



**Municipality of Mississippi Mills**

**COUNCIL AGENDA**

**Tuesday, August 14, 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. Road Allowances in Burnside Subdivision - proposed or pending acquisition or disposition of land by the municipality or local board (Municipal Act s. 239 (c)).
2. Update on Sale of Business Park Lot 25 - proposed or pending acquisition or disposition of land by the municipality or local board (Municipal Act s. 239 2(c)).
3. HR Matter - Personal matters about an identifiable individual, including municipal or local board employees (Municipal Act s. 239 2(b)) and labour relations or employee negotiations (Municipal Act s. 239 2(d)).

**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 June 26, July 6, and 26, 2018

Pages 6-22

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

None

**I. PUBLIC MEETINGS**

1. Zoning Amendment: 4620 Appleton Side Road Pages 23-26
2. Zoning Amendment: Housekeeping Amendment - All Wards Pages 27-53

**J. COMMITTEE OF THE WHOLE**

*Motion to resolve into Committee of the Whole.*

**(J.1) CONSENT ITEMS**

*Motion to receive:*

- Proclamation – George Eccles Day

Recommendation:

Whereas George C. Eccles was born in Ramsay Township and lived in Almonte;

Whereas, as a shipboard telegraph operator on August 27, 1909, he stayed at his post while his ship sank on a dark night;

Whereas his efforts to alert nearby ships saved the lives of 214 people, though he perished;

Whereas, he was given a hero's burial September 7, 1909, and then forgotten;

Whereas he deserves to be remembered for his sacrifice;

Therefore be it resolved that the Council of the Corporation of the Municipality of Mississippi Mills does hereby proclaim August 27<sup>th</sup> as George C Eccles Day.

**Minutes**

*Motion to receive:*

- Beautification – April 19 and May 24 Pages 54-60
- Library Board – April 25 and May 30 Pages 61-68
- CEDC – May 15 and June 5 Pages 69-74
- Gemmill Park – June 12 Pages 75-76
- Accessibility – June 19 Pages 77-78

*Motion to approve/support:*

a. CEDC

Page 74

Recommendation:

That Council support CEDC participating in the completion of surveys for the Business Retention and Expansion Project as part of the Lanark County Economic Development Strategic Planning Action Plans 2018-2020.

b. Accessibility

Page 78

Recommendation:

That Council support two temporary signs for Handicap Parking on Sundays only for the Community Presbyterian Church;

And that the Church be responsible for displaying and removing the signs on Sundays.

## (J.2) **REPORTS**

### **Recreation and Culture**

a. **Commemorative Bench, Tree, and Bike Rack Policy (Version 2)**

Pages 79-87

Recommendation:

That Council approve the Commemorative Bench, Tree and Bike Rack Policy as presented.

### **Planning and Development**

b. **Community Official Plan – Registry of Policy Standing Items**

Pages 88-94

Recommendation:

That the Community Official Plan Registry, dated August 14, 2018, be added to the Pending List for reporting on a quarterly basis;

And that Council confirm acceptance of the following deliverables to be commenced within the next 18 months:

- Environmental Impact Statements
- Secondary Growth Plan for the Village of Pakenham
- Affordable Housing Secondary Plan
- Public Consultation Strategy for Planning Applications

**c. Stop-up and Dispose of a Right of Way, Maitland St. Almonte Ward** Pages 95-97

Recommendation:

That Council pass a by-law to stop up part of the unopened road allowance known as Maitland Street on Plan 6262, Almonte Ward;

And that Council pass a resolution declaring part of Maitland Street on Plan 6262, Almonte Ward, to be surplus to needs of the Municipality;

And that the Mayor and Clerk are authorized to enter into an Agreement of Purchase and Sale with Arendt and McGaugh regarding the conveyance of the land for the purchase of a lot addition.

**d. Zoning Amendment, 36 Main St. (Aselford Development)** Pages 98-120

Recommendation:

That Council approve the necessary Zoning By-law Amendment to change the zoning of the property known municipally as 36 Main Street (legally: Lot 91A and 93A on Plan 6262, being Part 3 on Reference Plan 27R-9434) from Residential Second Density (R2) to Residential Third Density (R3-X) to permit "Planned Unit Development" as a permitted uses in accordance with the provisions of the R3 zone;

And that Council amend Section 5 of the Zoning By-law to introduce and define the use "Planned Unit Development" as follows: "A group of dwellings situated on the same lot and that share common facilities such as access to a public road, parking facilities, open space and recreational areas, and which are designed as an integral part of a residential complex".

**Finance and Administration**

**e. Appointments to the Joint Lanark County 2018 Election Compliance Audit Committee** Pages 121-123

Recommendations:

That Phil Hogan, Paul Howard and Al Lunney be appointed to the Joint Lanark County Compliance Audit Committee for the term December 1, 2018 to November 14, 2022 to deal with applications from the 2018 election and any by-elections during the next term of Council.

**(J.3) INFORMATION ITEMS**

- |  |               |
|--|---------------|
| • Mayor's Report                               | Page 124      |
| • County Councillors' Report                   | Pages 125-128 |
| • Mississippi Valley Conservation Authority    | None          |
| • Information List                             | Pages 129-146 |
| • Meeting Calendar ( <i>August/September</i> ) | Pages 147-148 |

**K. RISE AND REPORT**

*Motion to return to Council Session.*

Recommendation:

That the recommendations of the Committee of the Whole for the meeting of August 14, 2018 be adopted as resolutions of Council.

**L. BY-LAWS**

*That By-laws 18-71 to 18-73 be taken as read, passed, signed and sealed in Open Council.*

18-71 Council Remuneration

Pages 149-150

18-72 Stop-up and Dispose of a Right of Way, Maitland St., Almonte

Page 151

18-73 Zoning Amendment 36 Main St. (Aselford)

Pages 152-153

**M. OTHER/NEW BUSINESS**

[None]

**N. NOTICE OF MOTION****O. ANNOUNCEMENTS AND INVITATIONS****P. CONFIRMATORY BY-LAW – 18-74****Q. ADJOURNMENT**



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

**Council Meeting #15-18**

**MINUTES**

A regular meeting of Council was held on Tuesday, June 26, 2018 at 5:00 p.m. in the Council Chambers.

**A. CALL TO ORDER**

Mayor McLaughlin called the meeting to order at 5:02 p.m.

**B. CONSIDERATION OF A CLOSED SESSION**

**Resolution No. 313-18**

**Moved by Councillor Lowry**

**Seconded by Councillor Watters**

**THAT** the Ramsay Landfill Buffer Land Acquisition matter be reconsidered.

**CARRIED**

**Resolution No. 314-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Lowry**

**THAT** Council enter into an in camera session at 5:04 p.m. re: personal matters about an identifiable individual, including municipal or local board employees (Municipal Act s. 239 2(b)) - Update on HR Matter; personal matters about an identifiable individual, including municipal or local board employees (Municipal Act s. 239 2(b)) and litigation or potential litigation, including matters before administrative tribunals, affecting the municipality or local board (Municipal Act s. 239 2(e)) – Update on Ramsay Landfill Buffer Land Acquisition and Update on Insurance Matter.

**CARRIED**

**Resolution No. 315-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Abbott**

**THAT** Council return to regular session at 5:45 p.m.

**CARRIED**

**Rise & Report**

1. Update on Ramsay Landfill Buffer Land Acquisition

Staff direction was provided in camera.

2. Update on Insurance Matter

Received for information.

3. Update on HR Matter

Received for information.

**C. O CANADA**

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

**D. ATTENDANCE**

**PRESENT:**

Mayor Shaun McLaughlin  
Councillor Duncan Abbott  
Councillor John Edwards  
Councillor Denzil Ferguson  
Councillor Alex Gillis  
Councillor Christa Lowry  
Councillor Jill McCubbin  
Councillor Amanda Pulker-Mok  
Councillor Jane Torrance (arrived at 7:12 pm)  
Councillor Paul Watters  
Councillor Val Wilkinson

**ABSENT:**

Ken Becking, CAO  
Shawna Stone, Clerk  
Jennifer Russell, Acting Deputy Clerk  
Pascal Meunier, Fire Chief (left at 7:29 pm)  
Tiffany MacLaren, Community Economic & Cultural Coordinator (left at 7:34 pm)  
Guy Bourgon, Director of Roads and Public Works (left at 9:05 pm)  
Niki Dwyer, Director of Planning  
Rhonda Whitmarsh, Treasurer (left at 8:11 pm)

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**E. APPROVAL OF AGENDA**

**Resolution No. 316-18**

**Moved by Councillor Abbott**

**Seconded by Councillor Ferguson**

**THAT** the agenda be approved as amended, with the addition of By-Law 18-66 Delegated Authority Amendment.

**CARRIED**

**F. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**G. APPROVAL OF MINUTES****Resolution No. 317-18****Moved by Councillor Lowry****Seconded by Councillor Ferguson****THAT** the Council Minutes dated June 5 and 19, 2018 be approved as presented.**CARRIED****H. DELEGATION, DEPUTATIONS, AND PRESENTATIONS**

1. Presentation - Nancy Hall, Naismith Public School

The Mayor recognized Nancy Hall, Educational Assistant of the Year 2018.

**I. PUBLIC MEETINGS**

1. Andrew Grunda, Watson and Associates  
Re: Development Charges Background Study and By-law

The Mayor stated that this is a statutory public meeting for the purpose of giving the public the opportunity to make representations in respect of the proposed Development Background Charges Study and By-law.

Mr. Grunda provided an overview of the background study and by-law. The Chair invited members of the public to comment. The following members of the public spoke:

- Steve Maynard – question re: active transportation figures included in the study; growth projections
- John Levi – question re: growth projections; reasonable increase in DCs

**J. COMMITTEE OF THE WHOLE****Resolution No. 318-18****Moved by Councillor Gillis****Seconded by Councillor Ferguson****THAT** Council resolve into Committee of the Whole, with Councillor Lowry in the Chair.**CARRIED****J.1 CONSENT ITEMS**

Resignation of Fire Chief, Pascal Meunier

**Resolution No. 319-18****Moved by Councillor Wilkinson****Seconded by Councillor Edwards**

**THAT** Council accept the resignation of the Fire Chief, Pascal Meunier, with regret.

**CARRIED**

Retirement of Recreational Facilities Labourer, Michael Fraser

**Resolution No. 320-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Edwards**

**THAT** Council accept the retirement of Recreational Facilities Labourer, Michael Fraser.

**CARRIED**

CAO Report – June 2018

**Resolution No. 321-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Edwards**

**THAT** the CAO's Report – June 2018 be received.

**CARRIED**

Memo re: Fence Viewers

**Resolution No. 322-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Edwards**

**THAT** the Memo re: Fence Viewers be received.

**CARRIED**

Petition – Bicycle Lanes on Sadler Drive

In accordance with the Petition Policy, the Chair provided Gerry Belisle the opportunity to speak to the petition.

**Resolution No. 323-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Edwards**

**THAT** the Petition opposing the installation of bicycle lanes on Sadler Drive be received.

**CARRIED**

### **CONSIDERATION OF ITEM J.2.c**

1. Martin Street North Bicycle Lanes

**Resolution No. 324-18**

**Moved by Councillor McCubbin**

**Seconded by Councillor Ferguson**

**THAT** Council direct staff to install bicycle lanes on Martin Street North between Princess Street/Victoria Street and Teskey Street in accordance with the Partham Engineering design dated April 26, 2018;

**AND THAT** the Traffic and Parking By-law 02-27 be amended accordingly.

**CARRIED**

## 2. Sadler Drive Bicycle Lanes

No mover/seconded for the motion. Item not considered.

THAT Council direct staff to install bicycle lanes on Sadler Drive from the rear entrance of the commercial development to Horton Street in accordance with the Partham Engineering design dated April 26, 2018;

AND THAT the Traffic and Parking By-law 02-27 be amended accordingly

## Advisory Committee Minutes

### **Resolution No. 325-18**

**Moved by Councillor Pulker-Mok**

**Seconded by Councillor Wilkinson**

**THAT** the minutes of the following committees be received:

- MRPC – April 25, 2018
- Active Transportation (AT) – May 29, 2018
- Heritage Advisory – May 30, 2018
- Community Policing (CPAC) – March 6 & June 5, 2018

**CARRIED**

### a. Active Transportation

Action: The CAO to follow up with the OPP re: a safety and risk audit of County Road 29, from Grainger Road to Renfrew Street.

### b. Heritage Advisory

### **Resolution No. 326-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Edwards**

**THAT** Council approve the installation of 12 historical signs:

- Site of Mississippi Pride Cheese Factory
- Foundations of Robert Drury's "Harness Shop" and House c. 1850
- Robert Yule's Tailor Shop and House c. 1839
- Foundations of Thomas Leckie's General Store c. 1845
- Site of Original Log Schoolhouse
- Site of Methodist Church c. 1835

- Free Church Manse c.1845
- Foundations of Free Church c. 1845
- Site of Isaac Mansell's House
- School House c. 1856
- Auld Kirk Manse c. 1835
- Site of Old Town Hall c.1851; and
- Four settlement area signs (Galbraith, Uneeda, Bennies Corners, and Union Hall)

**AND THAT** the signs be funded from the Heritage Committee budget and installed by the Public Works Department.

**CARRIED**

## J.2 **STAFF REPORTS**

### **Fire**

- a. New Fire Safety Regulations

**Resolution No. 327-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Pulker-Mok**

**THAT** the Fire Chief's report, New Fire Safety Regulations under the Fire Protection and Prevention Act, 1997, dated June 26, 2018, be received for information.

**CARRIED**

### **Recreation and Culture**

- b. Funding for Museums

**Resolution No. 328-18**

**Moved by Councillor Edwards**

**Seconded by Councillor Gillis**

**THAT** Council recommend 2019 funding for the Mississippi Valley Textile Museum (MVTM) of \$65,089 plus 2.2%;

**AND THAT** Council recommend 2019 funding for the North Lanark Regional Museum (NLRM) at \$25,134 plus 2.2%;

**AND THAT** the above funding is to be used towards museum operations and receipt of this funding prohibits additional request for funds including requests for capital improvements;

**AND THAT** the Mississippi Valley Conservation Authority continue to receive funding allocations for both the R. Tait McKenzie Museum (RTMM) and the Dr. James Naismith Museum (JNM) in one payment of \$11,464.00 plus 2.2% for 2019;

**AND THAT** the newly elected council review the funding model.

**CARRIED**

**Public Works**

- c. Martin Street North and Sadler Drive Bicycle Lanes

Considered under J.1. following the petition.

- d. State Street and Martin Street Reconstruction – Easement between Martin Street South and Clyde Street

**Resolution No. 329-18****Moved by Councillor Ferguson****Seconded by Councillor Pulker-Mok**

**THAT** Council direct staff to proceed with conveying a small portion of lands along the property line from 125 Brougham Street to 69 Clyde Street as identified in the report from the Roads and Public Works Technologist dated June 26, 2018.

**CARRIED****Planning and Development**

- e. Zoning Amendment – Tuffin, 158 Mountain View Road

**Resolution No. 330-18****Moved by Councillor Ferguson****Seconded by Councillor Torrance**

**THAT** Council approve the necessary Zoning By-law Amendment to change the zoning of the retained agricultural parcel for part of the lands legally described as Concession 10, Part Lot 1, Pakenham Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception 30 (A-30)” Zone in order to reduce the minimum non-farm residential lot frontage from 45m (147.6ft) to 0m.

**CARRIED**

- f. Site Plan Control – McCabe, Single-detached Infill, Dunn Street

**Resolution No. 331-18****Moved by Councillor McCubbin****Seconded by Mayor McLaughlin**

**THAT** Council approve the site plans for the property described as Plan 6262, Cameron Section, Lot F, Plan 27R-10622, Part 3, Almonte Ward subject to their revision to the satisfaction of the Municipality’s Director of Roads & Public Works;

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

**CARRIED**

**Finance and Administration**

- g. Council Compensation Review (referred from June 5, 2018)

**Resolution No. 332-18****Moved by Mayor McLaughlin****Seconded by Councillor Gillis****THAT** the Deputy Mayor be provided with a cell phone funded by the Municipality;**AND THAT** the Association and Convention budget for Council be established at \$3,000 per member effective January 1, 2019;**AND THAT** an "In Lieu of Benefits" account be established for each Council member of \$500 for health care and dental expenses that will be administered by the Treasurer and reimbursed based on submitted receipts effective January 1, 2019.**CARRIED****Resolution No. 333-18****Moved by Councillor Gillis****Seconded by Councillor Edwards****THAT** the annual salary be established for the Mayor at \$34,140, the Deputy Mayor at \$22,778 and Councillors at \$18,935, effective December 1, 2018, with a Mayor's discretionary fund of \$3,500.**CARRIED**

- h. Delegated Authority By-law Amendment

**Resolution No. 334-18****Moved by Mayor McLaughlin****Seconded by Councillor Ferguson****THAT** That the Delegated Authority By-law 13-18 be amended to read:

14. The Statutory Officers consisting of the CAO, the Clerk and the Treasurer, acting as a collective, shall have the authority to take action, where necessary, on certain restrictions listed in Section 275 (3) of the *Municipal Act, 2001* during the 2018 "lame duck" period:

The disposition of any real or personal property of the municipality which has a value exceeding \$50,000 at the time of disposal;

- The hiring or dismissal of any employee of the municipality; and
- Making any expenditure or incurring any other liability which exceeds \$50,000

In addition, the CAO may consult with the Municipal Solicitor, where appropriate, prior to exercising that delegated authority; and the CAO on behalf of the group will advise Council in writing prior to exercising that delegated authority.

**CARRIED**

## i. MM2020

**Moved by Councillor Watters**  
**Seconded by Mayor McLaughlin**

**THAT** Council continue to support the efforts of MM2020 through the funding allocated in the 2018 budget;

**AND THAT** Council support the use of these funds for the development of a business plan and financial plan by MM2020 to provide improved cellular and broadband services in the rural areas of the Municipality.

*Motion to amend*

**Resolution No. 335-18**

**Moved by Councillor Edwards**  
**Seconded by Councillor Gillis**

Insert: with a contingency fund of up to \$10,000

**CARRIED**

**Resolution No. 336-18**

**THAT** Council continue to support the efforts of MM2020 through the funding allocated in the 2018 budget, with a contingency fund of up to \$10,000;

**AND THAT** Council support the use of these funds for the development of a business plan and financial plan by MM2020 to provide improved cellular and broadband services in the rural areas of the Municipality.

**CARRIED**

## j. Ottawa Valley Rail Trail (OVRT)

**Resolution No. 337-18**

**Moved by Councillor Edwards**  
**Seconded by Councillor Ferguson**

**THAT** Council receive the report on the Ottawa Valley Rail Trail (OVRT) from the CAO dated June 26, 2018, as information.

**CARRIED**

Action items:

- Staff to contact the County re: changing the bridge railings from the proposed wood design to galvanized steel and the associated costs.
- Staff to investigate the option of paving a portion of the trail within Almonte and the associated costs; Ann Street area access; fence at the library; signage; boulders at trail entrances to prevent ATVs from accessing residential streets.

**Resolution No. 338-18****Moved by Councillor Edwards****Seconded by Councillor Ferguson****THAT** the rules be suspended to extend the meeting until 9:45 p.m.**CARRIED****J. 3 INFORMATION ITEMS****• Mayor's Report**

[None]

**• County Councillors' Report**

Highlights: new tourism strategy; Harvest Festival; audited financial statements presented; Lanark County Housing Corporation restructure.

**• Mississippi Valley Conservation Report**

Highlights: Board Minutes May 16, 2018.

**• Information List****Resolution No. 339-18****Moved by Councillor Ferguson****Seconded by Councillor Watters****THAT** Information List 09-18 be received.**CARRIED****• Meeting Calendars**

June / July (summer recess)

**K. RISE AND REPORT****Resolution No. 340-18****Moved by Councillor McCubbin****Seconded by Councillor Abbott****THAT** the Committee rise and return to Council to receive the report on the proceedings of the Committee of the Whole.**CARRIED****Resolution No. 341-18****Moved by Councillor Gillis****Seconded by Councillor Abbott****THAT** the recommendations of the Committee of the Whole for the meeting of June 26, 2018 be adopted as resolutions of Council;**AND THAT** Item J.2.c.1. be pulled to be voted on separately.**CARRIED**

Item J.2.c.1.

[Resolution No. 324-18]

**THAT** Council direct staff to install bicycle lanes on Martin Street North between Princess Street/Victoria Street and Teskey Street in accordance with the Partham Engineering design dated April 26, 2018;

**AND THAT** the Traffic and Parking By-law 02-27 be amended accordingly.

**CARRIED 8-3**

Councillor Watters requested a recorded vote.

Yeas: Mayor McLaughlin, Councillors Edwards, Gillis, Lowry, McCubbin, Pulker-Mok, Torrance, Wilkinson

Nays: Councillors Abbott, Ferguson, and Watters

**L. BY-LAWS**

**Resolution No. 342-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Edwards**

**THAT** By-laws 18-62 to 18-67 be taken as read, passed, signed and sealed in Open Council;

**AND THAT** By-law 18-61 be pulled to be voted on separately.

**CARRIED**

By-Law 18-61

**Resolution No. 343-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Lowry**

**THAT** By-law 18-61, being a by-law to appoint an Interim Fire Chief for the Municipality of Mississippi Mills.

**CARRIED**

By-Law 18-62

**Resolution No. 344-18**

**THAT** By-law 18-62, being a by-law to appoint Fence Viewers and for fixing their remuneration.

**CARRIED**

By-Law 18-63

**Resolution No. 345-18**

**THAT** By-law 18-63, being a by-law to authorize the sale of certain lands described as Part Lot 15, Concession 10, being Lot 24 as identified on the concept plan of the Business Park lands located on the south side of Industrial Drive, Almonte Ward (Part of PIN 05090-0231).

**CARRIED**

By-Law 18-64

**Resolution No. 346-18**

**THAT** By-law 18-64, being a by-law to remove certain lands from the Part Lot Control provisions of the *Planning Act*, R.S.O. 1990, Chapter P.13 (the 'Act'), for the lands municipally known as Mill Run Phase 3a, Honeyborne Street.

**CARRIED**

By-Law 18-65

**Resolution No. 347-18**

**THAT** By-law 18-65, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills for the lands municipally known as 158 Mountain View Road, Pakenham.

**CARRIED**

By-Law 18-66

**Resolution No. 348-18**

**THAT** By-law 18-66, being a by-law to amend Delegation of Authority By-law 13-18 (Section A.14. authority during lame duck period).

**CARRIED**

By-Law 18-67

**Resolution No. 349-18**

**THAT** By-law 18-67, being a by-law to adopt Amendment No. 21 to the Mississippi Mills Community Official Plan.

**CARRIED**

**Resolution No. 350-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Lowry**

**THAT** it is recommended that the next term of council consider a review of the Community Official Plan, within two years, based on identified issues in the registry maintained by the Director of Planning.

**CARRIED**

**M. OTHER/NEW BUSINESS**

[None]

**N. NOTICE OF MOTION**

[None]

**O. ANNOUNCEMENTS AND INVITATIONS**

Claytonfest July 21<sup>st</sup>; Almonte Fair July 13<sup>th</sup> – 15<sup>th</sup>.

**P. CONFIRMATORY BY-LAW**

By-law 18-68

**Resolution No. 351-18**

**Moved by Councillor Abbott**

**Seconded by Councillor McCubbin**

**THAT** By-law 18-68, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its regular meeting held on the 26<sup>th</sup> day of June 2018, be read, passed, signed and sealed in Open Council this 26<sup>th</sup> day of June 2018.

**CARRIED**

**Q. ADJOURNMENT**

**Resolution No. 352-18**

**Moved by Councillor Wilkinson**

**Seconded by Councillor Lowry**

**THAT** the meeting be adjourned at 9:20 p.m.

**CARRIED**

\_\_\_\_\_  
Shaun McLaughlin  
MAYOR

\_\_\_\_\_  
Shawna Stone  
CLERK



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

**Special Council Meeting #16-18**

**MINUTES**

A special meeting of Council was held on Friday, July 6, 2018 at 1:00 p.m. in the Council Chambers.

**A. CALL TO ORDER**

Mayor McLaughlin called the meeting to order at 1:00 p.m.

**B. ATTENDANCE**

**PRESENT:**

Mayor Shaun McLaughlin  
Councillor Christa Lowry  
Councillor Denzil Ferguson  
Councillor Alex Gillis  
Councillor Amanda Pulker-Mok  
Councillor Val Wilkinson  
Councillor John Edwards  
Councillor Duncan Abbott  
Councillor Jill McCubbin  
Councillor Jane Torrance

**ABSENT:**

Councillor Paul Watters

Jeanne Harfield, Deputy Clerk  
Ken Becking, CAO (left at 1:31, returned at 3:43 left at 4:30)

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**C. APPROVAL OF AGENDA**

**Resolution No. 353-18**  
**Moved by Councillor Ferguson**  
**Seconded by Councillor Abbott**  
**THAT** the agenda be approved as presented.

**CARRIED**

**D. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**E. CONSIDERATION OF A CLOSED SESSION**

**Resolution No. 354-18**  
**Moved by Councillor Gillis**  
**Seconded by Councillor Ferguson**

**THAT** Council enter into an in camera session at 1:05 p.m. re: proposed or pending acquisition or disposition of land by the municipality or local board (Municipal Act s. 239 2(c)) – Sale of Business Park Land Lot 25; and personal matters about an identifiable individual, including municipal or local board employees (*Municipal Acts* s. 239 2(b)), and labour relations or employee negotiations (*Municipal Acts* s. 239 2(d)) – HR Matter.

**CARRIED**

**Resolution No. 355-18**

**Moved by Councillor Edwards**

**Seconded by Councillor Lowry**

**THAT** Council return to regular session at 5:30 p.m.

**CARRIED**

**Rise & Report**

1. Sale of Business Park Lot 25

Staff direction was provided in camera.

2. HR Matter

Discussion purposes only.

**F. CONFIRMATORY BY-LAW**

By-law 18-69

**Resolution No. 356-18**

**Moved by Councillor Edwards**

**Seconded by Councillor Ferguson**

**THAT** By-law 18-69, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its special meeting held on the 6<sup>th</sup> day of July, 2018, be read, passed, signed and sealed in Open Council this 6<sup>th</sup> day of July, 2018.

**CARRIED**

**G. ADJOURNMENT**

**Resolution No. 357-18**

**Moved by Councillor Gillis**

**Seconded by Councillor Abbott**

**THAT** the meeting be adjourned at 5:33 p.m.

**CARRIED**

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Shaun McLaughlin  
MAYOR

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Jeanne Harfield  
DEPUTY CLERK



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

**Special Council Meeting #17-18**

**MINUTES**

A special meeting of Council was held on Friday, July 26, 2018 at 10:00 a.m. in the Council Chambers.

**A. CALL TO ORDER**

Mayor McLaughlin called the meeting to order at 10:00 a.m.

**B. ATTENDANCE**

**PRESENT:**

Mayor Shaun McLaughlin  
Councillor Christa Lowry  
Councillor Denzil Ferguson  
Councillor Alex Gillis  
Councillor Amanda Pulker-Mok  
Councillor Val Wilkinson  
Councillor John Edwards  
Councillor Duncan Abbott  
Councillor Jill McCubbin  
Councillor Jane Torrance  
Councillor Paul Watters

**ABSENT:**

Jeanne Harfield, Deputy Clerk

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**C. APPROVAL OF AGENDA**

**Resolution No. 358-18**  
**Moved by Councillor Ferguson**  
**Seconded by Councillor McCubbin**  
**THAT** the agenda be approved as presented.

**CARRIED**

**D. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**E. CONSIDERATION OF A CLOSED SESSION**

**Resolution No. 359-18**  
**Moved by Councillor Abbott**  
**Seconded by Councillor Wilkinson**

**THAT** Council enter into an in camera session at 10:00 a.m. re: and personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act*s. 239 2(b)), and labour relations or employee negotiations (*Municipal Act*s. 239 2(d)) – HR Matter.

**CARRIED**

**Resolution No. 360-18**

**Moved by Councillor Abbott**

**Seconded by Councillor Edwards**

**THAT** Council return to regular session at 2:08 p.m.

**CARRIED**

**Rise & Report**

1. HR Matter

Direction was provided in camera.

**F. CONFIRMATORY BY-LAW**

By-law 18-70

**Resolution No. 361-18**

**Moved by Councillor Lowry**

**Seconded by Councillor Torrance**

**THAT** By-law 18-70, being a by-law to confirm the proceedings of the Council of the Corporation of the Municipality of Mississippi Mills at its special meeting held on the 26<sup>th</sup> day of July, 2018, be read, passed, signed and sealed in Open Council this 26<sup>th</sup> day of July, 2018.

**CARRIED**

**G. ADJOURNMENT**

**Resolution No. 362-18**

**Moved by Councillor Ferguson**

**Seconded by Councillor Abbott**

**THAT** the meeting be adjourned at 2:10 p.m.

**CARRIED**

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Shaun McLaughlin  
MAYOR

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Jeanne Harfield  
DEPUTY CLERK

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## BACKGROUND REPORT

**DATE:** August 14, 2018  
**TO:** Committee of the Whole  
**FROM:** Andrew Scanlan Dickie, Junior Planner  
**SUBJECT:** **BACKGROUND REPORT – ZONING BY-LAW AMENDMENT Z-03-18  
Concession 11, Part Lot 8 & Concession 11, West Part Lot 8  
Ramsay Ward, Municipality of Mississippi Mills  
4620 Appleton Side Road**  
**OWNER(s):** Terrence Edmund Cairns & Carolyn Esther Cairns  
**APPLICANT:** ZanderPlan Inc.

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### **BACKGROUND**

In February 2018, a surplus-farm dwelling consent application – B18/005 – was submitted to Lanark County and the Municipality of Mississippi Mills for the property legally known as the consolidation of Concession 11, Part Lot 8 and Concession 11, West Part Lot 8, Ramsay Ward, Municipality of Mississippi Mills. The surplus dwelling severance request was for ±4.05ha (10.01ac), which the Municipality requested the County reduce to half that size. The requested size was provisionally approved in April 2018, with a requirement that the landowners fulfil conditions set by the Municipality, one of which is to amend the zoning of the now vacant agricultural parcel to prohibit the construction of a dwelling. The associated Community Official Plan policy (Section 3.2.7) states the following:

*The [Municipality] shall impose a condition on the severance of the surplus farm dwelling which shall require a zoning by-law amendment prohibiting the construction of a new residential dwelling on the farm land parcel rendered vacant as a result of the severance.*

Consequently, the zoning of the property must be amended from “Agricultural (A)” to “Agricultural Exception 30 (A-30).”

### **PURPOSE AND EFFECT**

The purpose and intent of the Zoning By-law Amendment is to change the zoning from Agriculture (A) to Agriculture Exception 30 (A-30) to fulfil a condition for the severance of a surplus farm-dwelling property. As per the Community Official Plan, the rezoned property – vacant agricultural land – would not be permitted to have a new dwelling constructed on it. The amendment would also address the existing lot size deficiency to legally permit an agricultural use.

### **DESCRIPTION OF SUBJECT LANDS**

The subject lands are located between the Town of Almonte and Village of Appleton boundaries within the Ramsay Ward. The lands are described as both Concession 11,

Part Lot 8 and Concession 11, West Part Lot 8, and are known locally as 4620 Appleton Side Road. The surplus farm dwelling lot size is ±4.05ha (10.01ac) and the retained property, to be rezoned, is ±36.76ha (90.84ac). Each lot would have ±168.4m (552.5ft) and ±439.1m (1,440.6ft) of frontage, respectively. Neighbouring lands are predominantly agricultural.

### **SERVICING & INFRASTRUCTURE**

The properties, severed and retained, are exterior of the Almonte Ward’s municipal services boundary. Consequently, the farm dwelling utilizes private water and septic. The subject lands are accessed from Old Almonte Road, a municipally owned and maintained road.

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

Both the retained and severed properties are, and will continue to be, designated as “Agriculture” under the Community Official Plan. Permitted uses include agriculture, agriculturally related businesses, forestry, a residential dwelling, and home-based businesses.

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

The subject lands are presently zoned “Agriculture (A)” within the Comprehensive Zoning By-law #11-83. As required by consent application B17/097, the vacant farm property must be rezoned to “Agriculture Exception 30 (A-30)” to prohibit the construction of a dwelling, thereby ensuring that said property is used solely for agriculture. Further, the rezoning would acknowledge the change in lot area and would thus impose a minimum lot area provision of 21.03ha (51.96ac) for an agricultural use. A draft by-law for the rezoning is as follows:

#### **11.3 Special Provisions**

- 11.3.X *Notwithstanding their ‘A’ Zoning designation, on those lands delineated as ‘A-30’ on Schedule ‘A’ to this By-law, may be used in compliance with the A zone provisions contained in this by-law, excepting however, that:*
- i) all residential uses are prohibited; and*
  - ii) the minimum combined lot area of the retained lands resulting from Consent Application B18/005 shall be 36.7ha*

All of which is respectfully submitted by,

Reviewed by,



Andrew Scanlan Dickie  
Junior Planner



Miki Dwyer, MCIP, RPP  
Director of Planning

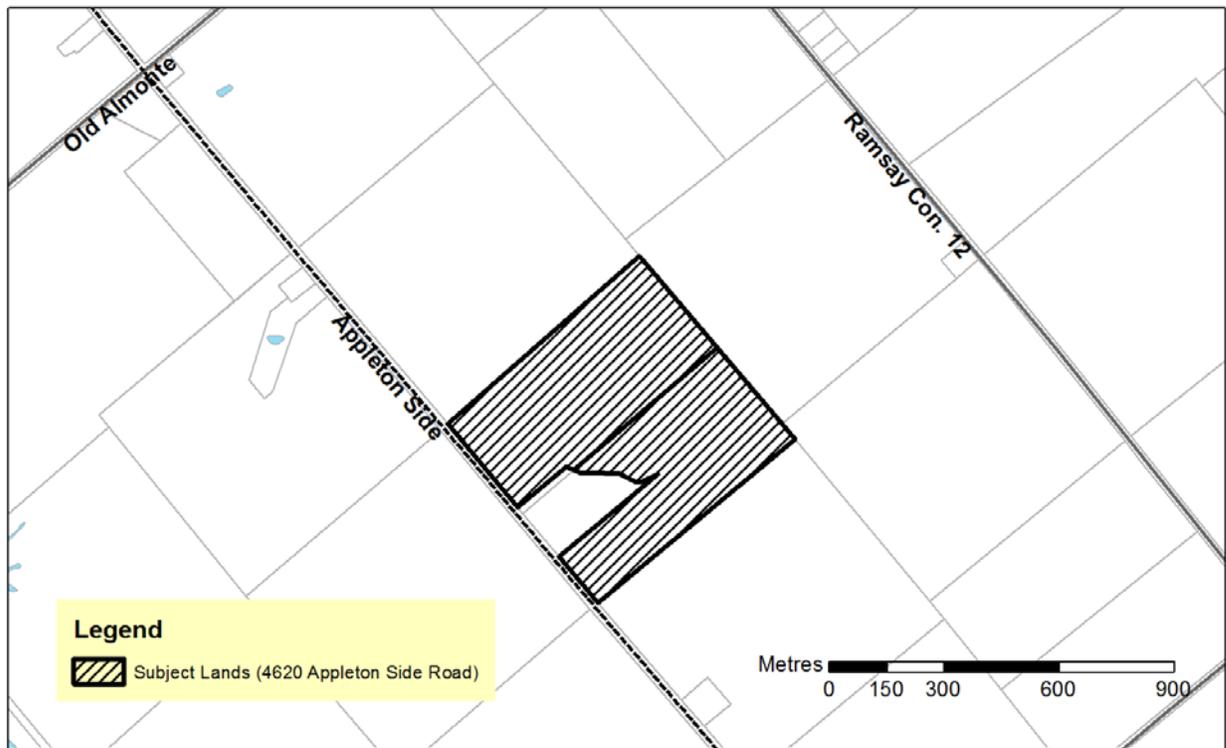
Attachments:

- Schedule A – Location Map
- Schedule B – Property Sketch

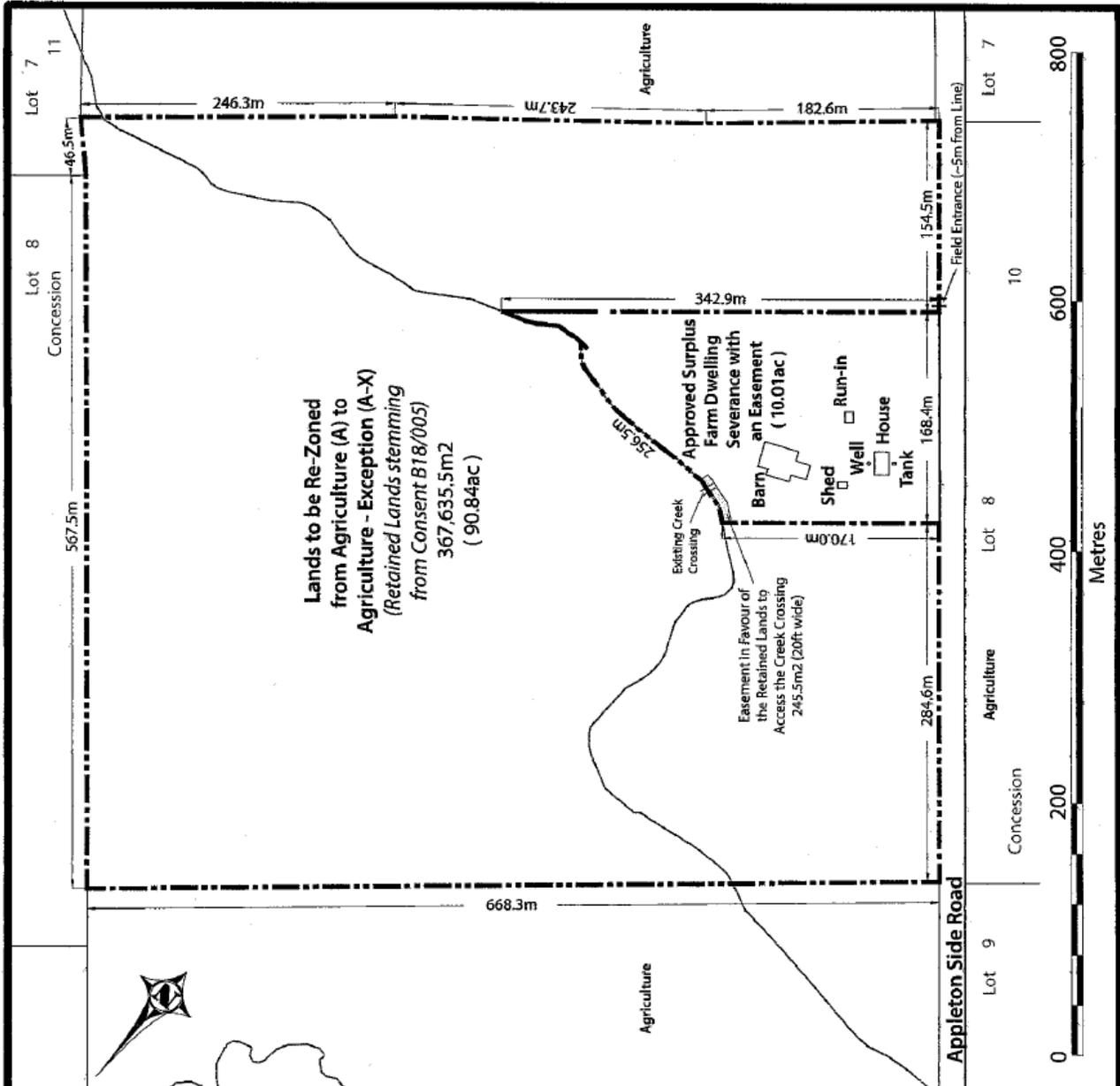
**SCHEDULE A – Location Map**



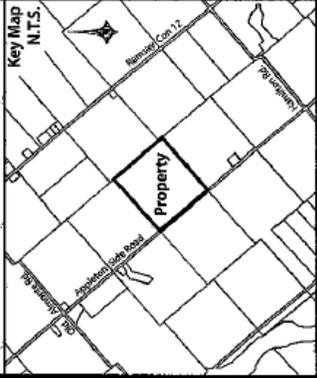
**Zoning By-law Amendment Application D14-ZIE-18; Z-03-18  
Concession 11, Part Lot 8 & Concession 11, West Part Lot 8  
Ramsay Ward, Municipality of Mississippi Mills  
Municipally known as 4620 Appleton Side Road**



# SCHEDULE B – Property Sketch



**Cairns Zoning By-Law Amendment Sketch**  
 4620 Appleton Side Road  
 Southern Half of Lot 8, Concession 11  
 Geographic Township of Ramsay  
 Town of Mississippi Mills  
 County of Lanark



**Legend**

- Watercourses
- Lands to be Re-Zoned

**Notes:**

- The proposed re-zoning is a condition of Consent Application B18/005 to prohibit a future dwelling on the Retained Lands and to recognize the slightly deficient lot area of 90.84 acres for a lot in the Agriculture (A) Zone.
- Location of the watercourse / drain derived from available aerial mapping of the property.
- Southeast lot line of the subject property derived from Plan 27R - 9948 completed by W. J. Winston Surveying Ltd. in January 2011. All other dimensions are approximate and not based on a survey plan.

**ZONDERPLAN**  
 Your rural land planning experts  
 Version Date: May 16, 2018

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## BACKGROUND REPORT

**DATE:** August 14, 2018  
**TO:** Committee of the Whole  
**FROM:** Andrew Scanlan Dickie – Junior Planner  
**SUBJECT:** **BACKGROUND REPORT – ZONING BY-LAW AMENDMENT Z-06-17  
Housekeeping Amendment – All Wards**

**APPLICANT:** Municipality of Mississippi Mills

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### **BACKGROUND**

The Municipality approved the current Zoning By-law, being the Comprehensive Zoning By-law #11-83, in 2011. Since then, various applications to amend zoning within Mississippi Mills have been submitted and approved by Municipal Council. Although these changes exist individually in Municipal records and internal mapping data is routinely updated, the Municipality has not consolidated said changes into a comprehensive document since the adoption of the original Zoning By-law. In an effort to release current and updated information to the public, the Municipality has initiated a consolidation of all amendments since the 2011 adoption. In doing so, the Municipality has realized that there is an accumulation of discrepancies and redundancies (primarily related to formatting and organization) that exist within approved amendments.

In order to release a consolidated copy of the Zoning By-law, the Municipality must amend those identified discrepancies. Staff has initiated a 'Housekeeping Amendment' to make the necessary changes. Recognizing the opportunity to address other longstanding inconsistencies, Staff have also expanded the scope of the review to edit and clarify policies for consistent interpretation.

### **PURPOSE AND EFFECT**

The purpose of the Zoning By-law Amendment is to correct and update several provisions within the Comprehensive Zoning By-law in order to: (1) clear up discrepancies and redundancies that have yet to be rectified since the By-law's passing in 2011; (2) revise language to add clarity and realign provisions with their original intent; and (3) add provisions and permitted uses to be consistent with Provincial Policy. The ultimate goal is to re-organize the document to facilitate the Municipality producing an up-to-date consolidated By-law for public use.

### **DESCRIPTION OF SUBJECT LANDS**

The amendment involves changes to various sections of the Comprehensive Zoning By-law #11-83 that are both site-specific and general to the entire Municipality. For those site-specific changes, please refer to the list of Housekeeping Amendments in Schedule A and the subsequent property maps in Schedule B.

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

Lands subject to changes belong to many Municipal land use designations. However, the proposed changes remain consistent with the Community Official Plan, with no intentions to amend sections of the COP concurrently.

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

The proposed Housekeeping amendment involves 83 individual items for consideration. The primary goal is to make changes that facilitate re-organizing and re-formatting the By-law document to provide a properly updated copy to the public for their review and use. However, the Municipality proposes additional changes to the By-law to reflect inconsistencies noticed through its implementation since adoption in 2011. The major types of amendments made to the document are summarized as follows:

### **CHANGES TO DEFINITIONS**

Items numbered 3 to 26 in Schedule A refer to those proposed changes that elect to add, remove, or amend definitions listed within Section 5 of the Comprehensive Zoning By-law. In reviewing these definitions, Staff recognized that there are several redundancies, missing definitions, and an opportunity to edit language to increase their clarity and appropriateness for implementation in Mississippi Mills in 2018.

### **CHANGES TO GENERAL PROVISIONS**

Items 1, 2, and 27 to 57 in Schedule A refer to various amendments to provisions found in Sections 4 to 9 (inclusive). Much like the Definitions section, there are several redundancies that the Municipality should address and areas for improvement to add both flexibility to residents, and to the Building and Planning departments. Examples include: item #2 – amending references from the ‘Ontario Municipal Board’ to the ‘Local Planning Appeal Tribunal’; item #27 – amending Section 6.1 to include a new subsection that exempts uncovered, unenclosed decks adjacent to a doorway from counting as an accessory structure; item #38 – adding provisions that clearly indicate what standards ‘Accessory Apartments’ in the rural areas (approved as a use in 2017) must abide by; and item #49 – amending language to no longer prohibit the storage of recreational vehicles in the rural areas granted that specific requirements are met. For the entire list of amendments, please refer to Schedule A of this document.

### **CHANGES TO ZONE PROVISIONS**

Items 58, 60, 61, 63, 64, 69, 70, 75, and 78 to 80 in Schedule A refer to amendments made to current zones that either add uses, eliminate empty references, or address areas for improvement. Examples include: item #60 – amending the purpose of the R1 zone to no longer refer to Subzone AA, which does not exist; item #64 – removing footnotes within Table 14.2A of the R2 Zone which result in prohibitive minimum requirements that are sensibly incorrect; and item #79 – increasing requirements for buffering garbage containers with opaque fencing in commercial areas to minimize visual impacts on neighbouring properties. For the entire list of amendments, please refer to Schedule A of this document.

### **CHANGES TO SPECIAL EXCEPTION ZONES – ORGANIZATION MATTERS**

Since the adoption of the current Comprehensive Zoning By-law in 2011, Municipal Council has reviewed and approved various amendments. However, no consolidation

has occurred between then and now, meaning Staff and residents did not have a centralized resource to refer to. Consequently, Staff often used zoning labels within approved by-laws that had already been used prior. For instance, the Municipality approved an R2-14 Zone in 2012 to permit a Country Inn, while it also approved another R2-14 Zone in 2015 to allow a semi-detached dwelling with a reduced front yard setback. This causes interpretation issues – particularly for those who do not have immediate access to the related by-laws – when trying to determine which ‘R2-14’ Zone refers to what amendment on a map.

To address the issue, Staff proposes relabeling multiple existing special exceptions zones (items 59, 65 to 68, 71 to 74, 82, and 83) to make the interpretation of the By-law easier. Said changes will have no impact on the actual wording of the provisions (except for those items referred to in the next heading). The most significant changes related to the amendments are to mapping, which must be updated before making a final consolidated document available to the public.

### **CHANGES TO SPECIAL EXCEPTION ZONES – ERRORS**

Items 62 and 81 in Schedule A address specific discrepancies between what was approved by Council and what is reflected in the subsequent By-law. Those lands affected by the discrepancies are set to develop in the near future and thus require immediate attention to ensure they are legally permitted to move forward with what they were originally approved for.

*ITEM 62* - In Summer 2016, Riverfront Estates submitted an application to rezone its Phase 4. Among the requests was the proposed “Residential First Density Subzone I Exception X (R1I-X)”, which generally adhered to the provisions of the R1I Zone but with an increased lot coverage allowance from 40-45% (two-storey and bungalows, respectively) to 50-55%. As part of the public process, no comment was made regarding the lot coverage, nor had staff provided notification of intent to modify the requested lot coverage. The ensuing recommendation to the Committee of the Whole on August 23, 2016 was approved, as follows:

*“THAT the Committee of the Whole recommends that Council approve the proposed changes to the draft plan of subdivision for Riverfront Estates Phase 4 and directs staff to advise the County of Lanark of Council’s support of the proposed amendment;  
AND FURTHERMORE THAT the Committee of the Whole recommends that Council approve the necessary Zoning By-Law Amendment to change the zoning of the lands described as West ½ Lot 14, Concession 10, Almonte Ward, Municipality of Mississippi Mills, known as Riverfront Estates Phase 3, from “Residential First Density Exception 20(R1-20) Zone, Residential First Density Exception 21 (R1-21) Zone and Residential Third Density Exception 8 (R3-8) Zone” to **“Residential First Density-Subzone I Exception X (R1I-X) Zone**, Residential Second Density-Subzone E (R2E) Zone and Residential Third Density Exception 8 (R3-8) Zone.”*

The reference to the R1I-X Zone indicates that the proposal, inclusive of lot coverage, was agreed by Council to proceed to By-law approval. However, By-law #16-74 was

written referring not to the R1I-X but R1I Zone, which has stricter lot coverage maximums. The error was not caught at the time and has only now emerged as building permits begin to be processed. Staff propose changing the zoning from R1I to R1I-33 as described in Item #62 in Schedule A.

*ITEM 81* - In 2012, the owner of the lands legally known as Concession 8, Part Lot 15, Plan 27R-8626, Part 1, Ramsay Ward submitted an application to rezone the lot to permit the expansion of an existing 'Commercial Storage Facility'. The application was heard by the Committee of the Whole on November 19, 2012, after which the following motion, which spoke to the commercial facility, was carried:

*"THAT the Committee of the Whole recommend that Council APPROVE the necessary zoning amendment to rezone Part Lot 15, Concession 8, being Part 1 on Plan 27R-8626, known municipally as 3243-3251 Old Perth Road, Ramsay Ward from "Rural Commercial (C5) Zone", "Tourist Commercial Special Exception 3 (C6-3) Zone" and "Rural Industrial Special Exception 2 (M4-2) Zone" to **"Rural Commercial Special Exception 6 (C5-6) Zone"** and "Rural Industrial Special Exception 2 (M4-2) Zone" to **permit the expansion of the existing commercial storage buildings.**"*

By-law #12-76 was passed shortly thereafter on December 3, 2012. Approving the rezoning of a portion of the lands to the 'Rural Commercial Special Exception 6 (C5-6)' Zone, within which the 'Commercial Storage' operation is conducted, did not include 'Commercial Storage' as a permitted use. Thus, although Council approved the idea of the use, the By-law still deems it a legally non-conforming use and thus cannot be expanded with further approvals.

Staff wish to correct the error in a timely manner to limit potential encumbrances to future Site Plan Control applications and subsequent construction. As such, the zoning title would change to the 'Rural Commercial Exception 11 (C5-11)' Zone with 'Commercial Storage' as a permitted use.

All of which is respectfully submitted by,

Reviewed by,



Andrew Scanlan Dickie  
Junior Planner



Niki Dwyer, MCIP, RPP  
Director of Planning

Attachments:

- Schedule A – List of Housekeeping Amendments
- Schedule B – Associated Maps

## SCHEDULE A – LIST OF HOUSEKEEPING AMENDMENTS

Item #	Section #	Section Title	Subsection	Page	Current By-law Provision	Proposed Change	Purpose/Explanation of the Amendment	Amend Schedules/ Maps?
1	4.3	Certificates of Occupancy		6	No person shall change the use of any land covered by this By-law or of any building or structure on any such land without first obtaining an Occupancy Permit from the Chief Building Official.	No person shall change the use of <del>any land covered by this By-law or of</del> any building or structure on any such land without first obtaining an Occupancy Permit from the Chief Building Official.	The way the current provision is written is backwards, indicating that an Occupancy Permit is required prior to changing the use of land. This contravenes the Planning Act.	No
2	4.12	Commencement		9	Where one or more appeals are filed under subsection 34(19) of the <i>Planning Act</i> , the affected portions of this By-law do not come into force until all such appeals have been withdrawn or finally disposed of, whereupon the By-law, except for those parts of it that are repealed by or at the direction of the Ontario Municipal Board, is deemed to have come into force on the day that it was passed.	Where one or more appeals are filed under subsection 34(19) of the <i>Planning Act</i> , the affected portions of this By-law do not come into force until all such appeals have been withdrawn or finally disposed of, whereupon the By-law, except for those parts of it that are repealed by or at the direction of the <b>Local Planning Appeal Tribunal</b> , is deemed to have come into force on the day that it was passed.	The Local Planning Appeal Tribunal has now replaced the Ontario Municipal Board, hence the proposed update in language to reflect that.	No
3	5	Definitions	Agriculture-Related Uses	N/A	None	<b>"AGRICULTURE-RELATED USES"</b> means those farm-related commercial and farm-related industrial uses that are directly related to farm operations in the area, support agriculture, benefit from being in close proximity to farm operations, and provide direct products and/or services to farm operations as a primary activity.	The Agricultural (A) Zone allows for agricultural uses but is not clear about the variability of what can fit within said use. To follow PPS 2014 permissions and to enhance opportunities on farming properties, it is proposed to add the following definition and use to the By-law. The addition would fall under the flexibility of COP Policy 3.2.2(iii).	No
4	5	Definitions	On-Farm Diversified Uses	N/A	None	<b>"ON-FARM DIVERSIFIED USES"</b> means uses that are secondary to the principal agricultural use of the property, and are limited in area. On-farm diversified uses include, but are not limited to, home occupations, home industries, agritourism uses, and uses that produce value-added agricultural products.	The Agricultural (A) Zone allows for agricultural uses but is not clear about the variability of what can fit within said use. To follow PPS 2014 permissions and to enhance opportunities on farming properties, it is proposed to add the following definition and use to the By-law. The addition would fall under the flexibility of COP Policy 3.2.2(iii).	No
5	5	Definitions	Amenity Area	10	<b>"AMENITY AREA"</b> means the total passive or active recreational area provided on a lot for the personal, shared or communal use of the residents of a building or buildings, and includes balconies, patios, rooftop gardens and other similar features, but does not include indoor laundry or locker facilities.	<b>"AMENITY AREA"</b> means the total passive or active, <b>designed</b> recreational area provided on a lot for the personal, shared or communal use of the residents of a building or buildings, and includes balconies, patios, rooftop gardens and other similar features, but does not include indoor laundry or locker facilities.	The current 'Amenity Area' definition does not distinguish whether an empty grass field can be considered an amenity area. Adding 'designed' to the definition provides the Municipality with more flexibility to request properly designed social spaces.	No
6	5	Definitions	Awning	N/A	None	<b>"AWNING"</b> means a canvas or other stretchable material on a frame that is used to keep the sun or rain off a storefront, window or doorway, or deck that is free of enclosing walls.	Our 'Permitted Projections' section contemplates awnings but without definition. Although not an immediate problem, it can provide clarity when receiving building permit applications.	No
7	5	Definitions	Bar	12	<b>"BAR"</b> means a licensed drinking establishment, the principal business of which is to serve any sort of beverage alcohol to the public for consumption on the premises, and includes a pub.	<b>"BAR"</b> means a licensed drinking establishment, the principal business of which is to serve any sort of beverage alcohol to the public for consumption on the premises, and <b>may include a full-service restaurant.</b>	A Pub is not defined within this By-law, nor is it ever referred to. Further, the definition reads as if food would not be permitted (which is required under the Liquor License Act). Thus, the term 'pub' is replaced with 'full-service restaurant' as defined in this By-law.	No
8	5	Definitions	Business or Professional	13	<b>"BUSINESS OR PROFESSIONAL OFFICE"</b> means a building or part of a	Remove	There is no reference to 'Business or Professional Office' as a permitted use	No

			Office		building used or intended to be used in the performance and transaction of business for professional, administrative and clerical purposes.		any where within the By-law. The By-law already uses 'Office' and 'Personal Service Business' as permitted uses. They always appear together in each zone in which they are permitted and cover any allowances the subject definition would permit. Thus, eliminating the definition/use eliminates a redundancy.	
9	5	Definitions	Chip Wagon	14	"CHIP WAGON" means a trailer, or vehicle, licensed by the Corporation that is designed to be made mobile from which food is prepared and offered for sale to the public for consumption outside. Where stated as a permitted use, a Chip Wagon may only be permitted as an accessory use to the principal use on a commercially zoned property.	"CHIP WAGON" means a trailer, or vehicle, licensed by the Corporation that is designed to be made mobile from which food is prepared and offered for sale to the public for consumption outside. <del>Where stated as a permitted use, a Chip Wagon may only be permitted as an accessory use to the principal use on a commercially zoned property.</del>	The Municipality has permitted and presently permits Chip Wagons to be located on vacant properties. The application process provides Staff with the opportunity to identify any concerns a business may impose for a certain property - limiting where businesses can operate further does not have added value to the Municipality.	No
10	5	Definitions	Country Inn	N/A	None	"COUNTRY INN" means a unique form of accommodation for the travelling public, similar to a Bed and Breakfast, but of a slightly larger scale, which are found in older buildings with historic character. In addition to serving meals to those seeking accommodation, Country Inns may also serve meals to the general public, although this should not be the principal function of the Inn.	The Municipality allows Country Inns as a permitted use but does not clearly define it. For clarity, the proposed definition is added in accordance with its explanation under COP Section 3.6.15	No
11	5	Definitions	Court	15	"COURT" means with respect to a motel or hotel, an open area bounded on all sides by buildings and used for such uses as a passive recreational area, swimming pool and deck, or children's play area.	"COURT" means with respect to a motel, hotel, condominium dwelling, apartment dwelling, retirement home or other medium to high density accommodation type, an open area bounded on all sides by buildings and used for such uses as a passive recreational area, swimming pool and deck, or children's play area.	Courts' are identified in the R4 Zone and should thus be defined as including all other higher density accommodation types for continuity.	No
12	5	Definitions	Boarding or Rooming House	16	"BOARDING OR ROOMING HOUSE" means a single-detached dwelling house in which rooms are rented individually, with or without meals, for three (3) or more individuals, but does not include any other establishment otherwise defined or classified herein.	Remove	Two rooming house definitions exists, being 'Rooming House' and 'Boarding or Rooming House'. The latter, subject to the amendment, evaluates a rooming house based on the number of individuals and not rooms (unlike the former). This is not best-practice and should be removed.	No
13	5	Definitions	Detached Dwelling	17	"DETACHED DWELLING" means a separate dwelling unit constructed for permanent use and containing only one dwelling unit and occupied by one or more persons and constructed for year-round human habitation, but does not include a mobile home.	"DETACHED DWELLING" means a separate dwelling unit constructed for permanent use and containing only one principal dwelling unit and occupied by one or more persons and constructed for year-round human habitation, <del>which may include a Secondary Dwelling Unit</del> , but does not include a mobile home.	The 'Detached Dwelling' definition clearly indicates that the housing type may <b>only</b> have one dwelling unit. However, provincial policy and regulations indicate that it must allow two to accommodate a second unit. Thus, a reference to Secondary Dwelling Units has been included.	No
14	5	Definitions	Seasonal Dwelling	17	"SEASONAL DWELLING" means a detached dwelling unit constructed and used as a secondary place of residence for seasonal vacations and recreational purposes, and not as the principal residence of the owner or occupant thereof and is not intended for permanent occupancy notwithstanding that it may be designed and/or constructed for year-round or permanent human habitation.	"SEASONAL DWELLING" means a detached dwelling unit constructed and used as a secondary place of residence for seasonal vacations and recreational purposes, and not as the principal residence of the owner or occupant thereof and is not intended for permanent occupancy notwithstanding that it may be designed and/or constructed for year-round or permanent human habitation. Furthermore, every seasonal dwelling	This is a very small change - the 'and' in the last sentence is replaced with 'or' so as not to contravene the Ontario Building Code which has since been revised to acknowledge all heating sources as acceptable. Please note that the definition of 'Seasonal Dwelling' was previously amended in 2015 as By-law#15-118 and has not yet been consolidated into the current Zoning By-law provided online or in the office.	No

					Furthermore, every seasonal dwelling shall include any two or more of the following: (1) a building power supply requiring Electrical Safety Authority (ESA) approval; (2) a septic system that exceeds Class 1 status as per Part 8 of the Ontario Building Code; and (3) a primary heating source and may contain a secondary heating source.	shall include any two or more of the following: (1) a building power supply requiring Electrical Safety Authority (ESA) approval; (2) a septic system that exceeds Class 1 status as per Part 8 of the Ontario Building Code; and (3) a primary heating source or a secondary heating source.		
15	5	Definitions	Townhouse	17	"TOWNHOUSE" means a building that is divided vertically into five or more dwelling units, each of which has independent entrances to a front and rear yard immediately abutting the front and rear walls of each dwelling unit.	"TOWNHOUSE" means a building that is divided vertically into five or more dwelling units, but not exceeding 8 units, each of which has independent entrances to a front and rear yard immediately abutting the front and rear walls of each dwelling unit.	Section 8.17(1) of the Zoning By-law speaks to the maximum amount of townhouse units permitted in a dwelling. To avoid redundancy and to keep all information in one place, Section 8.17(1) is to be removed and inserted into the 'Townhouse' definition.	No
16	5	Definitions	Dwelling Unit, Bachelor	17	"DWELLING UNIT, BACHELOR" means a dwelling unit consisting of one bathroom and not more than two habitable rooms providing therein living, dining, sleeping and kitchen accommodation in appropriate individual or combination room or rooms.	"DWELLING UNIT, BACHELOR" means a dwelling unit consisting of one bathroom and not more than one habitable room providing therein living, dining, sleeping and kitchen accommodation in appropriate individual or combination room or rooms.	The present definition of a Bachelor apartment is written how a definition of a one-bedroom apartment should. To have the definition fall in line with what truly is a bachelor unit, the definition is proposed to be amended to permit no more than one habitable room.	No
17	5	Definitions	Garage, Parking	19	"GARAGE, PARKING" means an enclosed structure used for the temporary parking of more than 4 vehicles available for public use either for free, for compensation or as an accommodation to customers.	"GARAGE, PARKING" means an enclosed structure used for the temporary parking of more than 4 vehicles available for public use either for free, for compensation or as an accommodation to customers. When on the same lot as a dwelling or dwellings, means an enclosed structure used for the permanent parking of more than 4 vehicles available for private use either for free or for compensation by property owners or tenants.	The Zoning By-law does not contemplate underground parking structures, seemingly only allowing them as public parking when they are used on the contrary for residential properties. The amendment is to add clarity if an underground facility is indeed proposed in the future.	No
18	5	Definitions	Hotel	23	"HOTEL" means any hotel, inn, lodge, or public house in one main building or in two or more buildings used mainly for the purposes of catering to the needs of the travelling public by supplying food and may include furnished sleeping accommodation in rooms to which access is obtained through a common hall, together with any portion of the premises licensed under the Liquor License Act or used for permanent staff accommodation, but does not include any other establishment otherwise defined or classified in this By-law.	"HOTEL" means any hotel or hostel in one main building or in two or more buildings used mainly for the purposes of catering to the needs of the travelling public by supplying furnished sleeping accommodation in rooms to which access is obtained through a common hall or commonly shared space, and may include a restaurant, but does not include any other establishment otherwise defined or classified in this By-law.	The 'Hotel' definition is not a true reflection of what a hotel establishment would function as within the Municipality, specifically in Almonte. Rather than treating the sleeping accommodations as secondary, the amendment reorganizes the language to indicate that a restaurant is optional, allowing hotel establishments to rely on nearby restaurants and services to cater to its clientele.	No
19	5	Definitions	Lot	24	"LOT" (a) means a parcel of land or contiguous parcels of land under one ownership and which is described in a deed or other document legally capable of conveying an interest in land and which deed is on record in the Registry Office or land titles office for the Lanark Registry Division; or (b) means a parcel land shown as a lot or block on a Registered Plan of Subdivision, but a Registered Plan of Subdivision for the purposes of this paragraph does not include a Registered Plan of	"LOT" means a parcel, or block of land described as: (a) in accordance with and within a Registered Plan of Subdivision providing such subdivision is not deemed to not be a Registered Plan of Subdivision under the Planning Act, R.S.O. 1990, as amended; or (b) a parcel or block of land described in a registered deed or deeds.	Altering the definition has a threefold effect: (1) removes the consideration of contiguous parcels of land under the same ownership as being one entire lot; (2) eliminates unnecessary language, thereby reducing the size of the definition and increasing its clarity; and (3) upholds reference to the Planning Act.	No

					Subdivision which has been deemed not to be a Registered Plan of Subdivision under a By-law passed pursuant to Section 50.4 of The Planning Act, as amended from time to time.			
20	5	Definitions	Railway Spur	34	"RAILWAY SPUR" means a rail line located on private property or on a private right-of-way.	Remove	The Municipality does not have any functioning rail lines, which means that there is no possibility of there being a railway spur	No
21	5	Definitions	Recreational and Athletic Facility	34	"RECREATIONAL AND ATHLETIC FACILITY" means a public space designed and equipped with facilities such as swimming pool, squash or tennis courts, gymnasium, weightlifting and exercise rooms and used for recreational, fitness or athletic pastimes, and may include an ancillary sports field or sports arena.	"RECREATIONAL AND ATHLETIC FACILITY" means a public space designed and equipped with facilities such as swimming pool, squash or tennis courts, gymnasium, weightlifting and exercise rooms and used for recreational, fitness or athletic pastimes, and may include an ancillary sports field or sports arena, or ancillary retail food store which exclusively sells pre-packaged food and athletic goods.	Unless also permitted in the zone that allows a 'Recreational and Athletic Facility', the use would technically not be permitted to include an associated retail outlet that sells food and goods most commonly attributed to active lifestyles.	No
22	5	Definitions	Risk Management Official (RMO)	N/A	None	"Risk Management Official (RMO)" means the risk management official appointed under Part IV of the Clean Water Act.	With new Source Water Protection by-laws, it is important to define what the RMO is.	No
23	5	Definitions	Setback	36	"SETBACK" the least horizontal dimension between the centreline of a street allowance, measured at right angles to such centreline, and the nearest part of any excavation, building or structure on the lot, or the nearest open storage use on the lot.	Remove	Setbacks are meant to be from property lines. The reference of a setback occurring between the centreline of a street allowance and a structure conflicts directly with how it is used elsewhere in the By-law.	No
24	5	Definitions	Structure	37	"STRUCTURE" means anything constructed or erected, the use of which requires location on the ground, or on water, or attachment to something having a fixed location on the ground, or on water, and without limiting the generality of the foregoing, includes walls, floors, roofs, signs, billboards, and private outdoor swimming pools, and an object designed and intended to float, but does not include freestanding walls, hedges and fences.	"STRUCTURE" means anything constructed or erected, the use of which requires location on the ground, or on water, or attachment to something having a fixed location on the ground, or on water, and without limiting the generality of the foregoing, includes walls, floors, roofs, signs, billboards, and private outdoor swimming pools, and an object designed and intended to float, but does not include freestanding walls, hedges, fences, furniture, or chattel.	The current combination of 'Accessory' and 'Structure' results in no division between what is and what is not an accessory structure. Based on the flexibility of the definitions, a deck box or even a garbage container could be claimed to be a structure. The 'Structure' definition now excludes certain items to add clarity. Property owners must still meet property standards requirements.	No
25	5	Definitions	Tavern	38	"TAVERN" means a tavern as defined by the <i>Liquor License Act</i> , as amended from time to time.	Remove	A 'Tavern' is not referenced as a permitted use anywhere within the By-law and is redundant due to the active use of 'Bar'. Thus, it has been deemed as clutter.	No
26	5	Definitions	Temporary Building	38	"TEMPORARY BUILDING" means a building or structure intended for removal or demolition within a prescribed time not exceeding one year as set out in a building permit.	Remove	There is both a 'Temporary Building' and 'Building, Temporary' definition which contradict. The former indicates a timeline of one year; whereas, the latter indicates two. Municipal practice has been to use two years. Therefore, removing the subject definition eliminates redundancies and conflict.	No
27	6.1	Accessory Uses, Buildings and Structures		42	(1) An accessory use is permitted in any zone if: (a) it is on the same lot as the principal use to which it is accessory; and (b) it exists to aid and contribute to the principal use to carry out the function of that principal use. (2) No person shall where an accessory use is in a different building than the	[...](4) This Section does not apply to satellite dishes or tower antennas in residential zones either of which could be by definition an accessory structure as they are regulated in another Section of this By-law. (5) A garden suite is not considered to be an accessory use and it is regulated by Section 8.7 of this By-	At present, a deck is deemed to be an accessory structure if it is floating (not attached to a structure). Therefore, it must be 1.2m from a building, it counts towards the maximum total structures permitted, and counts towards the total permitted aggregate size of accessory structures (among other provisions). The intent of a	No

					principal use to which it is accessory, use that accessory building: (a) for human habitation; and (b) in non-compliance with the provisions set out in Table 6.1.(3) For the purposes of this section, the determination of whether or not a use is an accessory use or an ancillary use to a principal use should be made by referencing the definitions of accessory, accessory building, accessory structure, accessory use and ancillary use. It should be noted that a building is a land use, be it a principal use, an accessory use or an ancillary use.(4) This Section does not apply to satellite dishes or tower antennas in residential zones either of which could be by definition an accessory structure as they are regulated in another Section of this By-law.(5) A garden suite is not considered to be an accessory use and it is regulated by Section 8.7 of this By-law.(6) A secondary dwelling unit is not considered to be an accessory use and it is regulated by Section 8.16 of this By-law.	law.(6) A secondary dwelling unit is not considered to be an accessory use and it is regulated by Section 8.16 of this By-law. (7) This Section does not apply to unenclosed, uncovered decks or decks accessed seamlessly by an opening that is, or is capable of being, an entrance.	deck is to be an extension of the home and so it should not be subject to the same requirements. Nonetheless, decks remain subject to the provisions of permitted projections under Section 6.19.	
28	Table 6.1	Provisions for Accessory Uses, Buildings, or Structures	Maximum Permitted Size	44	<b>For accessory structures in the R1, R2, R3, LSR, &amp; V Zones:</b> Aggregate of all accessory buildings not to exceed a lot coverage of 50% of the yard in which they are located, with a maximum cumulative floor area of 55 m <sup>2</sup> as measured from the exterior walls of the building	<b>For accessory structures in the R1, R2, R3, LSR, &amp; V Zones:</b> Aggregate of all accessory buildings in a yard not to exceed a maximum cumulative floor area of 55 m <sup>2</sup> as measured from the exterior walls of the building lot or a lot coverage of 50% of the yard in which they are located.	The intent of the provision is to limit 55m2 per yard but reads as if that is the maximum footprint of all accessory structures in all yards. The order has been reversed to add clarity.	No
29	6.2	Adequate Municipal Services		44	(1) No land can be used or the intensity of any use of land expanded or any building placed, erected, altered, enlarged, or used within the public service area of the Ward of Almonte unless the land is serviced by municipal water, sewerage and drainage systems that have adequate capacity. (2) Despite subsection (1) above, where municipal water, sewerage or drainage systems are not available, approved private services are permitted. (3) Despite subsections (1) and (2) above, lands subject to unique servicing constraints or restricted connection privileges through separate municipal by-laws and through legal and servicing agreements with the Municipality of Mississippi Mills are considered to be in conformity with this By-law. (4) Despite subsection (2), with the exception of wells that are required for environmental site assessment purposes as per Ontario Regulation 153/04 (Environmental Protection Act), on any land within the Ward of Almonte (Schedule C) the following are	(1) No land can be used or the intensity of any use of land expanded or any building placed, erected, altered, enlarged, or used within the public service area of the Ward of Almonte unless the land is serviced by municipal water, sewerage and drainage systems that have adequate capacity. <del>(2) Despite subsection (1) above, where municipal water, sewerage or drainage systems are not available, approved private services are permitted.</del> <del>(3) Despite subsections (1) and (2) above, lands subject to unique servicing constraints or restricted connection privileges through separate municipal by-laws and through legal and servicing agreements with the Municipality of Mississippi Mills are considered to be in conformity with this By-law.</del> (4) Despite subsection (2), with the exception of wells that are required for environmental site assessment purposes as per Ontario Regulation 153/04 (Environmental Protection Act), on any land within the Ward of Almonte (Schedule C) the following are prohibited: (a) drilling of a new groundwater well; (b) drilling to make an existing groundwater	Section 6.2(2) provides flexibility within the Urban area to develop on services that are not tied into the Municipal system. Furthermore, Section 6.2(3) adds additional flexibility. However, these are immediately contradicted by Section 6.2(4) and Section 6.28 (Sewage Disposal Systems), which prohibit well and septic in the urban area. Section 3.1(k) - Interpretation - indicates that where two or more regulations are equally applicable and it is not possible to comply with all applicable provisions, the most restrictive provision must be complied with. Thus, Sections 6.2(2) and 6.2(3) are redundant.	No

					prohibited: (a) drilling of a new groundwater well; (b) drilling to make an existing groundwater well any deeper; and (c) the installation of a groundwater heat pump, except as approved by the Municipality of Mississippi Mills.	well any deeper; and (c) the installation of a groundwater heat pump, except as approved by the Municipality of Mississippi Mills.		
30	6.10(6)	Minimum Distance Separation		49	Notwithstanding the above, in the rural or agricultural zones, MDS does not apply to livestock facilities with the capacity to house less than 5 livestock units.	Notwithstanding the above, in the rural or agricultural zones, MDS does not apply to livestock facilities with the capacity to house less than 5 <b>nutrient</b> units.	OMAFRA no longer recognizes 'livestock units' but rather 'nutrient units' as defined within the Nutrient Management Act. The provision has been amended as an update.	No
31	6.11(1)	Mobile Homes and Recreational Vehicles as Dwellings		49	No mobile home or recreational vehicle shall be used for residential or non-residential purposes within the municipality except as a temporary office, temporary residence, tool storage shed or similar use on a construction site subject to the terms and conditions set out in a building permit or agreement with the Corporation. Notwithstanding the aforementioned, a mobile home may be used as a garden suite residence in accordance with the requirements of this By-law.	No mobile home or recreational vehicle shall be used for residential or non-residential purposes within the municipality except as a temporary office, temporary residence, tool storage shed or similar use on a construction site subject to the terms and conditions set out in a building permit or agreement with the Corporation. Notwithstanding the aforementioned, a mobile home may be used as a garden suite residence in accordance with the requirements of this By-law, <b>and a recreational vehicle may be used in accordance with Section 8.14.</b>	There appears to be a direct conflict with Section 8.14 (Open Storage) which permits the storage and use of a recreational vehicle under certain conditions. Thus, the provision has been expanded to clarify that said recreational vehicles can be legally used as long as they meet the regulations of Section 8.14.	No
32	6.19(1)(a)	Permitted Projections into Required Yards		53	Despite any other provision to the contrary, the following features and other similar features are permitted to project from a principal building into a required yard in accordance with Table 6.19. Where no yard setback is specified, the provisions of Table 6.19 do not apply. This section does not apply to: (a) accessory buildings which are regulated by Section 6.1, except as set out in row (9) of Table 6.19;	Despite any other provision to the contrary, the following features and other similar features are permitted to project from a principal building into a required yard in accordance with Table 6.19. Where no yard setback is specified, the provisions of Table 6.19 do not apply. This section does not apply to: (a) accessory buildings which are regulated by Section 6.1, except for <b>projections</b> set out in row (2) of Table 6.19;	The Permitted Projections Table 6.19 does not include a row (9) to reference, either by an error in which row that it refers to or by unintentionally excluding the row. Staff has determined that the logical reference is for projecting eaves, eavestroughs and gutters which would not be otherwise be permitted on an accessory structure. These features are referenced in row (2) of Table 6.19.	No
33	Table 6.19(6)	Permitted Projections into Required Yards		53	(6) Covered or uncovered balcony, porch, deck, platform and verandah, with a maximum of two enclosed sides, excluding those covered canopies and awnings: (a) uncovered, unenclosed features such as decks or platforms where the walking surface is not higher than 0.6 m above adjacent grade – no closer than 3 m to a front lot line (b) all other cases – projection of not more than 2 metres while maintaining a front lot line and exterior side yard lot line setback of not less than 3 metres and 1 metre from other lot lines.	(6) Covered or uncovered balcony, porch, deck, platform and verandah, excluding those covered canopies and awnings, with a maximum of two enclosed sides, <b>which is defined as a wall or guard exceeding 1.2m in height from the walkable deck surface:</b> (a) uncovered, unenclosed features, <b>which for this purpose does not include the wall of the dwelling of which the deck is adjacent</b> , such as decks or platforms where the walking surface is not higher than 0.6 m above adjacent grade – no closer than 3 m to a front lot line (b) all other cases – projection of not more than 2 metres while maintaining a front lot line and exterior side yard lot line setback of not less than 3 metres and 1 metre from other lot lines.	There is no clear distinction about whether the building wall is included as an enclosing side. If so, a deck less than 0.6m would never be able to project into a required yard if attached to the home. The amendment is to add clarity and flexibility to homeowners. Furthermore, amending the first part referring to what an enclosure is provides clearer direction for homeowners about what is allowable.	No
34	Table 6.19(8)	Permitted Projections into Required Yards		53	(8) Air conditioner condenser, solar panels, heat pump or similar equipment: Residential Building: 1 m, but not closer to a lot line than 0.6 m, and may not be located in a front yard or a corner side yard. All Other Buildings: (a) In a yard abutting a	(8) <b>Features incidental to home design (including but not limited to window wells, gas metres, air conditioning units, exhaust, solar panels, heat pumps, or similar equipment):</b> Residential Building: (a) 1 m, but not closer to a lot line than	To ensure property owners have adequate access to their yards and to easements that access their yards, Staff proposes amending the language at the beginning of row (8) to be more generalized and to clearly prohibit any of the listed features within easements/legal	No

					residential use – 1 m, but not closer to a lot line than 0.3 m; (b) Other cases – no restriction	0.6 m, and may not be located in a front yard or a corner side yard; <b>(b) notwithstanding, no projection shall obstruct an easement or legal right-of-way.</b> All Other Buildings: (a) In a yard abutting a residential use – 1 m, but not closer to a lot line than 0.3 m; (b) Other cases – no restriction; <b>(c) notwithstanding, no projection shall obstruct an easement or legal right-of-way.</b>	ROWS. The change would eliminate access conflicts at the building permit stage rather than potentially creating civil disputes.	
35	6.32(d)	Source Water Protection Overlay		N/A	(1) The following provisions take precedence over the provisions of the underlying zone. They apply to land uses within an area affected by the Source Water Protection Overlay in order to restrict development in wellhead protection areas, intake protection areas, and areas where groundwater protection due to vulnerability of aquifers or significant groundwater recharge areas as shown on the Schedules to this By-law to: (a) Provide for the protection of municipal water supplies from contamination (b) Prohibit the establishment or expansion of land uses that pose a risk of contaminating the groundwater or surface water that supply municipal drinking water systems (c) Require study within areas that are associated with either highly vulnerable areas or Significant Groundwater Recharge Areas prior to development being approved (d) The Risk Management Official (RMO) is that person appointed by the Municipality in accordance with the Clean Water Act (e) Work with the RMO to ensure that development within the overlay is only allowed to proceed once the development has received the appropriate approvals.	(1) The following provisions take precedence over the provisions of the underlying zone. They apply to land uses within an area affected by the Source Water Protection Overlay in order to restrict development in wellhead protection areas, intake protection areas, and areas where groundwater protection due to vulnerability of aquifers or significant groundwater recharge areas as shown on the Schedules to this By-law to: (a) Provide for the protection of municipal water supplies from contamination (b) Prohibit the establishment or expansion of land uses that pose a risk of contaminating the groundwater or surface water that supply municipal drinking water systems (c) Require study within areas that are associated with either highly vulnerable areas or Significant Groundwater Recharge Areas prior to development being approved <b>(d) The Risk Management Official (RMO) is that person appointed by the Municipality in accordance with the Clean Water Act</b> (e) Work with the <b>Risk Management Official (RMO)</b> to ensure that development within the overlay is only allowed to proceed once the development has received the appropriate approvals.	Subsection (d) does not fit the language used within 'Source Water Protection Overlay'. Another amendment proposes adding a definition of 'Risk Management Official (RMO)', rendering the subject provision redundant. Please note that the 'Wellhead Overlay' Section was amended in 2016 through By-law#16-93 and has not been consolidated within the current Zoning By-law provided online and in office.	No
36	6.32(e)	Source Water Protection Overlay		N/A	(1) The following provisions take precedence over the provisions of the underlying zone. They apply to land uses within an area affected by the Source Water Protection Overlay in order to restrict development in wellhead protection areas, intake protection areas, and areas where groundwater protection due to vulnerability of aquifers or significant groundwater recharge areas as shown on the Schedules to this By-law to: (a) Provide for the protection of municipal water supplies from contamination (b) Prohibit the establishment or expansion of land uses that pose a risk of contaminating the groundwater or	(1) The following provisions take precedence over the provisions of the underlying zone. They apply to land uses within an area affected by the Source Water Protection Overlay in order to restrict development in wellhead protection areas, intake protection areas, and areas where groundwater protection due to vulnerability of aquifers or significant groundwater recharge areas as shown on the Schedules to this By-law to: (a) Provide for the protection of municipal water supplies from contamination (b) Prohibit the establishment or expansion of land uses that pose a risk of contaminating the groundwater or surface water that supply	Since Subsection (d) has been removed, the original Subsection (e), now Subsection (d), should include the entirety of 'Risk Management Official (RMO)' to rightly identify what the RMO abbreviation means. Please note that the 'Wellhead Overlay' Section was amended in 2016 through By-law#16-93 and has not been consolidated within the current Zoning By-law provided online and in office.	No

					surface water that supply municipal drinking water systems(c) Require study within areas that are associated with either highly vulnerable areas or Significant Groundwater Recharge Areas prior to development being approved(d) The Risk Management Official (RMO) is that person appointed by the Municipality in accordance with the Clean Water Act(e) Work with the RMO to ensure that development within the overlay is only allowed to proceed once the development has received the appropriate approvals.	municipal drinking water systems(c) Require study within areas that are associated with either highly vulnerable areas or Significant Groundwater Recharge Areas prior to development being approved(d) <del>The Risk Management Official (RMO) is that person appointed by the Municipality in accordance with the Clean Water Act</del> (e) Work with the Risk Management Official (RMO) to ensure that development within the overlay is only allowed to proceed once the development has received the appropriate approvals.		
37	7.14	Livestock Units On Lots Under 4 Hectares (10 Acres)		64	<b>7.1.4 Livestock Units on Lots Under 4 Hectares (10 Acres):</b> On lots within the Agricultural (A) or Rural (RU) zone that are under 4 hectares (10 acres) in size, the maximum number of livestock units permitted shall be limited to 1 livestock unit per 0.4 hectares (1 acre) of land.	<b>7.1.4 Nutrient Units on Lots Under 4 Hectares (10 Acres):</b> On lots within the Agricultural (A) or Rural (RU) zone that are under 4 hectares (10 acres) in size, the maximum number of nutrient units permitted shall be limited to 1 nutrient unit per 0.4 hectares (1 acre) of land.	OMAFRA no longer recognizes 'livestock units' but rather 'nutrient units' as defined within the Nutrient Management Act. The provision has been amended as an update.	No
38	8	Accessory Apartments		N/A	None	Add the following to Section 8 - Residential Provisions: <b>8.# Accessory Apartment</b> <b>(1) Accessory Apartments are subject to the requirements outlined under Section 8.16 of this By-law.</b> <b>(2) Notwithstanding Section 8.16(2), Accessory Apartments are permitted in the A and RU Zones.</b>	The Zoning By-law permits Accessory Apartments (as per By-law#17-61) in the A and RU zones but does not identify what provisions must be upheld. As such, it is proposed that the provisions follow those of Secondary Dwelling Units.	No
39	Table 8.1(1)(2)(3)	Amenity Area		66	<b>Layout of Communal Amenity Area:</b> Aggregated into areas up to 54 m <sup>2</sup> , and where more than one aggregated area is provided, at least one must be a minimum of 54 m <sup>2</sup> .	<b>Layout of Communal Amenity Area:</b> Aggregated into areas up to 54 m <sup>2</sup> , and where more than one aggregated area is provided, at least one must be a minimum of 54 m <sup>2</sup> .	The language in the table is unclear and appears to contradict itself. The first portion of the provision should be removed. This maintains the intent while reducing confusion.	No
40	8.8(1)(a)	Group Homes		71	A Type A Group Home shall be located no closer than 300 metres (984 feet) from another Type A Group Home, such distance to be measured from the closest point of the properties at the property line.	Remove	Requiring that Group Homes be separated from each other has been proven in court to be in violation of human rights and therefore should not be included as part of the Municipality's By-law.	No
41	8.9(e)	HBB - Domestic and Household Arts		72	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing.	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing or back lit. Signs shall adhere to the Municipality's Sign By-law provisions.	It is important that the Municipality make it clear that there is a separate Sign By-law that may have provisions regulating the size and location of a sign.	No
42	8.9(i)	HBB - Domestic and Household Arts		72	There is no outside storage of goods or material.	There is no outside storage of goods or material, <b>except for child play furniture and structures when a Private Home Day care use.</b>	Private Home Day cares typically use yards for children's play furniture and play structures. To avoid potential conflicts with what is deemed a 'good or material', Day cares should be excluded from the requirement. Properties would still be subject to the Property Standards By-law.	No
43	8.10(e)	HBB - Professional Uses		73	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing.	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing or back lit. Signs shall adhere to the Municipality's Sign By-law provisions.	It is important that the Municipality make it clear that there is a separate Sign By-law that may have provisions regulating the size and location of a sign.	No
44	8.10(j)	HBB - Professional		73	Where the Home-Based Business – Professional Use is in the form of a	Where the Home-Based Business – Professional Use is in the form of a trades	The Zoning By-law does provide a clear way to enforce the size requirements of	No

		Uses			trades person business, the storage of equipment and material necessary to conduct the home-based business shall be permitted within an accessory building, provided the area devoted to the home-based business is not more than 100 m <sup>2</sup> (1076 ft <sup>2</sup> ) and the accessory building complies with all other setbacks and provisions of this By-law.	person business, the storage of equipment and material necessary to conduct the home-based business shall be permitted within an accessory building, provided the area devoted to the home-based business is not more than 100 m <sup>2</sup> (1076 ft <sup>2</sup> ) and is confined by walls on all sides, and the accessory building complies with all other setbacks and provisions of this By-law.	the Home Based Business uses. For instance, if there is a 150m2 accessory building that is open concept and also includes the business, it is difficult to assess whether the business conforms to the 100m2 or spills over to the rest of the structure. Requiring that use be confined by walls allows for better review at the Building Permit stage.	
45	8.11(b)	HBB - Rural Business		74	Where the rural home-based business is located within an accessory building, such accessory building must be a minimum of 70 m (230 ft) from any part of a dwelling located on surrounding properties and must comply with all other setbacks and provisions of this By-law. Not more than 100 m <sup>2</sup> (1076 ft <sup>2</sup> ) of an accessory building shall be devoted to a rural home-based business. Any change in use of an accessory structure to accommodate a rural home-based business will require a permit under the <i>Building Code Act, Chap. 14, R.S.O. 1990.</i>	Where the rural home-based business is located within an accessory building, such accessory building must be a minimum of 70 m (230 ft) from any part of a dwelling located on surrounding properties and must comply with all other setbacks and provisions of this By-law. Not more than 100 m <sup>2</sup> (1076 ft <sup>2</sup> ), <b>confined by walls on all sides</b> , of an accessory building shall be devoted to a rural home-based business. Any change in use of an accessory structure to accommodate a rural home-based business will require a permit under the <i>Building Code Act, Chap. 14, R.S.O. 1990.</i>	The Zoning By-law does provide a clear way to enforce the size requirements of the Home Based Business uses. For instance, if there is a 150m2 accessory building that is open concept and also includes the business, it is difficult to assess whether the business conforms to the 100m2 or spills over to the rest of the structure. Requiring that use be confined by walls allows for better review at the Building Permit stage.	No
46	8.11(f)	HBB - Rural Business		74	There is no advertising other than a plate or sign which is not flashing and not larger than 1 m <sup>2</sup> (10.8 ft <sup>2</sup> ) in area and not flashing.	There is no advertising other than a plate or sign which is not flashing <b>or back lit</b> and not larger than 1 m <sup>2</sup> (10.8 ft <sup>2</sup> ) in area <b>and not flashing. Signs shall adhere to the Municipality's Sign By-law provisions.</b>	It is important that the Municipality make it clear that there is a separate Sign By-law that may have provisions regulating the size and location of a sign.	No
47	8.12(g)	HBB - Farm Vacation		75	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing.	There is no display of goods or advertising other than a plate or sign which is not larger than 0.3 m <sup>2</sup> (3.23 ft <sup>2</sup> ) in area, not flashing <b>or back lit. Signs shall adhere to the Municipality's Sign By-law provisions.</b>	It is important that the Municipality make it clear that there is a separate Sign By-law that may have provisions regulating the size and location of a sign.	No
48	8.13(1)	One Dwelling per Lot		75	Except where specifically permitted by this By-law, not more than one dwelling shall be located on a lot.	Except where specifically permitted by this By-law, not more than one dwelling shall be located on a lot. <b>Notwithstanding, apartment dwellings are permitted to have more than one building granted all other provisions of this by-law are met.</b>	Allowing apartment developments the flexibility to be more than one dwelling would allow for more street friendly design. Rather than large structures that can impose themselves on a street or neighbourhood, a design can thereby be more sensitive to characteristics of the surrounding area/environment.	No
49	8.14	Open Storage		75	<b>In any Residential Zone: (a)</b> No person shall block any required front yard or rear yard with the location of a building or structure, or by the storage of lumber, salvage or similar material. <b>(b)</b> No person shall use any lot for the parking or storage of any commercial vehicle in excess of 2000 kg (4409 lb) vehicle weight. <b>(c)</b> Notwithstanding the provisions of Section 8.12 (b), the occupant of any dwelling may use any garage situated on the same lot for the housing or storage of one commercial vehicle, not exceeding 4500 kg. (9920 lb) vehicle weight, which vehicle is operated by the owner. <b>(d)</b> No person shall use any lot for the outside parking or storage of: (i) a motor vehicle which has had part or all of its	<b>(1) In any Residential Zone: (a)</b> No person shall block any required front yard or rear yard with the location of a building or structure, or by the storage of lumber, salvage or similar material. <b>(b)</b> No person shall use any lot for the parking or storage of any commercial vehicle in excess of 2000 kg (4409 lb) vehicle weight. <b>(c)</b> Notwithstanding the provisions of Section 8.12 (b), the occupant of any dwelling may use any garage situated on the same lot for the housing or storage of one commercial vehicle, not exceeding 4500 kg. (9920 lb) vehicle weight, which vehicle is operated by the owner. <b>(d)</b> No person shall use any lot for the outside parking or storage of: (i) a motor vehicle which has had part or all of its superstructure removed; (ii) a motor	The way that Section 8.14 reads is that 'Recreational Vehicles' are only regulated in residential zones, with no consideration of the rural areas that permit dwellings. Coupled with the provision of Section 6.11 (see Item #31), this means that storage of RVs or other recreational vehicles is not permitted anywhere but in the urban residential areas. To meet the original intent of the By-law, the Section is proposed to be divided into two subsections, (1) would highlight those restrictions for only the urban area which already exist and (2) would reflect those restrictions in all zones that allow a dwelling as a principal use. The intent is thus to contemplate the storage of recreational/motor vehicles in the rural areas and to consequently permit them.	No

					<p>superstructure removed; (ii) a motor vehicle which is unlicensed. (e) No person shall use any lot for the purpose of outside parking or storage of a recreational vehicle, except as permitted below: (i) one boat which shall not exceed 8.5 metres (27.9 feet) in length; (ii) one tourist vehicle which shall not exceed 8.5 metres (27.9 feet) in length; (iii) two snowmobiles; (iv) one tourist trailer which shall not exceed 8.5 metres (27.9 feet) in length, exclusive of hitch or tongue. This provision shall not apply to prevent the parking or storage of one or more boats on a lot which abuts a shoreline.</p> <p>(f) Where a recreational vehicle is parked in any yard on a lot, such vehicle shall not be used for living or sleeping accommodation for longer than 30 consecutive days by any person in transit between one place and another; but in no case shall such living or sleeping accommodation be leased or rented. The parking or outside storage of a recreational vehicle may be permitted for a period of not more than 72 hours in any one calendar month in a front yard or exterior side yard. Notwithstanding the foregoing, where a lot is used for a dwelling house or houses containing more than two (2) dwelling units, the limitations imposed herein shall not restrict the number of recreational vehicles that are stored on the lot provided the area, building or structure used for such storage complies with the yard provisions of the zone in which such area, building or structure is located and has been approved by the Corporation under a site plan agreement. Such area, building or structure shall be in addition to the required parking.</p>	<p>vehicle which is unlicensed. (e) No person shall use any lot for the purpose of outside parking or storage of a recreational vehicle, except as permitted below: (i) one boat which shall not exceed 8.5 metres (27.9 feet) in length; (ii) one tourist vehicle which shall not exceed 8.5 metres (27.9 feet) in length; (iii) two snowmobiles; (iv) one tourist trailer which shall not exceed 8.5 metres (27.9 feet) in length, exclusive of hitch or tongue. This provision shall not apply to prevent the parking or storage of one or more boats on a lot which abuts a shoreline.</p> <p>(2) In all zones in which a dwelling is permitted as a principal use: (a) Where a recreational vehicle is parked in any yard on a lot, such vehicle shall not be used for living or sleeping accommodation for longer than 30 consecutive days by any person in transit between one place and another; but in no case shall such living or sleeping accommodation be leased or rented. (b) Where a lot has an area of 1ha or less, the parking or outside storage of a recreational vehicle may be permitted for a period of not more than 72 hours in any one calendar month in a front yard or exterior side yard. (c) Notwithstanding the foregoing, where a lot is used for a dwelling house or dwellings containing more than two (2) dwelling units, the limitations imposed herein shall not restrict the number of recreational vehicles that are stored on the lot provided the area, building or structure used for such storage complies with the yard provisions of the zone in which such area, building or structure is located and has been approved by the Corporation under a site plan agreement. Such area, building or structure shall be in addition to the required parking.</p>		
50	8.16(6)	Secondary Dwelling Units		77	Where located both at or above grade, and in the basement, the secondary dwelling unit must not be greater in size than an amount equal to a total gross floor area, of its principal dwelling unit including the gross floor area of the basement, of 40%.	Where located both at or above grade, and in the basement, the secondary dwelling unit must not be greater in size than an amount equal to 40% total gross floor area of its principal dwelling unit including the gross floor area of the basement, <del>of 40%.</del>	The sentence structure for the subject provision is confusing. Moving the '40%' to the middle of the provision provides more clarity.	No
51	8.17	Maximum Number of Attached Dwelling Units in Townhouse Dwelling		78	No more than eight (8) attached dwelling units are permitted in a townhouse (multiple attached) dwelling.	Remove	Section 8.17(1) of the Zoning By-law speaks to the maximum amount of townhouse units permitted in a dwelling. To avoid redundancy and to keep all information in one place, Section 8.17(1) is to be removed and inserted into the 'Townhouse' definition.	No
52	Table 9.2	Minimum Parking Space Rates	Bed and Breakfast	79	Almonte & Villages: 1 per dwelling unit plus 1 for the first four guest rooms plus 0.45 for each additional guest room	Almonte & Villages: 1 per dwelling unit plus 0.5 for each guest room.	A 'Bed and Breakfast' has maximum three rooms, therefore the 'first four guest rooms' requirement does not match the intent of the use. It is proposed to remove	No

							the '1 for the first four guest rooms' component and use 0.50 spaces per room as a standard. It does not dramatically alter the parking spaces required, but does ensure that additional parking is to be provided to adequately serve the needs of clients and to avoid on street parking.	
53	9.3.8(b)	Application of Parking Requirements		84	If a use is changed or a building is enlarged in floor area or there is an increase in number of employees, number of dwelling units or seating capacity or otherwise as would require an additional number of parking spaces, then such additional parking spaces shall be provided based on said change of use or expansion. In the case of a change in use, the number of additional parking spaces required will be determined by calculating the difference between that which would be required by the new and the existing uses.	If a use is changed or a building is enlarged in floor area or there is an increase in <del>number of employees</del> , the number of dwelling units or <del>seating capacity or</del> otherwise as would require an additional number of parking spaces, then such additional parking spaces shall be provided based on said change of use or expansion. In the case of a change in use, the number of additional parking spaces required will be determined by calculating the difference between that which would be required by the new and the existing uses.	If a restaurant chooses to reorganize how many tables fit within a room without physically altering the size of the room, how can the Municipality enforce an increase in seating and potential adding employees as a result? Both should be removed and left to be resolved by the Ontario Building Code and Fire Code.	No
54	9.3.9(f)	Driveways		85	Parking areas and associated driveway systems serving any use other than detached dwellings and semi-detached dwellings shall be designed in such a manner that any vehicle entering or leaving a street or public lane need not travel in a backwards motion.	Parking areas and associated driveway systems serving any use other than <del>low-density residential or townhouse</del> dwellings shall be designed in such a manner that any vehicle entering or leaving a street or public lane need not travel in a backwards motion.	Prohibiting duplex, triplex, and townhouse dwelling parking areas from having a driveway system that requires leaving said driveway in a backwards motion has implications for how a site is designed, particularly for townhouses. A townhouse, although it is on its own lot, would technically be required to have a hard-surfaced area capable of turning a vehicle around. At present, most townhouses in the Municipality are served by a one car driveway that does not accommodate re-orienting a vehicle.	No
55	9.4(1)	Landscaping Provisions for Parking Lots		86	Except in the case of an industrial zone, a minimum of 20% of the area of any parking lot, where a principal or an accessory use must be provided as a perimeter or interior landscaped area comprised of the following [...]	Except in the case of an industrial zone, a minimum of 20% of the area of any parking lot, <del>where a principal or an accessory use</del> must be provided as a perimeter or interior landscaped area comprised of the following [...]	The inclusion of 'where a principal or an accessory use must be provided' appears to be a typo. Furthermore, there is no clear intent to its inclusion. Thus, the sentence portion is proposed to be removed entirely.	No
56	9.4(2)	Landscaping Provisions for Parking Lots		86	(2) All outdoor loading and refuse collection areas contained within a parking lot must be: (a) located at least nine metres from a lot line abutting a public street; (b) located at least three metres from any other lot line; and (c) screened from view by an opaque screen with a minimum height of two metres.	(2) All outdoor loading and refuse collection areas <del>contained within a parking lot</del> must be: (a) located at least nine metres from a lot line abutting a public street; (b) located at least three metres from any other lot line; (c) screened from view by an opaque screen with a minimum height of two metres; and (d) <del>not allowed in a front yard</del> .	The Municipality should not permit locating loading and refuse collection areas within front yards. Front yards are intended to consider the relationship between a façade, pedestrians, and the street as a whole. Furthermore, the wording is permissive for those refuse areas not located in a parking lot to be put anywhere.	No
57	9.6.3	Location of Loading Space		88	The loading space or spaces required shall be located in the interior side or rear yard. Loading spaces may be in front and exterior side yards if set back from the street line a minimum distance of 10 m.	The loading space or spaces required shall be located in the interior side or rear yard. Loading spaces may be in front and exterior side yards if set back from the street line a minimum distance of 10 m <del>and where there is a vegetative buffer</del> .	Adds a visual divide between a loading space which is inherently difficult to properly design in a way that does not impact an adjacent property.	No
58	11.1	Permitted Uses (Agriculture)		92	Non-Residential Uses does not consider 'Agriculture-related Uses' and 'On-farm Diversified Uses'.	ADD: 'Agriculture-related Uses' and 'On-farm Diversified Uses'.	The Agricultural (A) Zone allows for agricultural uses but is not clear about the variability of what can fit within said use. To follow PPS 2014 permissions and to	No

							enhance opportunities on farming properties, it is proposed to add the following definition and use to the By-law. The addition would fall under the flexibility of COP Policy 3.2.2(iii). Examples of what operations are considered to be agriculture-related or on-farm diversified can be found in the "Guidelines on Permitted Uses in Ontario's Prime Agricultural Areas" (Publication 851), developed by OMAFRA.	
59	11.3.16	Special Provisions (Agriculture)		N/A	Notwithstanding their 'A' Zoning designation, lands delineated as 'A-15' on Schedule 'B' to this By-law may be used in compliance with the 'A' Zone provisions contained within this By-law, excepting however, that: - the minimum lot frontage shall be 9.1 metres (30.0 feet).	Notwithstanding their 'A' Zoning designation, lands delineated as 'A-16' on Schedule 'B' to this By-law may be used in compliance with the 'A' Zone provisions contained within this By-law, excepting however, that: - the minimum lot frontage shall be 9.1 metres (30.0 feet).	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an A-15 Zone. Thus, to identify the difference it is being amended to A-16. Please note that this section was amended in 2013 through By-law#13-91 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping - Maps'
60	13(5)	Purpose of the Zone (R1)		101	permit different development standards, identified in the AA subzone, primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	permit different development standards, <b>identified by subzones</b> , primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	There is no Subzone AA; therefore it is an empty reference. It is proposed to amend to speak generally to all subzones.	No
61	13.3(2)	R1 Subzone		103	Despite any other provision of this By-law, retirement homes, converted dwellings and rooming houses are prohibited on lands zoned R1 and developed with private services. The following conditional use is also permitted in the R1 Zone, subject to the following: (a) the use is located in residential buildings with heritage value and the unique historic characteristics of the buildings are preserved in keeping with the Municipality's heritage and design policies and guidelines. (b) adequate off street parking is provided per Section 9 – Parking, Queuing, and Loading Spacing Provisions of this Plan; (c) each guest room has a minimum floor area of 25 square metres; (d) signage shall be in keeping with the Municipality's heritage and design policies and guidelines; (e) a minimum of 15% of the site has to be maintained as usable landscaped open space; (f) the site has to be located on or within 5 metres of an arterial road; (g) the use is subject to Site Plan Control; <b>Country Inn</b>	Despite any other provision of this By-law, retirement homes, converted dwellings and rooming houses are prohibited on lands zoned R1 and developed with private services. <del>The following conditional use is also permitted in the R1 Zone, subject to the following: (a) the use is located in residential buildings with heritage value and the unique historic characteristics of the buildings are preserved in keeping with the Municipality's heritage and design policies and guidelines. (b) adequate off street parking is provided per Section 9 – Parking, Queuing, and Loading Spacing Provisions of this Plan; (c) each guest room has a minimum floor area of 25 square metres; (d) signage shall be in keeping with the Municipality's heritage and design policies and guidelines; (e) a minimum of 15% of the site has to be maintained as usable landscaped open space; (f) the site has to be located on or within 5 metres of an arterial road; (g) the use is subject to Site Plan Control;</del> <b>Country Inn</b>	The exact same set of provisions for a Country Inn is found in Section 13.1, and therefore adds no further value to the By-law. Removing the second reference removes clutter.	No
62	13.4.33	Special Provisions (R1)		103	None - By-law #16-74 rezoned land as R11 which is generally referred to on	Same as R11 but change Minimum Front Yard Setback from 3-5m to 3-6.2m,	An error occurred in writing the By-law for application Z-06-16 in Fall 2016. The	Yes see map in

					page 103. However, it was intended to be an exception to the R1 Zone, as described in the next column.	Minimum Interior Setback from 'varies' to 1.8m, and Lot Coverage from 40%/45% to 50%/55%. The Zone would be <b>R11-33</b> , written as follows:  <b>Notwithstanding the R11 zoning, lands designated as R11-33 on Schedule 'A' to this by-law may be used in compliance with the R11 zone provisions contained in this by-law, except that the following provisions shall apply:</b> <b>1. The minimum front yard setback shall be 3-6.2m;</b> <b>2. The minimum interior setback shall be 1.2m; and</b> <b>3. The lot maximum lot coverage shall be 50%, but if a bungalow it shall be 55%</b>	request, meant to be a special exception to the R11 Zone, allowed for increased lot coverage of 50% and 55% for two-storey and bungalows dwellings, respectively. However, the By-law deemed it to be R11, which limited the lot coverage to 40% and 45%. Please note that this section was amended in 2016 through By-law#16-74 and has not been consolidated within the current Zoning By-law provided online and in office.	'Housekeeping Appendix - Maps'
63	14(5)	Purpose of the Zone (R2)	109	permit different development standards, identified in the AA subzone, primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	permit different development standards, <b>identified by subzones</b> , primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	There is no Subzone AA; therefore it is an empty reference. It is proposed to amend to speak generally to all subzones.	No	
64	Table 14.2A	R2 Zone	111	See table on page 111 (online Zoning By-law copy) - Row 2 & 3, Columns 3 & 4.	Remove footnote (a) from 'Dwelling, Duplex' and 'Dwelling, Triplex' for both minimum lot area and lot frontage.	It is believed that the (a) footnote was mistakenly copy +pasted from the semi-detached dwelling provisions to those of duplex and triplex dwellings. Abiding by the footnote means that a triplex would have to have 2,070m <sup>2</sup> lot area and 54m of frontage, which is approximately double the lot area and triple the frontage of a fourplex (920m <sup>2</sup> and 20m, respectively).	No	
65	Table 14.2A	R2 Zone	111	See table on page 111 (online Zoning By-law copy) - Row 9, Column 2.	Add footnote (e) to 'Dwelling, Semi-detached' for Maximum Lot Coverage. The footnote allows 45% lot coverage for bungalow buildings.	Single-detached and Triplex dwellings are provided the allowance of 45% lot coverage if they are built as bungalows, yet a semi-detached is not. To ensure consistency, the 45% allowance should be added to semis.	No	
66	14.4.15	Special Provisions (R2)	N/A	Notwithstanding the R2E zoning, lands designated as R2E-14 on Schedule "A" to this by-law, may be used in compliance with the R2E zone provisions contained in this by-law, the following provisions shall apply: 1. The minimum Lot Area shall be 270.0m <sup>2</sup> . The minimum lot frontage shall be 9.0m <sup>3</sup> . The minimum front yard setback shall be 3.0m 4. The minimum setback between the vehicular entrance to a private garage or carport and an existing or planned sidewalk is 6.2m. No portion of a private garage or a carport shall be located more than 2.5m closer to a street lot line than the closer of: a. a building front wall or side; or b. a covered porch or veranda that is at least 2.5m wide. 5. The minimum rear yard setback shall be 6.0m <sup>6</sup> . The minimum interior side yard setback shall be 1.2m <sup>7</sup> . The minimum exterior side yard setback shall be 3.0m. 8. The maximum building height shall be	Notwithstanding the R2E zoning, lands designated as <b>R2E-15</b> on Schedule "A" to this by-law, may be used in compliance with the R2E zone provisions contained in this by-law, the following provisions shall apply: 1. The minimum Lot Area shall be 270.0m <sup>2</sup> . The minimum lot frontage shall be 9.0m <sup>3</sup> . The minimum front yard setback shall be 3.0m 4. The minimum setback between the vehicular entrance to a private garage or carport and an existing or planned sidewalk is 6.2m. No portion of a private garage or a carport shall be located more than 2.5m closer to a street lot line than the closer of: a. a building front wall or side; or b. a covered porch or veranda that is at least 2.5m wide. 5. The minimum rear yard setback shall be 6.0m <sup>6</sup> . The minimum interior side yard setback shall be 1.2m <sup>7</sup> . The minimum exterior side yard setback shall be 3.0m. 8. The maximum building height shall be 11.0m <sup>9</sup> . The maximum Lot Coverage shall be 45% for a two storey	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R2E-14 (R2-14) Zone. Thus, to identify the difference it is being amended to R2E-15. Please note that this section was amended in 2014 through By-law#14-45 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'	

					11.0m9. The maximum Lot Coverage shall be 45% for a two storey and 50% for a Bungalow	and 50% for a Bungalow		
67	14.4.16	Special Provisions (R2)		N/A	Notwithstanding their "R2" zoning designation, lands designated as "R2-14" on Schedule 'A' to this by-law, may be used in accordance with the R2 zone provisions contained in this by-law, excepting however that: i) The minimum front yard shall be 3 metres (9.84 feet); ii) The minimum rear lane width shall be 6 metres (19.69 feet); iii) The holding provision shall be lifted upon approval of the following to the satisfaction of the Municipality: a. Approval of a site plan control application, including drawing, which demonstrates conformity to the Community Official Plan (COP) and compatibility with the surrounding neighbourhood with respect to urban design; and, b. Execution of a site plan agreement between the owner and the Municipality.	Notwithstanding their "R2" zoning designation, lands designated as "R2-16" on Schedule 'A' to this by-law, may be used in accordance with the R2 zone provisions contained in this by-law, excepting however that: i) The minimum front yard shall be 3 metres (9.84 feet); ii) The minimum rear lane width shall be 6 metres (19.69 feet); iii) The holding provision shall be lifted upon approval of the following to the satisfaction of the Municipality: a. Approval of a site plan control application, including drawing, which demonstrates conformity to the Community Official Plan (COP) and compatibility with the surrounding neighbourhood with respect to urban design; and, b. Execution of a site plan agreement between the owner and the Municipality.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R2-14 Zone. Thus, to identify the difference it is being amended to R2-16. Please note that this section was amended in 2015 through By-law#15-89 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'
68	14.4.17	Special Provisions (R2)		N/A	Notwithstanding their "R2" zoning delineation, lands delineated as "R2-14-h" on Schedules 'A' and 'B' to this by-law, may be used in accordance with the R2 zone provisions contained in this by-law, excepting however that the holding provision shall be lifted once municipal water and sewer systems have been extended to the lands.	Notwithstanding their "R2" zoning delineation, lands delineated as "R2-17-h" on Schedules 'A' and 'B' to this by-law, may be used in accordance with the R2 zone provisions contained in this by-law, excepting however that the holding provision shall be lifted once municipal water and sewer systems have been extended to the lands.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R2-14-h Zone. Thus, to identify the difference it is being amended to R2-17-h. Please note that this section was amended in 2016 through By-law#16-21 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'
69	14.4.18	Special Provisions (R2)		N/A	Notwithstanding the R2E zoning, lands designated as R2E-15 on Schedule "A" to this by-law may be used in compliance with the R2E zone provisions contained in this by-law, except that following provisions shall apply: 1. The maximum lot coverage shall be 55%; and 2. Single-detached dwellings shall adhere to R11-31 standards.	Notwithstanding the R2E zoning, lands designated as R2E-18 on Schedule "A" to this by-law may be used in compliance with the R2E zone provisions contained in this by-law, except that following provisions shall apply: 1. The maximum lot coverage shall be 55%; and 2. Single-detached dwellings shall adhere to R11-31 standards.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R2E-15 (R2-15) Zone. Thus, to identify the difference it is being amended to R2E-15. Furthermore, an adjustment will be made to the associated mapping to reflect the approved development plan. Please note that this section was amended in 2018 through By-law#18-10 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'
70	15(5)	Purpose of the Zone (R3)		115	permit different development standards, identified in the AA subzone, primarily for developing areas designated Residential in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	permit different development standards, identified by subzones, primarily for developing areas designated Residential in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	There is a Subzone AA but it is not the only one. It is proposed to amend to speak generally to all subzones.	No
71	Table 15.2A	R3 Zone		116	See table on page 116 - Row 1, Column 3.	Change 'Townhouse, Dwelling' to 'Townhouse, Dwelling Unit'	A 'Dwelling Unit' means each individual habitable unit within a larger building; whereas a 'Dwelling' is the entirety of all	No

							units within four exterior walls. Referring to a 'Townhouse, Dwelling' means that the entire building would only require 168m <sup>2</sup> of lot area and 5.5m of frontage. This is logically supposed to be associated to a 'Townhouse, Dwelling Unit'. Thus, the change is proposed to reflect the intent.	
72	15.4.10	Special Provisions (R3)		N/A	Notwithstanding the 'R3' zoning designation, those lands designated as R3-9 on Schedule 'C' to this By-law, shall be used in compliance with the R3 zone provisions contained in this By-Law, excepting however, that: i) The principal dwelling type permitted shall be a Townhouse; ii) The minimum lot frontage shall be 8.8m; iii) The minimum lot area shall be 150m <sup>2</sup> ; iv) The maximum building height shall be 9m; v) The minimum front yard setback shall be 3m; vi) The minimum exterior side yard setback shall be 3m; vii) The minimum rear yard setback shall be 7.5m; viii) The minimum side yard adjoining an end unit shall be 1.2m; ix) The maximum lot coverage shall be 55%; x) The minimum dwelling unit area shall be 46m <sup>2</sup> plus 9.5m <sup>2</sup> for each bedroom; xi) The maximum net density shall be 35 units per net hectare; xii) The minimum setback between the vehicular entrance to a private garage or carport and an existing or planned sidewalk is 6.2m. No portion of a private garage or carport shall be located more than 2.5m closer to a street lot line than the closer of: (a) a building front wall or side; or (b) a covered porch or veranda that is at least 2.5 m wide.	Notwithstanding the 'R3' zoning designation, those lands designated as <b>R3-10</b> on Schedule 'C' to this By-law, shall be used in compliance with the R3 zone provisions contained in this By-Law, excepting however, that: i) The principal dwelling type permitted shall be a Townhouse; ii) The minimum lot frontage shall be 8.8m; iii) The minimum lot area shall be 150m <sup>2</sup> ; iv) The maximum building height shall be 9m; v) The minimum front yard setback shall be 3m; vi) The minimum exterior side yard setback shall be 3m; vii) The minimum rear yard setback shall be 7.5m; viii) The minimum side yard adjoining an end unit shall be 1.2m; ix) The maximum lot coverage shall be 55%; x) The minimum dwelling unit area shall be 46m <sup>2</sup> plus 9.5m <sup>2</sup> for each bedroom; xi) The maximum net density shall be 35 units per net hectare; xii) The minimum setback between the vehicular entrance to a private garage or carport and an existing or planned sidewalk is 6.2m. No portion of a private garage or carport shall be located more than 2.5m closer to a street lot line than the closer of: (a) a building front wall or side; or (b) a covered porch or veranda that is at least 2.5 m wide.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R3-9 Zone. Thus, to identify the difference it is being amended to R3-10. Please note that this section was amended in 2014 through By-law#14-32 and has not been consolidated within the current Zoning By-law provided online and in office.	Yessee map in 'Housekeeping Appendix - Maps'
73	15.4.12	Special Provisions (R3)		N/A	Notwithstanding the 'R3-Residential Third Density zoning designation, lands designated as 'R3-11- Residential Third density Exception 11 on Schedule 'A' to this By-law, may be used in compliance with the R1E, R2E and R3E subzone provisions contained in this by-law, excepting however, that:  i) All zoning provisions associated with the R1E sub zone shall apply except for the minimum lot frontage and minimum front yard setback. The minimum lot frontage shall be 11m (36.08ft) and the minimum front yard setback shall be 6m (19.7ft). ii) All zoning provisions associated with the R2D sub zone shall apply. iii) All zoning provisions associated with the R3E sub zone shall apply. iv) townhouse dwellings may also include any building that is divided vertically into four or more dwelling	Notwithstanding the 'R3-Residential Third Density zoning designation, lands designated as ' <b>R3-13- Residential Third density Exception 13</b> on Schedule 'A' to this By-law, may be used in compliance with the R1E, R2E and R3E subzone provisions contained in this by-law, excepting however, that:  i) All zoning provisions associated with the R1E sub zone shall apply except for the minimum lot frontage and minimum front yard setback. The minimum lot frontage shall be 11m (36.08ft) and the minimum front yard setback shall be 6m (19.7ft). ii) All zoning provisions associated with the R2D sub zone shall apply. iii) All zoning provisions associated with the R3E sub zone shall apply. iv) townhouse dwellings may also include any building that is divided vertically into four or more dwelling units, each of which	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R3-11 and R3-12 Zone. Thus, to identify the difference it is being amended to R3-13. Please note that this section was amended in 2016 through By-law#16-28 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'

					units, each of which has an independent entrance to a front yard and rear yard immediately abutting the front and rear walls of each dwelling unit.	has an independent entrance to a front yard and rear yard immediately abutting the front and rear walls of each dwelling unit.		
74	15.4.13	Special Provisions (R3)		N/A	Notwithstanding the R3 zoning, lands designated as R3-12 on Schedule "A" to this by-law, may be used in compliance with the R3-8 zone provisions contained in this by-law, except that the following provisions shall apply: 1. The maximum lot coverage shall be 68%; and 2. The minimum rear yard setback shall be 6m.	Notwithstanding the R3 zoning, lands designated as R3-12 on Schedule "A" to this by-law, may be used in compliance with the R3-8 zone provisions contained in this by-law, except that the following provisions shall apply: 1. The maximum lot coverage shall be 62%; and 2. The minimum rear yard setback shall be 6m.	An error occurred in writing the By-law for application Z-05-17 in Winter 2018. The applicant requested for a lot coverage of 62% which was mistakenly written as 68%. Please note that this section was amended in 2018 through By-law#18-10 and has not been consolidated within the current Zoning By-law provided online and in office.	No
75	16(5)	Purpose of the Zone (R4)		119	permit different development standards, identified in the AA subzone, primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	permit different development standards, <b>identified by subzones</b> , primarily for developing areas designated <b>Residential</b> in the Almonte Ward, which promote efficient land use and compact form incorporating newer design approaches.	There is no Subzone AA; therefore it is an empty reference. It is proposed to amend to speak generally to all subzones.	No
76	16.3.13	Special Provisions (R4)		N/A	Notwithstanding the "R4 – Residential Fourth Density Zone" zoning designation, lands designated as 'R4-13 – Residential Fourth Density Special Exemption 13' on Schedule 'A' to this By-law, may be used in compliance with the R4 zone provisions contained in this by-law, excepting however, that: i) The minimum exterior side yard setback shall be 4.5 metres (14.76ft); ii) The minimum rear yard setback shall be 5.0 metres (16.4 ft.); iii) The minimum landscape strip for parking lot abutting lot lines shall be 2.0 metres (6.5 ft.); iv) The minimum refuse collection area setback from lot lines shall be 0.0 metres (0.0 ft.); v) The maximum encroachment into a required yard for eaves, eavestroughs and gutters only, shall be 1.6 metres (5.22ft).	Repeal By-law #13-64.	The Mill Run Subdivision has gone through numerous changes since By-law #13-64 which meant to allow for an apartment. That area has since been rezoned and developed as low-density housing. The Special Exception Zone is no longer needed. Please note that this section was amended in 2013 through By-law#13-64 and has not been consolidated within the current Zoning By-law provided online and in office.	No
77	16.3.15	Special Provisions (R4)		N/A	Notwithstanding their "R4" zoning delineation, lands delineated as "R4-13" on Schedule 'A' to this by-law, may be used in accordance with the R4 zone provisions contained in this by-law, excepting however, that: i) The permitted uses shall be restricted to a low-rise apartment dwelling containing a maximum of 7 dwelling units, home-based business – domestic and household arts, and home-based business – professional uses; ii) The northerly minimum interior side yard shall be 1.81 metres (5.94 feet); and, iii) The minimum rear yard shall be 0.75 metres (2.46 feet).	Notwithstanding their "R4" zoning delineation, lands delineated as "R4-15" on Schedule 'A' to this by-law, may be used in accordance with the R4 zone provisions contained in this by-law, excepting however, that: i) The permitted uses shall be restricted to a low-rise apartment dwelling containing a maximum of 7 dwelling units, home-based business – domestic and household arts, and home-based business – professional uses; ii) The northerly minimum interior side yard shall be 1.81 metres (5.94 feet); and, iii) The minimum rear yard shall be 0.75 metres (2.46 feet).	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an R4-13 and R4-14 Zone. Thus, to identify the difference it is being amended to R4-15. Please note that this section was amended in 2013 through By-law#16-36 and has not been consolidated within the current Zoning By-law provided online and in office.	Yessee map in 'Housekeeping Appendix - Maps'
78	17(1)	Purpose of the Zone (RR)		125	recognize and permit limited residential development in areas designated as	recognize and permit limited residential development in areas designated as	The Municipality currently has 'Rural Residential' Zones in 'Rural Settlement	No

					Rural in the Community Official Plan;	Rural and Rural Settlement Area & Village in the Community Official Plan;	Areas & Villages'. The Section should be updated to reflect that they are permitted in those designations.	
79	21.2(5)	Zone Provisions (C3)		136	Garbage shall be stored within metal containers in a fenced area designed expressly for that purpose.	Garbage shall be stored within metal containers in an <b>fenced</b> area designed expressly for that purpose <b>which is surrounded by opaque screening that is minimum 2m tall.</b>	Elsewhere in the By-law there are requirements for garbage areas to be screen from via with opaque material. For consistency, the C3 Zone should include the same provision.	No
80	22.2(5)	Zone Provisions (C4)		140	Garbage shall be stored within metal containers in a fenced area designed expressly for that purpose.	Garbage shall be stored within metal containers in an <b>fenced</b> area designed expressly for that purpose <b>which is surrounded by opaque screening that is minimum 2m tall.</b>	Elsewhere in the By-law there are requirements for garbage areas to be screen from via with opaque material. For consistency, the C3 Zone should include the same provision.	No
81	23.3.6	Special Provisions (C5)		N/A	Notwithstanding their "C5" zoning designation, on those lands delineated as "C5-6" permitted uses shall be limited to the following: <ul style="list-style-type: none"> <li>- An accessory dwelling unit forming an integral part of the building or structure containing a permitted non-residential use except automobile uses</li> <li>- A detached dwelling</li> <li>- Industrial uses including only machine and welding shops</li> <li>- Veterinarian clinics and offices</li> <li>- Commercial school</li> <li>- Farm Custom Work</li> <li>- Feed mills</li> <li>- Grain elevators and /or drying establishments</li> <li>- Contractor's or tradesman's establishment</li> <li>- Transportation terminal</li> <li>- Dairy</li> <li>- Riding stables and equestrian centres</li> <li>- A sewage disposal system</li> <li>- Buildings, structures and uses accessory to a permitted use</li> <li>- Storage yard accessory to the contractor's or tradesman's establishment.</li> </ul>	Notwithstanding their "C5" zoning designation, on those lands delineated as " <b>C5-11</b> " permitted uses shall be limited to the following: <ul style="list-style-type: none"> <li>- An accessory dwelling unit forming an integral part of the building or structure containing a permitted non-residential use except automobile uses</li> <li>- A detached dwelling</li> <li>- Industrial uses including only machine and welding shops</li> <li>- Veterinarian clinics and offices</li> <li>- Commercial school</li> <li>- Farm Custom Work</li> <li>- Feed mills</li> <li>- Grain elevators and /or drying establishments</li> <li>- Contractor's or tradesman's establishment</li> <li>- Transportation terminal</li> <li>- Dairy</li> <li>- Riding stables and equestrian centres</li> <li>- A sewage disposal system</li> <li>- Buildings, structures and uses accessory to a permitted use</li> <li>- Storage yard accessory to the contractor's or tradesman's establishment. - <b>Commercial Storage</b></li> </ul>	Application Z-07-12 requested and received approval for the additional of 'Commercial Storage' as a permitted use. By-law #12-76 did not reflect this change and is missing the sole use that initiated the zoning amendment. Please note that this section was amended in 2018 through By-law#12-76 and has not been consolidated within the current Zoning By-law provided online and in office.	No
82	23.3.8	Special Provisions (C5)		N/A	Notwithstanding their C5 zoning, lands designated as "C5-6" on Schedule 'A' to this by-law, may be used in compliance with the C5 zone provisions contained in this by-law, excepting however, that a MICRO-BREWERY shall be an additional permitted use.	Notwithstanding their C5 zoning, lands designated as " <b>C5-10</b> " on Schedule 'A' to this by-law, may be used in compliance with the C5 zone provisions contained in this by-law, excepting however, that a MICRO-BREWERY shall be an additional permitted use.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already an C5-6, C5-7, C5-8, and C5-9 Zone. Thus, to identify the difference it is being amended to C5-10. Please note that this section was amended in 2015 through By-law#15-08 and has not been consolidated within the current Zoning By-law provided online and in office.	Yes see map in 'Housekeeping Appendix - Maps'
83	40.3.8	Special Provisions (D)		177	Notwithstanding their "D" zoning designation, on those lands delineated as "D-6" to permit the construction of accessory structures.	Notwithstanding their "D" zoning designation, on those lands delineated as " <b>D-8</b> " to permit the construction of accessory structures.	Due to the confusion of a non-consolidated By-law since its passing in 2011, some lots share the same zoning designation title but have different provisions. For instance, there is already a D-6 Zone. Thus, to identify the difference it is being amended to D-8.	Yes see map in 'Housekeeping Appendix - Maps'

# SCHEDULE B – ASSOCIATED MAPS

## ITEM # 59



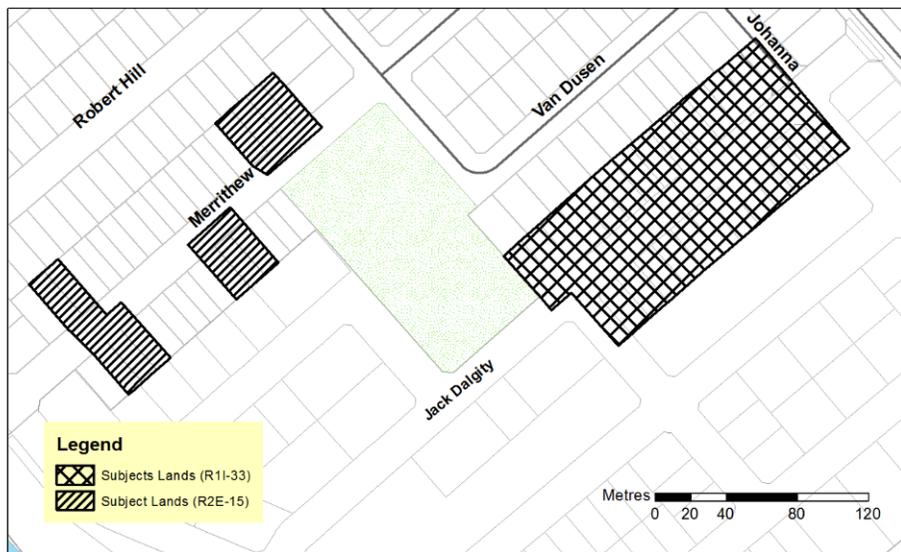
Rezone Property from A-15 to A-16  
Concession 9, Part Lot 3, Plan 26R-1444, Parts 1, 2, & 4  
Pakenham Ward, Municipality of Mississippi Mills



## ITEMS # 62 & 66



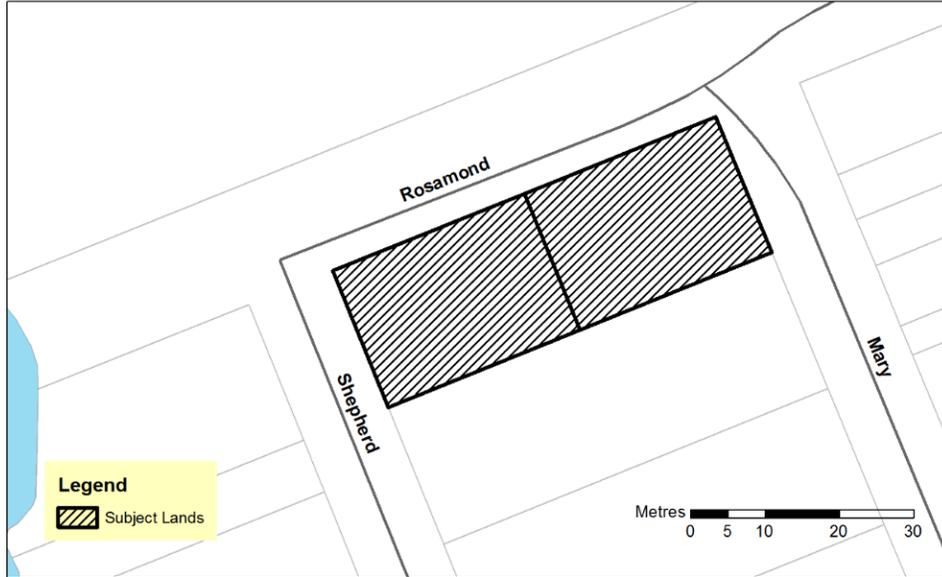
Rezone Riverfront Lands from R2E-14 to R2E-15 and R11 to R11-33  
Concession 10, East Part Lot 14, Plan 27M-68 & Plan 27M-78  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as Riverfront Estates Phases 3 & 4



### ITEM # 67



Rezone Property from R2-14 to R2-16  
Plan 6262, Cameron Section, Lots 29 & 38  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as 65 Shepherd Street



### ITEM # 68



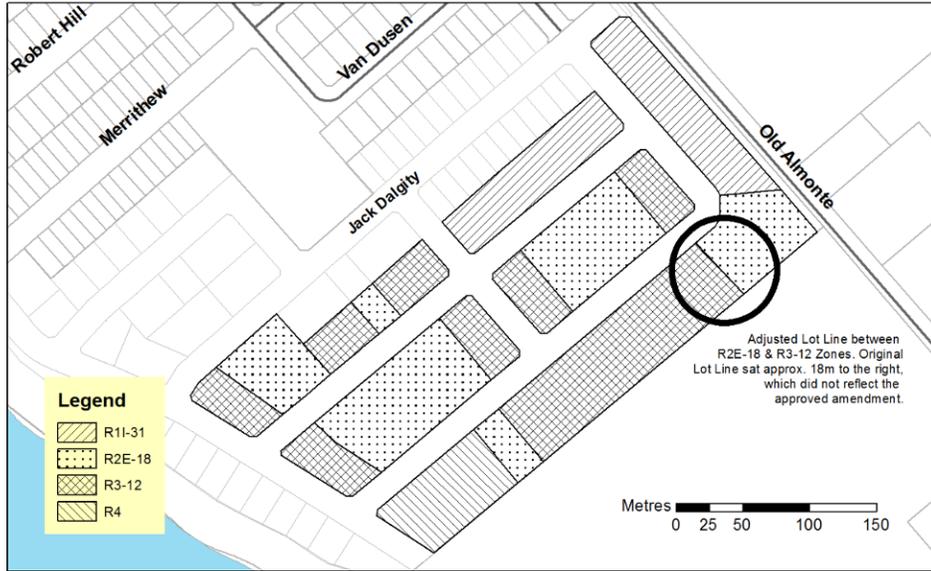
Rezone Property from R2-14-h to R2-17-h  
Plan 6262, Malloch Section, Lots 5 & 6, Plan 27R-10624, Part 6  
Almonte Ward, Municipality of Mississippi Mills



# ITEM # 69



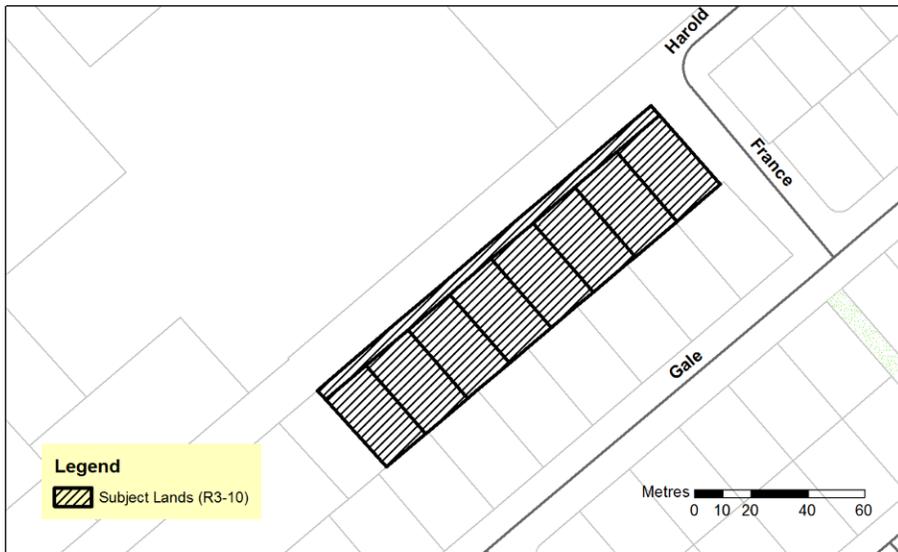
Rezone Riverfront Lands from R2E-15 to R2E-18  
AND Adjust Zoning Boundary  
Concession 10, East Part Lot 14  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as Riverfront Estates Phase 5



# ITEM # 72

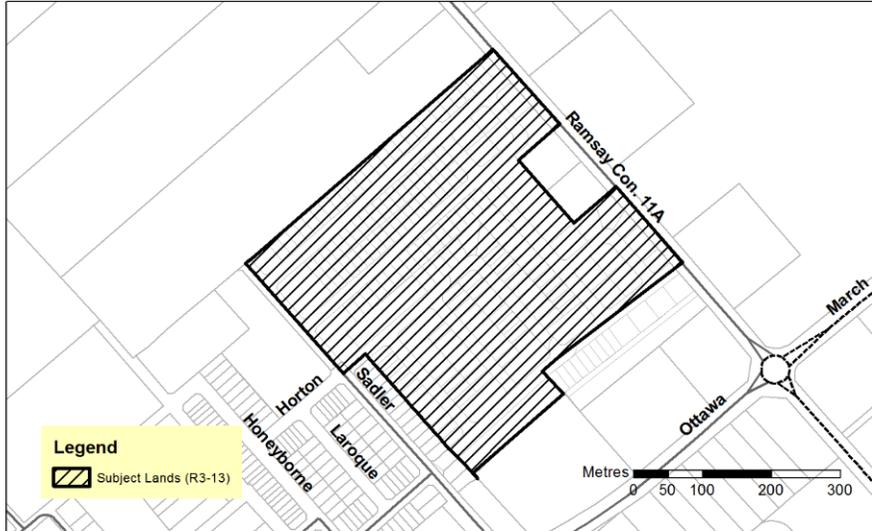


Rezone Property from R3-9 to R3-10  
Plan 89, Lots 23 to 30, and Block 43  
Almonte Ward, Municipality of Mississippi Mills



# ITEM # 73

Rezone Mill Run Lands from R3-11 to R3-13  
Concession 10, Part Lot 16  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as Mill Run Phases 2 to 5



# ITEM # 74

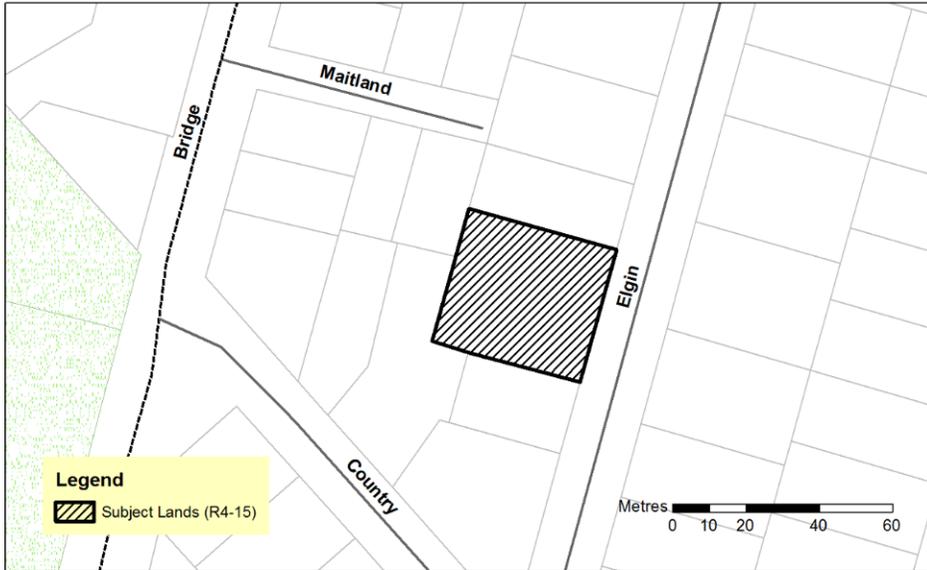
Amendments to R3-12 Zone  
Concession 8, East Part Lot 14  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as Riverfront Phase 5



### ITEM # 77



Rezone Property from R4-13 to R4-15  
Plan 6262, Anderson Section, Lot 12 and Part Lot 11  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as 154 Elgin Street



### ITEM # 81



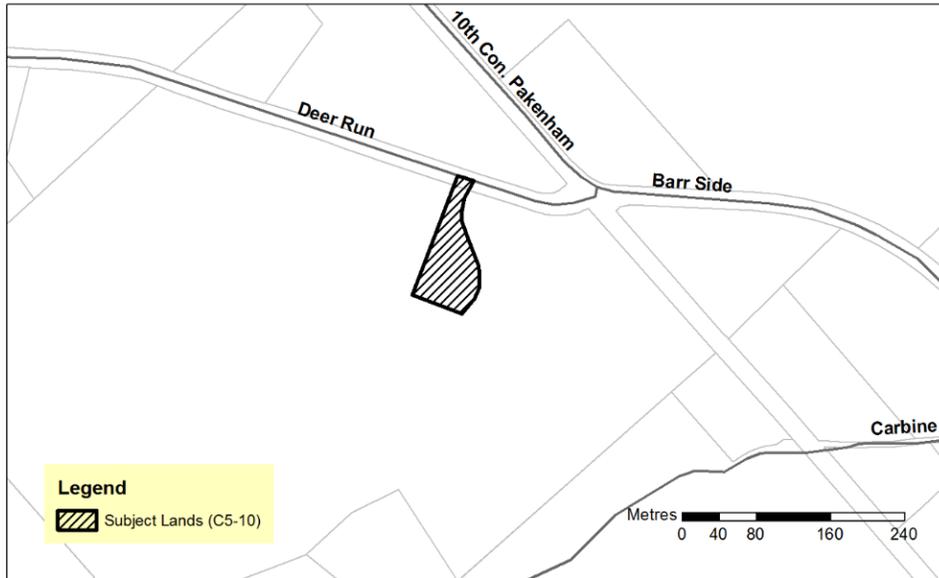
'Commercial Use' added to C5-6 Zone  
Concession 8, Part Lot 15, Plan 27R-8626, Part 1  
Ramsay Ward, Municipality of Mississippi Mills  
Municipally known as 3243 Old Perth Road



### ITEM # 82



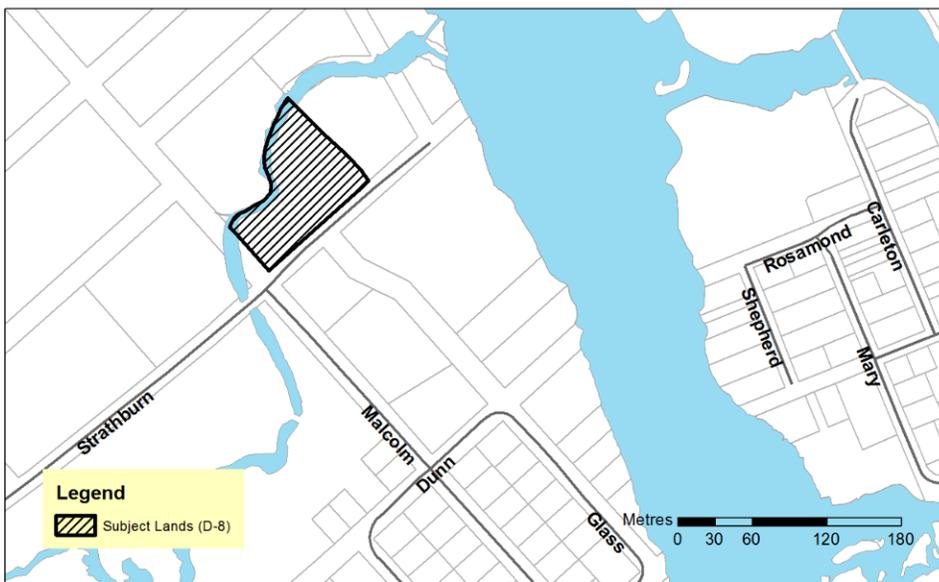
Rezone Property from C5-6 to C5-10  
Part of Concession 9, Part Lot 18, Plan 27R-9004, Part 5  
Pakenham Ward, Municipality of Mississippi Mills  
Municipally known as 239 Deer Run Road



### ITEM # 83



Rezone Property from D-6 to D-8  
Plan 6262, Part Lots 5 & 6, Plan 27R-8149, Part 1  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as 244 Strathburn Street



The Corporation of the Municipality of Mississippi Mills  
**Beautification Committee Meeting**  
Thursday April 19, 2018 at 8:00AM  
Almonte Old Town Hall meeting room

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Present: Malte Mendzigall (Chairperson)  
Julie Yeaman  
Joachim Moenig  
Jill McCubbin  
David Hinks  
Lea Anne Solomonian  
Nancy Timmons  
Betty Waterman  
Garwood Tripp  
Cornelius Berg

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

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Chairperson Malte Mendzigall called the meeting to order at 8:05 am.

**A. Approval of Agenda**

To add D) Delegation – Pam Harris – Almonte Library

**Moved by Jill McCubbin**

**Seconded by Julie Yeaman**

**THAT the April 19, 2018 agenda be accepted as amended.**

**CARRIED**

**B. Disclosure of Pecuniary Interest**

**C. Round Table – Positive observations around Mississippi Mills**

**D. Delegation – Pam Harris – Almonte Library**

Pam was on hand to give an update on the trees at the Almonte Library. The three trees have been removed. Allan Goddard, Ron Ayling and David Hinks are giving advice on the selection of new tree/shrubs. The Almonte Horticulture will also give recommendations as it pertains to the garden. Allan Goddard will be presenting a design plan to the library. Pam will keep this committee updated once the decisions have been made.

A resident has offered to donate trees purchased from the Hub Hospice tree sale as well Calvin Murphy – Recreation Manager has offered to purchase trees for the space.

## **E. Approval of Minutes – March 22, 2018**

**Moved by Betty Waterman**

**Seconded by Lea Anne Solomonian**

**THAT the March 22, 2018 Beautification minutes be accepted as presented.**

**CARRIED**

## **F. Business**

### **a) Updates from MM Communities; Appleton, Clayton & Blakeney**

**Appleton:** Tree Champion- Allison Ball's tree is not doing well. Betty will confirm if the tree needs to be replaced. She will also confirm the kind of tree. She confirmed there is a memo at the community board encouraging everyone to Pitch In!

**Blakeney:** The Blakeney park is very well used since the weather has improved. The public art piece "the door" is still intact.

The location of the Blakeney sign at Hwy 29 has be changed.

**Clayton:** David Hinks has pruned the pear trees at the Clayton Community Centre.

It was noted that the stakes can be removed on the maple trees that were planted a few years ago.

MM2020 volunteers has begun collecting data from Clayton residents with regards to internet/cell service requirements.

### **b) Updates from Pakenham and Almonte Hort. Societies**

**Pakenham:** May 3 & 4 Pakenham Hort will be planting a vegetable garden beside the Pakenham public school. Food Bank Ontario has provided a grant for the project.

The railway trail is being well used in Pakenham.

The Pakenham Hort will be planning the landscaping and planting design for the Pakenham library. They will be taking on the project this summer.

**Almonte:** The Almonte Hort has offered to take over the maintenance of the Almonte Old Town Hall garden. (Fern's garden)

### **c) Fundraising Update**

The committee met to discuss samples of various coffee table books, paper samples. Wendy Moenig will help with the specs on the paper etc. Mary Lumsden from Mill Street Books is interested in the project, Tiffany will be in touch with her.

Next meeting scheduled for April 24 at 8:00am

### **d) Mark Cullen Trees**

Tiffany has been advised that the Mark Cullen trees have been offered again this year. The scheduled pick up date is May 19. Public Works has agreed to help float the trees, dig the holes and plant the trees. Tree types: sugar maples, red maples, red oak and autumn fantasy maples.

The committee made some recommendations on various locations within Mississippi Mills: Coleman island park, along the roadside by the community board in Blakeney, Wylie St park needs one tree replaced, possibly by the new section of Patterson Street (need to ask public

works), possibly by the rail trail?. Tiffany will discuss possible locations with Recreation and Public Works.

#### **e) Pitch In**

Tiffany confirmed she sent the pitch in photo contest information to the public schools. Ads have been placed in The Humm, Millstone News, EMC and social media. The bags will be delivered to the schools, Baker Bob's, Nicholson's, Appleton community board, Clayton General Store, municipal office and the Almonte Old Town Hall.

The Environmental committee has begun an initiative to reduce the number of plastic water bottles in the landfill. Tiffany will coordinate the drop off of shovels, brooms, bags, garbage cans etc at the Old Town Hall ready for pick up on Friday.

Street sweeping will be completed once the weather improves.

#### **f) Public Art**

This spring the installation of the public art piece in Clayton and Fern's musical fence will be scheduled.

#### **g) Banners**

Canada banners will be installed this summer. Laurel will be completing an inventory of the quilted banners, we will install all those that are in good shape.

Laurel Cook is in the process of getting a cost for a metal banners to replace the cloth banners. More information will be presented to the committee.

#### **h) Brownie Points**

The committee agreed to hold the "Brownie Points" awards in the fall. All committee members are to make notes/take pictures of the well maintained gardens, businesses etc. Tiffany will circulate the list of categories to the committee members to remind them of the various awards.

#### **G. Tree Meeting Report**

The tree committee made a recommendations to hold seasonal walks/talks (X4) to continue the awareness of the importance of trees.

Diane Beresford-Kroeger will be holding a book signing prior to the film presentation "Call of the Forest". Mill Street Books will be on hand to sell books.

#### **H. Correspondence - none**

#### **I. Round Table**

St. Paul's church in Almonte is supporting the "Mississippi Mills All My Relations" program. A garden will be planted with indigenous plants: corn, squash, beans.

The old site of The Hub has had the interior gutted. Architect Peter Mansfield and Stephen Brathwaite have put together a interior design.

The Volunteer Appreciation event held at the Almonte Civitan on April 18 was well attended.

To date there is no update on the removal of the chain link fence behind the library.

**J. Adjournment**

**Moved by Julie Yeaman**

**Seconded by Betty Waterman**

**THAT the April 19, 2018 Beautification committee meeting be adjourned.**

**CARRIED**

**Meeting was adjourned at 9:35 am**

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Bonnie Ostrom, Recording Secretary

The Corporation of the Municipality of Mississippi Mills  
**Beautification Committee Meeting**  
Thursday May 24, 2018 at 8:00AM  
Almonte Old Town Hall meeting room

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Present: Malte Mendzigall (Chairperson)  
Joachim Moenig  
David Hinks  
Lea Anne Solomonian  
Nancy Timmons  
Betty Waterman

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

Regrets: Julie Yeaman, Jill McCubbin, Garwood Tripp, Cornelius Berg

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Chairperson Malte Mendzigall called the meeting to order at 8:10 am.

**A. Approval of Agenda**

To add Ej) Pitch In

**Moved by Joachim Moenig**

**Seconded by Lea Anne Solomonian**

**THAT the May 24, 2018 agenda be accepted as amended.**

**CARRIED**

**B. Disclosure of Pecuniary Interest**

**C. Round Table – Positive observations around Mississippi Mills**

**D. Approval of Minutes – April 19, 2018**

**Moved by Joachim Moenig**

**Seconded by Betty Waterman**

**THAT the April 19, 2018 Beautification minutes be accepted as presented.**

**CARRIED**

**E. Business**

**a) Updates from MM Communities; Appleton, Clayton & Blakeney**

**Appleton:** The tree champion tree is now doing well. Sand has been added to the play structure. Volunteers will be planting the bridge baskets soon.

Lanark County Support Services have planted flowers at both the Appleton and Blakeney community boards and will maintain them over the summer.

Appleton volunteers will be hosting a movie night in August, date to be confirmed.

**Blakeney:** no update

**Clayton:** Volunteers have planted the bridge baskets and the barrels at the Clayton Dam Park. Extra garbage cans are required at the park. The public art piece is to be installed before Clayton Fest July 21. The two murals will be installed on the Clayton Community Hall by the Almonte Area Artists Association (4A's) this summer.

#### **b) Updates from Pakenham and Almonte Hort. Societies**

**Pakenham:** Raised vegetable gardens have been installed at Scoops, Pakenham library and Five Arches, growing food for the local food bank.

**Almonte:** The Almonte Hort had a successful plant sale. The volunteers are busy cleaning up flower beds at the library, cenotaph, Old Town Hall garden. Yard of the Week begins June 1<sup>st</sup>.

#### **c) Street Banners**

A sample of the Ramsay metal banner was displayed, committee agreed on the design. It was agreed to powder coat them Mississippi Mills green and blue as well as yellow and red to add variety in color. A total of 19 will be purchased and powder coated for Ramsay. Some metal posts in Almonte require repair before any banners can be installed.

Both Almonte and Pakenham will have the Canada flag banners and the quilted banners this summer.

#### **d) Murals**

The nurse and the 2 doctor murals have been installed at the Almonte hospital. The three murals that were installed last summer at the grand stands are in bad shape again as well as the mural at the Almonte library. They will be taken down and stored until a decision is made on how to properly maintain them.

#### **e) Gardens**

The summer students will help maintain the Old Town Hall garden this summer. Work has been done on the Riverfront Estates entrance sign.

#### **f) Hanging Baskets**

The hanging baskets will be delivered on May 28<sup>th</sup>.

#### **g) Planter Baskets**

Brantim Nursery will be planting in the cement flower containers.

#### **h) Almonte roundabout, entrance areas**

Shrubs have been trimmed back and work on the roundabout has begun. Constant maintenance of the roundabout will have to be done over the summer.

**i) Students projects**

Summer students: Hannah Smithson and Matt Hickey were introduced. The Beautification summer student position has been reposting. Nathan Labelle will be starting once school is finished at the end of June. (High school student)

Committee members were asked to submit any projects they felt the summer students could take on over the summer. Some ideas: maintain the veterans walkway trees, maintain Mill St all summer (garbage, weed control), painting benches behind the post office, clean up the old Ultramar site of garbage and brush.

Pam Harris requested help with the library gardens, will discuss the scope of the work.

Staff to ask Public Works to deliver mulch to the public works yard for the beautification summer projects.

**j) Pitch In**

It was suggested that volunteers wear the reflective vests while out picking up garbage, especially along the road sides. It was also suggested that signs be posted stating Beautification Volunteers at work to stress the fact that it is volunteer working not municipal staff. Staff to issue a pitch in press release based on the feedback from those committee members who volunteered.

Some problem areas noted: alley way beside Superior Restaurant, Subway Restaurant garbage caught in the trees along Little Bridge St., back of Mill St stores that back onto parking lot (Brae/High St)

**G. Tree Meeting Report** - none

**H. Correspondence** - none

**I. Round Table**

Staff is to follow up with Branji Metal Works on the installation of the “musical fence”.

Fam Tour will take place on Monday May 28 from 8am – 5pm.

Saturday June 16 – Grand opening of Gemmill Park splash pad will take place. A family fun event is planned.

**J. Adjournment**

**Moved by Julie Yeaman**

**Seconded by Betty Waterman**

**THAT the May 24, 2018 Beautification committee meeting be adjourned.**

**CARRIED**

**Meeting was adjourned at 9:35 am**

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Bonnie Ostrom, Recording Secretary

**Mississippi Mills Public Library Board  
Minutes**

**Regular Meeting  
Wednesday April 25, 2018, 7:00 pm  
Pakenham Branch Meeting Room, MMPL**

**Present:**

Board:           Micheline Boucher (Meeting Chair)  
                  Mary Lou Souter (Chair)  
                  Danielle Wojtyniak  
                  Anne Mason  
                  Betty Mears  
                  Councillor Val Wilkinson  
                  Wendy Hansen  
                  Councillor Amanda Pulker-Mok  
                  George Seibel

Staff:           Pam Harris, CEO/Chief Librarian  
                  Monica Blackburn, Recording Secretary

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The Meeting Chair called the meeting to order at 7:05 p.m.

**1) APPROVAL OF AGENDA**

**Moved by** George Seibel  
**Seconded by** Betty Mears  
**THAT the agenda be approved as amended.**

**CARRIED**

**2) DISCLOSURE OF PECUNIARY INTEREST**

a. None

**3) APPROVAL OF THE MINUTES FROM APRIL 4, 2018.**

**Moved by** Danielle Wojtyniak  
**Seconded by** Val Wilkinson  
**THAT the MMPLB Regular Meeting minutes dated April 4<sup>th</sup>, 2018 be approved as amended.**

**CARRIED**

**4) DELEGATIONS/PRESENTATION**

a. None

**5) STAFF PRESENTATION(S)**

Karen Kiddey, Library Processing Assistant, Pakenham Branch has been with the MMPL for nine years. She discussed the very successful MMPL Seed Library that she has spear headed over the past three years as well as her duties at the Pakenham Branch.

## 6) BUSINESS ARISING

### a. CEO Evaluation

Chair Souter reported that the CEO/Chief Librarian Evaluation has been completed and is filed in the HR files at the Town offices as well as in the Library.

### b. Bylaws (Accreditation committee) (Sub-Committee Chair Mears Reporting)

The Sub-Committee has met several times and communicated with Southern Ontario Library Services, Library Development Consultant, Peggy Malcolm.

The number of term limits a Board member may be on the Board was discussed. The Library Act is silent on this. The municipality has the authority to appoint the Board, and they can set the terms. The Board cannot. The Board could request the Town to do this.

Councillor Wilkinson questioned Section 2.2 Call to order and requested that it be recorded that her opinion is that this is incorrect.

**Moved by** Betty Mears

**Seconded by** Danielle Wojtyniak

**That the MMPLB** accept the bylaws regarding the business of the MMPLB BL-01 as amended.

**CARRIED**

### c. Work Plan (CEO/Chief Librarian Pam Harris)

CEO/Chief Librarian Harris presented the draft Work Plan at the recent staff meeting to staff who had several suggestions and revisions. CEO/Chief Librarian Harris is working on it, and will show it to staff and then send out to the Board in the next Board package.

## 7) CORRESPONDENCE

### a. None.

## 8) REPORTS

### a. Chair's Report (Chair Souter Reporting):

- i. The garden around the Pakenham Branch will be dedicated to Fern Martin and the volunteers involved in the Peak at Pakenham production. The Pakenham Horticulture Society, Al Goddard and Ed Lawrence have met and drawn up plans. Al Goddard will be project manager.
- ii. At the recent Trustee meeting Southern Ontario Library Services, Library Development Consultant, Peggy Malcolm reported that all Boards must pass a policy regarding The Library and Political Elections by May 1. This will be discussed under 9.a
- iii. Southern Ontario Library Services is developing an election tools kit which is available on the Southern Ontario Library Services website.
- iv. There are Legacy and Planning documents available. Chair Souter will bring to the June meeting.
- v. Stormont Dundas Glengarry County Library made on-line library registration available for new members with great success – 300 new members in one month.
- vi. Perth & District Union Public Library is willing to share their new Legacy document.

- vii. Carleton Place Public Library will be undergoing renovations to their interior including carpets, lighting, etc.
- viii. Staff has been doing extensive weeding at the Almonte Branch. This will lead to reduced shelving, making room to accommodate more desk/computer space.
- ix. Chair Souter presented two documents for information: The Corporation of the Town of Mississippi Mills by-law no. 07-08 and a table Officers of the Library Board Survey, Comparative Table – 2018.

**b. Ad Hoc Committee – CEO/Chief Librarian Search Sub-Committee (Sub-Committee Chair Wilkinson reporting):**

- i. Applications have closed. A total of 20 acceptable applications were received.
- ii. All Sub-Committee members have copies.
- iii. The Sub-Committee will meet Thursday, May 3 to discuss applications.
- iv. Sub-Committee Chair Wilkinson reported that at the last Council meeting she was asked why the CAO was not on the hiring committee. Sub-Committee Chair Wilkinson reported that according to Southern Ontario Library Services it was not necessary.
- v. Sub-Committee Chair Wilkinson suggested that Southern Ontario Services, Library Development Consultant, Peggy Malcolm could perhaps speak to the Council to explain the relationship between library boards and councils. It was suggested that this could happen after the upcoming election.
- vi. It was discussed that the major portion of the library's funding comes from the municipality. As well, the Town CAO was involved in the hire of CEO/Chief Librarian Harris, which worked well. CEO/Chief Librarian Harris was told by Acting CAO that there was a specific request from council that she be included in the search sub-committee.
- vii. It was discussed that as a compromise the Acting CAO be included in the interviews.

**Moved by** Amanda Pulker-Mok

**Seconded by** Mary Lou Souter

**That MMPLB** invite the CAO to be part of the CEO/Chief Librarian interview process.

**CARRIED**

**c. CEO/Chief Librarian Report (CEO/Chief Librarian Harris Reporting)**

**d. Financial Report:**

- i. The YTD was distributed as a compressed document. It was requested that large ticket items be included.

**e. Incident Report**

**9) OTHER/NEW BUSINESS**

- i. **Policy: Corporate resources for election-related purposes during an election year.**

**Moved by** Mary Lou Souter

**Seconded by** Val Wilkinson

**That MMPLB** accept the draft copy of OP-20, The Library and Political Elections, with the exception of Sec 2.7 and all notes and 8 as amended.

**CARRIED**

**10) NEXT MEETING:**

- a. 7:00 p.m. May 30, 2018 at the Almonte Branch.
- b. Wendy Hansen is the scheduled Meeting Chair.

**11) ADJOURNMENT**

**Moved by** George Seibel  
**Seconded by** Betty Mears  
**THAT the meeting be adjourned.**

**CARRIED**

The meeting adjourned at 9:36 p.m.

Signed:

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Micheline Boucher, Meeting Chair

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Monica Blackburn, Recording Secretary

**Mississippi Mills Public Library Board  
Minutes**

**Regular Meeting  
Wednesday May 30, 2018, 7:00 pm  
Almonte Branch Meeting Room, MMPL**

**Present:**

- Board: Wendy Hansen (Meeting Chair)  
Danielle Wojtyniak  
Micheline Boucher  
Anne Mason  
Betty Mears  
Councillor Val Wilkinson  
George Seibel
- Staff: Pam Harris, CEO/Chief Librarian  
Monica Blackburn, Recording Secretary
- Berta Madrigal Abaroa  
Heather Hahn  
Jill McCubbin  
Margo Hay-Goodings  
Katherine Pillsworth
- Regrets: Mary Lou Souter, (Chair)  
Amanda Pulker-Mok
- 

The Meeting Chair called the meeting to order at 7:00 p.m.

**1) APPROVAL OF AGENDA**

**Moved by** Val Wilkinson  
**Seconded by** George Seibel  
**THAT the agenda be approved as amended.**

**CARRIED**

**2) DISCLOSURE OF PECUNIARY INTEREST**

**a. None**

**3) APPROVAL OF THE MINUTES FROM APRIL 25, 2018.**

**Moved by** Val Wilkinson  
**Seconded by** George Seibel  
**THAT the MMPLB Regular Meeting minutes dated April 25<sup>th</sup>, 2018 be approved as amended.**

**CARRIED**

**4) DELEGATIONS/PRESENTATION**

**Moved by** Anne Mason

**Seconded by** Danielle Wojtyniak

**THAT the MMPLB** move to “in Camera” at 7:05 to address a topic pertaining to personal matters about identifiable individuals, including municipal or local board employees; specifically concerning the CEO/Chief Librarian Recruitment and a contract renewal.

Furthermore, the CEO/Chief Librarian and MMPL Staff shall remain in the room for the preliminary CEO/Chief Librarian Recruitment.

**CARRIED**

**Moved by** George Seibel

**Seconded by** Betty Mears

**THAT the MMPLB** return to regular session at 7:47 pm.

**CARRIED**

**Moved by** Betty Mears

**Seconded by** Danielle Wojtyniak

**THAT the MMPLB** approves extending the courier contract to December 31, 2018.

**CARRIED**

**Moved by** Betty Mears

**Seconded by** George Seibel

**THAT the committee** recommends that the Board authorize the chair of the Board and the chair of the CEO/Chief Librarian Selection sub-committee to discuss terms of employment with the selected candidate.

**CARRIED**

**Moved by** Betty Mears

**Seconded by** Ann Mason

**THAT the MMPLB** recommends the establishment of an orientation team consisting of 1) the chair of the Board, 2) the chair of the Selection sub-committee, 3) a senior staff member (Monica Blackburn) and 4) an additional member of the Board (Micheline Boucher). Meetings with the new CEO/Chief Librarian are to take place weekly for the first 4 weeks.

**CARRIED**

**5) STAFF PRESENTATION(S)**

None.

**6) BUSINESS ARISING**

**a. Accreditation (Micheline Boucher)**

**Moved by** Betty Mears

**Seconded by** George Seibel

**THAT the MMPLB accept the revised policy on Advocacy (GOV-01) as amended and  
THAT the MMPLB accept the new policy on Policy Development (GOV-04) as amended.**

**CARRIED**

**7) CORRESPONDENCE**

- a. Discussion around the email to Councillor Waters dated May 3, 2018 was deferred to the next meeting.

**8) REPORTS**

**a. Chair's Report (Chair Souter Reporting):**

Chair Souter's report from the April 25 meeting was submitted for information.

**b. Ad Hoc Committee**

None.

**c. CEO/Chief Librarian Report (CEO/Chief Librarian Harris Reporting)**

It was noted that the bylaw regarding development charges is being reviewed by the Town.

**d. Financial Report:**

It was noted that insurance premiums have gone up approximately \$900 due to the Pakenham expansion. This was not taken into consideration in the 2018 budget.

It was asked that there be access to the YTD breakdown.

**e. Incident Report**

None.

**9) OTHER/NEW BUSINESS**

**a. Report: Energy Audit.**

Copies of the Energy Audit were submitted for information.

**b. Housekeeping. A reminder to come into the Library and sign minutes.**

**c. Work plan. This will be discussed with staff at the All Staff Day, May 31, then presented to the**

Board at the June Board meeting.

- d. Pizza Oven. The grand opening will be on Father's Day, connected with a Bird Bike tour. The Teen Youth Centre will be baking pizzas, any raised funds going to the Youth Centre. The user Policy is in draft stage. CEO/Chief Librarian Harris recommends waiting a month or so after the opening to pass the policy.
- e. Ottawa Valley Recreational Trail. Councillor Wilkinson reported that a new report will be presented at the upcoming Council meeting.

**10) NEXT MEETING:**

- a. 7:00 p.m. June 27, 2018 at the Pakenham Branch.
- b. Anne Mason is the scheduled Meeting Chair.

**11) ADJOURNMENT**

**Moved by** George Seibel  
**Seconded by** Betty Mears  
**THAT the meeting be adjourned.**

**CARRIED**

The meeting adjourned at 9:00 p.m.

Signed:

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Wendy Hansen, Meeting Chair

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Monica Blackburn, Recording Secretary

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

May 15, 2018

8:00 a.m.

Municipal Office - Council Chambers

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Present: Scott McLellan (Chairperson)  
Christa Lowry  
Denzil Ferguson  
David Hinks  
Vic Bode  
Erick Schultz  
Sanjeev Sivarulrasa  
Mary Rozenberg  
Ron MacMeekin  
Jill McCubbin

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

Regrets: Jeff Mills

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Chairperson Scott McLellan called the meeting to order at 8:03 a.m.

1. Approval of Agenda

Add: 6.1) Library gardens 6.2) Commercial/Industrial growth 6.3) 2<sup>nd</sup> phase roadway- Industrial park

**Moved by Denzil Ferguson**

**Seconded by Mary Rozenberg**

**THAT the May 15, 2018 agenda be accepted as amended.**

**CARRIED**

2. Disclosure of Pecuniary Interest - None

3. Approval of Minutes – May 1, 2018

A spelling error to be changed.

**Moved by Christa Lowry**

**Seconded by Vic Bode**

**THAT the May 1, 2018 C&EDC committee minutes be accepted as amended.**

**CARRIED**

4. Delegations – none

## 5. Business Arising

### o May 17 – Business Breakfast

Introduction of the new CAO Ken Becking

Noted the next business breakfast dates of September 20 and November 8.

September 20 topic: Collaborations; Ignite Program, economic benefits of summer festivals/events.

November 8 topic: Possible agricultural interests, food bank, community gardens, farmer market etc.

### o MM2020

Council directed staff to come back with a report considering Mr. O'Malley's presentation recommending next steps. CAO to meet with Mr. O'Malley to understand how best to facilitate the project.

### o Outdoor Movies in the Park

Community volunteers have organized to host movies in the park at: Don Maynard Park, Wylie St. Park, August St. Park, Appleton Bay Park, Fred Miller Park in Pakenham and possibly another in Munro Meadows the end of July.

Each group is to acknowledge the Municipality and Rental Village for the use of the outdoor screen.

Orchard View Retirement Living plan on hosting a movie for their residents and community sometime over the summer.

### o Tourism Fam Tour

The Fam Tour will take place on Monday May 28 beginning at 8:00am at the Almonte arena parking lot. The tour will highlight various places within Mississippi Mills; accommodations, breweries, stores, museums, heritage sites etc. Lunch will be at The Mill Of Kintail where festival/event groups will make announcements of their up-coming summer events.

## 6. New Business

### o Library gardens

Inquiries to keep the fence that runs along the back gardens at the library were made. Council will discuss the trail/fence at the June 5<sup>th</sup> meeting.

### o Commercial/Industrial growth

One item the auditors will be presenting at tonight's Council meeting is the decline of commercial/industrial growth in Mississippi Mills. It was suggested that the growth is in decline in relation to the increase of residential properties. There is potential that three additional lots could be sold in the industrial park.

- Second Phase road in industrial park  
Staff was instructed to find out how much is left on the debt for the initial roads within the industrial park. With the potential sale of more lots it was thought that the next phase roadway should be constructed.

**Moved by Mary Rozenberg**

**Seconded by Vic Bode**

**THAT CEDC recommends staff investigate the construction of the final road in the business park.**

**CARRIED**

#### 7. Report from CEDC members on Mississippi Mills Committees

SPARK (Supporting Performing Arts in Rural Communities) workshop on September 22 at the Almonte Old Town Hall. Staff is to send information on the session to committee members.

Staff will advertise the micro grant program in the coming weeks.

Bus Fusion will take place on June 8, 9, and 10.

Official Plan public meeting will be held at the Old Town Hall on Tuesday May 22 at 6:00pm.

Pakenham Business and Tourism have purchased two benches for the trail along the river by the Pakenham beach.

Announcing that a solar greenhouse business will be built on March Rd. This will be the first of its kind in Canada where by a company leases solar greenhouse space. With the reduced costs for energy and high yield this may become the future enterprise where non- agricultural land can still be used to grow food.

Gemmil Park grand opening will take place on Saturday June 16.

Saturday June 16 –“Porch Fest” from 3pm – 6pm

Update on the residential crosswalk on Hwy 29 in Pakenham: Recommendations from the Active Transportation committee were passed by Council. JP2G has been assigned the design contract. Lanark County will budget for this in 2019.

May 26 – Tractor Pull at the Almonte Fair grounds

The committee requested an update from the Director of Public Works on the time frame of the Mill St construction upgrade.

Scoops ice cream shop in Pakenham has installed their community tent for the summer. The tent can be used by the public for free during the summer months.

May 1<sup>st</sup> was the kick off for the Great Veggie Grow off. Both mayors from Mississippi Mills and Carleton Place were on hand to join in on the friendly competition between the two communities.

The Red Cross is looking at being more involved in the Lanark County Emergency Management team. A training session will take place on Thursday May 17. The Red Cross cannot self-deploy, they must be called in by other emergency services such as fire or police. Currently there is no effective communication between the emergency services. Red Cross will supply lodging, clothing, food and other necessities. They are currently looking for local heated storage space to store bins of supplies; hygiene items, blankets etc.

Movie location managers have contacted staff for various locations within Almonte for another movie production. More information will follow should anything transpire.

Sivarulrasa Gallery will be hosting a fundraising event "Indulge Your Senses" in support of the Almonte Hospital on May 26 from 4-7pm. The semi-formal event will include a Jazz duo. Tickets are available at the gallery.

The Fam Tour will take place on Monday May 28.

Mississippi River Power Corp will be holding their AGM on May 26

8. Information

None

9. Meeting dates:

**June 5**

10. Other important dates:

11. Adjournment

**Moved by Mary Rozenberg**

**Seconded by David Hinks**

**THAT the May 15, 2018 CEDC meeting be adjourned.**

**CARRIED**

The meeting was adjourned at 9:34 AM

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Bonnie Ostrom, Recording Secretary

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

June 5, 2018

8:00 a.m.

Municipal Office - Council Chambers

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Present: Scott McLellan (Chairperson)  
Christa Lowry  
Denzil Ferguson  
David Hinks  
Vic Bode  
Erick Schultz  
Sanjeev Sivarulrasa  
Jeff Mills  
Ron MacMeekin  
Jill McCubbin

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

Regrets: Mary Rozenberg

Guests: Ken Becking (CAO), Nicki Dwyer (Planner), Dan Prest (Chief Building Official)

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Chairperson Scott McLellan called the meeting to order at 8:03 a.m.

1. Approval of Agenda

**Moved by Denzil Ferguson**

**Seconded by Christa Lowry**

**THAT the June 5, 2018 agenda be accepted as presented.**

**CARRIED**

2. Disclosure of Pecuniary Interest - None

3. Approval of Minutes – May 15, 2018 – deferred to next meeting

4. Introductions

5. Delegations – Stacie Lloyd – Valley Heartland

The Lanark County Economic Development Strategic Planning Action Plans 2018-2020 were outlined. The first action item is the Business Retention & Expansion (BR+ E). The Lead organizations in County BR + E are Valley Heartland and Lanark County. With key responsibilities outlined the lead organizations will use OMAFRA's proven model of systematic, confidential surveying of the business community. Valley Heartland will begin to reach out to the

various municipalities to explain the process. Training for the leadership team and volunteers who will be conducting the surveys will take place, timelines will be provided. The municipalities will be asked to provide names of potential leadership team members to work with the lead organizations.

With short term and long term goals identified the project's tentative timeline is June 2018 – July 2019.

6. New Business

o Lanark County Business Retention and Expansion Project

The municipalities will be asked to supply input on the survey questions. A decision must be made as to the number of businesses and sectors that will be interviewed. The number of volunteers needed in the municipality to conduct the surveys will have to be determined. It was agreed that Councillors not be part of the leadership team or the volunteer team.

Typically two volunteers per interview are recommended. The volunteers will have to be available for the mandatory training. Identifying “red flag” items and determining if these can be solved at a municipal level or not will have to be looked at. The municipality should be prepared to act on specific issues identified in the surveys.

**Moved by David Hinks**

**Seconded by Ron MacMeekin**

**THAT the C&EDC recommends to Council we complete 26 surveys.**

**CARRIED**

7. Report from CEDC members on Mississippi Mills Committees

8. Information

None

9. Meeting dates: **June 26**

10. Other important dates:

**Micro Grant sub-committee to meet on Tuesday, June 19 to review submissions.**

11. Adjournment

**Moved by Jeff Mills**

**Seconded by Vic Bode**

**THAT the June 5, 2018 CEDC meeting be adjourned.**

**CARRIED**

The meeting was adjourned at 9:21 AM

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Bonnie Ostrom, Recording Secretary

The Corporation of the Municipality of Mississippi Mills

GEMMILL PARK WORKING GROUP

June 12, 2018

11:00 a.m.

Gemmill Park

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PRESENT; Chair Councillor Paul Watters  
Councillor Amanda Pulker-Mok  
Councillor John Edwards  
Councillor Jane Torrance  
CAO, Ken Becking

STAFF: Calvin Murphy Recreation Manager  
Ken Fisher, Facility Foreman  
Bonnie Ostrom, Recording Secretary

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The working group met on site to view outstanding deficiencies at Gemmill Park Splash Pad/Play structure. The purpose of the meeting is to confirm if the contractor has fulfilled their contractual obligations.

1. Washroom Building, Door and Locks  
A specified accessible door closure was recommended and installed. In order to lock the facility a dead bolt was installed.  
  
Staff has installed the covering over the windows in the washrooms.
2. The Mechanical & Electrical Engineer recommended opening the washroom building windows in order to equalize pressure when adjusting the washroom doors.
3. Modification of the Entrance Path Grading  
The grading has been completed to the satisfaction of the Public Works Director, Guy Bourgon.
4. Rubber Tile Surfacing  
The rubber tiles seams have been glued down. This job has been completed.
5. Splash Pad  
The plumber has installed the new water hammer arrester for the splash pad unit on Sunday June 10, 2018. Since then the unit shows different co-ordinates. Staff will trouble shoot with the manufacturer to get the unit up and running before the grand opening on June 16, 2018.
6. Staff noted an issue with the assembly of the bucket splash pad feature when disassembling the equipment for winter storage.

L+A is to forward the information to the splash pad supplier and provide MM with a copy of the correspondence.

The deficiency on the bucket splash pad feature has been fixed.

7. Ice and Water Shield

An ice and water shield was requested by PMA and has been installed between the plywood and metal roofing for leak protection. FC has provided a quotation in the amount of \$828.00 for the supply and installation of the ice and water shield.

8. Washroom Building Toilet Seats

Vandal proof fabricated stainless steel toilets were installed in all three washrooms. It was questioned if the height of the toilets meets accessibility height requirements? Toilet seats were requested. Staff is to contact a plumber/architect to see if the toilets can be retrofitted to include seats. Staff is to report back with recommendations from the plumber and costs for the installation of the toilet seats.

2019 Budget items:

- Bike racks
- Repairs to basketball court/new nets
- Installation of shade trees
- Gazebo
- More benches/picnic tables
- Suggested climbing rope/bars on the perimeter of the playground area for older kids

**Moved by Jane Torrance**

**Seconded by John Edwards**

**THAT the Gemmill Park Working Group site meeting be adjourned.**

**CARRIED**

**Meeting was adjourned at 11:50am.**

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Bonnie Ostrom – Recording Secretary

A meeting of the **Mississippi Mills Accessibility Advisory Committee** was held on **Tuesday, June 19, 2018 at 2:30 p.m.** in the Council Chambers.

**PRESENT:**

Committee: Councillor Jill McCubbin, Chair  
Myrna Blair  
Araina Clark  
Betty Preston  
Jim Lowry

Staff/Others: Jennifer Russell, Acting Deputy Clerk  
Shawna Stone, Clerk  
Ken Becking, CAO

Regrets: Paul Crozier

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Councillor McCubbin called the meeting to order at 2:31 p.m.

**A. APPROVAL OF AGENDA**

**Moved by Betty Preston**  
**Seconded by Myrna Blair**  
**THAT** the agenda be accepted as presented.

**CARRIED**

**B. DISCLOSURE OF PECUNIARY INTEREST**

None

**C. DELEGATIONS / PRESENTATIONS / TOURS**

1. Jonathan Allan, County of Lanark Public Works Facilities Coordinator  
Re: OVRT Consultation

Mr. Allen discussed the current work status of the OVRT and answered questions regarding trail width; entrance gates; signage; guardrails; pedestrian crossings; and speed limits.

2. Riverwalk Advisory Committee - Councillor Alex Gillis  
Re: Coleman Island Staircase

Councillor Gillis presented the concept plan for the Coleman Island Staircase and addressed questions from the members.

**Moved by Betty Preston**  
**Seconded by Myrna Blair**  
**THAT** the Accessibility Advisory Committee supports the Riverwalk Phase 2 Colemand Island Staircase Project as presented.

**CARRIED**

**D. APPROVAL OF MINUTES****Moved by Araina Clark****Seconded by Jim Lowry****THAT** the minutes dated May 15, 2018 be approved as presented.**CARRIED****E. BUSINESS ARISING OUT OF MINUTES**

None

**F. ROUND TABLE**

None

**G. REPORTS**

None

**H. INFORMATION / CORRESPONDENCE**

1. Community Presbyterian Church Request for Sunday Only Handicap Parking

**Moved by Araina Clark****Seconded by Betty Preston****THAT** the Accessibility Advisory Committee recommend Council support two temporary signs for Handicap Parking on Sundays Only for the Community Presbyterian Church;**AND THAT** the Church be responsible for displaying and removing the signs on Sundays.**CARRIED****I. OTHER/NEW BUSINESS**

None

**J. MEETING ANNOUNCEMENTS**

Tuesday, August 21, 2018 at 2:30 p.m. at Gemmill Park

**K. ADJOURNMENT****Moved by Betty Preston****Seconded by Councillor McCubbin****THAT** the meeting be adjourned.**CARRIED**

The meeting adjourned at 3:59 p.m.

  
Jennifer Russell, Acting Deputy Clerk

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

**STAFF REPORT**

**DATE:** August 14, 2018

**TO:** Committee of the Whole

**FROM:** Calvin Murphy, Recreation Manager

**SUBJECT:** Commemorative Bench, Tree, and Bike Rack Policy (Version 2)

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**RECOMMENDATIONS:**

**THAT Council approve the Commemorative Bench, Tree and Bike Rack Policy as presented.**

**BACKGROUND:**

On December 5, 2017, Council referred the proposed policy to the Accessibility and Active Transportation Committees for review and comment.

**DISCUSSION:**

In January 2018, The Recreation Manager met with the Accessibility Committee to review and discuss options for park bench designs that would meet all accessibility standards. The Committee felt that all benches should include an accessible arm rest built into the bench – see Attachment 1. This is a standard bench currently used within the Municipality.

In May 2018, The Recreation Manager met with the Active Transportation Committee to review and discuss the policy, in particular, bike racks that might be used. The committee supported use of a single post and 4 multi-ring bike rack – see Attachment 2.

When determining different tree specimens for the selection list included in the policy, all trees were cross referenced from the approved tree list.

Upon approval of the Policy, a news release, social media, promotional flyers and inclusion on the website will be used to promote awareness of the policy and commemorative options available.

**FINANCIAL IMPACT:**

There is no initial financial impact to the Municipality as the prices include the purchase, installation and maintenance costs.

Commemorative Bench	Commemorative Bike Rack (single post)	Commemorative Bike Rack (4 multi ring racks)	Commemorative Tree
\$3,000 plus HST/bench	\$1,500 plus HST/bike rack	\$2,500 plus HST/bike rack	\$650 plus HST/tree

Note that as part of the installation of either a park bench and or bike rack a cement pad is required to ensure proper security when placing them in parks. The cement pad pricing has been incorporated into the overall pricing.

**SUMMARY**

It is recommended Council approve the Commemorative Bench, Tree and Bike Rack Policy to allow individuals to make meaningful donations on behalf of and in celebration of a loved one.

Respectfully submitted,

Reviewed by,




\_\_\_\_\_  
 Calvin Murphy  
 Recreation Manager

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

Attachments:

1. Sample Bench
2. Sample Bike Rack
3. Commemorative Bench, Tree and Bike Rack Policy



# 1 Bicycle Racks for Mississippi Mills

General info:

- Two bikes can be attached per ring.
- Wheels + frame can be locked
- They appear sturdy and relatively vandal proof and aesthetically pleasing.
- The post are to be painted green to match the current MM bench/recycling can theme.
- The can be installed singly or in multiples, as required by the area to be serviced

Two styles were approved to be procured:

- Single loop post and ring
- Four Ring Multi-Ring rack

The base material used should be corrosion resistant, esp. when the paint has been chipped:

- Hot dip galvanized with powder coat MM green
- Aluminum
- Stainless Steel

The material sizes below are approximate, and would likely vary with the choice of material. Mounting should be with Tamper resistant nuts / 3/8" Carriage bolts, Zinc coated or SS.

## 2 Single Post and Ring Racks

These are to be similar to those currently installed in Almonte.

### 2.1 Specifications

- Post: 2-1/2" OD tube, approx. 36" high, with cap
- Ring:, 1.5 - 2" OD tube, approx. 18" diameter

### 2.2 Cost and Lead Time

The cost for post and ring style:

- Qty 1-4 \$ \_\_\_ each.
- Qty 5+ \$ \_\_\_ each
- Lead time is \_\_\_ weeks.



## 3 Multi-Ring Racks

These are to be similar to the Right-Bike rack installed at the Almonte Old Town Hall, or a "spiral" as shown below.

### 3.1 Specifications

- Frame: 2-1/2" OD tube, ~ 48" high
- 4 to 5 Rings or loops:, 1.5 - 2" OD tube, approx. 18" diameter + 24" Spacing

### 3.2 Cost and Lead Time

The cost for multi-ring style:

- Qty 1-3 \$ \_\_\_ each.
- Qty 4+ \$ \_\_\_ each
- Lead time is \_\_\_ weeks.



Spiral design



Multi Post and ring style



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# COMMEMORATIVE BENCH, TREE AND BIKE RACK POLICY

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## 1. PURPOSE

The purpose of the Commemorative Bench, Tree and Bike Rack Policy is to provide a creative and enduring way for members of the public to recognize and honour others through a lasting tribute.

## 2. SCOPE

The Policy shall be administered by the Recreation and Culture Department on behalf of the Municipality of Mississippi Mills.

All costs associated with the program are the responsibility of the donor.

## 3. ACCOUNTABILITY

The Recreation Manager shall be responsible for ensuring compliance with this policy and established procedures.

## 4. APPROVAL AUTHORITY

Council of the Corporation of the Municipality of Mississippi Mills.

## 5. RESPONSIBILITY & AUTHORIZATION

### Location

Staff shall work with the donor to determine the best location for the bench, tree, or bike rack. If the donor is not familiar with the Municipality's parks, staff will assist them with the selection. The Municipality will obtain utility clearances to ensure that electrical, cable, gas or other utilities are not damaged during installation. Should a conflict occur when completing the utility clearance work, the final location of the commemorative bench, tree or bike rack will be adjusted by the Municipality after consulting the donor. After the installation has occurred, the Municipality will assume responsibility and ownership.

### Purchase

The donor shall be responsible for payment which will cover the cost of the purchase and installation of a bench, tree or bike rack.

The cost of a bench, tree and bike rack is listed in the current Fees and Charges By-law.

An Appreciation Certificate will be issued to the donor along with a tax receipt.

**Installation**

Commemorative benches and bike racks shall be installed only during the frost-free period of the year (May through October). Installation shall be completed by Municipal Staff and the donor shall be advised when the installation has been completed. All commemorative benches and bike racks will have cement pads placed under them for security and maintenance purposes. The price of a cement pad has been incorporated into the overall price.

Tree plantings will take place in the spring and fall. Requests for spring planting must be received by March 1<sup>st</sup>; requests for fall plantings must be received by August 1<sup>st</sup>.

The tree species shall consist of one of the following:

<b>Deciduous Trees</b>	<b>Evergreen Trees</b>
Sugar Maple – Acer Saccharum	White Spruce-Picea Giauca
Red Maple- Acer rubum	Eastern White Cedar-Thuja Occidentalis
Silver Maple –Acer Saccharinum	
Red Oak-Quercus Rubar	
Bur Oak- Quercus macrocarpa	
Hackberry-Celtis Occidentalis	
Serviceberry-Amelanchier	

**Commemorative Plaque**

If an engraved plaque is requested at the time of application, it will be affixed to the bench. Plaques shall be purchased by the donor and installed by the bench manufacturer when ordered. The Municipality is not responsible for the maintenance or replacement of commemorative plaques.

The donor may have a small plaque installed to commemorate if they wish for trees and bike racks. The plaque will be installed flush with the ground to reduce vandalism and allow access of maintenance equipment. Once the plaque has been purchased by the donor, Municipal Staff will install the plaque, in conjunction with the installation of the tree or bike rack at no additional charge. The Municipality is not responsible for the maintenance or replacement of commemorative plaques.

Plaques must be approved by the Recreation Manager before installation.

**Maintenance**

Municipal Staff shall be responsible for the maintenance of commemorative benches, trees and bike racks.

**Donor Application Form**

Donors must complete and submit the required form to the Recreation and Culture Department.

**8.0 REVIEW**

Every effort shall be made to maintain this Policy, within currently prescribed regulations, and will, therefore, be amended as soon as possible to reflect any legislative changes.

# APPLICATION FORM

## COMMEMORATIVE BENCH, TREE AND BIKE RACK

### Contact Information

Name:

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Address:

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Telephone Number: Home: \_\_\_\_\_ Business: \_\_\_\_\_

E-mail:

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Name for Income Tax Receipt Purposes (if different from above):

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### Donation Options

**Payments can be made by cash or cheque payable to the Municipality of Mississippi Mills.**

Fees are listed in the current Fee and Charges By-Law.

Do you wish to have a plaque installed with your donation Y or N

If you indicated "Y", could you please include the wording you would like used on the plaque in the space indicated below.

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Please submit applications to:

The Corporation of the Municipality of Mississippi Mills  
**Recreation and Culture Department**  
PO Box 400  
Almonte, ON K0A 1A0

For more information contact the Recreation Manager:  
Tel: (613) 256-1077 / E-mail: [cmurphy@mississippimills.ca](mailto:cmurphy@mississippimills.ca)

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

**STAFF REPORT**

**DATE:** August 14, 2018

**TO:** Committee of the Whole

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

**SUBJECT: Community Official Plan – Registry of Policy Standing Items**

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**RECOMMENDATION:**

**THAT the Community Official Plan Registry, dated August 14, 2018, be added to the Pending List for reporting on a quarterly basis;**

**AND THAT Council confirm acceptance of the following deliverables to be commenced within the next 18 months:**

- **Environmental Impact Statements**
- **Secondary Growth Plan for the Village of Pakenham**
- **Affordable Housing Secondary Plan**
- **Public Consultation Strategy for Planning Applications**

**BACKGROUND:**

Council passed By-law 18-66 on June 26, 2018 adopting a consistency and conformity amendment to the 2006 Community Official Plan. The purpose of the Amendment was to satisfy the requirements of Section 26 of the Planning Act to undertake a review of the COP every five years.

The Amendment is currently under review by Lanark County (“the approval authority”) and the Municipality anticipates a decision respecting the approval of the Amendment in the first quarter of 2019.

In conjunction with the adoption of the Amendment, Resolution 350-18 was passed encouraging “...the next term of Council consider review of the Community Official Plan, within two years, based on identified issues in the registry maintained by the Director of Planning:. The purpose of this additional commitment was to address issues identified during public consultation which were considered to be outside the scope of a consistency and conformity review of the Plan.

Staff requested that Council provide a working list of policies they would like to see reviewed or included in the COP. The Planning Department has consolidated the

feedback from Council and the Public into a registry which will be monitored and used to provide scope to future COP Amendments.

**DISCUSSION:**

Staff has consolidated comments and feedback received from stakeholders and has addressed priorities through a work plan appended to this report. With the current projected 2019 staffing resources, it is reasonable to project the undertaking of certain deliverables within the next 18 months. Should Council wish to expedite the timeline of the deliverables or request more policy development, additional staffing resources will be required (this may include professional services by consultants).

Some of the suggestions received are outside of the scope or power for inclusion within an Official Plan and as such staff suggests either no action or an alternative policy tool (i.e. Secondary Plan) to respond to the request.

**FINANCIAL IMPLICATIONS:**

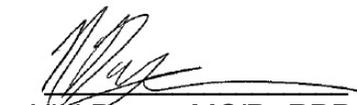
Staff will be requesting the inclusion of wages for a summer student to assist in public engagement and policy research as part of the 2019 budget. This position becomes crucial during the development high season to provide the staffing required continuing application review and simultaneous policy development. This approach is viewed to be a more local approach to policy development and is more cost effective than the retention of professional consultants. If consultants were required on an as needed basis (i.e. GIS mapping), it is anticipated that this cost could be absorbed within the Planning Department's operating budget.

The Development Charges Study anticipates the creation of a new COP within the 10 year length of the analysis.

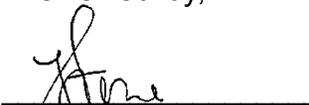
**SUMMARY:**

Staff are requesting Council's endorsement of the suggested deliverables as we feel they are reasonable and accomplishable given current staffing levels. Council is also encouraged to include the COP Registry on the Pending List for quarterly updates and revisions.

All of which is respectfully submitted,

  
Niki Dwyer MCIP, RPP  
Director of Planning

Reviewed by,

  
Shawna Stone  
Clerk

Attachments:  
Appendix A – Context Map

## APPENDIX A – COP Registry of Policy Standing Items

Public Issue	COP Section	Specific Issue for Discussion	Proposed Solution	Priority Status
<b>Environmental Impact Statement</b>	3.1.6	<ul style="list-style-type: none"> <li>- When is a full EIS vs. Scoped EIS required?</li> <li>- Terms of Reference for acceptable EIS's</li> </ul>	<ul style="list-style-type: none"> <li>- Supporting Policy and Procedure</li> </ul>	High
<b>Pakenham Servicing and Boundaries</b>	3.6	<ul style="list-style-type: none"> <li>- Reclassifying Pakenham as a “Rural Settlement Area”, not an urban core;</li> <li>- Consideration for flexible lot sizes in hamlets and villages when improved disposal systems are used;</li> <li>- Alterations (land-swap) to the Settlement Boundary;</li> <li>- Recognize unavailability of full municipal service potential</li> </ul>	<ul style="list-style-type: none"> <li>- Secondary Growth Plan</li> <li>- Official Plan Amendment</li> </ul>	High
<b>Affordable Housing</b>	3.6.3	<ul style="list-style-type: none"> <li>- Inclusion of Metrics and accountability targets</li> <li>- Contemplate and consider social housing vs. affordable housing needs</li> </ul>	<ul style="list-style-type: none"> <li>- Undertake trends analysis and market study</li> <li>- Secondary Plan (partnership with Lanark County)<sup>1</sup></li> </ul>	High
<b>Public Consultation</b>	5.9	<ul style="list-style-type: none"> <li>- Effective tools and means of communicating;</li> <li>- Alternative noticing procedures;</li> <li>- Stakeholder identification and engagement</li> </ul>	<ul style="list-style-type: none"> <li>- OPA in accordance with Section 17(19.3)</li> <li>- Supporting Policy and Procedure</li> </ul>	High

<sup>1</sup> \*Note: Lanark County is presently undertaking an affordable housing review in accordance with the *Housing Service Act* and the Ministry of Municipal Affairs has been discussing the concept of inclusionary zoning provisions. Both initiatives will impact the outcomes of a local strategy and as such it would be premature to undertake substantial policy development prior to the conclusion of these projects.

<b>50/30/20 Growth Strategy<sup>2</sup></b>	2.5.3.2.2	<ul style="list-style-type: none"> <li>- Are we meeting our targets?</li> <li>- Policy changes to meet targets vs. modifying expectations for settlement strategy</li> <li>- Establish monitoring and reporting requirements</li> </ul>	<ul style="list-style-type: none"> <li>- Undertake growth analysis and projected land settlement areas</li> <li>- Review County OP Growth Strategy post amendment</li> <li>- Potential local OPA</li> </ul>	Medium
<b>Cluster Lot Development</b>	3.3.7	<ul style="list-style-type: none"> <li>- Increase maximum quota of 40 lots created by cluster lots</li> <li>- Review design criteria for clarity</li> <li>- Review study requirement (hydrogeological assessment)</li> <li>- Review road standard requirements</li> <li>- Consent application vs. condominium application</li> </ul>	<ul style="list-style-type: none"> <li>- Review of projects to date</li> <li>- OPA</li> <li>- Design Guidelines Policy</li> </ul>	Medium
<b>Minimum Rural Lot Size</b>	3.6.6(iv)	<ul style="list-style-type: none"> <li>- Is it appropriate to decrease minimum lot sizes to 1 acre (0.4 ha) in the Rural Designation?</li> <li>- Should the applicant be required to demonstrate at time of application that improved sewage systems exist/can be supported?</li> </ul>	<ul style="list-style-type: none"> <li>- Review local municipal policies</li> <li>- OPA</li> </ul>	Medium

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<sup>2</sup> The PPS prescribed that “1.1.3.1 *Settlement areas* shall be the focus of growth and development, and their vitality and regeneration shall be promoted.” This includes “Rural Settlement Areas” such as hamlets in villages. General rural lands may be developed in accordance with Policy 1.1.5 which permits “limited residential development”.

<b>Almonte Boundary Expansion<sup>3</sup></b>	3.9.1	<ul style="list-style-type: none"> <li>- Are the lands identified within the existing settlement area appropriate and reasonable?</li> <li>- Are the density targets too high for the urban area?</li> <li>- Review population projections and housing starts</li> </ul>	<ul style="list-style-type: none"> <li>- RFP for consulting services</li> <li>- Comprehensive Review Analysis</li> <li>- Conceptualization of development potential on large land holdings</li> <li>- OPA and County OPA</li> </ul>	Medium
<b>Private Road Design Criteria</b>	Appendix C	<ul style="list-style-type: none"> <li>- Can the standard be reduced from minimum municipal requirements?</li> <li>- What is the rational for building municipal grade roads if they are not provided municipal services/maintenance?</li> </ul>	<ul style="list-style-type: none"> <li>- Review requirements with Public Works</li> <li>- Remove schedule in favour of Municipal Policy</li> </ul>	Medium
<b>Tree Preservation Policies</b>	New section	<ul style="list-style-type: none"> <li>- Requirement for tree preservation policies on urban infill and subdivision development</li> </ul>	<ul style="list-style-type: none"> <li>- OPA with enabling policies</li> <li>- Supporting policy and procedure</li> </ul>	Medium
<b>Natural Heritage Systems</b>	3.1.3	<ul style="list-style-type: none"> <li>- Additional policies protecting linkages</li> <li>- Review most recent MVCA wetland reports</li> <li>- Flexible minimum lot sizes where a new lot is adjacent to environmental features to minimize impacts</li> </ul>	<ul style="list-style-type: none"> <li>- Review County Natural Heritage System</li> <li>- RFP for consulting services (seeking experience specific to NHS development)</li> </ul>	Low
<b>ANSI Protection</b>	3.1.5.3	<ul style="list-style-type: none"> <li>- Are subdivisions and cluster lots appropriate in the ANSI?</li> <li>- Designation as overlay vs. land use designation</li> </ul>	<ul style="list-style-type: none"> <li>- RFP for Environmental Impact Statement</li> <li>- Review Ottawa policy</li> <li>- OPA</li> </ul>	Low

<sup>3</sup> The scale and technical expertise needed for an exercise that can successfully demonstrate alterations/expansion of a Settlement Area will require the retention of a consulting firm(s).

<b>LEAR Study</b>	3.2.3(4)	Modernized mapping of agricultural lands to accurately represent available farmable land via soil mapping and historical trends	<ul style="list-style-type: none"> <li>- RFP for consulting services to complete a LEAR</li> <li>- Should be undertaken at the same time as the rural lot creation review</li> </ul>	Low
<b>Rural Lot Creation</b>	3.3.6	<ul style="list-style-type: none"> <li>- Move the date of severance</li> <li>- Increase the number of severances per lot</li> <li>- Enabling policies to create more White Tail Ridge development<sup>4</sup></li> <li>- Inequality of 2-severance limit in Pakenham Ward</li> </ul>	<ul style="list-style-type: none"> <li>- Review Severance Analysis from 2014</li> <li>- Review Growth Strategy recommendations</li> <li>- Undertake new Severance Analysis</li> </ul>	Low
<b>Parkland Acquisition</b>	3.8.5	<ul style="list-style-type: none"> <li>- Increase the minimum 5% land dedication requirements</li> <li>- Require waterfront lands within subdivisions/developments to provide public land in excess of the 20m setback.</li> </ul>	<ul style="list-style-type: none"> <li>- NOTE: Municipalities cannot increase the 5% minimum unless developments are in excess of 300 units/ha.</li> <li>- OPA</li> <li>- Updated Parks and Recreation Master Plan</li> </ul>	Low
<b>Rural Hedgerow Protection</b>	New Section vs. inclusion in NHS	- Introduce policies related to the protection and cultivation of rural and agricultural hedgerows	<ul style="list-style-type: none"> <li>- Incorporate new principles</li> <li>- Policy and Procedure</li> <li>*Should be undertaken during NHS review</li> </ul>	Low
<b>Sustainable Development</b>	New Section	- Stronger language around limiting, specifying, encouraging sustainable development in and around	<ul style="list-style-type: none"> <li>- Review current sustainable principles</li> <li>- OPA to introduce new Policy</li> </ul>	Low

<sup>4</sup> Note: White Tail Ridge style developments do not comply with PPS principles for sustainable growth; it is unlikely that the Municipality would obtain approval for partial servicing for a subdivision again without major revisions to the PPS.

		watercourses - Incorporate principles for protection, recreation and economic development	Section to amalgamate sustainable principles vs. integration within the document	
<b>Rural Subdivisions</b>	New Section	- Introduce estate lot subdivisions -	- OPA - Develop Design Guidelines	Low
<b>Farm Hand Houses</b>	3.2.5, 3.2.7	- Severance Restrictions on “Farm Hand/Retiring Farmer” Houses - Severances only permitted for Farm Consolidations	- The policy is clear that farms may include an additional second dwelling, but this dwelling cannot be severed from the lands. This position is reiterated clearly in multiple sections of the COP.	No Action

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

**STAFF REPORT**

**DATE:** August 14, 2018  
**TO:** Committee of the Whole  
**FROM:** Niki Dwyer, Director of Planning  
**SUBJECT:** **Stop-up and Dispose of a Right of Way  
Maitland Street, North of Strathburn Street  
Part of Maitland Street on Plan 6262  
Almonte Ward, Mississippi Mills**

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**RECOMMENDATION:**

**THAT Council pass a by-law to stop up part of the unopened road allowance known as Maitland Street on Plan 6262, Almonte Ward;**

**AND THAT Council pass a resolution declaring part of Maitland Street on Plan 6262, Almonte Ward, to be surplus to needs of the Municipality;**

**AND THAT the Mayor and Clerk are authorized to enter into an Agreement of Purchase and Sale with Arendt and McGaugh regarding the conveyance of the land for the purchase of a lot addition.**

**BACKGROUND:**

Angela Arendt and Peter McGaugh are the recent purchasers of the property known municipally as 218 Strathburn Street ("Old Burnside"). During the purchase and conveyance of 218 Strathburn Street, the sellers and purchasers discovered discrepancies in the land title related to property fragmentations (notably the creek running through the property; and the unopened Maitland Street road allowance).

Council has provided direction to staff to move forward with the process to stop up the road allowance for the purpose of a lot addition to the property, subject to the delineation and conveyance of a 10 foot wide walkway along the western boundary of the property.

Notice of the sale of the allowance has been circulated in the local Canadian Gazette in accordance with the municipal land disposition policy. No comments or questions were received related to the advertisement.

**DISCUSSION:**

The road allowance was surveyed as part of the original Plan of subdivision for the Town of Almonte (Plan 6262) in the mid-19<sup>th</sup> Century. The lands were later developed into large estate homes associated with the major land barons in the Town of Almonte. "Old Burnside" was constructed by James Wylie (1789-1854) in 1840, and later the adjacent larger home "New Burnside" at 244 Strathburn Street. At the time of purchase and construction, there was no action to stop-up the Maitland Street allowance, and the dwelling was constructed to face the proposed road. The property was subsequently sold four times, the last being to Mr. and Mrs. Howard Campbell in 1972. It does not appear that discrepancies in the title were identified at that time.

**FINANCIAL IMPLICATIONS:**

In accordance with the Municipal land disposition policy, a narrative appraisal of the land has been completed. The appraisal, completed by Rivington and Associates has assigned an appraised value of \$18,700 (or \$0.96/sqft) to the unopened road allowance. Based on the direction from Council, this value will be reduced by the value of the 10 foot wide walkway to be conveyed to the municipality, estimated at a value of \$4,320.00.

All costs associated with the surveying, appraisal, land transfer and registration will be the responsibility of the purchaser.

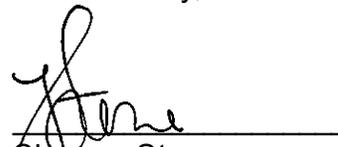
**SUMMARY:**

Staff are supportive of the conveyance of the unopened road allowance as there has not, and does not appear to be any municipal need for the land. The transfer of the additional land for a walkway preserves the municipality's ability to construct a walkway in the future should a desire exist.

All of which is respectfully submitted,

Reviewed by,

  
Niki Dwyer MCIP, RPP  
Director of Planning

  
Shawna Stone  
Clerk

Attachments:  
Appendix A – Context Map

**APPENDIX A - Context Map**



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

**STAFF REPORT**

**DATE:** August 14, 2018  
**TO:** Committee of the Whole  
**FROM:** Niki Dwyer, Director of Planning  
**SUBJECT:** **ZONING BY-LAW AMENDMENT APPLICATION Z-09-17**  
**Plan 6262, Lot 91A & Part Lot 93A, Plan 27R-9434, Part 3**  
**Almonte Ward, Municipality of Mississippi Mills**  
**36 Main Street**  
**OWNER:** Aselford Development Corporation

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**RECOMMENDATION:**

**THAT Council approve the necessary Zoning By-law Amendment to change the zoning of the property known municipally as 36 Main Street (legally: Lot 91A and 93A on Plan 6262, being Part 3 on Reference Plan 27R-9434) from Residential Second Density (R2) to Residential Third Density (R3-X) to permit “Planned Unit Development” as a permitted uses in accordance with the provisions of the R3 zone;**

**AND THAT Council amend Section 5 of the Zoning By-law to introduce and define the use “Planned Unit Development” as follows: “A group of dwellings situated on the same lot and that share common facilities such as access to a public road, parking facilities, open space and recreational areas, and which are designed as an integral part of a residential complex”.**

**SUMMARY:**

The Planning Department is supportive of the proposed infill development at 36 Main Street as the concept represents an efficient and reasonable infill development within the heart of the Almonte Settlement Area in accordance with the growth principles of the Provincial Policy Statement and Community Official Plan.

The proposal raised questions of public interest relating to: the appropriateness of the style and form of development within an established and historic neighbourhood, traffic impacts and intensification on a thoroughfare roadway, and range and mix of housing types to provide for the social wellbeing of the community.

While the design and style of the buildings and landscaping will be analysed and reviewed through Site Plan Control, the proponents have successfully demonstrated that the conceptual design of the site (as a planned unit development) can be configured on the site without compromising density targets established in the Community Official Plan. Questions raised regarding traffic impacts and compatibility

with the general principles of the Heritage Conservation District Plan have been reviewed and concluded to have no anticipated adverse impact on the adjacent lands.

## **BACKGROUND:**

The proponent submitted an application in Fall 2017, for Site Plan Control and Zoning Amendment for a proposed development of one row of townhomes and 2 fourplex residences (total of 15 units). The application also required numerous amendments to the zone provisions, including the maximum density requirements. The application was circulated for public meeting in December 2017, at which time a number of public comments were received. Following the public meeting, the applicant requested that both the Site Plan and Zoning files be placed on hold until such time that a Heritage Impact Statement and a revised conceptual plan incorporating the comments from the public meeting could be prepared.

In March, 2018, the proponent approached the Municipality with a draft Heritage Impact Study which, further to modification, was reviewed and accepted by the Municipal Heritage Committee (MHC) on June 27, 2018. At the meeting, the MHC commended the applicant on the thoroughness and rational of the study and recommended the approval of a heritage permit by Council to permit the development as proposed (See Appendix C). Staff will seek direction from Council respecting the issuance of the Heritage Permit during the review of the Site Plan Application.

The developer also resubmitted conceptual plans and modifications to the Zoning Amendment application for re-circulation and consideration by Council. In response to the comments received at the December Public Meeting, the proposed development was altered in the following ways:

- Retention of the existing lilac border along Main Street (with the exception of 6m of removal for the vehicular access point)
- Retention and restoration of the stone pillars in situ for pedestrian access
- A curved lane way which frames and “reveals” Rosamond House to the north of the site
- Architectural features which complement the design of Rosamond House and the adjacent buildings of significance, including:
  - Varied and generally steeply pitched roofs
  - Second storey spaces “within” roof volumes rather than “under”
  - Front porches on all units (social edges)
  - Significant amounts of masonry on all street-facing facades
  - A historically sympathetic colour scheme
  - Appropriately proportioned windows (vertically oriented)
- Separation of pedestrian and vehicular circulation by a 5.75m buffer
- A softer geometry exhibited in the maximized landscaped open space and curvilinear features of the hardscaping
- Reduction in density from 39 units/ha to 33 units/ha
- Directional and site oriented low level lighting to minimize spillage onto adjacent lands
- Increased parking per unit
- Discrete heritage style signage

The modified plan includes two (2) rows of townhomes and one (1) fourplex fronting on Main Street (Appendix A). The plan now complies with all zone provisions of the Residential Type Three (R3) zone and no further exceptions are required.

The Site Plan Control application continues to remain on hold until the Zoning Amendment is finalized to allow for public comments to be addressed through site design. Following a resolution by Council respecting the Zoning Amendment application, the applicant will resubmit a final draft of the Site Plan for review and approval by Council.

### **PURPOSE AND EFFECT**

The purpose of the Zoning By-law Amendment is to change the zoning from Residential Second Density (R2) to Residential Third Density (R3-X) to permit a “planned unit development” defined as a group of dwellings situated on the same lot and that share common facilities such as access to a public road, parking facilities, open space and recreational areas, and which are designed as an integral part of a residential complex, consisting of two townhouses and one fourplexes. The original application proposed additional site specific provisions including: reductions to front yard setbacks, increased density, and various parking related variances. The revised plan now meets all of the requirements of the zoning bylaw and does not require any site specific provisions or variances.

### **DESCRIPTION OF SUBJECT LANDS**

The subject lands are known municipally as 36 Main Street East and are legally described as Lot 91A and Part of Lot 93A, Registered Plan 6262, Mitcheson Section in the Ward of Almonte. The subject lands have a total area of approximately 3,865m<sup>2</sup> (0.39ha) with approximately 53.6m frontage on Main Street and are located approximately 100m north of the Mississippi River and approximately 60m southwest of the intersection of Main Street East and Union Street (see Appendix A for an aerial photo).

**Figure 1 – Subject Lands:**



## **SERVICING & INFRASTRUCTURE**

The property falls within the urban settlement area, near the corner of Main Street and Union Street (municipally maintained public roads), and will thus be serviced by municipal water and sewer. A Site Servicing Management Report, prepared by Novatech, describes the existing services at the site and provides water and sanitary connection details. This and storm water management details 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:

**Acting CAO:** No concerns or objections.

**Acting Clerk:** No comments received.

**CBO:** No concerns or objections.

**Fire Chief:** No concerns or objections.

**Director of Roads and Public Works:** Comments attached in Appendix D

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

## **COMMENTS FROM EXTERNAL AGENCY CIRCULATION**

No objections were received from external agencies respecting the application.

## **COMMENTS FROM THE PUBLIC**

The Municipality has conducted two public meetings related to this application. Comments received respecting the original conceptual plan at the December 2017 public meeting are included in Appendix E.

As previously stated, following the initial meeting the proponent made significant alterations to the concept plans in response to the stakeholder feedback and as a result the majority of the comments have been responded to through the alternative design. Comments received at the June 5<sup>th</sup>, 2018 public meeting (Appendix F) can be summarized as follows:

- The importance of tree retention and existing natural buffering on the site.
  - The proponent has indicated that all healthy lilacs and substantial trees on the property will be retained and that additional trees and shrubs will be added to fill in gaps where necessary.
  - Tree retention and supplementation will be included as conditions of Site Plan Control.
- Consideration for the driveway entrance on Main Street, particularly noting the crest of the hill (“Hidden Driveway”).
- Compliance with the provisions of the Heritage Conservation District Plan policies and conformity with the character of the neighbourhood
- Affordable housing targets
- Note made by the owner of the existing industrial use (Canadian Hydro Components) and noise related impacts associated with the operation.

Additional written comments were received from Michael and Deborah O'Malley (51 Main Street) who expressed objection to the proposal on the grounds that it represents: unacceptable density, unacceptable form, unacceptable private road development, inadequate onsite parking (Appendix G). No further comments were received following the public meeting.

## **TRAFFIC IMPACT STATEMENT**

The proponent has provided a Traffic Impact Statement to review potential adverse impacts resulting from the proposed increased density of the site. The TIS referenced two key variables for consideration. The first consideration was an increase of volume generated from the site in AM and PM peak traffic volumes. The study concluded that the existing traffic volume of Main Street represented a range of 65-75% capacity of the designed roadway. The proposed development was anticipated to generate an additional 12 trips in each peak time which was found to be a marginal increase of volume resulting in no adverse impacts to the level of service of the roadway. The second point of consideration was the safe Stopping Sight Distance – being the distance of visibility on the road way and the ability to safely stop a vehicle therein. This variable was of significance, as the geometry of the roadway could potentially cause blind corners around the proposed driveway. The study found that at an average travel speed of 60km/h and a 5% upgrade of the Main Street roadway, the safe stopping distance for a vehicle was 80m eastbound and 90m westbound. The study also analysed the minimum intersection sight distance and concluded a distance of 130m eastbound and 110m westbound. As such the TIS determined that there was adequate safe and visible stopping area for vehicles turning in and out of the proposed driveway access. No further recommendations for signage or infrastructure upgrades were recommended to support the additional vehicles.

## **EVALUATION**

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

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). In order to ensure this strategy is implemented, the Municipality will establish minimum targets for intensification and redevelopment within built-up areas, appropriate to local context and conditions (Policy 1.1.3.5).

Urban development shall also apply an appropriate range and mix of housing forms to ensure the adequate provision of residential dwellings for a variety of household demographics (including accessible and affordable options) (Policy 1.4.3).

As the subject lands also fall within the Heritage Conservation District Plan for Almonte, the PPS guides that new development and site alteration shall only occur where the proposed impacts have been evaluated and heritage attributes will be conserved post-development (Policy 2.6.2).

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

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

The fundamental goal of residential development in Almonte is to establish a balanced housing supply for all segments of the community (Policy 3.6.1). In order to meet this goal, the OP establishes suggested targets for Affordable Housing (Policy 3.6.3) and Housing types (Policy 3.6.5).

With respect to affordability, the plan suggests that new development should attempt to reach a 25% affordable housing target, measured over a three year average (Policy 3.6.5.2). At this time, the Municipality is not actively tracking and reporting statistics on market rent and availability, however Lanark County Social Services undertook a County wide housing analysis in 2014 which suggested that the average market rent could be estimated to be \$600-900<sup>1</sup>. As substantial trend data is not presently available, the application can be evaluating for its merits based on its general characteristics as an alternative housing stock. By constructing an array of housing forms at different sizes, styles and ownership frameworks, the Municipality can generally meet the goal of providing housing options of different values (Policy 3.6.3.3).

To this end, the COP also provides a 30% target of “Medium Density” housing forms (including fourplexes, and townhomes) exhibiting a maximum net density of 35 units per hectare (Policy 3.6.5). Medium density development proposals shall demonstrate through Site Plan Control that they are compatible and appropriate for their community context by:

- Co-locating in proximity to shopping, parkland, and other community amenities;
- Blending with the existing building styles and historical character of adjacent lands;
- Provide adequate off-street parking and appropriate access;
- Buffer negative impacts from abutting sensitive land uses;
- Establish suitable landscaping and on-site amenities for residents;
- Be supportive by full municipal servicing.

The proposal meets the sourced criteria, due in large part to its current lot size and location in relation to Ottawa Street in Downtown Almonte. The site is easily accessible

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<sup>1</sup> Housing and Homelessness Blueprint: 10 Year Housing and Homelessness Plan. Lanark County Social Services (2014)

by both vehicular traffic and active transportation, either on the municipal streets or via the OVRT immediately adjacent to the site. By nature of the location, the site also falls within the boundaries of the Heritage Conservation District, which offers further opportunity for thoughtful consideration of the proposed designs compatibility with the neighbourhood. This discussion will be conducted in the HCD policy analysis below. The site is fully serviced by municipal sewer and water and is presently composed of several healthy mature trees and hedgerows which act to preserve and buffer the interior character of the site post development.

The style of unit construction also includes two (2) universally accessible units on the ground-floor of the four-plex (Policy 3.6.6). These units represent a 15% provision of universal housing within the development and have been consciously designed by the proponent to offer housing options to those in need of an accessible design.

The COP provides further criteria, augmented by the Municipal Design Guidelines, respecting the scale, form and style of new infill development within the urban area (Policy 4.2). These policies will be reviewed as part of the Site Plan Control analysis following a decision of the Zoning Amendment application.

## **DOWNTOWN ALMONTE HERITAGE CONSERVATION DISTRICT PLAN**

The subject property is located within the Downtown Almonte Heritage Conservation District. The Downtown Almonte Heritage Conservation District Plan provides the framework for managing future change in Downtown Almonte, while protecting and enhancing the Municipality's cultural heritage value and distinct character. The property is located within the "North of River" character area, which includes Main Street East, Union Street South and Queen Street. The Plan identifies this area as being predominantly residential, where single-family dwellings are set back from the street and generally have landscaped front yards. There is a mix of built forms, residential architectural styles and landscape features. As per the Plan, the predominantly residential character on Main Street East should be retained and enhanced as a distinct transition between the suburban commercial functions of Ottawa Street and the historic and unique character of the commercial core on Mill Street and Bridge Street.

Specific analysis of the conservation and compatibility of heritage attributes identified in the Plan will be reviewed as part of the Site Plan application, however in general the Plan notes that infill development "will respect established patterns, including setbacks, street wall design, and the rhythm and pattern of openings" (Section 4.8). The proposed design has been modified to ensure that the dwelling unit visible from Main Street meets the setbacks characteristic of the neighbourhood (6m) and that the dominant existing lilac hedgeline is preserved and cultivated to maintain presence along the streetscape and buffer visibility into the site. The fourplex dwelling will also exhibit "common elements" characteristics which are common in the area, including a covered front porch, sidewalk up to the front entrance and façade and window proportions which are representative of architectural styles found in the neighbourhood.

Furthermore, the bulk of the infill development has been "hidden" within the site and is accessible by a driveway which mimics the original "helix" character of the former

carriage way. This single access-point to interior parking buffered from the street is an appropriate design to meet the modern amenity needs of residential development while conserving the aesthetic character of the street.

### ZONING BY-LAW #11-83

The subject property is zoned “Residential Second Density (R2)” in the Municipality of Mississippi Mills’ Comprehensive Zoning By-law 11-83. The Zoning By-law does not contemplate a planned unit development as a permitted use, nor does the R2 zone permit townhouses or fourplexes.

A zoning amendment is required to accommodate the proposed townhouse units and fourplex unit on the subject property. The requested amendment would rezone the subject lands from R2 to R3-X (Residential Third Density Special Exception). The purpose of the R3-special exception zone would be to permit a “planned unit development” consisting of two townhouses and one four-plex. Given that the proposed dwelling types are permitted in the R3 zone, the special exception would specifically permit the combination of 9 townhouse units and 1-fourplex units (4 units) for a total of 13 units in the planned unit development on the subject property, as per the Site Plan provided in Appendix B. Consistent with the proposed site plan, the following table compares the required R3 performance standards (Section 15 of the Zoning By-law) and general provisions with what is proposed. Future development would be subject to Site Plan Control.

**Table 1 – R3 Zone provisions per unit type compared to Planning Unit Development**

	<b>Fourplex Dwelling (4 units)</b>	<b>Townhouse Dwelling (9 units)</b>	<b>Proposed Planned Unit Development (13 units)</b>
<b>Lot Area Min. (m<sup>2</sup>)</b>	920	168 (total 1,512)	3,865
<b>Lot Frontage Min. (m)</b>	20	5.5 (49.5)	53.64
<b>Front Yard Min. (m)</b>	6	6	6
<b>Rear Yard Min. (m)</b>	7.5	7.5	7.5
<b>Interior Side Yard Min. (m)</b>	3	0	3.0
<b>Height Max. (m)</b>	11	11	7.6 (fourplex) 8.4 (townhouse)
<b>Lot Coverage Max. (%)</b>	40	55	18.8
<b>Dwelling Unit Area Min. (m<sup>2</sup>)</b>	46	46	82-84 (Fourplex) 186 (Townhouse)
<b>Net Density Max. (unit/ha)</b>	35	35	33.6

**Table 2 – General provisions per unit type compared to Planning Unit Development**

	<b>Fourplex Dwelling (4 units)</b>	<b>Townhouse Dwelling (9 units)</b>	<b>Proposed Planned Unit Development (13 units)</b>
<b>Parking (space/unit)</b>	1.2 (5 total)	1 (9 total)	15
<b>Visitor Parking (space/unit)</b>	0.2	0.2	3
<b>Accessible Parking</b>	1 space for a 10-25 space parking lot		2
<b>Parking Lot Landscape Buff. – not abutting street (m)</b>	3	3	3

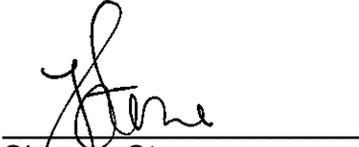
The front yard, interior side-yard, rear yard and building height of the proposed development are consistent with the existing Residential Second Density zone. The setbacks and built form of the project have been cautiously massed to remain respectful and reflective of the composition of neighbouring residential dwellings. From the exterior of the site, particularly on the street frontage, it is anticipated that the development will convey a look and feel equivalent to the permitted development of the Residential Second Density zone.

The proposed development is an appropriately scaled integration of medium density development within a low-density neighbourhood. The built form has been planned to intensify uses without increasing the height of the massing of the buildings of overbuilding the site in a way which would be uncharacteristic of the adjacent land uses.

All of which is respectfully submitted by,

Reviewed by,

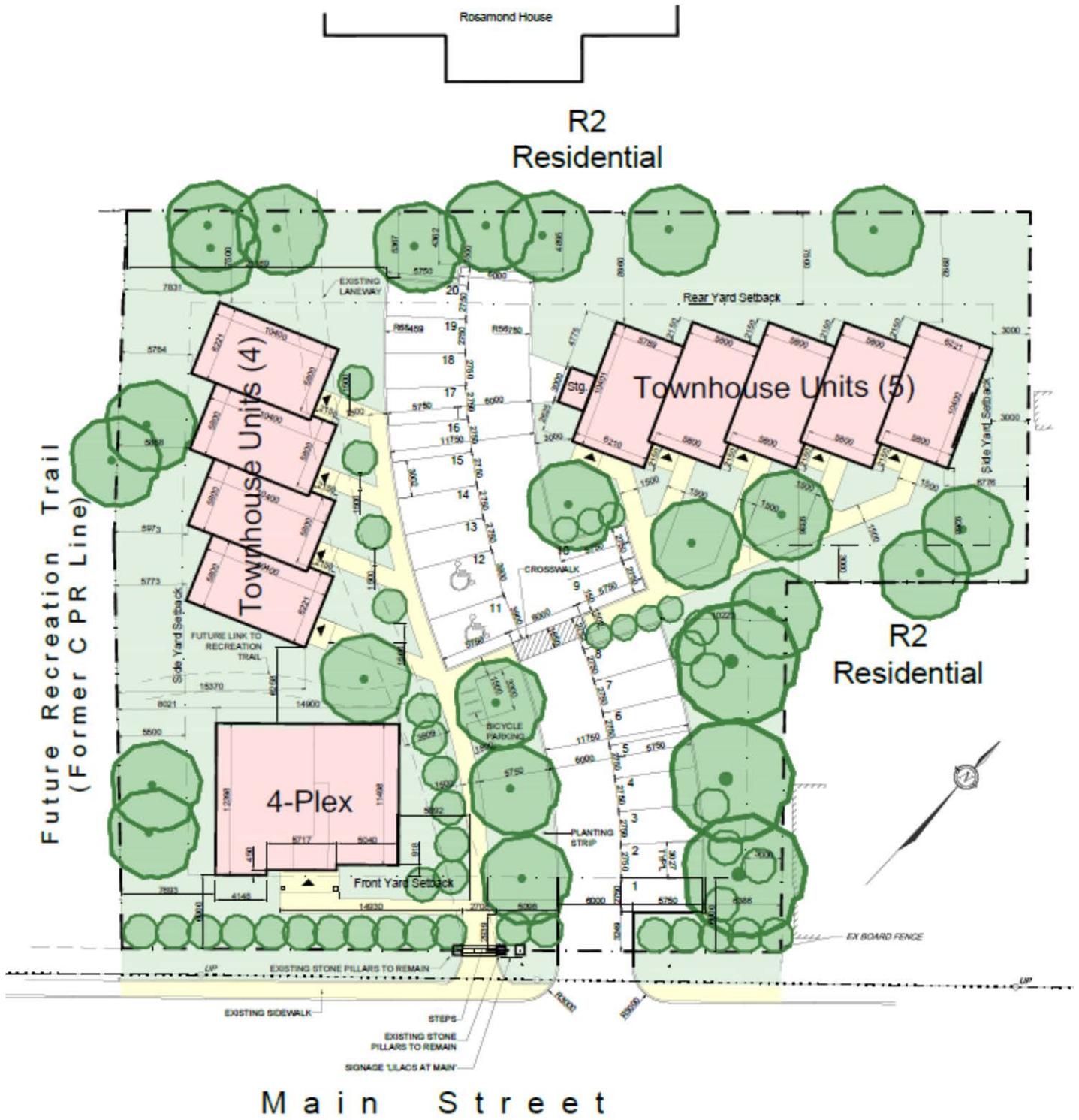
  
 \_\_\_\_\_  
 Niki Dwyer  
 Director of Planning

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

**ATTACHMENTS:**

- Appendix A – Site and Landscape Plan
- Appendix B – Elevations and Conceptual Plan
- Appendix C – Minutes of the Municipal Heritage Committee
- Appendix D – Public Works Comments
- Appendix E – December Public Meeting Minutes
- Appendix F – June Public Meeting Minutes
- Appendix G – Comments from Mr and Mrs O’Malley
- Appendix H – Provincial Policy Statement
- Appendix I – Community Official Plan

**SCHEDULE A – Site and Landscape Plan**



**Appendix B – Elevations and Conceptual Plan**



**Appendix C – Minutes of the Municipal Heritage Committee**

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

**Wednesday, June 27, 2018 @ 7:00 P.M.**

**Council Chambers, Municipal Office**

**PRESENT:** Jason Gilmore, Chair  
Harold McKay  
Al Jones  
Michael Rikley-Lancaster  
David Thomson  
Councillor John Edwards  
Sarah More

**ABSENT:** Fred Dennis

**STAFF:** Roxanne Sweeney, Recording Secretary

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Chair Jason Gilmore called the meeting to order at 7:00 p.m.

**A. APPROVAL OF AGENDA**

**Moved by Michael Rikley-Lancaster**

**Seconded by David Thomson**

**THAT the Agenda dated June 27, 2018, be accepted as amended with the following changes:**

**E. 2 Council Update – Signs**

**E. 3 Old Post Office, 77 Mill Street – Building Conditions**

**CARRIED**

**B. DISCLOSURE OF PECUNIARY INTEREST**

None were declared.

**C. APPROVAL OF MINUTES**

**Moved by Al Jones**

**Seconded by Harold McKay**

**THAT the Minutes dated May 30, 2018 be accepted as presented.**

**CARRIED**

**D. DELEGATIONS/PRESENTATIONS**

1. Aselford Development, 36 Main Street

**Moved by Councillor John Edwards**

**Seconded by Al Jones**

**MOTION that the Heritage Committee fully endorses the Heritage Impact Assessment provided by Aselford Development.**

**CARRIED**

**Harold McKay declared a pecuniary interest on the following matter. He did not participate in discussions or vote on the matter.**

**E. NEW BUSINESS**

1. Ontario Heritage Conference Update  
Ian MacLean provided an overview of the Ontario Heritage Conference Update that took place in Sault Ste. Marie on June 7-9, 2018.
2. Council Update – Signs.  
Council approved the installation of 12 historical signs and four settlement area signs. Mississippi Mills Public Works will install the signs.
3. Old Post Office, 77 Mill Street  
The owners will be contacted to discuss required repairs.

**F. INFO/CORRESPONDENCE**

**G. BUSINESS ARISING FROM MINUTES**

1. Almonte Old Hospital – deferred to August 22, 2018 meeting.

**H. ANNOUNCEMENT**

Next meeting: Wednesday, August 22, 2018

**I. ADJOURNMENT**

**Moved by Al Jones**

**Seconded by David Thomson**

**THAT there being no further business before the Committee, the meeting adjourned at 8:10 p.m.**

**CARRIED**

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Roxanne Sweeney, Recording Secretary

## Appendix D – Comments from Public Works (Guy Bourgon)

### General

1. The sidewalk shall remain continuous across the entrance to this site. The curb shall end prior to the sidewalk.
2. The existing entrance shall be removed and appropriately landscaped.
3. The existing retaining wall in front of this site within the right-of-way shall be removed as part of this redevelopment.
4. A pathway connection shall be provided to the municipal sidewalk adjacent to the hydro pole in front of the 4-plex closest to the road to allow for an accessible pedestrian connection.

### Grading Plan

5. An integrated curb and retaining wall shall be provided adjacent to the existing residential property in the location where the curb is presently shown. This will minimize the height of the wall and remove the sliver of grassed area between the curb and the proposed wall. The retaining wall shall not be permitted on the municipal right-of-way.
6. The overland flow route has not been identified on the grading plan. Please include.

### Servicing Plan

7. The valve and valve box shown on the property line shall be relocated such that it is 300 mm from the property line within the right-of-way.
8. The size of the storm sewer on the plan (600 mm) conflicts with the size identified in the Servicing Report (525 mm)
9. CBMH 7 shall be relocated east to make a perpendicular connection to the existing sewer. A tee CB can be used in the corner of the property in the CBMH 7 former location.
10. There is a pipe of unknown length and destination running eastward from the existing sanitary manhole to which the site is proposing connection of their service. It will be the responsibility of the proponent to uncover this pipe and determine whether it is an active or abandoned line and make the appropriate connection to ensure continuity of service.
11. Watermain Note 3 – watermain shall be installed 2.4 m below grade.
12. Watermain Note 8 – hydrants shall be red in colour.

## Appendix E – Minutes of December 2017 Public Meeting<sup>2</sup>

### I. PUBLIC MEETINGS

1. Zoning Amendment Aselford Development Corporation  
36 Main Street East, Almonte Ward

The Junior Planner provided overview of the proposed amendments. He advised that the following written comments were received:

- Tracy Julian - affordable housing
- John and Susan Muston – visitor parking, entrance locations, sight lines, Heritage Conservation District
- Ed Jenkins – higher density makes sense, appreciate effort retaining character and natural features, concern with proximity of driveway to his property
- Pam Coculuzzi –over crowded, close to rail line and Hydro Plant, traffic congestion

The Chair invited members of the public to comment. The following members of the public spoke:

- Mike O'Malley –form of development does not meet Heritage Conservation District guidelines, density, setbacks, removal of vegetation buffer, new private road, entrance and egress
- Bart Spafford – large parking lot, traffic, emergency vehicles, preservation of trees
- Steve Maynard – Community Official Plan policies, Heritage Conservation District guidelines, small scale development, character of neighbourhood, green space, vegetation
- Gloria Leonard –property value

Steve Pence, Novatech, representing the applicant, stated that the project is contextually sensitive; Heritage Conservation District given due consideration; landscape features and look of the buildings intended to respect the Community Official Plan and Heritage Conservation District; pillars to be retained and refurbished; retain lilacs across the front of the property; two street facing buildings; two-storey in keeping with the neighbourhood; rental units, variety of units; barrier free access; development provides open space; property maintenance included.

Mr. Pence addressed questions from Council.

The Chair invited members of the public to make additional comments/ask questions. The following members of the public spoke:

- David Frisch –barrier free units, traffic study results, rear yard setbacks
- Ed Jenkins – preserve existing trees as shown on plan
- Steve Maynard – traffic, parking, Heritage Conversation District

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<sup>2</sup> [http://www.mississippimills.ca/uploads/12/Doc\\_636512857749186373.pdf](http://www.mississippimills.ca/uploads/12/Doc_636512857749186373.pdf)

- Bart Spafford – preserve existing trees
- Rob Bird – entrance location, quality versus quantity
- John Warren – parking spaces
- Mike O'Malley – allowable density, permitted use of R2

## Appendix F – Minutes of the June 2018 Public Meeting<sup>3</sup>

### H. PUBLIC MEETINGS

#### 2. Zoning Amendment: Aselford Development - 36 Main St. E, Almonte

The Director of Planning provided an overview of the proposed amendments. She advised that the following written comments were received:

- Deborah and Mike O'Malley – Heritage Conservation District guidelines, density, new private road, parking

The Chair invited members of the public to comment. The following members of the public spoke:

- Allan Goddard – preservation of existing trees
- Cathy Blake – parking, traffic, entrance signage
- Bart Spafford – parking, traffic, privacy, preservation of existing trees
- David Frisch - preservation of existing trees
- Steve Maynard - Heritage Conservation District guidelines, Community Official Plan policies, small scale development, character of neighbourhood, traffic, affordable housing
- Mike Dupuis – owns industrial property next door, concerned with potential noise complaints

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<sup>3</sup> [http://www.mississippimills.ca/uploads/12/Doc\\_636651946370697050.pdf](http://www.mississippimills.ca/uploads/12/Doc_636651946370697050.pdf)

## Appendix G – Comments Received from Mr and Mrs O’Malley

**From:** Mike O'Malley <[REDACTED]>  
**Sent:** Saturday, June 02, 2018 10:49 AM  
**To:** Nicole Dwyer  
**Cc:** Wife  
**Subject:** Proposed Zoning Amendment 36 Mill Street

### Deborah & Michael O’Malley

51 Main Street East

Almonte, Ontario

June 4, 2018

Niki Dwyer, Planner  
Municipality of Mississippi Mills  
3131 Old Perth Road  
Almonte, Ontario

Delivered By E-Mail

Re: Zoning Amendment Application D14-AS-17; Z-09-17 Plan 6262 Lot 91A and Part of Lot 93A Plan 27R -9434 Part 3 Almonte Ward, Municipality of Mississippi Mills, known as 36 Main St E.

Unfortunately, we will be out of town the day of this review. Please do not mistake our absence from the public meeting as any reduction in our outrage that we are here a second time to defend our adjacent property against this inappropriate application.

When the original Sullivan severance was granted, public consultation determine that an acceptable usage for the property was 4 single family homes. The proponent purchased the property with full knowledge of the community density wishes expressed as R2 and paid an appropriate price for the 36 Main Street parcel based on that zoning.

We find this specific application galling as it provides profit to an out of town developer at community expense.

As stated publicly, we would welcome new neighbors under the original publicly agreed proposal of four single family dwelling reflected in the R2 zoning that would be in keeping with the heritage district, conform to neighborhood continuity and make better use of the land parcel.

#### **The proposed zoning amendment should not be granted because:**

- 1) Unacceptable Density**  
The current proposal imposes a density in excess of the adjacent neighborhoods
- 2) Unacceptable Form**  
The current proposal introduces a housing form (fourplex) that is not currently present, which does not meet the terms of the Heritage Conservation District.
- 3) Unacceptable Private Road**

The current proposal moves the point of access from the historic laneway location to a new private road without consideration on impact to adjacent neighbours.

**4) Unacceptable Parking**

The current proposal creates inadequate on-site parking that will inevitably result in overflow to Main street, a busy road with existing parking issues, compounded by a proposed bike lane extension on the west side, high peak period flows with pulse traffic created by traffic lights . Overflow parking would be forced to the east residential side of Main street compounding difficult access and egress to east side residential properties that have difficult sight lines to traffic due to the hill and high commuter traffic approach speeds.

Deborah O'Malley

Michael O'Malley

## **Appendix H - Provincial Policy Statement<sup>4</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*<sup>5</sup> 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;

#### **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*;
- b) a range of uses and opportunities for *intensification*<sup>6</sup> and *redevelopment*<sup>7</sup> in accordance with the criteria in policy 1.1.3.3, where this can be accommodated.

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<sup>4</sup> <http://www.mah.gov.on.ca/AssetFactory.aspx?did=10463>

<sup>5</sup> **Affordable:** means

b) in the case of rental housing, the least expensive of:

1. a unit for which the rent does not exceed 30 percent of gross annual household income for *low and moderate income households*; or
2. a unit for which the rent is at or below the average market rent of a unit in the *regional market area*.

<sup>6</sup> **Intensification:** means the development of a property, site or area at a higher density than currently exists through:

- a) *redevelopment*, including the reuse of *brownfield sites*;
- b) the development of vacant and/or underutilized lots within previously developed areas;
- c) infill development; and
- d) the expansion or conversion of existing buildings.

<sup>7</sup> **Redevelopment:** means the creation of new units, uses or lots on previously developed land in existing communities, including *brownfield sites*.

- 1.1.3.5 Planning authorities shall establish and implement minimum targets for *intensification* and *redevelopment* within built-up areas, based on local conditions. However, where provincial targets are established through *provincial plans*, the provincial target shall represent the minimum target for affected areas.

## 1.4 Housing

- 1.4.3 Planning authorities shall provide for an appropriate range and mix of housing types and densities to meet projected requirements of current and future residents of the *regional market area* by:
- b) permitting and facilitating:
    - 1. all forms of housing required to meet the social, health and well-being requirements of current and future residents, including *special needs* requirements; and
    - 2. all forms of *residential intensification*<sup>8</sup>, including second units, and *redevelopment* in accordance with policy 1.1.3.3;
  - c) directing the development of new housing towards locations where appropriate levels of *infrastructure* and *public service facilities* are or will be available to support current and projected needs;
  - d) promoting densities for new housing which efficiently use land, resources, *infrastructure* and *public service facilities*, and support the use of *active transportation* and transit in areas where it exists or is to be developed; and

## 2.6 Cultural Heritage and Archaeology

- 2.6.3 Planning authorities shall not permit *development* and *site alteration* on *adjacent lands* to *protected heritage property* except where the proposed *development* and *site alteration* has been evaluated and it has been demonstrated that the *heritage attributes* of the *protected heritage property* will be *conserved*.

## Appendix I – Community Official Plan<sup>9</sup>

### 3.6 Residential

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<sup>8</sup> **Residential intensification:** means intensification of a property, site or area which results in a net increase in residential units or accommodation and includes:

- a) redevelopment, including the redevelopment of *brownfield sites*;
- b) the development of vacant or underutilized lots within previously developed areas;
- c) infill development;
- d) the conversion or expansion of existing industrial, commercial and institutional buildings for residential use; and
- e) the conversion or expansion of existing residential buildings to create new residential units or accommodation, including accessory apartments, second units and rooming houses.

<sup>9</sup> <http://www.mississippimills.ca/en/resourcesGeneral/Community%20Official%20Plan%202006.pdf>

### 3.6.1 Goal and Objectives

It is a goal of this Plan to:

**Promote a balanced supply of housing to meet the present and future social and economic needs of all segments of the community.**

The following objectives are designed to implement the goal:

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

### 3.6.3 Affordable Housing

1. The Town shall encourage an adequate supply of affordable housing.
2. The Town shall attempt to have 25% of all new residential construction affordable. In a given year the residential development may meet, exceed or fall short of the 25% target and therefore, to achieve a more realistic picture of the progress made in achieving this target, three year averages shall be used to meet affordable housing objectives.
3. The Town shall ensure that the Zoning By-law does not require standards which preclude the development of affordable housing, especially as it relates to house and lot sizes.

### 3.6.5 Range of Housing Types

1. The Town shall support a wide range of housing types, zoning standards and subdivision design standards.
2. The Town has established the following housing mix targets:
  - Low Density - 70%
  - Medium Density - 30%
4. Medium density residential development shall include four-plex housing, townhouses, 3 storey apartments, converted dwellings of three or more units and similar multi-unit forms of housing. In general, medium density residential development shall have a maximum **net density** of 35 units per net hectare (15 units per net acre).
5. All medium density residential development proposals shall address the following criteria:
  - (i) Proximity to shopping, parkland, health care, education and other community amenities;
  - (ii) Compatibility with existing land uses in the immediate area and the historical character of existing buildings;
  - (iii) designed with a maximum of three (3) stories and where possible, a building profile which conforms visually with the surrounding residential structures;
  - (iv) availability of adequate off-street parking and appropriate access and circulation for vehicular traffic, including emergency vehicles;
  - (v) necessary buffering from abutting uses;

- (vi) suitable landscaping, lot grading, drainage and on-site amenities; and,
  - (vii) the availability of full municipal services to accommodate the proposed density of development.
6. Medium density residential development shall be placed in separate zones in the Zoning By-law and shall be subject to Site Plan Control.

### **3.6.6 Special Needs Housing**

1. The Town shall seek to improve access to housing for people with special needs, including assisted housing for low income people, seniors housing and housing for physically and developmentally handicapped individuals.

### **3.6.7 Infilling**

1. The Town shall give priority to the infilling of existing residential areas as a means of efficiently meeting anticipated housing demand. Infilling shall be considered small scale residential development within existing residential neighbourhoods involving the creation of new residential lots or the development/redevelopment of existing lots.
2. Infilling development proposals in existing residential neighbourhoods should be in character with the surrounding building form and setbacks of existing development in an effort to blend in with the residential neighbourhood. Specific design policies for infill development are found in the design section of this Plan.
3. Infilling development proposals shall be required to prepare "lot grading and drainage plans" that take into consideration potential drainage impacts on abutting properties.
4. Infilling development may be subject to site plan control.

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

**STAFF REPORT**

**DATE:** August 14, 2018  
**TO:** Committee of the Whole  
**FROM:** Shawna Stone, Clerk  
**SUBJECT:** **Appointments to the Joint Lanark County 2018 Election Compliance Audit Committee**

---

**RECOMMENDATION:**

**THAT Phil Hogan, Paul Howard and Al Lunney be appointed to the Joint Lanark County Compliance Audit Committee for the term December 1, 2018 to November 14, 2022 to deal with applications from the 2018 election and any by-elections during the next term of Council.**

**BACKGROUND:**

Pursuant to Section 88.37 of *Municipal Elections Act, 1996*, municipalities are required to establish a Compliance Audit Committee to deal with complaints regarding election campaign financing.

On March 6, 2018, Council adopted By-law 18-34, the Terms of Reference for the Joint Lanark County 2018 Election Compliance Audit Committee.

**DISCUSSION:**

The Terms of Reference call for the appointment of three members, plus three alternates. A total of three applications were received as a result of advertising (local newspapers, municipal websites, and social media pages). All three applicants bring valuable knowledge and experience from both a professional and community perspective. Alternates are currently being pursued, with a recommendation for appointment to follow in due course.

**FINANCIAL IMPLICATIONS:**

There are no direct financial implications associated with this report. Per the Terms of Reference, appointees would receive a stipend with reimbursement of expenses associated with travel to be paid by the member municipality requiring the services of the Committee.

Under the *Municipal Elections Act, 1996*, municipalities are responsible for the costs associated with the Compliance Audit Committee, including audit costs; however, Council is entitled to recover the auditor's costs from the applicant if the report indicates that there was no apparent contravention and the committee finds that there were no reasonable grounds for the application.

In the event of an application, the affected municipality would be responsible for the associated costs and the Clerk of that municipality would serve as Committee Secretary in dealing with a specific application.

**SUMMARY:**

It is recommended that the aforementioned candidates, all qualified in accordance with the Committee's Terms of Reference, be appointed to fulfill the Municipality's obligations under the *Municipal Elections Act, 1996*.

Respectfully submitted,



---

Shawna Stone, Clerk

Attachments:

1. Selection Criteria and Evaluation

## ATTACHMENT 1 - Selection Criteria and Evaluation

Membership will be drawn from the following groups:

- accounting and audit - accountants or auditors with experience in preparing or auditing the financial statements of municipal candidates;
- legal;
- professionals who in the course of their duties are required to adhere to codes or standards of their profession which may be enforced by disciplinary tribunals; and/or
- other individuals with knowledge of the campaign financing rules of the *Municipal Elections Act, 1996*.

The selection process will be based upon clearly understood and equitable criteria. Members will be selected on the basis of the following:

- demonstrated knowledge and understanding of municipal election campaign financing rules;
- proven analytical and decision-making skills;
- experience working on a committee, task force or similar setting;
- availability and willingness to attend meetings; and
- excellent oral and written communication skills.

Alternate members will be ranked and will be called upon to replace a voting member that has resigned from the Committee.

In addition, on the application form, applicants were requested to confirm their willingness and ability attend meetings, whether they are at least 18 years of age, and their general knowledge of the *Municipal Elections Act, 1996*.

## Mayor's Report for August 14, 2018

Tonight, I proclaimed August 26 as George Eccles Day in Mississippi Mills. That was that day in 1873 that George, the youngest of nine children, was born to Henry and Mary Ann Eccles on a farm on Concession 8 in Ramsay Township.

As a young man, George learned the new technology of telegraphy from a CPR ticket agent in Almonte. From there, George went to Winnipeg in 1899. Within a couple of years, he became first dispatcher for the Canadian Northern Railway, a forerunner to today's Canadian National. He later served as a chief dispatcher on the Canadian Pacific.

He married Nettie and had two children, William and Allan in Winnipeg. George left his family behind Winnipeg in 1906 to work the steamship route from Seattle to Alaska as a telegraph operator.

In August 1909, George secured a job on land as a wireless operator at a coastal station, and would soon be in a position to bring Nettie and the boys to live with him. He made one last trip on the S.S. Ohio as a favor to his employer.

On a dark night on August 27, 1909, the Ohio hit a hidden rock and began taking on water. Eccles stayed at his post while his ship sank on a dark night. Passengers and crew took to lifeboats as George repeatedly tried to hail nearby ships. When finally he contacted two ships and gave his location, he left his post, not to flee but to help the purser look for stragglers below deck.

Coming onto deck finally, he made to leave. The ship lurched, George smashed his head and slid into the water, dead. History credits him with saving 214 people.

He was given a hero's burial in Almonte on September 7, 1909, and then forgotten, his heroism soon overshadowed by World War One. His grave was unmarked and over time, people forgot the hometown hero. All that remained was a faded historical sign near the old family farm.

A few years ago, Almonte resident David Frisch started asking questions about Eccles and revived Eccles story. This June, David's efforts at rediscovering a forgotten hero paid off. A new gravestone now adorns the grave thanks to the generosity of Reg Gamble of C.R. Gamble Funeral Home and John Bowes of Kinkaid & Loney Monuments.

Here are the highlights from the regular Lanark County Council meeting held Wednesday, June 27.

- **Lanark Lodge Funding Highlighted:** In an effort to prepare for the 2019 budget, councillors received an update at the community services committee meeting earlier this month from Treasurer Jennie Bingley about recent funding announcements for Lanark Lodge, the county's long-term care home. Despite funding that results in an increase in direct care hours and a falls prevention initiative, as well as a pending application for Late Career Initiative Funding, there are two main issues that continue to put pressure on the budget: the lack of provincial funding to cover existing staffing levels and to address the need to increase direct care staff hours to properly care for residents due to rising acuity (intensity of nursing care needed). Ms. Bingley explained there are no minimum provincially mandated staff-to-resident ratios with respect to direct care staffing, and levels have been largely unchanged for at least 10 years while acuity has steadily increased. The increasing workload has negative effects on staffing, and retention is also an issue within the highly-competitive field. Ms. Bingley predicted the levy to taxpayers will continue to grow at a higher rate than past years to cover provincial subsidy shortfalls for staffing. "Management has done an excellent job to find costs savings to offset cost-of-living increases to wages and benefits," she said, adding it is unlikely this trend will be sustainable, and the result will be increased costs to taxpayers. She said the Ministry of Health and Long-Term Care is being lobbied to recognize and address the funding shortfalls for long-term care. Further analysis is planned, combined with evaluating funding models for comparative homes. For more information, contact Jennie Bingley, Treasurer, at 1-888-9-LANARK, ext. 1320.
- **Calls for Cross-Border Ambulance Changes:** Council supported a motion by the United Counties of Prescott Russell regarding municipalities that fail to pay for cross-border ambulance calls. The motion calls for the City of Ottawa to enter into good-faith negotiations on cross-border ambulance compensation with neighbouring paramedic services, and for the Ministry of Health and Long-Term Care to amend the Ambulance Act to require a cross-border ambulance compensation agreement. The motion is being circulated to Ottawa, neighbouring municipalities and the ministry. The move comes as municipalities adjacent to Ottawa are facing increased provincial dispatch calls for ambulances to service needs in Ottawa, which increases strain on services to meet their own local response times and also has financial consequences. For more information, contact Kurt Greaves, CAO, at 1-888-9-LANARK, ext. 1101.
- **2017 Auditor's Report Accepted:** Council accepted the 2017 audited financial statements following a presentation at the corporate services committee of the whole meeting earlier this month by Howard Allan of Allan and Partners LLP Chartered Professional Accountants. "Overall, all of the financial indicators for the county are good," he said, adding 2017 was a good year. "The balance sheet is in good shape. Council and staff have also been sensitive to increases in taxation." The acquisition of the Ottawa Valley Recreation Trail land as a capital asset creates a "stunning" surplus, he said, adding net financial assets increased in 2017 by about \$3.52 million. "Financial administration at the county is good; they are paying attention to numbers during the year." He said expenditures and revenues were in the \$80-million range and very close to budget. "The county spent less on social services than budgeted, and in operations there was a surplus of about \$4 million." He said the province has introduced a new financial indicator that measures a ratio of operating surplus to total revenues. "I'm interested in this because you have to raise money to

spend money on capital. It can make us more self-sufficient and less dependent on the province.”  
For more information, contact Jennie Bingley, Treasurer, at 1-888-9-LANARK, ext. 1320.

- **OVRT Agreements Approved:** Council has approved by-laws authorizing two agreements related to leasing portions of the Ottawa Valley Recreation Trail (OVRT): one with the Canadian Co-Operative Wool Growers Ltd. (CCWG) in Carleton Place and the other with the Town of Carleton Place. With the purchase of the former CP Rail lands that now form the OVRT, the county is a co-owner (with Renfrew County and Papineau-Cameron Township). The town wishes to lease part of the property to construct a park that is compatible with the proposed use of the OVRT, which includes a portion of lands already leased by the CCWG. The new lease with the CCWG will eventually serve to clearly identify the lands to be leased and establishes terms and conditions during the construction phase of the park being developed by the town as part of the trail. The agreement with the town similarly identifies the lands and conditions around its development, including provisions for activities to take place, such as commercial and festivals/events. For more information, contact Janet Tysick, Business Manager, at 1-888-9-LANARK, ext. 3110.
- **Upcoming Meetings: Please note there are no meetings in July. County Council, Wednesday, Aug. 8, 5 p.m.;** Community Services, Aug. 8 (following County Council); Corporate Services, Aug. 8 (following Community Services). **County Council, Wednesday, Aug. 29, 5 p.m.;** Public Works, Aug. 29 (following County Council); Economic Development, Aug. 29 (following Public Works). All meetings are in Council Chambers unless otherwise noted. For more information, contact 1-888-9-LANARK, ext. 1502. Like "LanarkCounty1" on Facebook and follow "@LanarkCounty1" on Twitter!

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Here are the highlights from the special Lanark County Council meeting held Wednesday, June 27.

- **Five-Year Operating Plan for Community Forests Approved:** Council has approved the Community Forest Five-Year Operating Plan for 2018-2022, which is a working document that is part of the 20-year forest management plan approved by council in 2011 after a public review process. The most recent operating plan expired in 2017, and during the past year the county's forest management advisors collaborated with the Community Forest Working Group to develop the new plan. The Lanark County Community Forest consists of 40 properties comprising almost 4,600 hectares throughout the county. The properties were purchased by the county between 1938 and 1987 and are made up of tracts of natural forest, treed plantations in former farmland, and lakes and wetlands. The new operating plan describes activities carried out by the forest manager, Mississippi Valley Conservation Authority, from 2013-2017 and provides a detailed schedule for the current period. To ensure long-term forest and financial sustainability, there is a 20-year forecast of thinning and harvesting activities (to 2037), which is reviewed and extended a further five years with each new operating plan. The plan is key to ensuring forestry and property administration activities are carried out in an organized fashion. For more information, contact Jonathan Allen, Facilities Coordinator, at 1-888-9-LANARK, ext. 3170.
- **Speed Limit Reduction Adopted for Lally Road:** Council has approved a by-law authorizing the reduction of the speed limit on County Road 21 for the entire portion known as Lally Road from 60 kilometres per hour to 50. The portion runs from County Road 14 (Narrows Lock Road) to Lally Lake Drive, part of which is through Murphys Point Provincial Park. This follows discussion with the Ministry of Natural Resources and Forestry (MNR), Species at Risk (SAR) Division, regarding the rehabilitation project currently taking place on the road. To obtain necessary permits for the project, county staff participated in SAR training, conducted an inventory of identified SAR, and committed to putting measures in place to reduce their mortality. The speed limit reduction is one of the measures, as well as installing three seasonal speed bumps from April 1 to November 1 each year and posting a cautionary message on the Municipal 511 Website advising motorists this section of road is not suitable for camping trailers due to its narrow, winding nature. The message has been posted and the speed bumps will consist of rubber mats affixed by spikes that will be removed prior to winter maintenance activities. Some of the identified species at risk include Gray rat snakes and Blanding's turtles. The speed reduction will take place as soon as necessary signs are installed. For more information, contact Janet Tysick, Business Manager, at 1-888-9-LANARK, ext. 3110.
- **Upcoming Meetings: Please note there are no meetings in July. County Council, Wednesday, Aug. 8, 5 p.m.;** Community Services, Aug. 8 (following County Council); Corporate Services, Aug. 8 (following Community Services). **County Council, Wednesday, Aug. 29, 5 p.m.;** Public Works, Aug. 29 (following County Council); Economic Development, Aug. 29 (following Public Works). All meetings are in Council Chambers unless otherwise noted. For more information, contact 1-888-9-LANARK, ext. 1502. Like "LanarkCounty1" on Facebook and follow "@LanarkCounty1" on Twitter!

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## **Lanark County reminds residents Jumping is Prohibited from Trail Bridges**

Lanark County is reminding residents that jumping from trail bridges within the County of Lanark is unsafe and strictly prohibited.

The County was advised by the Ontario Provincial Police that they are receiving reports of young people jumping into the Mississippi River from the fenced off and posted “No Trespassing” bridges located along the Ottawa Valley Recreation Trail (OVRT) in the Town of Almonte.

Representatives from Enerdu Power Systems Inc. have advised that the turbines which are located on the west side of the bridge where the youth were seen jumping is not currently being operated at full speed. Once the turbines are brought up to full speed, the potential for injury increases, thereby further increasing the risk for catastrophic injury.

Lanark County CAO Kurt Greaves noted that the abandoned CP Rail Corridor, now known as the OVRT, is not slated to be opened until fall of 2018; therefore, members of the public should not be accessing the bridge at all. “The trail is currently closed. We are working on the trail in various locations so please stay away from the construction. Upgrades to the Almonte bridges will start in the next two weeks with completion slated for September.”

The County of Lanark is reminding residents that it is extremely unsafe to jump from any bridge located along the OVRT and the potential exists for someone to be seriously hurt or killed.

– 30 –

For more information, contact:

Kurt Greaves

CAO

Lanark County

1-888-9-LANARK, ext. 1101

## INFORMATION LIST #10-18 August 14, 2018

The following is a list of information items received as of August 7, 2018.

<b>Item #</b>	<b>Date</b>	<b>Originator</b>	<b>Subject</b>
1	15-May-18	Township of Georgian Bay	Resolution re: Bill 16, Respecting Municipal Authority over Landfilling Sites Act
2	28-June-18	Carleton Place Library	2017 Annual Report
3	30-July-18	City of Hamilton	Resolution re: Cannabis Grace Period Request
4	8-July-18	Almonte General Hospital & Carleton Place & District Memorial Hospital	Annual General Meeting Highlights and Report to the Community 2017-18
5	19-July-18	Howick Township	Resolution re: amend Ontario Regulation 30/11 – Cemetery Management
6	1-August-18	City of Toronto	Resolution re: Steps to Address Gun Violence

C- 144 -2018

**THE TOWNSHIP OF GEORGIAN BAY  
Council Agenda**

DATE: <sup>15</sup>14 May 2018

	YEA	NAY
Councillor Boчек	_____	_____
Councillor Cooper	_____	_____
Councillor Douglas	_____	_____
Councillor Edwards	_____	_____
Councillor Kay	_____	_____
Councillor Wiancko	_____	_____
Mayor Braid	_____	_____

MOVED BY:



SECONDED BY:



**DEFERRED** \_\_\_\_\_ **CARRIED**            **DEFEATED** \_\_\_\_\_ **REFERRED** \_\_\_\_\_

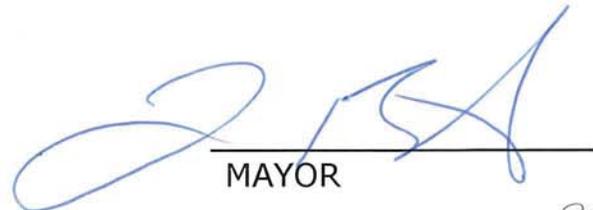
WHEREAS municipal governments in Ontario do not have the right to approve landfill projects in their communities, but have authority for making decisions on all other types of development;

AND WHEREAS this out-dated policy allows private landfill operators to consult with local residents and municipal Councils, but essentially ignore them;

AND WHEREAS municipalities already have exclusive rights for approving casinos and nuclear waste facilities within their communities;

AND FURTHER that the province has recognized the value of municipal approval for the siting of power generation facilities;

AND WHEREAS the recent report from Ontario's Environmental Commissioner has found that Ontario has a garbage problem, particularly from Industrial, Commercial and Institutional(ICI) waste generated within the City of Toronto, where diversion rates are as low as 15%;

  
MAYOR

AND WHEREAS municipalities across Ontario are quietly being identified and targeted as potential landfill sites;

AND WHEREAS municipalities should be considered experts in waste management, as they are responsible for this within their own communities, and often have decades' worth of in-house expertise in managing waste, recycling, and diversion programs;

AND WHEREAS municipalities should have the right to approve or reject these projects, and assess whether the potential economic benefits are of sufficient value to offset any negative impacts and environmental concerns;

THEREFORE BE IT RESOLVED THAT the Township of Georgian Bay supports Bill 16, Respecting Municipal Authority Over Landfilling Sites Act introduced by MPP Ernie Hardeman and calls upon the Government of Ontario, and all political parties, to formally grant municipalities the authority to approve landfill projects in or adjacent to their communities;

AND FURTHER THAT the Township of Georgian Bay send copies of this resolution to MPP Ernie Hardeman and all municipalities in Ontario.

*carried  
Page 2 of 2*

*[Signature]*  
\_\_\_\_\_  
MAYOR

June 28, 2018

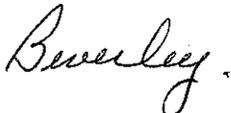
To: Mayor and Council  
Mississippi Mills

Re: Carleton Place Public Library

Attached is the Annual Report 2017 of the Carleton Place Public Library. As you will see, it is a busy library offering many activities beyond the borrowing of books and DVDs.

As of April 2018, there are 985 Mississippi Mills residents registered as members of the CPPL with 659 of those being active members.

Regards,

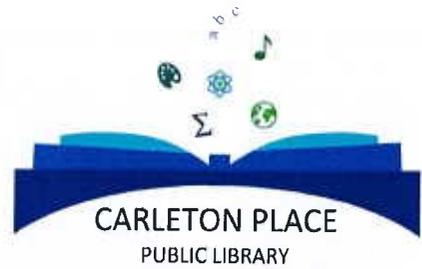


Beverley Rogers

Mississippi Mills Representative on the  
Carleton Place Public Library Board

Robandbevrogers@gmail.com

# ANNUAL REPORT 2017



## A Word from the Chair

The library continued to serve the communities of Carleton Place and Beckwith with enthusiasm and efficiency in 2017. Membership increased steadily over the year, and the library welcomed over 1000 new members, many being residents from surrounding areas.

CPPL was hopping in 2017, with the library expanding many of its programs and events. Library staff celebrated Canada's 150<sup>th</sup> anniversary with special themed programs, and began offering more targeted events for seniors and older adults.

In response to CPPL users' rising interest in digital media, the library introduced the popular new digital media lending service, Hoopla, to its eResource collection. Response to Hoopla has been overwhelmingly positive, and we are proud to be able to offer a resource that so many members love to use.

I would like to sincerely thank the staff and volunteers who work hard to keep the library running smoothly and effectively.

-Mike Jeays, Library Board Chair

*"This library does exceedingly well in filling our community's needs through all age groups, but the thing that really shines here is that staff go beyond helpful efficient and friendly to being almost intuitive in knowing our needs. Something that technology can't replace."*

-Library User



Kids become scientists during an afternoon STEM program

### 2017 Highlights

- Canada 150 activities
- Library Design project
- Launch of Hoopla
- Expanded Literacy Tutor program
- Launch of MapSack program



Young readers at the Forest of Reading voting party

## 2017 Happenings

### CPPL celebrates Canada 150

Canada turned 150 this year, and the library celebrated in style! The Summer Reading Program encouraged participants of all ages to read books by Canadian authors and featured Canada themed artwork. The library erected a beautiful photo booth with classic Canadian props for kids to have fun with, and staff were proud to introduce Peggy the Library Owl, which kids could check out with their library card and take with them on their summer travels.

### Local author events

CPPL celebrated local authors in 2017! Wendy MacIntyre, David Mulholland, and Heather Tucker all visited CPPL to share their work and connect with local readers. The library also ran its popular NaNoWriMo and writing workshops.

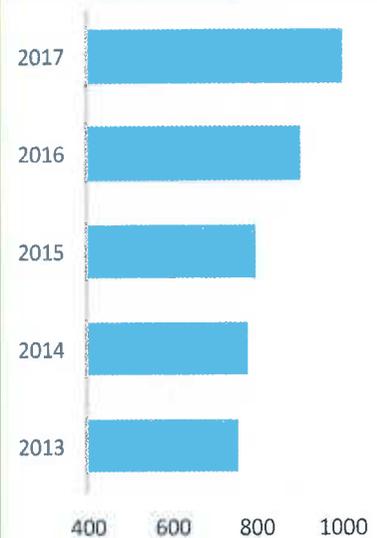
### Focus on seniors

CPPL introduced several new programs in 2017, including a Social Conversation Circle, Digital Device Workshops, and financial planning seminars for older adults. Combined with our always popular one-on-one tech tutoring sessions, CPPL is the place to be for seniors in Carleton Place!

### Out in our community

Library staff were kept busy in 2017 visiting classrooms and community events. You could spot them at the Teen Expo, Winter Carnival, Lambs Down Park Festival, Canada Day Celebrations, Bridge Street Summer Fest, Welcome to Kindergarten evenings, the Women's Fair, and many more great local events.

New memberships on the rise



Up 33% over the past five years!



Participants learning to make their own Legacy Journals with author Heather Tucker

# 2017 in numbers

131442

Items Circulated

484

Programs Held

1006

New Members

5057

WiFi Users

21

Class Visits

6321

Library Cardholders

44821

Items in the Collection

21452

Digital Items circulated

4503

Program Attendees

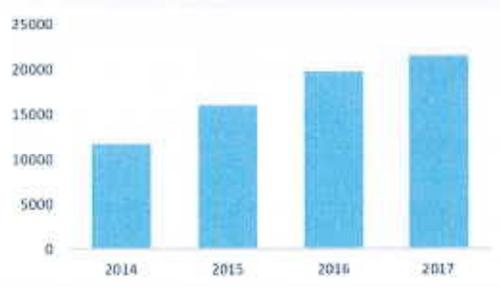
135

Tech tutoring sessions



Canada 150 fun

## eBooks and eAudio Gain Popularity



## Transparency and Accountability

Where the money came from		Where the money went	
Municipal		Salaries, wages, and benefits	\$277 319
	Carleton Place	Operations	\$92 378
	Beckwith	Collections	\$64 681
	Mississippi Mills		
	Drummond/North Elmsley		
Provincial	\$26 127		
Fines, fees, and other	\$29 951		
Donations	\$1 987		
	<b>135</b>		

# Strategic Directives

Transform Library Spaces ● Enhance Library Services  
Community Connection and Engagement ● Improve Service Delivery

## Our mission

Access and Opportunity: We enrich and inspire our community by providing a welcoming destination where people connect to their passions.

## Our vision for the future

The library will continue to be an inviting community resource offering a full range of materials and services. The library's programs, outreach, collections, staff, technology and physical and online spaces will anticipate, reflect, and respond to the changing needs of society.

## Hours of Operation

Monday to Thursday	1:30pm to 8:00pm
Friday	9:30am to 5:30pm
Saturday	10:00am to 5:00pm
Sunday	CLOSED



## Contact Us

Give us a call for more information about our library.

### Carleton Place Public Library

101 Beckwith Street  
Carleton Place, ON

K7C2T3

(613) 257-2702

[mcaswell@carletonplace.ca](mailto:mcaswell@carletonplace.ca)

Visit us on the web at  
[www.carletonplacelibrary.ca](http://www.carletonplacelibrary.ca)

## Library Board

### Chair:

Mike Jeays

### Carleton Place Council

#### Representative:

Brian Doucett

### Beckwith Council

#### Representative:

Tim Campbell (Vice Chair)

### Mississippi Mills

#### Representative:

Bev Rogers

### Trustees:

Gloria Gray, Sarah Kistler,  
Laura Scott



OFFICE OF THE MAYOR  
CITY OF HAMILTON

July 30, 2018

Mayor Jim Harrison  
City of Quinte West  
P.O. Box 490  
Trenton, ON K8V 5R6

Dear Mayor Harrison,

**Re: Resolution – Cannabis Grace Period Request**

At its meeting of June 13, 2018 City Council endorsed your resolution of May 22, 2018 respecting a Cannabis Grace Period as follows:

"That the Council of the City of Quinte West requests that once the cannabis legislation is passed that a six month grace period be enacted to ensure that municipal law enforcement officers and the Ontario Provincial Police are adequately trained to enforce the said legislation;

And further that this resolution be circulated to the local MP, MPP, AMO, and other municipalities."

Yours truly,

A handwritten signature in black ink, appearing to read "Fred Eisenberger", written over a horizontal line.

Mayor Fred Eisenberger

- cc MPP Sandy Shaw  
MPP Andrea Horwath  
MPP Monique Taylor  
MPP Paul Miller  
MPP Donna Skelly  
MP Filomena Tassi  
MP David Sweet  
MP David Christopherson  
MP Bob Bratina  
MP Scott Duvall

The Association of Municipalities of Ontario

All Ontario Municipalities

File C18-012  
(5.7)



## MEDIA RELEASE

August 4, 2018

### ANNUAL GENERAL MEETINGS HIGHLIGHT THE BENEFITS OF CREATING A STRONGER VOICE FOR LOCAL HEALTH CARE

The Annual General Meetings at Carleton Place & District Memorial Hospital (CPDMH) and the Almonte General Hospital (AGH) Corporation provide an opportunity to reflect on the past year and look to the future. As part of each recent meeting, the work of the Mississippi River Health Alliance was highlighted and applauded.

At the CPDMH Annual General Meeting, Board Chair Terry Cairns noted: “One of a Board’s most important functions is to set the strategic direction. During the past year, we have worked with Almonte General Hospital to approve a joint strategic plan. It speaks to our collective aspirations to provide excellent care for patients, work with partners to support access to care, empower our care teams. We want to leverage the potential of our Mississippi River Health Alliance for the benefit of the communities we serve.”

AGH Board Chair Randy Larkin echoed these remarks at the AGH Annual General Meeting: “Our work with the Carleton Place and District Memorial Hospital under the Mississippi River Health Alliance banner has seen progress in a number of areas that are contributing to the improvement and access to health care in our communities. I would like to thank both boards for their collaboration and efforts to advance health services as separate entities with a common intent to build healthy and thriving communities.”

Some of these successes include:

- The consolidated strategic plan is a roadmap for growth and development – with both shared and individual objectives. The Mississippi River Health Alliance will lead the way.
- The hospitals have aligned their annual Quality Improvement Plans, taking best practices and ideas from both organizations for a more consistent experience for patients and residents.
- A new joint program is helping to support an exceptional working environment for staff, physicians and volunteers. This, in turn, will support improved quality and safety for patients and residents.
- The two hospitals now share a senior leadership team, providing greater synergy. Other new shared roles - in key areas such as Discharge Planning and Occupational Health & Safety - also support collaborative care and provide opportunities to learn from one another.
- Transition processes between the two hospitals have been improved, making it easier for patients and families. The hospitals also support one another during particularly busy periods.

- Procedures, processes and policies are being reviewed, improved and aligned.
- Both hospitals achieved Silver Status in the Healthy Foods in Champlain Hospitals program. The goal is to make the healthy choice the easy choice in the cafeterias, gift shops and vending machines.
- Perhaps most importantly, both organizations are seeing a change – moving from ‘we and they’ to ‘us’. The goal is to be better together.

A highlight of the CPDMH Annual General Meeting was a special presentation to Marcel Pinon upon completion of his nine-year term, including two years as Board Chair. Marcel was praised for his commitment to “always doing the right thing” for patients and CPDMH. “This is a community here,” noted Marcel. “It has been a great challenge and I’m leaving here with a huge smile knowing what we’ve accomplished together.”

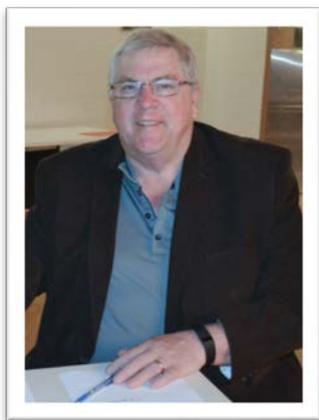
At the Almonte General Hospital Corporate Annual General Meeting, Paul Virgin was recognized for his 13 years of service on the Board. It was noted that his wisdom and guidance have benefited both the Board and leadership team. Although unable to attend, Paul sent a message noting: “I would like to express my sincere thanks and appreciation for the years that I was allowed to work with the Board and the great senior team that we are blessed with.”

At both meetings, President and CEO Mary Wilson Trider thanked the community volunteers who sit on both Boards. She also thanked the Patient and Family Advisory Committees, along with the Resident and Family Councils at Fairview Manor, for their valuable input. “Together with our committed staff, physicians and volunteers, we are helping to ensure the best and safest care for our local communities.”

-30-



Cutline: At the CPDMH Annual General Meeting, Marcel Pinon was recognized for his long-term commitment to the Board. Shown (l-r) are: Terry Cairns (outgoing Board Chair), Mary Wilson Trider (President & CEO), Marcel Pinon and Rob Clayton (incoming Board Chair).



Cutline: At the AGH Annual General Meeting, Paul Virgin was recognized for his long-term commitment to the Board.

Media Contact:

**Jane Adams**

613-729-4864

[jane@brainstorm.nu](mailto:jane@brainstorm.nu)

# The Mississippi River Health Alliance

## REPORT TO THE COMMUNITY 2017-2018

- ▶ **Two Hospitals. Better Together.**
- ▶ The very best care close to home.

**Better together! That's the idea behind the Mississippi River Health Alliance. It brings Almonte General Hospital and Carleton Place & District Memorial Hospital together to improve each patient's overall health care experience. Our goal is a strong, coordinated system of care. And it's working.**

Over the past year, we've continued to develop our plan for the future. In fact, new strategic directions have been drafted with the help of hundreds of stakeholders. During those conversations, we heard a lot about the value and potential of the Mississippi River Health Alliance as well as strong encouragement to keep going. So, we have.

Here are just a few examples:

- ▶ The consolidated strategic plan is a roadmap for growth and development – with both shared and individual objectives. The Mississippi River Health Alliance will lead the way.
- ▶ We have aligned our annual Quality Improvement Plans, taking best practices and ideas from both organizations for a more consistent experience for patients and residents.
- ▶ A new joint program is helping to support an exceptional working environment for staff, physicians and volunteers. This, in turn, will support improved quality and safety for patients and residents.
- ▶ The two hospitals now share a senior leadership team, providing greater synergy. Other new shared roles - in key areas such as Discharge Planning and Occupational Health & Safety - also support collaborative care and provide opportunities to learn from one another.
- ▶ We have improved our transition processes, making it easier for patients and families. The hospitals also support one another during particularly busy periods.

- ▶ Procedures, processes and policies are being reviewed, improved and aligned.
- ▶ Both hospitals achieved Silver Status in the Healthy Foods in Champlain Hospitals program. The goal is to make the healthy choice the easy choice in our cafeterias, gift shops and vending machines.
- ▶ Perhaps most importantly, we are seeing a change within the organizations – moving from 'we and they' to 'us'. We aim to be better together than we would be alone.



**The Mississippi River Health Alliance formalizes the commitment of the two hospitals to work together. A joint committee makes recommendations to the two Hospital Boards. Each hospital remains a separate corporation with its own Board, Foundation and Volunteers. Funds raised in each community stay in each community.**

*Together, we are creating a stronger voice for local health care – close to home.*





# ▶ A TRUE HEALTH HUB

It makes good sense. Bringing services together in one location benefits patients, residents and families. On Spring Street in Almonte, we do just that. In addition to Almonte General Hospital and Fairview Manor, our surrounding communities have access to Leeds Grenville Lanark Public Health, the Ottawa Valley Family Health Team, our team of Obstetrician/Gynecologists as well as a Pediatrician, and Lanark County Mental Health. Our regional Day Hospital supports patients with chronic conditions and a host of visiting specialists provide services right here close to home. And we are proud to have the 90+ paramedics who provide ambulance and rescue services on our team as well.

And we are not stopping there. This year, we welcomed three new Family Physicians to our team.

The Electrical Medical Record is one step closer with the 'go live' of the new clinical module as well as mobile work stations. This key step offers real-time information as care plans and reports are available as soon as they are entered into the system.

Thanks to additional Ministry of Health and Long-Term Care funding, infrastructure work continued

## ▶ CARING SNAPSHOT 2017-2018

### Almonte General Hospital

Admissions	1,442
Births	412
Inpatient Days	14,541
Emergency Visits	16,922
Ambulatory Care Visits	13,854
Surgical Procedures	843
Diagnostic Imaging Exams	13,153

this past year with lighting upgrades and a new roof for the Rosamond Unit.

At Fairview Manor, our new Director and Assistant Director of Care say they are proud to work with a great team focused on resident-centred care. This year, we even hosted a wedding in our chapel.

The Lanark County Paramedic Service team is a key part of community care in our region. The Service has been testing a new CPR device which will free up paramedics to perform other procedures during life-threatening emergencies. And a new Advanced Care Paramedicine program will introduce 'Advanced Care Paramedics' who will be able to provide an additional level of care for our most ill patients.

Our thanks to the dedicated Board of Directors and committed staff, physicians, volunteers and Fairview Manor Auxiliary members who care for our patients and residents every day. And a special mention for our new Patient and Family Advisory Committee which is already making a difference. Like the established Resident and Family Councils at Fairview Manor, they provide ideas and input on all aspects of care.

### Fairview Manor

Resident Days (including respite care)	39,669
--	--------

### Lanark County Paramedic Service

Calls Answered	19,480
----------------	--------



*"The Manor has brought back my husband's health level. They have certainly done everything to make life worth living again."*



*"You made the experience far less stressful."*



# MOVING FORWARD

The exciting news at Carleton Place & District Memorial Hospital continues to be the planning for our new Emergency Department. We are at stage 2 of the Ministry's five-stage approval process. Planning is being led by the Capital Projects Committee of the Board, which includes hospital staff and community members with expertise in health care, architecture and construction. Throughout the planning, patients, neighbours, the community, staff and volunteers are providing input.

But there is much more going on at CPDMH. For example, eight new cardiac monitors and six telemetry units are ensuring safer care. They allow for ongoing bedside and central monitoring. Patients who are stable can be more mobile with the remote tracking devices. Thank you to the CPDMH Foundation and their generous donors for their overwhelming support.

Our Telemedicine program has a new clinical system which provides better images when connecting patients to specialists in another facility.

Major building improvements include a new boiler, fire detection system, phone system (including a nurse call system) and windows

throughout the hospital. We have also updated exterior lighting. Thank you to the Ministry of Health and Long-Term Care for this additional funding.

Happy 65<sup>th</sup> Anniversary to the CPDMH Auxiliary and thank you for all that you do – every day. There are 102 volunteers at CPDMH and they donated more than 10,400 hours of service this past year. They also donated thousands of dollars to purchase much-needed equipment.

Finally, thank you to the community volunteers who sit on our Board of Directors and lead this work. And thank you to our Patient and Family Advisory Committee for your valuable input. Together with our committed staff, physicians and volunteers, we are helping to ensure the best and safest care for our local communities.

## CARING SNAPSHOT 2017-2018 Carleton Place & District Memorial Hospital

Admissions	647
Inpatient Days	5,776
Emergency Visits	18,475
Ambulatory Care Visits	12,959
Surgical Procedures	1,508
Diagnostic Imaging Exams	16,346

*"The staff couldn't have been more helpful. Thank you."*

*"Because of the care I received, I tried to work harder on my recovery. I truly felt as if I were part of a team – and we all played a part in my care. Bless you all."*





## Your Gifts make a Difference!

Each year, our caring CPDMH staff, volunteers and doctors touch the lives of thousands of patients who walk through our doors. And it's thanks to our WONDERFUL donors that give back to the health of their community that we are able to provide the best medical equipment and care to our families, neighbours and loved ones.

This past year, the support of our donors purchased a number of needed priority patient care equipment items for the hospital, along with funds toward pediatric and palliative care equipment. There were a number of successful fundraising initiatives including the Crystal Anniversary of our Bed Pan Charity Golf Tournament; the

introduction of our annual Online Auction; and the Christmas Card Student Art Contest. Thirteen-year-old winner Brooklyn Kentfield inspired our donors with her creation on the card cover.

These are just some of our many fundraising initiatives which we are introducing in preparation for the exciting Emergency Expansion campaign to be launched in the coming year!

## Thank YOU

for your support in helping us to provide exceptional health care, close to home.

Donors	1,264
Gifts	2,419
<b>TOTAL DONATIONS</b>	
2017-2018	\$431,691

To learn more about how YOU can make a difference, visit us online or call **613-257-GIVE (4483)**.



**CPDMH Foundation • 613-257-GIVE (4483) • [www.cpdmhfoundation.ca](http://www.cpdmhfoundation.ca)**



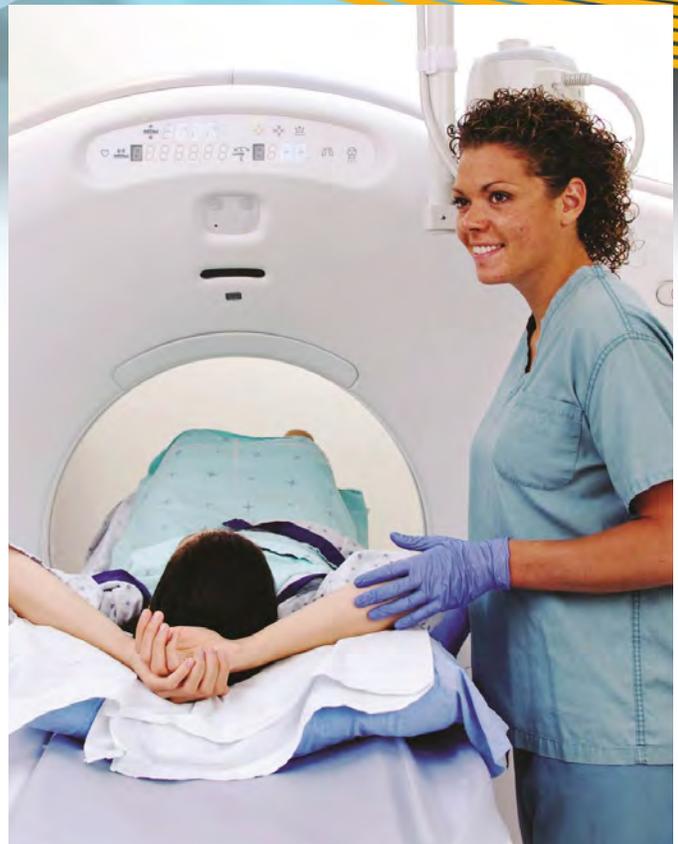
## The Picture is beginning to develop...

Thank you to all our supporters for 'putting themselves in the picture' last year in support of our diagnostic imaging campaign. Your contributions have made a big difference in the quality of health care provided close to home at the Almonte General Hospital and Fairview Manor.

We have now raised close to \$1.8 million toward our goal of \$4 million. Your support has allowed us to almost pay off the two new digital ultrasound machines, the new digital X-ray suite and the portable X-ray machine. Our patients have been benefiting from these new diagnostic tools since early 2017 thanks to community support.

Now it's time to focus on bringing a CT scanner to Almonte. CT scan, which stands for computerized axial tomography, is a specialized X-ray machine that takes pictures 'in slices'. These slices are then put together to give a 'several dimensions view' of various parts of the body. It is very useful for the brain and the spine, both of which are very difficult to see on X-ray.

Our goal now is to raise the \$2.2 million needed to purchase this advanced diagnostic tool which offers superior images, in particular for complex and emergency situations.





44816 Harriston Road, RR 1, Gorrie On N0G 1X0  
Tel: 519-335-3208 ext 2 Fax: 519-335-6208  
[www.howick.ca](http://www.howick.ca)

INFO LIST #10-18  
ITEM #5

July 19, 2018

Ontario Premier Doug Ford  
Huron Bruce MPP Lisa Thompson  
Bereavement Authority of Ontario  
Association of Municipalities of Ontario

Dear Madam/Sir:

The Township of Howick Cemetery Boards made up of volunteers representing the Fordwich, Gorrie, Wroxeter and Lakelet Cemeteries, recently met to discuss how to cover expenses such as grass cutting, road repair and tree maintenance/removal on their limited budget. Howick cemeteries have anywhere from 10-20 burials/year and sold 12 plots in 2017. All Howick Cemetery Boards have money in a Care and Maintenance Fund which can only be used to purchase land. Interest earned from these accounts, approximately \$2 - \$84/month, can be used to cover operating expenses.

At its meeting held July 17, 2018, the Council of the Township of Howick passed the following resolution:

**Moved by Councillor Harding; Seconded by Councillor Scott:**

**Whereas; Ontario Regulation 30/11 states the Capital portion of the Care and Maintenance Trust Fund cannot be accessed, the only exception is to purchase land adjacent to the cemetery to increase the capacity of the cemetery;**

**And whereas; none of the Howick Township Cemetery Boards have a need to purchase land to increase capacity at this time or in the near future;**

**And whereas, only the interest generated from the Care and Maintenance Trust Fund can be used for the care and maintenance of the lots, markers and grounds of the cemetery;**

**And whereas, Howick Township Cemetery Boards have minimal funds to cover the cost of minimal maintenance in their cemeteries;**

**And whereas; major maintenance projects such as road repair and tree maintenance/removal could be arranged if the Cemetery Boards could borrow/loan funds from the Care and Maintenance Trust Fund;**

**Therefore, be it resolved that Council petition the Bereavement Authority of Ontario to amend Ontario Regulation 30/11 to allow borrowing of funds from the Care and Maintenance Trust Fund for capital improvements and purchases when other municipal cemetery funds are exhausted. Carried. Resolution No. 169/18**

Please accept this correspondence for your consideration and support. If you require any further information, please contact this office. Thank you.

Yours truly,

*Carol Watson*

Carol Watson, Clerk, Township of Howick



Ulli S. Watkiss  
City Clerk

City Clerk's Office

**Secretariat**  
Marilyn Toft  
Council Secretariat Support  
City Hall, 12<sup>th</sup> Floor, West  
100 Queen Street West  
Toronto, Ontario M5H 2N2

Tel: 416-392-7032  
Fax: 416-392-2980  
e-mail: Marilyn.Toft@toronto.ca  
web: www.toronto.ca

**In reply please quote:  
Ref.: 18-CC44.14**

August 1, 2018

**ALL MUNICIPALITIES IN ONTARIO:**

**Subject: New Business Item 44.14  
Immediate Steps to Address Gun Violence**

City Council on July 23, 24, 25, 26, 27 and 30, 2018, adopted this Item as amended, and among other things, has requested the Chief Coroner for Ontario to hold an inquest into gun violence related deaths in Toronto to make useful recommendations directed to the avoidance of further deaths due to gun violence.

Toronto City Council has also circulated this resolution to Ontario municipalities asking that they support this request for their communities.

for City Clerk

M. Toft/sb

Attachment

Sent to: Chief Coroner, Province of Ontario  
Medical Officer of Health  
President and Chief Executive Officer,  
Toronto Community Housing Corporation  
Chair, Toronto Police Services Board  
All Municipalities in Ontario  
All Interested Parties

c. City Manager

# COUNCIL CALENDAR

## August 2018

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

# 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 6:30pm EAC	11 2:30pm AAC 6:00pm ATAC	12	13	14	15
16	17	18 8:00am CEDC 6:00pm Council	19	20 8:00am Beautification	21	22
23	24	<b>25</b>	26 7:00pm Daycare 7:00pm Library 7:00pm Heritage	27	28	29
30						

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## BY-LAW NO. 18-71

**BEING** a by-law to establish remuneration for members of Council of the Corporation of the Municipality of Mississippi Mills.

**WHEREAS** Section 283 (1) of the Municipal Act, 2001 (S.O. 2001, c.25) as amended, provides that the municipality may pay any part of the remuneration and expenses of the members of any local board of the municipality and the officers and employees of the local board;

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

1. The remuneration for members of Council shall be as follows:

Mayor	\$34,140 per fiscal year
Deputy Mayor	\$22,778 per fiscal year
Councillor	\$18,935 per fiscal year

2. \$3,500.00 shall also be budgeted annually for extra-ordinary expenses of the Mayor.

3. Per diems for conference and seminar attendance shall be as follows:

Half day-\$75.00
Full day-\$150.00

4. Other Expenses for members of Council shall be as follows:

- a. Daily meal allowance - \$75.00 for attendance at conferences and seminars (breakfast \$15.00, lunch \$20.00, dinner \$40.00)
- b. Mileage at the mileage rate determined by the Treasurer upon an annual review of the Canada Revenue Agency's lower mileage amount (rate over 5,000 km) as outlined in the Delegated Authority By-law and calculated from the Council member's place of residence for:
  - Meeting/Conference/Seminar attendance outside the municipal boundaries
  - Meeting attendance for Council and Committee of the Whole both regular and special
  - Meeting attendance for all Committees and Sub-Committees of Council.

- c. Travel Expenses substantiated by a receipt. Council members shall be reimbursed based on the most economical means of travel available, where practical.
  - d. A benefits program of \$500.00 annually per member substantiated by a receipt.
  - e. Other reasonable expenses shall be paid, if requested, and substantiated by documentation and appropriate receipts.
- 5. Payments of remuneration and expenses shall be paid bi-weekly in conjunction with the payroll and accounts payable schedules of the municipality.
  - 6. That By-law No. 18-03 shall be and is hereby repealed on November 30, 2018.
  - 7. That this By-law in its entirety takes effect December 1, 2018.

**BY-LAW READ**, passed, signed and sealed in open Council this 14<sup>th</sup> day of August, 2018.

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

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

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

**BY-LAW NO. 18-72**

**BEING** a by-law to stop up, and sell part of the Maitland Street road allowance between Strathburn Street and John Street, PLAN 6262, Almonte Ward, (being PIN 05088-0148 and 05088-0149).

**WHEREAS** Section 5.3 of the *Municipal Act, 2001* (S.O. 2001, c.25) authorizes that municipal powers, including municipality's capacity, rights, powers and privileges under Section 9, shall be exercised by by-law unless the municipality is specifically authorized to do otherwise;

**AND WHEREAS** Section 9 of the *Municipal Act, 2001* (S.O. 2001, c.25), provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under this or any other Act;

**WHEREAS** Section 268(1) of the *Municipal Act, 2001* (S.O. 2001, c.25), authorizes municipal councils to pass by-laws for establishing procedures, including the giving of notice to the public, governing the sale of land;

**AND WHEREAS** notice of this by-law has been published on the Municipality's website and in the local newspaper beginning on June 12, 2018 for two consecutive weeks.

**AND WHEREAS** Section 34(1) of the *Municipal Act, 2001* (S.O. 2001, c.25) states that a by-law permanently closing a highway does not take effect until a certified copy of the by-law is registered in the proper land registry office;

**AND WHEREAS** it is deemed expedient in the interest of The Corporation of the Municipality of Mississippi Mills that the road allowance set out and described below be stopped up and sold;

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

1. **THAT** the Corporation of the Municipality of Mississippi Mills declares all that portion of the road allowance described below as surplus to its requirements:

Part of the Maitland Street road allowance between Strathburn Street and John Street, PLAN 6262, Almonte Ward, (being PIN 05088-0148 and 05088-0149), Almonte Ward, Mississippi Mills, County of Lanark.

2. **THAT** the said road allowance is hereby stopped up and closed.
3. **THAT** the Mayor and Clerk are hereby authorized and directed to enter into Agreements of Purchase and Sale and to complete the sale transactions with the adjoining land owners for sale of the road allowance described above and within Schedule 'A'.
4. **THAT** upon passing this By-law shall be registered in the Land Titles Office for Lanark County.

**BY-LAW** read, passed, signed and sealed in open Council this 14<sup>th</sup> day of August, 2018.

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

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

## THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

### BY-LAW NO. 18-73

**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. Schedule 'C' to By-law No. 11-83, as amended, is hereby further amended by changing thereon from the "Residential Second Density (R2)" Zone to a "Residential Third Density – Special Exception (R3-X)" Zone for the lands identified on the attached Schedule 'A', which is described as Lots 91A and Part Lot 93A on PLAN 6262, being Part 3 on Reference Plan 27R-9434, Almonte Ward, Municipality of Mississippi Mills.
2. By-law No. 11-83, as amended, is hereby further amended by adding the following subsection to Section 15.4:
  - 15.4.X Notwithstanding their "R3" zoning designation, lands delineated as "R3-X" on Schedule 'A' to this by-law may be used in accordance with the following provisions contained in this by-law:
    - i) "Planned Unit Developments" may be a permitted use in accordance with the R3 zone provisions.
3. By-law No. 11-83, as amended, is hereby further amended alphabetically by introducing "Planned Unit Developments" as a defined use in Section 5 (Definitions) as follows:

"Planned Unit Developments" means a group of dwellings situated on the same lot and that share common facilities such as access to a public road, parking facilities, open space and recreational areas, and which are designed as an integral part of a residential complex
4. 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 14<sup>th</sup> day of August, 2018.

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Shaun McLaughlin, Mayor

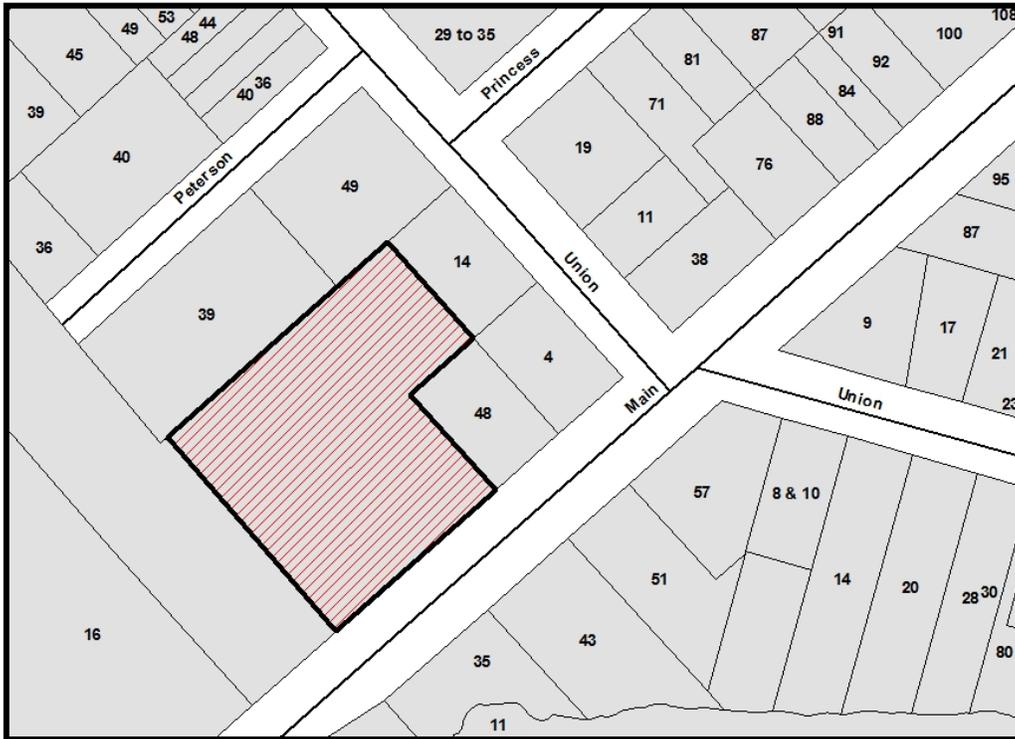
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Shawna Stone, Clerk

# SCHEDULE 'A' TO BY-LAW NO. 18-73



Zoning Amendment Application Z-09-17  
Lt 91A and Pt Lt 93A on PLAN 6262, being Part 3 on Reference Plan 27R-9434  
Almonte Ward, Municipality of Mississippi Mills  
Municipally known as 36 Main Street





**Municipality of Mississippi Mills  
PENDING LIST  
August 14, 2018**

Title	Department	Comments/Status	Report to Council (Date)
Service Delivery Review	CAO	Draft of final report is underway	August
Downtown Infrastructure Renewal	Public Works	Next steps - detailed Plans for Phases 1 and 2 to go to public meeting/PIC	September
MM2020	CAO	MM2020 Group to develop business plan	TBD
Live Streaming	Clerk	Investigate and recommend options	2019