



**Municipality of Mississippi Mills**  
**COMMITTEE OF THE WHOLE AGENDA**

**Tuesday, January 14, 2020**  
**Council Chambers, Municipal Office**

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- A. CALL TO ORDER** (immediately following Council)
- B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**
- C. APPROVAL OF AGENDA**
- D. APPROVAL OF MINUTES**
- E. CONSENT REPORTS**

*Committee/Board Minutes to Receive:*

- i. Library - Nov 27, 2019

Pages 3-6

- F. STAFF REPORTS**

- Roads and Public Works**

- 1. Seasonal Road Closures

Pages 7-10

- Recommendation:**

That the Committee of the Whole recommends that Council enact the necessary by-law to close Seasonal Roads within the Municipality from November 1<sup>st</sup> of the year to April 15<sup>th</sup> of the following year as outlined in the Director of Roads and Public Works' report dated January 14, 2020.

- G. NOTICE OF MOTION**

- 1. Councillor Holmes Motion

Whereas Council appointed members to the Agriculture Advisory Committee on April 16, 2019;

And whereas the Agriculture Advisory Committee provides recommendations to Council on referred matters;

Therefore be it resolved that the Committee of the Whole recommends that Council direct the Agriculture Advisory Committee to bring forward options regarding wild

parsnip management alternatives for organic farmers including mitigation strategies;

And be it further resolved that the Committee of the Whole recommends that Council direct the Agriculture Advisory Committee to identify organic agricultural areas within Mississippi Mills.

#### **H. INFORMATION ITEMS**

- |   |             |
|---|-------------|
| i. Mayor's Report                                     | None        |
| ii. County Councillors' Report                        | Page 11     |
| iii. Mississippi Valley Conservation Authority Report | None        |
| iv. Information List (motion to receive)              | Pages 12-34 |
| v. Meeting Calendars (January)                        | Page 35     |

#### **I. OTHER/NEW BUSINESS**

#### **J. PENDING LIST**

Pages 36-37

#### **K. ADJOURNMENT**

**MISSISSIPPI MILLS PUBLIC LIBRARY BOARD**  
**MINUTES**  
Regular Meeting

A regular meeting of the Mississippi Mills Public Library Board was held on November 27, 2019 at 2:30 p.m. at the Almonte Branch.

1. CALL TO ORDER

The meeting was called to order at 2:35 p.m.

2. ATTENDANCE:

PRESENT:

Micheline Boucher  
Jeff Fraser  
Councillor Jan Maydan  
Cathy Peacock, Chair  
Marie Traversy  
Warren Thorngate  
Barbara Button  
Leanne Czerwinski, Acting Chair  
Monica Blackburn, staff  
Jill McCubbin, staff

ABSENT:

3. APPROVAL OF AGENDA

**Resolution No. 41-19**

**Moved by** L. Czerwinski

**Seconded by** M. Traversy

**THAT** the agenda be approved with the addition of Friends of the Library.

**CARRIED**

4. DISCLOSURE OF PECUNIARY INTEREST

[None]

5. DELEGATIONS/PRESENTATIONS

6. CONSENT ITEMS

- a) October 23, 2019 minutes
- b) Correspondence- None
- c) Reports- November 2019 CEO Report, Step Increase Report
- d) Incidents – Patron Ban – November 8, 2019
- e) Financials- October 31, 2019

**Resolution No. 42-19**

**Moved by** J. Fraser

**Seconded by** M. Boucher

**THAT** the MMPLB accepts the consent items and approves the October 23, 2019 minutes as amended.

**CARRIED**

7. FOR DISCUSSION/DECISION

- a) Business arising from the minutes  
[None]

- b) Almonte Space Needs

MMPLB and staff discussed the Almonte Space Needs survey results and Focus Group Report. The Board unanimously agreed that the Library would not duplicate services offered within Mississippi Mills and would continue to concentrate on services that promote knowledge and community connections, with an emphasis on partnerships. Overall, the need for more flexible, multi-use space is a top space needs priority.

- c) Pakenham elevator- service contract

ACTION: Christine will arrange a meeting with an Upper Canada Elevator representative, library staff, Mississippi Mills Facilities Manager and a board member to discuss safety procedures for the lift.

- d) Defibrillator for Pakenham

ACTION: Jan Maydan will contact MP Scott Reid to see if there is any funding available to support a defibrillator for the Pakenham branch.

**CARRIED**

- e) Technology Assistant- permanent part-time position

As presented in the December 12, 2018 Technology Assistant Report, the MMPLB approved the decision to make the Technology Assistant permanent part-time once the 2019 budget was approved.

**Resolution No. 43-19**

**Moved by** B. Button

**Seconded by** M. Traversy

**THAT the MMPLB** approves the Technology Assistant contract position be made permanent part-time retroactive to July1, 2019.

**CARRIED**

- f) HR Committee

HR Committee explained the need to change HR policies to reflect the new organizations structure.

- g) Policy Review

**Resolution No. 44-19**

**Moved by** J. Fraser

**Seconded by** L. Czerwinski

**THAT the MMPLB** accepts the revised Respect in the Workplace- Discrimination and Harassment Policy (HR-02) as presented.

**CARRIED**

**Resolution No. 45-19**

**Moved by** B. Button

**Seconded by** L. Czerwinski

**THAT the MMPLB** accepts the revised Respect in the Workplace – Prevention of Workplace Violence Policy (HR-03) as presented.

**CARRIED**

**Resolution No. 46-19**

**Moved by** W. Thorngate

**Seconded by** J. Fraser

**THAT the MMPLB** accepts the revised Terms and Conditions of Employment Policy (HR-07) as amended.

**CARRIED**

**Resolution No. 47-19**

**Moved by** M. Traversy

**Seconded by** L. Czerwinski

**THAT the MMPLB** accepts the revised Compensation Policy (HR-08) as amended.

**CARRIED**

**Resolution No. 48-19**

**Moved by** M. Traversy

**Seconded by** M. Boucher

**THAT the MMPLB** accepts the revised Health & Safety Policy (HR-09) as presented.

**CARRIED**

**Resolution No. 49-19**

**Moved by** B. Button

**Seconded by** J. Maydan

**THAT the MMPLB** accepts the revised Facilities Operations (OP-07) as amended.

**CARRIED**

h) Closed meeting

**Resolution No. 50-19**

**Moved by** M. Traversy

**Seconded by** W. Thorngate

**THAT** the MMPLB enter into an in camera session at 4:34 p.m. to address a topic pertaining to personal matters about an identifiable individual, including municipal or local board employees.

**CARRIED**

**Resolution No. 51-19**

**Moved by** J. Maydan

**Seconded by** L. Czerwinski

**THAT** the MMPLB meeting moves out of in-camera at 4:46 p.m.

**CARRIED**

**Resolution No. 52-19**

**Moved by** B. Button

**Seconded by** L. Czerwinski

**THAT** the MMPLB accepts the HR Committee's recommendation to move employee 0770 from Step 1 to Step 2, of Band 601-650, following a successful performance review, and furthermore that pay increases be retroactive to hiring anniversary date of August 20.

**CARRIED**

8. OTHER/NEW BUSINESS

Friends of the Library

Jeff Fraser asked the Board for their expectations for the Friends of the Library. After some discussion, the Board agreed that top priorities should be fundraising and assisting with programs.

9. NEXT MEETING

December 18, 2019 at 2:30 at the Pakenham Branch.

10. ADJOURNMENT

**Resolution No. 53-19**

**Moved by** B. Button

**Seconded by** W. Thorngate

**THAT** the meeting be adjourned at 5:05 p.m.

**CARRIED**

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## STAFF REPORT

**DATE:** January 14, 2020  
**TO:** Committee of the Whole  
**FROM:** Guy Bourgon, P.Eng., Director of Roads and Public Works  
**SUBJECT:** Seasonal Road Closures

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### RECOMMENDATION:

**THAT Committee of the Whole recommend Council enact the necessary by-law to close Seasonal Roads within the Municipality from November 1<sup>st</sup> of the year to April 15<sup>th</sup> of the following year as outlined in the Director of Roads and Public Works' report dated January 14, 2020.**

### BACKGROUND:

The Municipality of Mississippi Mills has a number of roadways which are considered seasonal and have not been historically winter maintained. These roadways typically provide access to seasonal cottages and have not been constructed to municipal standards for width, slope, drainage, granular base and/or turnaround.

### DISCUSSION:

In all, there are 19 sections of roads within Mississippi Mills which are considered seasonal and historically have never been winter maintained. These roads are listed in Schedule 'A' of the draft by-law appended to this report.

In response to a recent inquiry regarding the municipal practice on seasonal roadways, staff asked the municipal solicitor, Tony Fleming, for a legal opinion on whether the Municipality had an obligation to winter maintain seasonal roads. Mr. Fleming reviewed the Municipal Act and the Provincial Minimum Maintenance Standards and concluded that for Class 6 roads there are no minimum standards provided. This does not mean that winter maintenance is not required, but in certain circumstances the Municipality can develop its own standards and policies to restrict maintenance. Mr. Fleming recommended that the Municipality pass a by-law formally closing these roadways during the winter period, and to erect signage on these roadways indicating these temporary closures. This would provide additional risk mitigation to the Municipality in the event that an incident occurred on any of these roadways during the winter period. By closing these roads, the Municipal Act requirements for maintenance cease to apply during the closed season, limiting the liability of the Municipality to that of an occupier of property only.

Should a landowner wish the Municipality to consider changing the status of a seasonal roadway to a roadway receiving year-round maintenance, it would be incumbent on the proponent to pay for the upgrade of the seasonal roadway to municipal standards with respect to width, slope, drainage, granular base and/or turnaround to the satisfaction of the Municipality. This was recently done on Lunney Road in Pakenham (a boundary road co-owned by the Municipality of Mississippi Mills and the City of Ottawa) where the proponent upgraded the northern portion of the roadway by widening the roadway, applying a thicker granular base and constructing a turnaround at the end of the roadway, to the satisfaction of both municipalities.

**FINANCIAL IMPLICATIONS:**


Signage costs would be approximately \$150 per location for a total of \$2,400 for all sixteen locations.

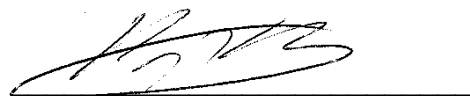
**SUMMARY:**

At the recommendation of the municipal solicitor, staff are recommending that the attached by-law be enacted to close seasonal roads for the winter period.

Respectfully submitted,

Reviewed by,

  
\_\_\_\_\_  
Guy Bourgon, P.Eng  
Director of Roads and Public Works

  
\_\_\_\_\_  
Ken Kelly  
CAO

Attachments: Draft By-law 20-XX





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

**BY-LAW NO. 20-XX**

**BEING** a by-law relating to the seasonal closure of municipal roads.

**WHEREAS** Section 11(2) of the Municipal Act, 2001 (S.O. 2001, c.25), as amended, authorizes a municipality to pass by-laws within the jurisdictional sphere of highways, including parking and traffic on highways;

**AND 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;

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

1. That all Seasonal Roads within the Municipality of Mississippi Mills as identified in Schedule 'A' are hereby closed from November 1<sup>st</sup> of any given year to April 15<sup>th</sup> of the following year.
2. Every person who uses a seasonal road so closed does so at their own risk and the Municipality of Mississippi Mills is not liable for any damage sustained by a person using the seasonal road so closed to traffic.
3. No person is authorized to perform maintenance on a road closed by this By-law. Any person who performs maintenance on a road closed by this By-law is not acting as an agent of the Municipality and shall be responsible for all costs and consequences of said maintenance.
4. This By-law may be registered on title to any road it affects.

**BY-LAW READ**, passed, signed and sealed in open Council this 14<sup>th</sup> day of January, 2020.

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Christa Lowry, Mayor

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Jeanne Harfield, Acting Clerk

**SCHEDULE 'A' TO BY-LAW NO. 20-XX**

<b>WARD</b>	<b>ROADNAME</b>	<b>FROM</b>	<b>TO</b>
Pakenham	Concession 3	Bayview Lodge Rd.	End of Roadway
Pakenham	Maple Ridge	485 m W of CR 29	End of Roadway
Pakenham	Concession 2B	Marshall Lake Rd.	End of Roadway
Pakenham	Young Rd.	Moreau Rd.	End of Roadway
Ramsay	Marshall Lake Rd.	Concession 2B	End of Roadway
Ramsay	Short St.	Tatlock Rd.	End of Roadway
Ramsay	Concession 5B	Rae Rd.	End of Roadway
Ramsay	Concession 3C	1250 m N of Bellamy Mills Rd.	End of roadway
Pakenham	Concession 9 S.	1700 m N of Cedar Hill Rd.	End of Roadway
Ramsay	Concession 12	1790 m N of March Rd.	End of Roadway
Ramsay	Concession 11A	1690 m N of March Rd.	End of Roadway
Ramsay	Concession 5A	850 m S of Hwy. 7	160 m S then 110 m SE
Pakenham	Robert Murray Rd.	640 m W of Bellamy Rd.	End of Roadway
Ramsay	Old Perth Rd.	Concession 1	Forest Rd.
Ramsay	Joe Baye Trail	Tatlock Rd.	Entirety
Pakenham	Concession 5 N.	520m S of Campbell's Side Rd.	End of Roadway
Ramsay	Concession 3B	710m S of Clayton Rd.	End of Roadway
Ramsay	Concession 4C	840m S of Clayton Rd.	End of Roadway
Ramsay	Concession 6D	470 m S of Clayton Rd.	End of Roadway

## **County Council Report January 14, 2020**

### **County Committee Meetings – January 8, 2020**

- Key reports of interest:
  - Lanark Lodge Strategy – presentation from Deloitte regarding options
  - Climate Action Plan – staff presented a draft plan to the Committee for consideration
  - Municipal Modernization funding allocation

### **County Council Meeting – January 8, 2020**

- Key decisions of interest:
  - Novatech requested for a 3-year extension for the Mill Run draft plan. County Council approved the request.

To view full staff reports and Committee and County agendas please visit:

<https://lanarkcounty.civicweb.net/Portal/>

## INFORMATION LIST #01-20 January 14, 2020

The following is a list of information items received as of January 7, 2020.

Item #	Date	Originator	* Subject	Page #
1	Dec 16, 2019	Ministry of Children, Community and Social Services	Ontario's Poverty Reduction Strategy	13
2	Dec 16, 2019	Ministry of Municipal Affairs and Housing	Transforming and Modernizing the Delivery of Ontario's Building Code Services	15
3	Dec 17, 2019	Ministry of Energy, Northern Development and Mines	Natural Gas Expansion Support Program	17
4	Dec 18, 2019	Association of Municipalities of Ontario	Transition of the Blue Box to Full Producer Responsibility	19
5	Dec 19, 2019	Almonte General Hospital	Media Release: Filling Our Ambulances with Food!	25
6	Dec 19, 2019	Mississippi Valley Conservation Authority	Media Release: Special Advisory Committee Explore Viable Options for the Future of the Mill of Kintail Museum	27
7	Dec 19, 2019	Ministry of Municipal Affairs and Housing	Changes to the Development Charges Act	29
8	Dec 27, 2019	Township of Stone Mills	Resolution re: Support for Conservation Authorities	31
9	Jan 7, 2020	Share the Road Cycling Coalition	January 2020 Update	33

\* Click on the subject name to go to the document

**Ministry of Children,  
Community and Social  
Services**

**Ministère des Services à  
l'enfance et des Services  
sociaux et communautaires**



Minister's Office

Bureau du Ministre

438 University Avenue  
7<sup>th</sup> Floor  
Toronto, Ontario  
M7A 1N3

438, avenue University  
7<sup>e</sup> étage  
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Tel.: (416) 325-5225  
Fax: (416) 325-5240

Tél. : (416) 325-5225  
Télec. : (416) 325-5240

127-2019-9359

December 16, 2019

Dear Municipal Partner:

I am writing to let you know that the Ministry of Children, Community and Social Services, in collaboration with other ministries across government, is currently assessing Ontario's Poverty Reduction Strategy and is launching consultations to inform the development of a new five-year strategy, in accordance with the Poverty Reduction Act, 2009.

Our government believes that the people of Ontario are the province's greatest asset, and when they succeed, our economy and province succeed. However, we know that one in seven Ontario residents live in poverty.

Empowering people and supporting them during challenging times is a priority for our government. We also know that we cannot do this work alone. We are committed to listening and working with individuals, communities, organizations, businesses, Indigenous partners and all levels of government. It is our shared responsibility to create the conditions for success. To do so, we need organizations across the province to share their ideas and feedback about how we can work together to tackle poverty.

Our goal is to drive progress and identify solutions to reduce poverty. To inform our new Poverty Reduction Strategy, we will be asking Ontario residents how we can encourage job creation and connect people to employment opportunities; provide people with the right supports and services; and lower the cost of living and make life more affordable.

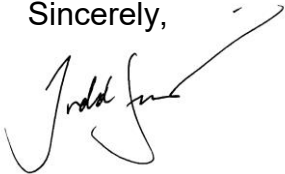
An online survey will be posted in January 2020 for a period of approximately 60 days. I hope that you will respond to the survey and encourage members of your community, including those who have experience living in poverty, to participate. We will share more information about the survey in the new year.

.../cont'd

We are also accepting written submissions and any recommendations for the next strategy as well as feedback on the previous 2014–19 Poverty Reduction Strategy, by e-mail at [prso@ontario.ca](mailto:prso@ontario.ca) or by mail at Poverty Reduction Strategy, 3rd Floor, 315 Front Street West, Toronto ON, M7A 0B8. If there are any questions on how identifying information included with a submission will be used, please contact: Manager, Strategic Policy Unit, MCCSS by e-mail at [prso@ontario.ca](mailto:prso@ontario.ca) or by telephone at (647) 308-9963.

I look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Todd Smith", with a long, sweeping horizontal stroke extending to the right.

Todd Smith  
Minister

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister

777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre

777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2019-63

Dear Head of Council,

As you know, on September 24, 2019, my ministry launched a public consultation on potential changes to the delivery of building code services and released a discussion paper: *Transforming and Modernizing the Delivery of Ontario's Building Code Services*.

The building sector is a \$38 billion industry and key driver of Ontario's economy. It is essential that the people working in this sector have the support they need to keep Ontario's economy growing. Historically, the ministry has delivered a suite of building code services, however, over time the delivery of these services has not kept pace with the needs of the sector, making this model unsustainable. For years, building sector stakeholders have been asking for better, more modern and timely services and resources to support their ability to enforce the technical and complex building code requirements. We need to make sure that building sector and municipalities have the support they need to ensure Ontario's economy continues to grow, while protecting public health and safety.

To support this key sector, the ministry is consulting on the creation of a proposed new administrative authority to deliver a suite of enhanced and new user-driven services. The proposed administrative authority would support a more modern and responsive service delivery by having the ability to quickly scale and deliver services more nimbly, provide resources to enable a more consistent approach to building code interpretation and application, and deliver streamlined services across Ontario.

Details on how the proposed administrative authority would be funded will be guided by further consultation with municipalities and other building stakeholders. Our objective is to have the enhanced and new services provided by the administrative authority be paid for through a combination of user fees and regulatory charges associated with service delivery in the new model. No new tax is proposed.

.../2

Transforming and modernizing the delivery of Ontario's building code services will take time and we are just beginning the conversation. I look forward to your continued engagement in this important transformation initiative.

Sincerely,



Steve Clark  
Minister



**Ministry of Energy,  
Northern Development  
and Mines**

Office of the Minister

Office of the Associate  
Minister of Energy

77 Grenville Street  
10th Floor  
Toronto ON M7A 2C1  
Tel.: 416-327-6758

**Ministère de l'Énergie,  
du Développement du Nord  
et des Mines**

Bureau du ministre

Bureau du ministre associé de l'Énergie

77, rue Grenville  
10e étage  
Toronto ON M7A 2C1  
Tél. : 416 327-6758



December 17, 2019

Her Worship Christa Lowry  
Mayor  
Municipality of Mississippi Mills  
[clowry@mississippimills.ca](mailto:clowry@mississippimills.ca)

Dear Mayor Lowry:

Our government made a commitment to Ontarians to reduce energy costs and expand access to natural gas to underserved parts of the province. We are writing to inform you about the proposed launch of the second phase in our government's plan to meet this commitment.

The first phase of the Natural Gas Expansion Support Program is currently being rolled out, bringing natural gas to unserved areas of the province through nine expansion projects. To commence the second phase, I have written to the Ontario Energy Board (OEB), requiring them to collect information about potential new natural gas expansion opportunities. You can view our letter to the OEB at [www.oeb.ca/sites/default/files/Letter-to-OEB-natural-gas-expansion-20191212.pdf](http://www.oeb.ca/sites/default/files/Letter-to-OEB-natural-gas-expansion-20191212.pdf). It is expected that project proponents could be able to access up to \$130 million over a three-year period to ensure a reasonably quick start to construction.

It is anticipated that the OEB will begin a process for collecting information on potential new natural gas projects in early 2020, which is expected to run for 90 days. Following this, the OEB will deliver its report on eligible projects to the Government on or before August 31, 2020. Once we receive the OEB's report, the Government will make the decision on eligible projects to receive support, which should be completed in late 2020. Financial support for selected natural gas projects would ultimately be contingent on the selected project proponents receiving all necessary OEB approvals.

For further information, we encourage municipal officials to work with their local natural gas service provider if they are interested in participating in the OEB's process. We expect the OEB will make additional details available in early 2020.

Natural gas is the most common heating fuel in Ontario and is more affordable than other fuels such as electricity, oil or propane. Expanding natural gas helps makes Ontario communities more attractive for job creation and new businesses. Natural gas expansion can also lower greenhouse gas emissions by replacing higher emissions fuel sources. Natural gas expansion is part of our government's plan to bring quality jobs back to the province and send the clear message that Ontario is "Open for Business."

Thank you for your support as our government works to deliver on its commitment to bring natural gas to more rural and northern communities across Ontario.

Sincerely,

A handwritten signature in black ink, appearing to read "Greg Rickford". The signature is fluid and cursive, with a large initial "G" and "R".

The Honourable Greg Rickford  
Minister of Energy, Northern  
Development and Mines

A handwritten signature in black ink, appearing to read "Bill Walker". The signature is fluid and cursive, with a long horizontal stroke at the end.

The Honourable Bill Walker  
Associate Minister of Energy

**From:** AMO President <[amopresident@amo.on.ca](mailto:amopresident@amo.on.ca)>

**Date:** December 18, 2019 at 6:39:44 PM EST

**Subject: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility**

Dear Mayor/Head of Council:

**RE: Call for Action to Pass a Resolution about Transition of the Blue Box to Full Producer Responsibility**

I would ask your Council to pass a resolution outlining your municipal government's preferred date to transition your Blue Box program to full producer responsibility if provided the opportunity to self-determine (between January 1, 2023 and December 31, 2025). While the Province has not yet determined what mechanism will be used to choose when municipalities will transition, AMO believes your Councils are in the best position to decide when the best time to transition your Blue Box program is based on your specific circumstances (e.g. assets, contracts, integrated waste management system).

**AMO is asking that a Council resolution be passed by June 30, 2020, be directed to AMO and the Ontario Ministry of Environment Conservation and Parks, that specifies:**

1. Your Council's preferred date to transition based on existing service provision (between January 1, 2023, and December 31, 2025);
2. Rationale for transition date;
3. Whether your municipal government is interested in potentially continuing to provide services (e.g. contract management, collection, haulage processing services etc.) or not; and,
4. Key contacts if there are any follow-up questions.

**NOTE: Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified.**

Please read the rationale for self-determination (**Attachment 1**), and the example resolution (**Attachment 2**) for more details.

Thank you for your attention and assistance in this matter. If you have any questions or require further information, please contact Dave Gordon, Senior Advisor, at 416 389 4160 or [dgordon@amo.on.ca](mailto:dgordon@amo.on.ca) or Amber Crawford, Policy Advisor, at 416 971 9856 extension 353 or [acrawford@amo.on.ca](mailto:acrawford@amo.on.ca).

Sincerely,

Jamie McGarvey  
AMO President  
Mayor of Parry Sound

Attachment 1: Background on Transition to Full Producer Responsibility

Attachment 2: Example Resolution on Transition to Full Producer Responsibility

## Attachment 1: Background on Transition to Full Producer Responsibility

Municipal governments have been advocating for over a decade for producers to have full fiscal and operational responsibility for end of life management of their packaging, printed paper and paper products. Producers are best positioned to reduce waste, increase the resources that are recovered and reincorporated into the economy and enable a consistent province-wide system that makes recycling easier and more accessible.

In August 2019, Minister Yurek announced that municipal Blue Box programs will be transitioned to full producer responsibility over a three-year period based on the recommendations from the Special Advisor’s report titled, “Renewing the Blue Box: Final report on the blue box mediation process.” Municipal governments played a key role in helping to develop the recommendations within this report. These recommendations broadly reflected the positions advocated by AMO and there was also a great deal of alignment with producers on how the Blue Box should be transitioned.

The municipal transition is proposed to occur between 2023 and the end of 2025, as shown in the table below:

Date	Description
Sept. 2019 → Dec. 2020	Blue Box wind-up plan developed for Stewardship Ontario
	Development of a Regulation under the <i>Resource Recovery and Circular Economy Act, 2016</i>
Jan. 2021 → Dec. 2022	Producers prepare to assume control and operation of system and work with municipal governments and service providers
Jan. 1, 2023 → Dec. 31, 2025	Transition of individual municipal Blue Box programs to full producer responsibility. Occurs in phases over three years with a rolling total of up to one-third of the Provincial program transitioning annually

The Minister wants to ensure that the transitioned Blue Box system is affordable for producers, workable for the waste processing sector, and effective and accessible for residents. AMO and municipal representatives are involved in the consultation process to develop a new regulation for the Blue Box. The Province’s intent is to finalize a Regulation by the end of 2020.

AMO staff held in-person workshops on the Blue Box transition across the Province through October and November 2019 to discuss this topic with municipal waste management staff. Over 165 staff and elected officials attended the sessions in Vaughan, London, Smiths Falls, North Bay and Dryden. The workshops provided an opportunity to engage directly with our sector to build understanding about this transition process and the level of engagement from attendees was excellent.

We also began the discussion about what municipal governments should take into consideration about how to prepare for this change and what factors might be considered as to when a Council might want to transition.

### **HOW YOUR RESOLUTION WILL HELP INFORM THE DISCUSSION:**

The resolutions will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

However, rather than deferring to the Province to retain an expert immediately, we think this information would provide a good basis for a more informed decision to be made.

## Attachment 2: Sample Resolution

Your Council's stated preference may not be the final determination of your transition date, nor are you obligated in any way by the date that is specified. The resolution will be used to map out an ideal transition timeline, and determine whether there are years that are over or under subscribed, as it has been dictated that a rolling total of up to one-third of Blue Box programs can transition each year. This information will also allow AMO and the Province to better understand whether there are conflicts. If there are too many conflicts, the Province may still need to retain a third-party expert to develop a methodology as to how municipal Blue Box programs will transition.

### Resolution on Transition to Full Producer Responsibility

**WHEREAS** the amount of single-use plastics leaking into our lakes, rivers, waterways is a growing area of public concern;

**WHEREAS** reducing the waste we generate and reincorporating valuable resources from our waste stream into new goods can reduce GHGs significantly;

**WHEREAS** the transition to full producer responsibility for packaging, paper and paper products is a critical to reducing waste, improving recycling and driving better economic and environmental outcomes;

**WHEREAS** the move to a circular economy is a global movement, and that the transition of Blue Box programs would go a long way toward this outcome;

**WHEREAS** the Municipality of X is supportive of a timely, seamless and successful transition of Blue Box programs to full financial and operational responsibility by producers of packaging, paper and paper products;

**AND WHEREAS** the Association of Municipalities of Ontario has requested municipal governments with Blue Box programs to provide an indication of the best date to transition our Blue Box program to full producer responsibility;

#### **THEREFORE BE IT RESOLVED:**

**THAT** the Municipality of X would like to transition their Blue Box program to full producer responsibility [month] [date], [year] (between January 1, 2023 and December 31, 2025).

**AND THAT** this decision is based on the following rationale:

1. Insert rationale based on analysis of contracts, assets, integrated waste management system or other considerations (e.g., our collection contract for Blue Box material expires December 31, 2024 and our processing contract for Blue Box material also expires December 31, 2024.)

**AND THAT** the Municipality of X would be interested in providing collection services to Producers should we be able to arrive at mutually agreeable commercial terms.

**AND FURTHER THAT** any questions regarding this resolution can be directed to **Jane Doe, City Manager** at xxx-xxx-xxxx or [jane.doe@municipalityx.ca](mailto:jane.doe@municipalityx.ca)

**AND FURTHER THAT** the resolution be forwarded to the Association of Municipalities of Ontario and the Ontario Ministry of the Environment, Conservation and Parks.

EXAMPLE





# MEDIA RELEASE

December 19, 2019

## FILLING OUR AMBULANCES WITH FOOD!

Local paramedics from the Lanark County Paramedic Services (LCPS) usually pick up patients, but on December 14<sup>th</sup> and 15<sup>th</sup>, they picked up donations as well. The 5th annual “Fill an Ambulance with Food” drive was held in Almonte, Carleton Place, Smiths Falls and Perth.

It was another successful food drive across four communities, with 110 boxes of food collected, totaling close to 6,000 pounds. In addition, just over \$8,000 was raised for local food banks.

The paramedics had some help from the OPP Auxiliary Units in Carleton Place and Perth, as well as the Mississippi Thunder Kings hockey team in Carleton Place and Almonte. In addition, DICA Electronics matched the cash donations raised in Carleton Place with a donation of \$2500.

“We are extremely proud of this group of people who volunteered their time to help members of our communities at Christmas time. Special thanks to LCPS organizers Taryn Houlahan, Jason Tunks, Kelsey Chaplin and Lisa Popplewell for their leadership.” said Mary Wilson Trider, President and CEO of Almonte General Hospital (AGH). “And thank you to the people of Lanark County who donated food and money to ensure that families have food for the Christmas holidays.”

The LCPS provides emergency response service for an area encompassing almost 3,000 square kilometres with a population of 65,000. Lanark County Paramedics respond to 23,000 calls each year.

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Media Contact:

**Jane Adams**

Communications Lead

Almonte General Hospital

613-729-4864

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



Cutline: The OPP Auxiliary helped out the team in Perth.



Cutline: Santa's elves were out in full force in Almonte.



Cutline: Once again this year, the MTK hockey team helped out in Carleton Place.

## **Special Advisory Committee Explore Viable Options for the Future of the Mill of Kintail Museum**

**December 19, 2019** — A Special Advisory Committee formed to explore and recommend viable and sustainable options for the future of the R. Tait McKenzie and Dr. James Naismith collections at the Mill of Kintail Conservation Area Museum is making progress.

A call for members was made in September and the Committee was struck in October following the Mississippi Valley Conservation Authority's (MVCA) review of its programs and services in order to manage new funding constraints imposed by Provincial Bill 108 (More Homes, More Choice Act), passed in June 2019. Since the museum is not expected to be considered core to the Conservation Authority's mandate under the new regulation, MVCA initiated discussions on how to keep the heritage building open for community use.

"It's important to view this as an opportunity and to imagine what the museum could be," said Jeff Atkinson, an MVCA Board Member and Co-Chair of the Committee. "To be clear, any recommendation this Committee makes involves the collection remaining at its current location at the Mill of Kintail."

The Committee, which includes members from the Ontario Museum Association, fundraising, municipal and not-for-profit sectors, has met twice since November. Combining their expertise and desire to see the museum grow and succeed, the group is working to bring their recommendations to the MVCA Policy and Priorities Committee meeting in March, which will then be presented to the MVCA Board of Directors.

"Knowing how precious both collections are to the community, the Committee is very much looking forward to engaging with stakeholders and the public," said Christa Lowry, an MVCA Board Member and Co-Chair of the Committee. "Public

consultation is expected to take place in late January or early February, giving opportunity for the community to provide feedback on proposed recommendations."

It's anticipated the new provincial regulations will be released by spring 2020 and it will be business as usual for the R. Tait McKenzie and Dr. James Naismith Museums when they open for the season next May.

For more information, visit [www.mvc.on.ca/museumcommittee](http://www.mvc.on.ca/museumcommittee).

MVCA is one of 36 Conservation Authorities in Ontario. Formed in 1968, MVCA's mandate is to manage the watershed's resources in partnership with our eleven member municipalities and the Province of Ontario. For more information, visit [www.mvc.on.ca](http://www.mvc.on.ca), follow us on Twitter and like us on Facebook.

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**CONTACTS:**

Christa Lowry

Committee Co-Chair/MVCA Board Member

[info@mvc.on.ca](mailto:info@mvc.on.ca)

Shannon Gutoskie

Community Relations Coordinator

[sgutoskie@mvc.on.ca](mailto:sgutoskie@mvc.on.ca)

**Ministry of  
Municipal Affairs  
and Housing**

Office of the Minister  
777 Bay Street, 17<sup>th</sup> Floor  
Toronto ON M7A 2J3  
Tel.: 416 585-7000

**Ministère des  
Affaires municipales  
et du Logement**

Bureau du ministre  
777, rue Bay, 17<sup>e</sup> étage  
Toronto ON M7A 2J3  
Tél. : 416 585-7000



234-2019-68

December 19, 2019

Dear Head of Council,

As you know, I released our government's action plan to tackle Ontario's housing crisis earlier this year. This plan, which is supported by the *More Homes, More Choice Act, 2019*, is intended to put affordable home ownership in reach of more Ontario families and to provide more people with the opportunity to live closer to where they work.

Since its release, our government has been consulting with municipalities and the public on several aspects of the legislation, including a regulatory approach for changes to the *Development Charges Act*. I value the input of our municipal partners.

I am writing today to inform you of changes to the *Development Charges Act*, made by the *More Homes, More Choice Act*, and relevant amendments to Ontario Regulation 82/98 (General) under the *Development Charges Act*, which come into effect on January 1, 2020.

As of January 1, 2020, builders of rental housing, non-profit housing, and institutional developments will be able to defer paying development charges until occupancy. Furthermore, payments will be made in annual installments in accordance with the *Development Charges Act*.

Development charge rates, as of January 1, 2020, will be set for a development when a site plan or zoning amendment application is submitted to a municipality. Changes to Ontario Regulation 82/98 mean that the rate would continue to be frozen for two years after planning approvals have been received. This will encourage more homes to be built.

We recognize that municipalities may incur some additional costs as a result of these requirements, and for that reason, the legislation provides authority for municipalities to charge interest to cover costs associated with the deferral and the freeze. In addition, a maximum interest rate will not be prescribed.

Finally, our government has also made a housekeeping amendment that revises the index to which development charges may be linked in development charge by-laws.

If you have technical questions, please feel free to contact Caspar Hall, Director, Municipal Finance Policy Branch at [Caspar.Hall2@ontario.ca](mailto:Caspar.Hall2@ontario.ca).

Our government is committed to ensuring families across Ontario can access housing that meet their needs and their budget. I appreciate your input and participation in our consultations.

Sincerely,



Steve Clark  
Minister

C: Chief Administrative Officer



## The Corporation Of The Township Of Stone Mills

4504 County Road 4, Centreville, Ontario K0K 1N0  
Tel. (613) 378-2475 Fax. (613) 378-0033  
Website: [www.stonemills.com](http://www.stonemills.com).

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December 27, 2019

Honourable Jeff Yurek  
Minister of Environment, Conservation and Parks  
College Park 5<sup>th</sup> Flr, 777 Bay St.  
Toronto, Ontario  
M7A 2J3

[minister.mecp@ontario.ca](mailto:minister.mecp@ontario.ca)

Honourable Premier Doug Ford  
Premier of Ontario  
Legislative Building  
Queens Park  
Toronto On M7A 1A1

[premier@ontario.ca](mailto:premier@ontario.ca)

### **Re: Support Resolution of Conservation Authorities – Township of Stone Mills**

Dear Premier Ford and Minister Yurek,

At the December 9, 2019 Stone Mills Township Council meeting, Council passed a resolution in support of the continuation of program support for Conservation Authorities in the Province of Ontario.

A copy of the resolution is attached for your consideration. We kindly request your support and endorsement for the continuance of Conservation Authority Support.

Sincerely,

Bryan Brooks  
C.A.O./Clerk  
Township of Stone Mills

Cc: MPP Daryl Kramp  
MP Derek Sloan  
Association of Municipalities on Ontario  
Quinte Conservation

All Ontario Municipalities  
Catarauqui Conservation Authority



## The Corporation Of The Township Of Stone Mills

4504 County Road 4, Centreville, Ontario K0K 1N0  
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Website: [www.stonemills.com](http://www.stonemills.com).

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### RESOLUTION IN SUPPORT OF CONSERVATION AUTHORITIES

**WHEREAS** the Township of Stone Mills is committed to planning for and protecting the future sustainability of its resources and environment,

**AND WHEREAS** the Township of Stone Mills is within the Quinte and Cataraqui Conservation Authority areas,

**AND WHEREAS** the Province of Ontario is currently reviewing the mandate and operation of conservation authorities and;

**AND WHEREAS** Conservation Authorities provide essential services to municipalities in their watersheds and

**AND WHEREAS** smaller municipalities do not have capacity or the financial resource to employ staff with the technical expertise that conservation authorities provide and

**WHEREAS** development near watercourses can have significant effects both upstream and downstream

**THEREFORE BE IT RESOLVED THAT** The **Township of Stone Mills encourages the province to continue to support the principle of planning on a watershed basis in the on-going review and prioritize the allocation of adequate funding to support the core mandate of conservation authorities.**

**AND THAT** this resolution be forwarded to Minister of the Environment, Conservation and Parks, Premier Doug Ford, MPP Daryl Kramp, the Association of Municipalities of Ontario, the Cataraqui and Quinte Conservation Authorities and all Ontario Municipalities.

.....  
**Township of Stone Mills - 4504 County Road 4, Centreville ON K0K 1N0**  
**Attention: C.A.O/Clerk, 613-378-2475 Ext. 225, [bbrooks@stonemills.com](mailto:bbrooks@stonemills.com)**





## JANUARY 2020 UPDATE

This update is being shared with you as a representative of the Advisory Committee for cycling, active transportation or trails in your community. Please take a moment to review and to share with your committee colleagues.

If you have questions or feedback, please contact:

Jamie Stuckless  
Executive Director, Share the Road Cycling Coalition  
[jamie@sharetheroad.ca](mailto:jamie@sharetheroad.ca)

### DOORED BUT NOT IGNORED

On November 21, 2019 Member of Provincial Parliament (MPP) Jessica Bell introduced a private member's bill that would require the province to track dooring incidents. The province does not currently consider dooring incidents to be reportable collisions because the motor vehicle is not in motion. This means that police are not required to track dooring incidents as collisions and the province does not record them as part of their Annual Road Safety Report. [Read more about the bill online here.](#)



#### Proposed committee action:

If you support this private members bill, consider writing a letter of support to your Member of Provincial Parliament and cc MPP Jessica Bell, <[JBell@ndp.on.ca](mailto:JBell@ndp.on.ca)>; Minister Mulroney, <[minister.mto@ontario.ca](mailto:minister.mto@ontario.ca)> and Share the Road, <[jamie@sharetheroad.ca](mailto:jamie@sharetheroad.ca)>.

### 2020 ONTARIO BIKE SUMMIT

Early Bird Registration is now open for the [Annual Ontario Bike Summit](#), which is taking place on April 6 & 7th in Toronto. The theme of this year's event is *Making Connections* and will feature 2-days of speakers and workshops looking at building a connected network, making multi-modal connections, e-mobility, transportation equity and more.



This year we also have a special offer for municipalities to help build community capacity. Our discounted "community ticket" is available to municipalities to send a community member who would otherwise not attend the summit. For \$250 municipalities can purchase a ticket to send a community member to the event. Advisory Committee members, members of the Board of Directors of community groups or their paid staff are not eligible. For more details contact [erica@sharetheroad.ca](mailto:erica@sharetheroad.ca).

#### Proposed committee action:

Register for the summit! [www.sharetheroad.ca/OBS](http://www.sharetheroad.ca/OBS)

## DISCOUNTED BIKE LIGHTS

Over the past 3 years, we have worked with local partners - including municipal advisory committees - to distribute over 70,000 bike light sets to people biking in Ontario. We do this by coordinating a province-wide bike light order that gives you access to discounted bulk pricing of \$3.49/set for your local light distribution events.

### Proposed committee action:

Connect with [bfc@sharetheroad.ca](mailto:bfc@sharetheroad.ca) to place your order prior to February 28th, 2020.

## CYCLING AND THE CLIMATE EMERGENCY

Communities across Ontario and around the world are declaring climate emergencies. We believe that making cycling a safer and more convenient mode of transportation and recreation needs to be part of municipal climate emergency plans. To that effect, we have drafted a [sample template motion](#) for municipal advisory committees to bring forward to council.

### Proposed committee action:

Adapt the draft motion template to suit your local context and bring it forward to council as an official motion.

## KICK-STYLE E-SCOOTERS IN ONTARIO

The province [recently released a framework](#) for a 5-year pilot that permits the use of kick-style e-scooters on Ontario's roads. The pilot will be in effect as of January 1, 2020. Share the Road has been supportive of launching this pilot and we are pleased to see that many of our recommendations have been included in the framework.



Previously, kick-style e-scooters were not permitted on roads where the Highway Traffic Act (HTA) applies. Under this pilot, municipalities that want to allow e-scooters on their roads can pass a by-law permitting their use. [You can learn more by reading our briefing note on e-scooters.](#)

### Proposed committee Action:

Make a recommendation about permitting e-scooters in your municipality.

## WHEELS OF CHANGE AWARDS



Each year, Share the Road recognizes the impactful work of advocates and professionals across Ontario with our Wheels of Change Awards. These awards recognize leadership, innovation and relationship building in cycling and we encourage you to nominate someone from your community! [Learn more here.](#)

### Proposed committee action:

[Nominate someone](#) in your community for an award before the February 10th deadline.



# COUNCIL CALENDAR

## January 2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 <b>New Year's Day Office Closed</b>	2	3	4
5	6	7	8	9 10am Sp Council	10	11
12	13	14 12:30pm Ag 6pm Council	15 10am Joint Rec 3pm AAC 5:30pm CoA	16 6pm Sp Council (Budget)	17	18
19	20	21	22 5pm Heritage	23	24 2:30pm Library	25
<b>ROMA Toronto</b>	<b>ROMA Toronto</b>	<b>ROMA Toronto</b>				
26	27	28 9:30am CPAC 3pm Parks & Rec 6pm Council	29	30	31	



**Municipality of Mississippi Mills**  
**PENDING LIST**  
**January 14, 2020**

<b>Title</b>	<b>Department</b>	<b>Comments/Status</b>	<b>Report to Council (Date)</b>
Community Official Plan (COP) Registry	Planning	Quarterly Updates, invitation sent to County to present to Council	Every Quarter
Strategic Plan	CAO	Ongoing - Final Report to Council May 2020	Q2 2020
Paterson St. Parking Restrictions	Public Works	Deffered from December 3rd Council Meeting, looking for further public input	18-Feb-20
Public Engagement Strategies	Clerks	Council direction provided Dec 3, 2019. Remove "Open Forum" from Procedural By-law to allow for further debate and review of additional public engagement strategies/options.	18-Feb-20
Website RFP Award and Update	Clerks	RFP for redesign of website closed in December, report to Council to award project	28-Jan-20
Wild Parsnip Management Plan	Public Works	Proposed plan and community engagement strategy. Summary report was presented to Council for information in November 2019	28-Jan-20

Micro surfacing Gale St.	Public Works	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020
Full Time Deputy Fire Chief	Fire Dept.	Deferred from 2020 Budget, to be brought forward to 2021 Budget consideration	Q4 2020