a strong commitment to their community;

**NOW THEREFORE BE IT RESOLVED THAT**, the Minister of Community Safety and Correctional Services consider allowing for a longer period of time for implementation and completion of the required training;

**THAT**, the Council of the Corporation of Tay Valley Township requests the Minister of Community Safety and Correctional Services to provide assistance with funding to help lessen the financial burden on rural volunteer based fire departments;

**AND THAT**, this resolution be forwarded to the local municipalities within Lanark County, the Association of Municipalities of Ontario (AMO) and the local MPP.”

If you require any further information, please do not hesitate to contact the undersigned at (613) 267-5353 ext. 137 or kmkk@ripnet.com.

Sincerely,



Keith Kerr, Reeve

cc: Local Municipalities of Lanark County  
Association of Municipalities of Ontario  
Randy Hillier, MPP, Lanark-Frontenac-Lennox-Addington



August 27, 2018

Attention: Shaun McLaughlin  
Town of Mississippi Mills  
3131 Old Perth Road  
RR#2, PO Box 400  
Almonte, ON K0A 1A0

Dear Mayor McLaughlin and Mississippi Mills Town Council:

We are proud to share that we served over 650 children and youth in 2017, more than any prior year.

As you know, Big Brothers Big Sisters has been in Lanark County for over 45 years. We have been offering life changing mentoring programs designed to help children build self-esteem, reduce the impacts of bullying, and increase their school success rate.

During the last few years we have grown substantially to meet the community's growing need, adding more diverse mentoring programs and building staff capacity to answer the call. We hire trained Social Service Workers to carefully screen volunteers, to analyze the needs of the children and their families and to monitor the safety and success of the mentoring programs and services we provide. Child safety is our number one priority.

Big Brothers Big Sisters of Lanark County needs government support to sustain its work. The agency has stretched its resources, maintained its low cost service and diversified its funding sources. Your township's commitment to mentoring has been a welcome investment. We would ask for your consideration in providing \$1,000 to help fund our work again in 2019.

Thank you for considering our request. If you have any questions, please do not hesitate to call me at 283-0570. I would be more than happy to return to do a delegation should you require more information.

Yours sincerely,

Beth Sinclair  
Resource Development Manager





CORPORATION OF THE TOWNSHIP OF SOUTH GLENGARRY

MOVED BY Trevor Bougie RESOLUTION NO 255-18  
 SECONDED BY Frank Prevost DATE September 4, 2018

WHEREAS Paramedic Services in Ontario are not considered an Essential Service like Fire and Police services;

AND WHEREAS Paramedic Services across Ontario operate under The Ambulance Services Collective Bargaining Act, 2001, allowing a reduction in paramedic services to 75% (The Essential Services Act).

THEREFORE, BE IT RESOLVED THAT the Township of South Glengarry petition the Province of Ontario to list Paramedic Services as a full Essential Service;

AND FURTHERMORE, that this resolution be forwarded to Premier Doug Ford, local MPP Jim McDonell, the Ministry of Labour, the Association of Municipalities Ontario and all Ontario municipalities.

CARRIED       DEFEATED       POSTPONED

Mayor Ian McLeod

Recorded Vote:	Yes	No
Mayor McLeod	___	___
Deputy Mayor Prevost	___	___
Councillor McKenzie	___	___
Councillor Bougie	___	___
Councillor Warden	___	___

**CERTIFIED A TRUE COPY**

Kelli Campeau, Clerk      2018-09-06  
 Date

# COUNCIL CALENDAR

## September 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4 8:00am CEDC 6:00pm Council	5	6	7	8
9	10	11 2:30pm AAC	12	13	14	15
16	17 1:30pm EAC	18 8:00am CEDC 9:30am CPAC 6:00pm Council	19 5:30pm CoA	20 7:00am Business Breakfast 8:00am Beautification	21	22
23	24	<b>25</b>	26 7:00pm Library 7:00pm Heritage	27	28	29
30						

# COUNCIL CALENDAR

## October 2018

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 6:00pm Council	3	4	5	6
7	8	9 6:30pm EAC	10	11	12	13
14	15 <b>10:00am Voting Begins</b>	16 <b>Voting</b>	17 <b>Voting</b>	18 8:00am Beautification <b>Voting</b>	19 <b>Voting</b>	20 <b>Voting</b>
21 <b>Voting</b>	22 <b>ELECTION DAY 8:30am - 8:00pm</b>	23	24 7:00pm Library 7:00pm Heritage	25	26	27
28	29	30 2:30pm AAC	31			

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## BY-LAW NO. 18-88

**BEING** a by-law for the imposition of Development Charges.

**WHEREAS** the Municipality of Mississippi Mills will experience growth through development and re-development;

**AND WHEREAS** development and re-development requires the provision of physical and social services by the Municipality of Mississippi Mills;

**AND WHEREAS** Council desires to ensure that the capital cost of meeting growth-related demands for or burden on municipal services does not place an excessive financial burden on the Municipality of Mississippi Mills or its existing taxpayers while at the same time ensuring new taxpayers contribute no more than the net capital cost attributable to providing the current level of municipal services;

**AND WHEREAS** the *Development Charges Act, 1997* (the "Act") provides that the council of a Municipality may by by-law impose development charges against land to pay for increased capital costs required because of increased needs for services;

**AND WHEREAS** a development charge background study has been completed in accordance with the Act;

**AND WHEREAS** the Council of The Corporation of the Municipality of Mississippi Mills has given notice of and held a public meeting on the 26<sup>th</sup> day of June 2018 in accordance with the Act and the regulations thereto;

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

### 1. INTERPRETATION

1.1 In this By-law the following items shall have the corresponding meanings:

"Act" means the *Development Charges Act*, as amended, or any successor thereof;

"accessory use" means where used to describe a use, building, or structure that the use, building or structure is naturally and normally incidental, subordinate in purpose of floor area or both, and exclusively devoted to a principal use, building or structure;

"Agricultural", when used to describe a use or development that is a bona fide farming operation including, notwithstanding the generality of the foregoing,

greenhouses which are not connected to water and wastewater services, sod farms and breeding and boarding of horses including barns, silos and other ancillary development to such agricultural development but excluding any residential or commercial;

“apartment unit” means any residential unit within a building containing three or more dwelling units where access to each residential unit is obtained through a common entrance or entrances from the street level and the residential units are connected by an interior corridor;

“bedroom” means a habitable room larger than seven square metres, including a den, study or other similar area, but does not include a bathroom, living room, dining room or kitchen;

“benefiting area” means an area defined by map, plan or legal description in a front-ending agreement as an area that will receive a benefit from the construction of a service;

“board of education” has the same meaning as set out in the *Education Act*, R.S.O. 1990, Chap. E.2, as amended, or any successor thereof;

“Building Code Act” means the *Building Code Act*, S.O. 1992, as amended, or any successor thereof;

“capital cost” means costs incurred or proposed to be incurred by the Municipality or a local board thereof directly or by others on behalf of and as authorized by the Municipality or local board,

- (1) to acquire land or an interest in land, including a leasehold interest,
- (2) to improve land,
- (3) to acquire, lease, construct or improve buildings and structures,
- (4) to acquire, construct or improve facilities including,
  - (1) furniture and equipment other than computer equipment, and
  - (2) material acquired for circulation, reference or information purposes by a library board as defined in the *Public Libraries Act*, R.S.O. 1990, Chap. P.44, as amended, or any successor thereof; and
  - (3) rolling stock with an estimated useful life of seven years or more, and
- (5) to undertake studies in connection with any matter under the Act and any of the matters in clauses (1) to (4) above, including the development charge background study

required for the provision of services designated in this by-law within or outside the Municipality, including interest on borrowing for those expenditures under clauses (1) to (5) above that are growth-related;

“commercial” means any use of land, structures or buildings for the purposes of buying or selling commodities and services, but does not include industrial or agricultural uses, but does include hotels, motels, motor inns and boarding, lodging and rooming houses;

“Council” means the Council of the Municipality;

“development” means the construction, erection or placing of one or more buildings or structures on land or the making of an addition or alteration to a building or structure that the effect of increasing the size of usability thereof, and includes redevelopment;

“development charge” means a charge imposed with respect to this by-law;

“dwelling unit” means any part of a building or structure used, designed or intended to be used as a domestic establishment in which one or more persons may sleep and are provided with culinary and sanitary facilities for their exclusive use;

“existing” means the number, use and size that existed as of the date this by-law was passed;

“farm Building” means that part of a farming operation encompassing barns, silos and other accessory use to a bona fide agricultural use or “value add” buildings of a commercial or retail nature for the farming operation or farm help quarters for the farming operation workers but excluding a Residential use;

“gross floor area” means:

- (1) in the case of a residential building or structure, the total area of all floors above grade of a dwelling unit measured between the outside surfaces of exterior walls or between the outside surfaces of exterior walls and the centre line of party walls dividing the dwelling unit from any other dwelling unit or other portion of a building; and
- (2) in the case of a non-residential building or structure, or in the case of a mixed-use building or structure in respect of the non-residential portion thereof, the total area of all building floors above or below grade measured between the outside surfaces of the exterior walls, or between the outside surfaces of exterior walls and the centre line of party walls dividing a non-residential use and a residential use, except for:
  - (1) a room or enclosed area within the building or structure above or below that is used exclusively for the accommodation of heating, cooling, ventilating, electrical, mechanical or telecommunications equipment that service the building;
  - (2) loading facilities above or below grade; and

- (3) a part of the building or structure below grade that is used for the parking of motor vehicles or for storage or other accessory use;

“industrial” means lands, buildings or structures used or designed or intended for use for manufacturing, processing, fabricating or assembly of raw goods, warehousing or bulk storage of goods, and includes office uses and the sale of commodities to the general public where such uses are accessory to an industrial use, but does not include the sale of commodities to the general public through a warehouse club;

“institutional” means land, buildings, structures or any part thereof used by any organization, group or association for promotion of charitable, educational or benevolent objectives and not for profit or gain;

“Local Board” means a school board, public utility, commission, transportation commission, public library board, board of park management, local board of health, board of commissioners of police, planning board, or any other board, commission, committee, body or local authority established or exercising any power or authority under any general or special Act with respect to any of the affairs or purposes, including school purposes, of the Municipality of Mississippi Mills or any part or parts thereof;

“local services” means those services, facilities or things which are under the jurisdiction of the Municipality and are related to a plan of subdivision or within the area to which the plan relates in respect of the lands under Sections 41, 51 or 53 of the *Planning Act*, R.S.O. 1990, Chap. P.13, as amended, or any successor thereof;

“multiple dwellings” means all dwellings other than single-detached, semi-detached and apartment unit dwellings;

“municipal water and sewer serviced area” means all lands within the Community of Almonte or developments outside the Community of Almonte connecting into the municipal water and sewer system;

“Municipality” means the Corporation of the Municipality of Mississippi Mills;

“non-residential use” means a building or structure of any kind whatsoever used, designed or intended to be used for other than a residential use;

“Official Plan” means the Official Plan adopted for the Municipality, as amended and approved;

“owner” means the owner of land or a person who has made application for an approval for the development of land upon which a development charge is imposed’

“place of worship” means that part of a building or structure that is exempt from taxation as a place of worship under the *Assessment Act*, R.S.O. 1990, Chap. A.31, as amended, or any successor thereof;

“rate” means the interest rate established weekly by the Bank of Canada based on Treasury Bills having a term of 91 days;

“regulation” means any regulation made pursuant to the Act;

“residential dwelling” means a building, occupied or capable of being occupied as a home, residence or sleeping place by one or more persons, containing one or more dwelling units but not including motels, hotels, tents, truck campers, tourist trailers, mobile camper trailers or boarding, lodging or rooming houses;

“residential use” means the use of a building or structure or portion thereof for one or more dwelling units. This also includes a dwelling unit on land that is used for an agricultural use;

“row dwelling” means a building containing three or more attached dwelling units in a single row, each of which dwelling units has an independent entrance from the outside and is vertically separated from any abutting dwelling unit;

“semi-detached dwelling” means a dwelling unit in a residential building consisting of two dwelling units having one vertical wall or one horizontal wall, but not other parts, attached or another dwelling unit where the residential unit are not connected by an interior corridor;

“service” means a service designed in Schedule “A” to this by-law, and “services” shall have a corresponding meaning;

“servicing agreement” means an agreement between a landowner and the Municipality relative to the provision of municipal services to specified land within the Municipality;

“single detached dwelling unit” means a residential building consisting of one dwelling unit and not attached to another structure; and

“Town” means the area within the geographic limits of the Municipality of Mississippi Mills.

## **2. DESIGNATION OF SERVICES**

2.1 The categories of services for which development charges are imposed under this by-law are as follows:

(1) Services Related to a Highway;

- (2) Fire Protection Services;
- (3) Parks & Recreation Services;
- (4) Library Services;
- (5) Administration Services;
- (6) Child Care Services;
- (7) Wastewater Services;
- (8) Water Services;
- (9) Septage Services

2.2 The components of the services designated in section 2.1 are described in Schedule A.

### **3. APPLICATION OF BY-LAW RULES**

3.1 Development charges shall be payable in the amounts set out in this by-law where:

- (1) the lands are located in the area described in section 3.2; and
- (2) the development of the lands requires any of the approvals set out in subsection 3.4(1).

#### Area to Which By-law Applies

3.2 Subject to section 3.3, this by-law applies to all lands in the Municipality of Mississippi Mills whether or not the land or use thereof is exempt from taxation under s.13 or the *Assessment Act*.

3.3. Notwithstanding clause 3.2 above, this by-law shall not apply to lands that are owned by and used for the purposes of:

- (1) the Municipality or a local board thereof;
- (2) a board of education; or
- (3) the Corporation of the County of Lanark or a local board thereof;

#### Approvals for Development

3.4 (1) Development charges shall be imposed on all lands, buildings or structures that are developed for residential or non-residential uses if the development requires:

- (1) the passing of a zoning by-law or of an amendment to a zoning by-law under section 34 of the *Planning Act*;
- (2) the approval of a minor variance under section 45 of the *Planning Act*;
- (3) a conveyance of land to which a by-law passed under subsection 50(7) of the *Planning Act* applies;
- (4) the approval of a plan of subdivision under section 51 of the *Planning Act*;
- (5) a consent under section 53 of the *Planning Act*;

- (6) the approval of a description under section 50 of the *Condominium Act*, R.S.O. 1990, Chap. C.26, as amended, or any successor thereof; or
  - (7) the issuing of a permit under the *Building Code Act* in relation to a building or structure.
- (2) No more than one development charge for each service designated in subsection 2.1 shall be imposed upon any lands, buildings or structures to which this by-law applies even though two or more of the actions described in subsection 3.4(1) are required before the lands, buildings or structures can be developed.
  - (3) Despite subsection 3.4(2), if two or more of the actions described in subsection 3.4(1) occur at different times, additional development charges shall be imposed if the subsequent action has the effect of increasing the need for services.

## Exemptions

- 3.5 Notwithstanding the provisions of this by-law, development charges shall not be imposed with respect to:
  - (1) an enlargement to an existing dwelling unit;
  - (2) one or two additional dwelling units in an existing single detached dwelling; or
  - (3) one additional dwelling unit in any other existing residential building;
- 3.6 Notwithstanding section 3.5(2), development charges shall be imposed if the total gross floor area of the additional one or two units exceeds the gross floor area of the existing dwelling unit.
- 3.7 Notwithstanding section 3.5, development charges shall be imposed if the additional unit has a gross floor area greater than
  - (1) in the case of a semi-detached or row dwelling, the gross floor area of the existing dwelling unit; and
  - (2) in the case of any other residential building, the gross floor area of the smallest dwelling unit contained in the residential building.
- 3.8 Exemption for Industrial Development:
  - 3.8.1 Notwithstanding any other provision of this by-law, no development charge is payable with respect to an enlargement of the gross floor area of an existing industrial building where the gross floor area is enlarged by 50 percent or less.
  - 3.8.2 If the gross floor area of an existing industrial building is enlarged by greater than 50 percent, the amount of the development charge payable in respect of the enlargement is the amount of the development charge that would otherwise be payable multiplied by the fraction determined as follows:

- (1) determine the amount by which the enlargement exceeds 50 percent of the gross floor area before the enlargement;
- (2) divide the amount determined under subsection (1) by the amount of the enlargement

3.9 For the purpose of section 3.8 herein, “existing industrial building” is used as defined in the Regulation made pursuant to the Act.

3.10 Other Exemptions:

Notwithstanding the provision of this by-law, development charges shall not be imposed with respect to:

- (1) Industrial development;
- (2) Partial exemption from payment of 50% of the Municipal-wide service components of the charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for commercial and institutional development;
- (3) Buildings used as hospitals as governed by the *Public Hospitals Act*;
- (4) Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for the first two apartment units constructed above a commercial use within the downtown core of the Almonte Ward;
- (5) Partial exemption from payment of 50% of the Municipal-wide service components charge (i.e. roads and related, fire protection, parks and recreation, library, administration, and child care) for rental apartment development of 5 dwelling units or greater;
- (6) Partial exemption requiring the payment of only the water, wastewater and storm sewer components of the charge for all residential unit types constructed by or for charitable organizations, non-profit organizations and publicly funded non-profit housing and used for residential purposes;
- (7) Non-residential farm building used for a bona fide agricultural use; and
- (8) Partial exemption requiring the payment of only the water, wastewater and storm components of the charge for one (1) additional dwelling unit, located on a residential lot, containing an existing single detached dwelling.
- (9) Partial exemption requiring the payment of only the water, wastewater and storm components of the charge for one (1) additional dwelling unit, located on a residential lot, within or separated from a single detached dwelling.

Amount of Charges

Residential

3.11 The development charges set out in Schedule B shall be imposed on residential uses of lands, buildings or structures, including a dwelling unit accessory to a non-residential use and, in the case of a mixed use building or structure, on the residential uses in the mixed use building or structure, according to the type of residential unit, and calculated with respect to each of the services according to the type of residential use.

#### Non-Residential

3.12 The development charges described in Schedule B to this by-law shall be imposed on non-residential uses of lands, buildings or structures, and, in the case of a mixed use building or structure, on the non-residential uses in the mixed use building or structure, and calculated with respect to each of the services according to the total floor area of the non-residential use.

#### Reduction of Development Charges for Redevelopment

3.13 Despite any other provisions of this by-law, where, as a result of the redevelopment of land, a building or structure existing on the same land within 24 months prior to the date of payment of development charges in regard to such redevelopment was, or is to be demolished, in whole or in part, or converted from one principal use to another principal use on the same land, in order to facilitate the redevelopment, the development charges otherwise payable with respect to such redevelopment shall be reduced by the following amounts:

- (1) in the case of a residential building or structure, or in the case of a mixed-use building or structure, the residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charge under subsection 3.11 by the number, according to type, of dwelling units that have been or will be demolished or converted to another principal use; and
- (2) in the case of a non-residential building or structure or, in the case of mixed-use building or structure, the non-residential uses in the mixed-use building or structure, an amount calculated by multiplying the applicable development charges under subsection 3.12, by the gross floor area that has been or will be demolished or converted to another principal use;

provided that such amounts shall not exceed, in total, the amount of the development charges otherwise payable with respect to the redevelopment.

(3) the credits provided under this section do not apply based upon an existing or previously existing development, which is exempt under the provisions of this by-law.

3.13 If an owner or former owner has before September 29, 1999 paid all or any portion of a charge related to development pursuant to an agreement under Section 51 or 53 of the *Planning Act, 1990* or a predecessor thereof, with respect

to land within the area to which the Bylaw applies, a credit for the amount of the charge already paid shall be granted within the calculation of the development charge applied, provided a receipt of prior payment has been produced by the owner.

#### Time of Payment of Development Charges

- 3.14 Development charges imposed under this by-law are calculated, payable, and collected upon issuance of a building permit with respect to each dwelling unit, building or structure.
- 3.15 Despite section 3.15, Council from time to time, and at any time, may enter into agreements providing for all or any part of a development charge to be paid before or after it would otherwise be payable, in accordance with section 27 of the Act.

#### **4. PAYMENT BY SERVICES**

- 4.1 Despite the payment required under subsections 3.11 and 3.12, Council may, by agreement, give a credit towards a development charge in exchange for works for services to which a development charge relates under this by-law.

#### **5. INDEXING**

- 5.1 Development charges imposed pursuant to this by-law shall be adjusted annually, without amendment to this by-law, on January 1<sup>st</sup> of each year, in accordance with the prescribed index in the Act.

#### **6. SCHEDULES**

- 6.1 The following schedules shall form part of this by-law:
  - Schedule A - Components of Services Designated in section 2.1
  - Schedule B - Residential and Non-Residential Development Charges
  - Schedule C - Downtown Core Area within Almonte Ward

#### **7. CONFLICTS**

- 7.1 Where the Municipality and an owner or former owner have entered into an agreement with respect to land within the area to which this by-law applies, and a conflict exists between the provisions of this by-law and such agreement, the provisions of the agreement shall prevail to the extent that there is a conflict.
- 7.2 Notwithstanding section 7.1, where a development which is the subject of an agreement to which section 7.1 applies, is subsequently the subject of one or more of the actions described in subsection 3.4(1), an additional development

charge in respect of the development permitted by the action shall be calculated, payable and collected in accordance with the provisions of this by-law if the development has the effect of increasing the need for services, unless such agreement provides otherwise.

**8. SEVERABILITY**

8.1 If, for any reason, any provision of this by-law is held to be invalid, it is hereby declared to be the intention of Council that all the remainder of this by-law shall continue in full force and effect until repealed, re-enacted, amended or modified.

**9. DATE BY-LAW IN FORCE**

9.1 This by-law shall come into effect at 12:01 AM on January 1, 2019.

**10. DATE BY-LAW EXPIRES**

10.1 This by-law will expire at 12:01 AM on January 1, 2024 unless it is repealed by Council at an earlier date.

**11. EXISTING BY-LAW REPEALED**

11.1 By-law No. 14-65 is hereby repealed as of the date and time of this by-law coming into effect.

**BY-LAW** read, passed, signed and sealed in open Council this 18<sup>th</sup> day of September, 2018.

---

Shaun McLaughlin, Mayor

---

Shawna Stone, Clerk

**SCHEDULE "A" TO BY-LAW 18-8  
COMPONENTS OF SERVICES DESIGNATED IN SUBSECTION 2.1**

100% Eligible Services

Services Related to a Highway  
Fire Protection Services

90% Eligible Services

Administration Services  
Parks and Recreation Services  
Library Services  
Child Care Services

Municipal Water and Sewer Urban Serviced Area

Water Services  
Wastewater Services  
Stormwater Services

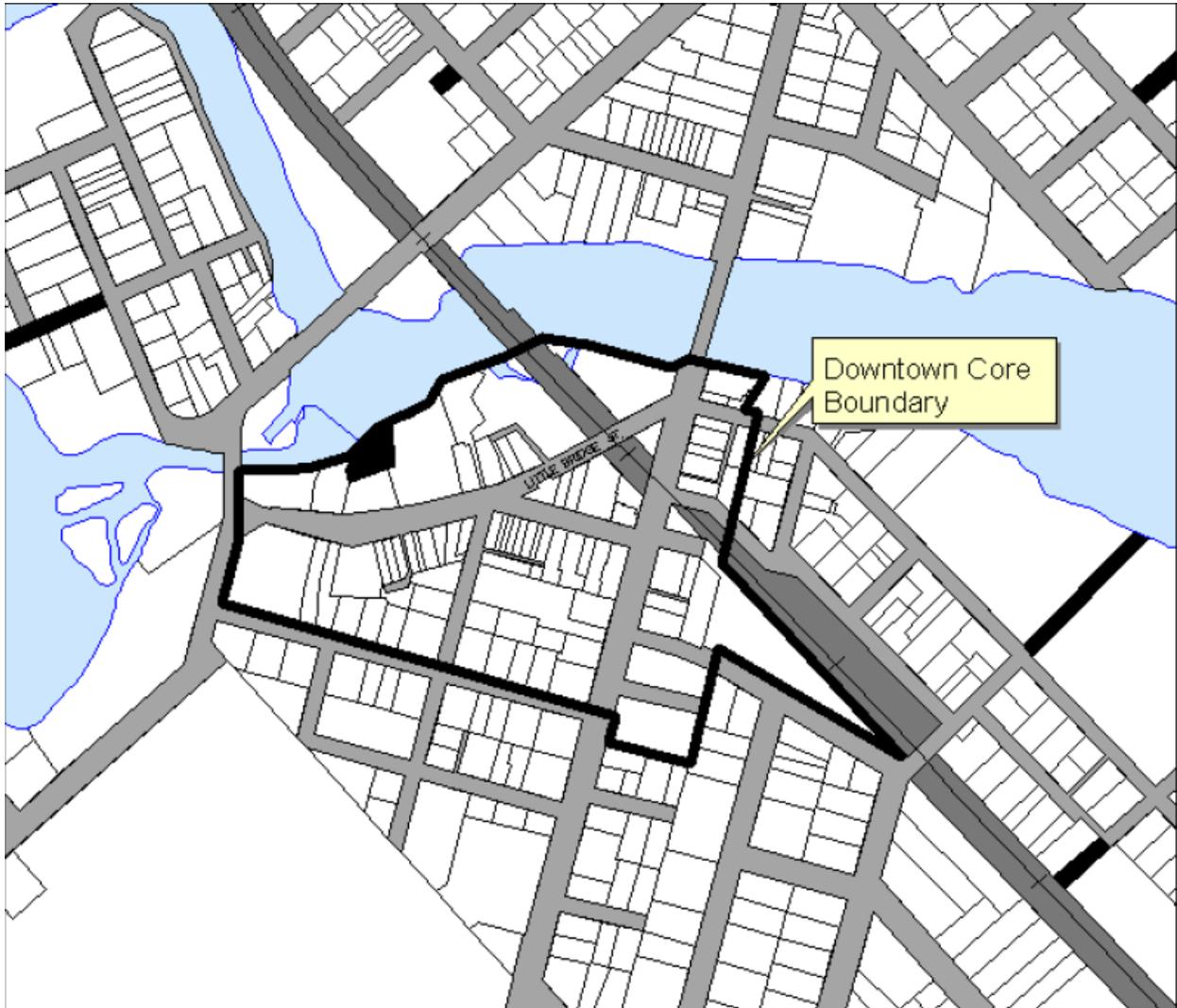
Municipal Rural Service Area

Septage Services

**SCHEDULE "B" TO BY-LAW 18-88  
SCHEDULE OF DEVELOPMENT CHARGES**

Service	RESIDENTIAL					NON-RESIDENTIAL
	Single and Semi-Detached Dwelling	Apartments - 2 Bedrooms +	Apartments - Bachelor and 1 Bedroom	Other Multiples	Special Care/Special Dwelling Units	(per sq. ft. of Gross Floor Area)
<b>Municipal Wide Services:</b>						
Services Related to a Highway	3,669	2,072	1,955	2,944	1,500	2.21
Fire Protection Services	90	51	48	72	37	0.05
Parks and Recreation Services	1,774	1,002	945	1,423	725	0.25
Library Services	1,005	568	536	806	411	0.14
Administration	66	37	35	53	27	0.04
Child Care	198	112	106	159	81	0.00
<b>Total Municipal Wide Services</b>	<b>6,802</b>	<b>3,842</b>	<b>3,625</b>	<b>5,457</b>	<b>2,781</b>	<b>2.69</b>
<b>Rural Services</b>						
Septage Services	77	43	41	62	31	0.05
<b>Total Rural Services</b>	<b>77</b>	<b>43</b>	<b>41</b>	<b>62</b>	<b>31</b>	<b>0.05</b>
<b>Urban Services</b>						
Wastewater Services	3,274	1,849	1,745	2,627	1,338	1.23
Water Services	4,454	2,516	2,373	3,573	1,821	1.03
<b>Total Urban Services</b>	<b>7,728</b>	<b>4,365</b>	<b>4,118</b>	<b>6,200</b>	<b>3,159</b>	<b>2.26</b>
<b>GRAND TOTAL RURAL AREA</b>	<b>6,879</b>	<b>3,885</b>	<b>3,666</b>	<b>5,519</b>	<b>2,812</b>	<b>2.74</b>
<b>GRAND TOTAL URBAN AREA</b>	<b>14,530</b>	<b>8,207</b>	<b>7,743</b>	<b>11,657</b>	<b>5,940</b>	<b>4.95</b>

**SCHEDULE "C" TO BY-LAW 18-88  
SCHEDULE OF DEVELOPMENT CHARGES**



# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## BY-LAW NO. 18-89

**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 'B' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Business Park 1 (E1-1) Zone to the "Business Park 2 (E1-2)" for the lands identified on the attached Schedule "A", which is described as Parts 5-10, inclusive, on Reference Plan 27R-9664, Being Concession 10 Part Lot 15 Ramsay, Almonte Ward, Municipality of Mississippi Mills.
2. That By-law No. 11-83, as amended, is hereby further amended by adding the following subsection to Section 27.3:

*27.3.2 Notwithstanding their "E1" zoning designation, on those lands delineated as "E1-2":*

*(i) the following uses shall not be permitted:*

- Residential uses
- Commercial storage

*(ii) the following shall be additional permitted uses:*

- Medical facility
- Showroom
- Equipment rental outlet
- Garden centre
- Education or training facilities
- Computer, electronic or data processing establishment
- Scientific or technological establishment
- Communication and information establishment
- Business and government services
- Public use
- Parking lot

3. 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 18<sup>th</sup> day of September, 2018.

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Shaun McLaughlin, Mayor

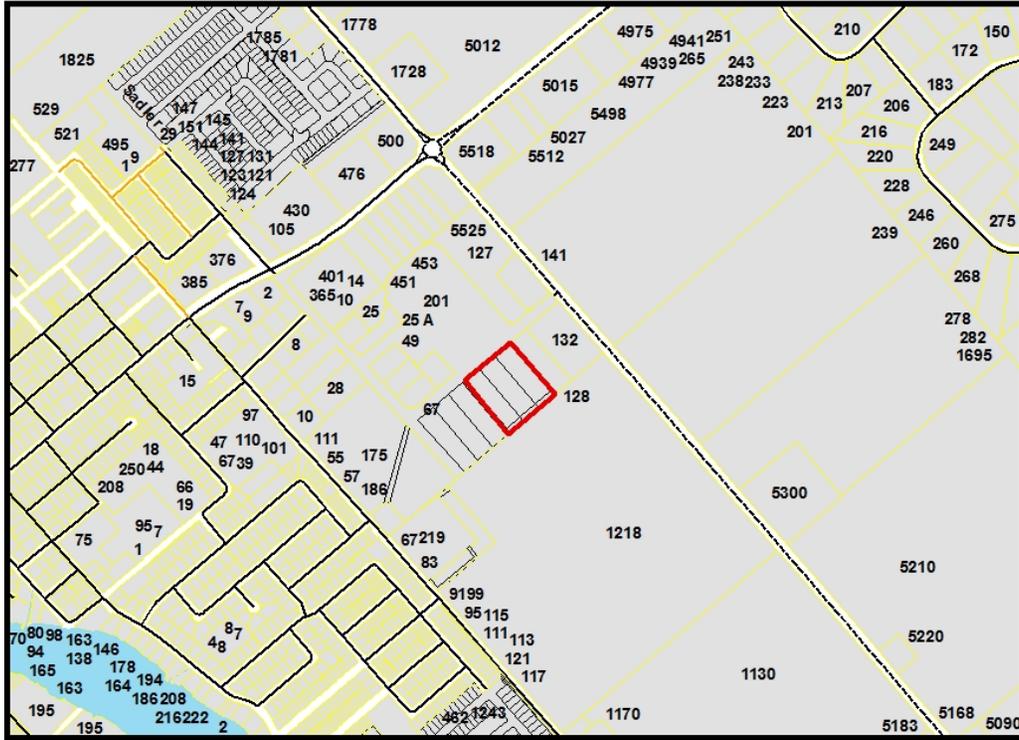
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Shawna Stone, Clerk

# SCHEDULE 'A' TO BY-LAW NO. 18-89



Zoning Amendment Application Z-05-18  
Pts 5-10 PLAN 27R9664; being Pt Lt 15 Concession 10 Ramsey  
Almonte Ward, Municipality of Mississippi Mills



**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**

**BY-LAW NO. 18-90**

**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 'B' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Rural (RU)" Zone to the "Rural Residential (RR)" Zone for the lands identified on the attached Schedule "A", which is described as Concession 10, Lot 11, Pakenham, being Subdivision Plan 101581, Municipality of Mississippi Mills.
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 18<sup>th</sup> day of September, 2018.

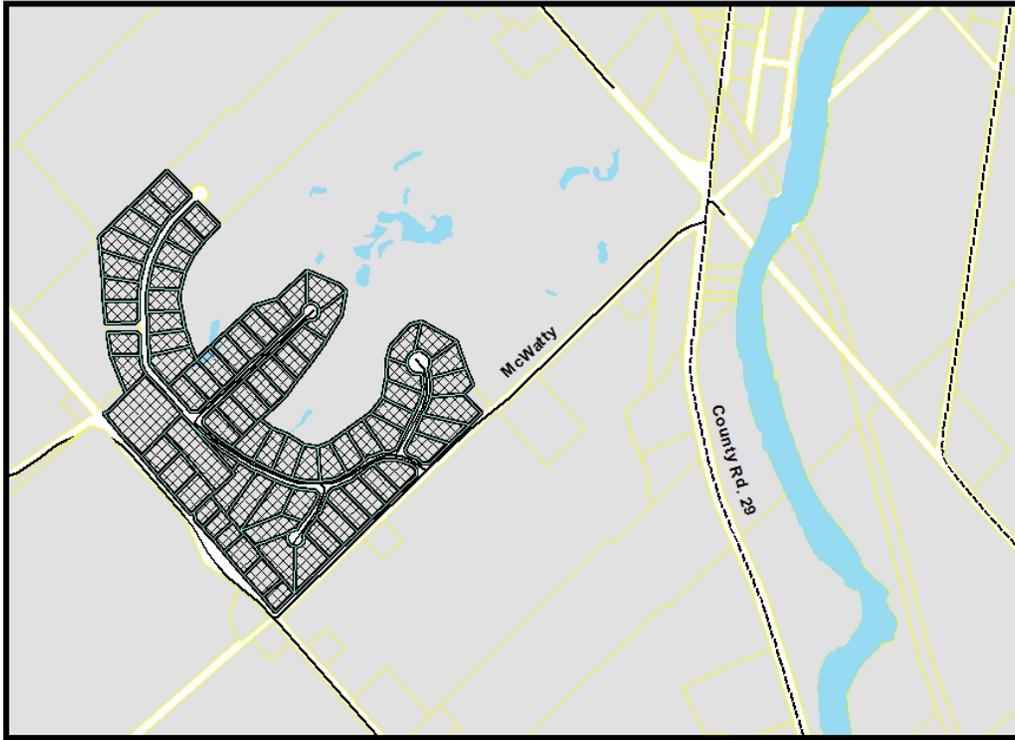
\_\_\_\_\_  
Shaun McLaughlin, Mayor

\_\_\_\_\_  
Shawna Stone, Clerk

**SCHEDULE 'A' TO BY-LAW NO. 18-90**



**Zoning Amendment Application Z-06-17  
Pakenham Highlands Golf and Country Club Subdivision  
Subdivision Plan 101581  
Pakenham Ward, Municipality of Mississippi Mills**





**Municipality of Mississippi Mills  
PENDING LIST  
September 18, 2018**

Title	Department	Comments/Status	Report to Council (Date)
MM2020	CAO	MM2020 Group to develop business plan	November
COP Registry	Planning	Quartly Updates	January
Live Streaming	Clerk	Investigate and recommend options	2019
Downtown Infrastructure Renewal	Public Works	Next steps - detailed Plans for Phases 1 and 2 to go to public meeting/PIC	TBD
Service Delivery Review	CAO	Final report (follow up from Aug 28 presentation)	TBD