



**Municipality of Mississippi Mills**

**COUNCIL AGENDA**

**Tuesday, March 5, 2019**

**5:30 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 (5:30)**

**B. CONSIDERATION OF A CLOSED SESSION**

1. Staffing - personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act s. 239 2(b)*).
2. Staffing - personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act s. 239 2(b)*).

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

**C. O CANADA**

**D. ATTENDANCE**

**E. APPROVAL OF AGENDA**

**F. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF**

**G. APPROVAL OF MINUTES**

Council Minutes dated February 19 and 21, 2019

Pages 7-18

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

1. Mark Buchanan, J.L. Richards, Re: Water Storage Phase 2

Pages 19-28

Recommendation:

That the delegation by Mark Buchanan re: Water Storage Phase 2, be received.

## 2. Mississippi Mills Museums, re: Update on Museum Activities

- Shannon Gutoskie – R.Tait McKenzie & Dr. James Naismith Museum Pages 29-34
- Amy Gerus - North Lanark Regional Museum Pages 35-43
- Michael Rikley-Lancaster - Mississippi Valley Textile Museum Pages 44-61

### Recommendation:

That the delegations by Mississippi Mills Museums re: Update on Museum Activities, be received.

## I. PUBLIC MEETINGS

[None]

## J. COMMITTEE OF THE WHOLE

*Motion to resolve into Committee of the Whole.*

### (J.1) CONSENT ITEMS

*Motion to receive:*

- 2018 Building Report Pages 62-65
- 2018 By-law Enforcement/Animal Control Report Pages 66-68

### **Minutes**

- Library - December 12, 2018 Page 69-71

### (J.2) REPORTS

#### Recreation and Culture

- a. **Pre-Budget Approval Hanging Flower Baskets** Page 72

#### Recommendation:

That Council authorize pre-budget approval of \$8,000 for the hanging baskets throughout Almonte and Pakenham, with business owners being charged a fee per basket as a cost recovery measure.

- b. **Ball Diamond Advertising Agreement (Pakenham & Gemmill Park)** Pages 73-74

#### Recommendation:

That the Mayor and Clerk be authorized to enter into an agreement with Klirrus Sales and Marketing for fence advertising at the Pakenham and Gemmill Park Ball Diamonds.

**Planning and Development****c. Community Official Plan – Proposed Modifications (Part 1)** Pages 75-102Recommendation:

That Council receive the Community Official Plan - Proposed Modifications (Part 1) Report for information;

And that Staff be directed to proceed with the timeline for information and direction on the modifications to the plan as presented in the Report.

**Finance and Administration****d. Gemmill Park Funding Options** Pages 103-104Recommendation:

That Council authorize the Treasurer to proceed with Option 2 to obtain long term financing for the unfunded costs associated with Gemmill Park;

And that Council consider Option 3, selling surplus municipal land, to defray the long term debt repayments associated with this project.

**e. 2018 Statement of Reserve Funds (Development Charges)** Pages 105-109Recommendation:

That Council accept the Treasurer's 2018 Statement of Reserve Funds as presented.

**f. 2018 Transfers to Reserves for Capital** Pages 110-113Recommendation:

That Council authorize a transfer to reserves of \$367,900 for 2018 capital projects that were incomplete/underspent at year end.

**g. Water and Sewer Penalty Rate** Pages 114-116Recommendation:

That the 2019 Water and Sewer Rate By-law be amended to reflect a one-time 5% penalty on the past due balance of all water and sewer accounts;

And that a monthly 1.25% interest charge apply to all water and sewer balances transferred to taxes for non-payment.

**h. Deputy Mayor Appointment – Candidate Questions**

Pages 117-119

Recommendation:

That Council approve the following five (5) questions that will be posed to all Deputy Mayor Candidates during the appointment process:

1. Please address why you would like to be a Member of Council and elaborate on your long and short term visions for the Municipality of Mississippi Mills?
2. What do you see as the immediate challenges facing the Municipality and what are your suggestions as to how to address them?
3. One of the roles of Council is to maintain the financial integrity of the Municipality. How does your experience lend itself to fulfilling this responsibility?
4. Council may make decisions that not all members of the public agree with. Outline how you would address an unhappy citizen and explain how your experiences have equipped you to deal with these types of situations. Please include your thoughts on social media.
5. The position of Deputy Mayor acts as the Mayor in his/her absence. Can you highlight what qualities and attributes you have that demonstrate consensus building and leadership?

**(J.3) INFORMATION ITEMS**

- Mayor's Report None
- County Councillors' Report Page 120
- Mississippi Valley Conservation Authority None
- Information List Pages 121-145
- Meeting Calendars (*March/April*) Pages 146-147

**K. RISE AND REPORT**

*Motion to return to Council Session.*

Recommendation:

That the recommendations of the Committee of the Whole for the meeting of March 5, 2019 be adopted as resolutions of Council.

**L. BY-LAWS**

*That By-laws 19-20 and 19-22 be taken as read, passed, signed and sealed in Open Council.*

- 19-20 Sale of Business Park Lot 25 Pages 148-149
- 19-21 Part Lot Control Blocks 14, 18, 19 Plan 27M-84 (Mill Run 3B) Page 150
- 19-22 Interim Control Bylaw Cash in lieu of Parking Almonte Pages 151-152

**M. OTHER/NEW BUSINESS**

1. Amend Parking By-law 02-27 for Sadler Drive – Councillor Maydan  
(from Notice of Motion January 22, 2019)

Recommendation:

That Council directs staff to prepare an amendment to Consolidated Parking By-law 02-27 to remove the parking restrictions on the west side of Sadler Drive, north of the Honeyborne intersection.

2. Amendments to Procedural By-law 17-03 – Councillor Maydan  
(from Notice of Motion January 22, 2019)

Recommendation:

That Council and staff review Procedural Bylaw 17-03 with a view to making recommendations in support of transparency, democracy and public input as appropriate;

And that Section 30.h) of By-law 17-03 be replaced with the following:

- h) Videotaping and/or audio recording may be permitted during public portions of Council and/or Committee meetings pending approval by Council in advance of the meeting through the Clerk with media reporters provided the option to request indeterminate permission to record the public portion of a meeting. Upon receiving confirmation, the requestor shall declare at the Council and/or Committee meeting that videotaping and/or audio recording will occur. Approved recordings may only occur between the Call to Order and the Adjournment, excepting any recesses and breaks. Before and after such meetings, and during recesses or breaks, private conversations may not be recorded except with written permission of the parties.

And that Section 30.e) be deleted in its entirety.

3. Community Safety Well-being Plan (CSWB)  
(from Presentation February 19, 2019)

Recommendation:

Whereas the Corporation of the Municipality of Mississippi Mills is committed to community safety and well-being for its citizens;

And whereas Part XI of the Police Services Act, which comes into force on January 1, 2019, states that a municipality shall prepare and, by resolution, adopt a community safety and well-being plan;

Therefore be it resolved that the Corporation of the Municipality of Mississippi Mills adopts the community safety and wellbeing plan for Lanark County and Smiths Falls as presented by the Community Plan for Safety and Wellbeing Steering Committee.

**N. NOTICE OF MOTION**

[None]

**O. ANNOUNCEMENTS AND INVITATIONS**

**P. CONFIRMATORY BY-LAW – 19-23**

**Q. ADJOURNMENT**



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

**Council Meeting #07-19**

**MINUTES**

A regular meeting of Council was held on Tuesday, February 19, 2019 at 5:30 p.m. in the Council Chambers.

**A. CALL TO ORDER**

Mayor Lowry called the meeting to order at 5:30 p.m.

**B. CONSIDERATION OF A CLOSED SESSION**

**Resolution No. 97-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Ferguson**

**THAT** Council enter into an in camera session at 5:30 p.m. re: personal matters about an identifiable individual, including municipal or local board employees (*Municipal Act s. 239 2(b)*).

**CARRIED**

**Resolution No. 98-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Maydan**

**THAT** Council return to regular session at 6:00 p.m.

**CARRIED**

**Rise & Report**

1. Update on HR Matters

Staff direction provided in camera.

**C. O CANADA**

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

**D. ATTENDANCE**

**PRESENT:**

Mayor Christa Lowry  
Councillor John Dalgity  
Councillor Bev Holmes  
Councillor Cynthia Guerard

**ABSENT:**

Councillor Janet Maydan  
Councillor Denzil Ferguson

Shawna Stone, Acting Chief Administrative Officer  
Jeanne Harfield, Acting Clerk  
Jennifer Russell, Acting Deputy Clerk  
Guy Bourgon, Director of Roads and Public Works (left at 8:32 p.m.)  
Trish Petrie, Environmental Compliance Coordinator (left at 8:32 p.m.)  
Andrew Scanlan Dickie, Junior Planner (left at 8:52 p.m.)

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**E. APPROVAL OF AGENDA**

**Resolution No. 99-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Maydan**

**THAT** the agenda be approved as presented.

**CARRIED**

**F. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**G. APPROVAL OF MINUTES**

**Resolution No. 100-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Dalgity**

**THAT** the Council Minutes dated February 19, 2019 be approved as presented.

**CARRIED**

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

1. Stephanie Gray, Lanark County Situational Table, re: Community Plan for Safety and Well-being

Stephanie Gray and S/Sgt. Marty McConnell provided background on the Lanark County Situation Table; ongoing work; new legislative requirements under the *Police Services Act*; and adopting the Community Plan for Safety and Well-Being.

**Resolution No. 101-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Maydan**

**THAT** the delegation by Stephanie Gray re: Community Plan for Safety and Well Being, be received.

**CARRIED**

**ACTION:** recommended motion regarding the adoption of the Community Plan for Safety and Well-Being will be brought forward to an upcoming Council meeting for consideration.

2. Perspectives on Wild Parsnip Management (10 minutes per delegate)

Myrna Lee, Lanark County Resident; Dr. James Coupland, Director of FarmForest Research; Brenda Cochran, Mississippi Mills Resident and Farmer; Paul Sullivan, Agronomist and owner of P.T.Sullivan Agro Inc.; Chad Horton, Past President of Ontario Vegetation Management Association; and Janet Tysick, Business Manager Public Works, Lanark County all presented their perspectives on the proposed Wild Parsnip Management Plan. This included: risks of herbicide use; chemical studies; concerns regarding Clearview; environment considerations; ecological diversity; pollinators; decline of insets; management of roadside diversity; noxious weeds; farming community; Health Canada regulations; effect on livestock; weed inspection; *Ontario Weed Control Act*, prolific nature of wild parsnip; roadside vegetation management (human safety, environmental, infrastructure); Lanark County vegetation management plan; adopt a road program.

**Resolution No. 102-19**

**Moved by Councillor Guerard**

**Seconded by Councillor Holmes**

**THAT** the delegations re: Perspectives on Wild Parsnip Management, be received.

**CARRIED**

**I. PUBLIC MEETINGS**

[None]

**J. COMMITTEE OF THE WHOLE**

**Resolution No. 103-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Maydan**

**THAT** Council resolve into Committee of the Whole, with Mayor Lowry in the Chair.

**CARRIED**

**J.1 CONSENT ITEMS**

**Resolution No. 104-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Holmes**

**THAT** the Petition on Wild Parsnip Spraying be received.

**CARRIED**

In accordance with the Petition Policy, the Chair provided Val Wilkinson the opportunity to speak to the petition. Ms. Wilkinson provided a background and a summary of the request of the petitioners.

**Resolution No. 105-19**

**Moved by Councillor Guerard**

**Seconded by Councillor Ferguson**

**THAT** Council accept the notice of resignation from the Junior Planner, Andrew Scanlan Dickie with regret.

**CARRIED**

J.2 **STAFF REPORTS**

**Public Works**

- a. Update 2019 Wild Parsnip Management Plan

**Resolution No. 106-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Dalgity**

**THAT** Council approve the recommended 2019 Wild Parsnip Management Plan as outlined in the Environmental Compliance Coordinator's report dated February 19, 2019.

**CARRIED**

Council recessed at 8:13 p.m. and resumed at 8:25 p.m.

- b. Appointment of Municipal Groundwater Representative on Source Protection Committee

**Resolution No. 107-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Dalgity**

**THAT** Council endorse the re-appointment of Scott Bryce as the Municipal Groundwater Representative to the Mississippi-Rideau Source Protection Committee.

**CARRIED**

- c. Waste Management Follow-up Items

**Resolution No. 108-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Guerard**

**THAT** Council receive the Waste Management Follow-up Items report as information.

**CARRIED**

ACTION: Staff to circulate information to Council on large item pick up and yard waste disposal options

### **Planning and Development**

- d. Request for Relief from Zoning Application Fees - Trevor Drummond, 487 Townline Road West, Ramsay Township (*Deferred from February 5 2019*)

**Resolution No. 109-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Dalgity**

**THAT** Council deny the request by Trevor Drummond to waive the \$3,500 application fee associated with a required Zoning Amendment Application.

**DEFEATED**

**Resolution No. 110-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Holmes**

**THAT** Resolution No. 109-19, that Council deny the request by Trevor Drummond to waive the \$3,500 application fee associated with a required Zoning Amendment Application. be reconsidered.

**CARRIED**

*Required 2/3 majority vote*

*Reconsidered motion*

**Resolution No. 111-19**

**Moved by Councillor Guerard**

**Seconded by Councillor Ferguson**

**THAT** Council reconsider motion 109-19: that Council deny the request by Trevor Drummond to waive the \$3,500 application fee associated with a required Zoning Amendment Application.

**CARRIED**

*Motion to amend*

**Resolution No. 112-19**

**Moved by Councillor Maydan**

**Seconded by Councillor Holmes**

Insert: And that the applicant work with the Treasurer to determine an appropriate payment plan.

**CARRIED**

*Motion as amended*

**Resolution No. 113-19**

**THAT** Council deny the request by Trevor Drummond to waive the \$3,500 application fee associated with a required Zoning Amendment Application.

**AND THAT** the applicant work with the Treasurer to determine an appropriate payment plan.

**CARRIED**

- e. Zoning Amendment – Cochran, 2380 Ramsay Conc. 7B

**Resolution No. 114-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Ferguson**

**THAT** Council approve the Zoning By-law Amendment to change the zoning of the retained agricultural parcel from Consent application B18/068 for part of the lands legally described as Concession 7B, Lot 22, Ramsay Ward, Municipality of Mississippi Mills from the “Agricultural (A)” Zone to the “Agricultural Exception 33 (A-33)” Zone to prohibit the construction of a residential use.

**CARRIED**

- f. Zoning Amendment – Wallace, Head Pond Road N

**Resolution No. 115-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Dalgity**

**THAT** Council approve Zoning By-law Amendment Z-02-19 to change the zoning on part of the lands known as Concession 12, Part Lot 27, Plan 26R-98, Part 6 (except Plan 26R-1959, Part 1-2, Plan 27R-6554, Part 1, and Plan 27R-9585 Parts 1-3) from “Rural (RU)” to “Limited Service Residential (LSR)” within the Municipality’s Comprehensive Zoning By-law #11-83.

**CARRIED**

- g. Site Plan Control - Tay River Development, 311 Victoria St. Almonte

**Resolution No. 116-19**

**Moved by Councillor Dalgity**

**Seconded by Councillor Ferguson**

**THAT** Council approve the site plans for Tay River Developments for the property described as Plan 6262, Henderson Section, Block A, Lot 20 subject to redline revisions by the Planning Department regarding vegetation;

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

**CARRIED**

**Finance and Administration**

- h. Review of Methods to Fill Council Vacancy

**Resolution No. 117-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Maydan**

**THAT** Council direct staff to proceed with Option B (By-election) to fill the Deputy Mayor vacancy in accordance with the Municipal Act and the Municipal Elections Act;

**AND THAT** Council pass the necessary by-law to authorize a by-election.

**DEFEATED**

**Resolution No. 118-19**

**Moved by Councillor Dalgity**

**Seconded by Councillor Holmes**

**THAT** Council direct staff to proceed with Option A (Appointment) to fill the Deputy Mayor vacancy in accordance with the Municipal Act and the Municipal Elections Act;

**AND THAT** Council direct staff to implement the Council Vacancy Appointment Policy.

**CARRIED**

J. 3 **INFORMATION ITEMS**

- **Mayor's Report**

The Mayor's report highlighted the recent roundtable on rural fire services; update on the potential of an ordinance piece for Mississippi Mills; CAO recruitment.

- **County Councillors' Report**

Highlights include: approved 2019 Vegetation Management Plan; and the Pakenham pedestrian crossovers project

- **Mississippi Valley Conservation Report**

[None]

- **Information List 04-19**

**Resolution No. 119-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Maydan**

**THAT** Information List 04-19 be received.

**CARRIED**

- **Meeting Calendars**

Amendments: None

**K. RISE AND REPORT****Resolution No. 120-19****Moved by Councillor Ferguson****Seconded by Councillor Guerard****THAT** the Committee rise and return to Council to receive the report on the proceedings of the Committee of the Whole.**CARRIED****Resolution No. 121-19****Moved by Councillor Maydan****Seconded by Councillor Holmes****THAT** the recommendations of the Committee of the Whole for the meeting of February 19, 2019 be adopted as resolutions of Council.**AND THAT** Item J.2.h. be pulled to be voted on separately.**CARRIED**

Item J.2.h.

[Resolution No. 118-19]

**Moved by Councillor Holmes****Seconded by Councillor Maydan****THAT** Council direct staff to proceed with Option A (Appointment) to fill the Deputy Mayor vacancy in accordance with the Municipal Act and the Municipal Elections Act;**AND THAT** Council direct staff to implement the Council Vacancy Appointment Policy.**CARRIED 4-2**

Mayor Lowry requested a recorded vote.

Yays: Councillors Dalgity, Guerard, Holmes and Maydan

Nays: Mayor Lowry and Councillor Ferguson

**L. BY-LAWS****Resolution No. 122-19****Moved by Councillor Ferguson****Seconded by Councillor Dalgity****THAT** By-laws 19-16 to 19-17 be taken as read, passed, signed and sealed in Open Council.**CARRIED**

By-Law 19-16

**Resolution No. 123-19**

**THAT** By-law 19-16, being a by-law to amend By-law No. 11-83 being the Zoning By-law for the Municipality of Mississippi Mills, for the property municipally known as 2380 Ramsay Con. 7B.

**CARRIED**

By-Law 19-17

**Resolution No. 124-19**

**THAT** By-law 19-17, being a by-law to amend By-law No. 11-83 being the Comprehensive Zoning By-law for the Municipality of Mississippi Mills for the property known as Part Lot 27, Concession 12 N Pakenham.

**CARRIED**

**M. OTHER/NEW BUSINESS**

1. Amend Parking By-law 02-27 for Sadler Drive – Councillor Maydan

Motion was not tabled – to be brought forward to March 5, 2019 Council meeting.

2. Amendments to Procedural By-law 17-03 – Councillor Maydan

Motion was not tabled – to be brought forward to March 5, 2019 Council meeting.

**N. NOTICE OF MOTION**

[None]

**O. ANNOUNCEMENTS AND INVITATIONS**

NLHS Heritage Dinner Friday February 22 at 6 p.m.

**P. CONFIRMATORY BY-LAW**

By-law 19-18

**Resolution No. 125-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Dalgity**

**THAT** By-law 19-18 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 19<sup>th</sup> day of February 2019, be read, passed, signed and sealed in Open Council this 19<sup>th</sup> day of February 2019.

**CARRIED**

**Q. ADJOURNMENT**

**Resolution No. 126-19**

**Moved by Councillor Ferguson**

**Seconded by Councillor Maydan**

**THAT** the meeting be adjourned at 9:26 p.m.

**CARRIED**

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Christa Lowry  
MAYOR

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Jeanne Harfield  
ACTING CLERK



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

**Special Council Meeting #08-19**

**MINUTES**

A special meeting of Council was held on Thursday, February 21, 2019 at 12:00 p.m. in the upper hall of the Stewart Community Centre in Pakenham.

**A. CALL TO ORDER**

Councillor Ferguson called the meeting to order at 12:00 p.m.

**B. ATTENDANCE**

**PRESENT:**

Mayor Christa Lowry  
Councillor Denzil Ferguson  
Councillor Bev Holmes  
Councillor Cynthia Guerard  
Councillor John Dalgity  
Councillor Jan Maydan

**ABSENT:**

Shawna Stone, Acting CAO  
Jeanne Harfield, Acting Clerk  
Jennifer Russell, Acting Deputy Clerk  
Scott Granahan, Fire Chief  
Calvin Murphy, Recreation Coordinator  
Tiffany MacLaren, Cultural and Community Economic Development Coordinator  
Robert Kennedy, Health and Safety Coordinator  
Guy Bourgon, Director of Public Works  
Rhonda Whitmarsh, Treasurer  
Karen Kane, Director of Daycare  
Christine Row, CEO/Chief Librarian

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**C. APPROVAL OF AGENDA**

**Resolution No. 127-19**  
**Moved by Councillor Holmes**  
**Seconded by Councillor Maydan**  
**THAT** the agenda be approved as presented.

**CARRIED**

**D. DISCLOSURE OF PECUNIARY INTEREST**

[None]

**E. DELEGATION.DEPUTATIONS, AND PRESENTATIONS**

1. Presentation by Fred Dean and Nigel Bellchamber  
Re: Effective Municipal Councils – Setting the Course

Fred Dean and Nigel Bellchamber led those in attendance through a number of key topics including:

- Municipal Powers
- Roles, Responsibilities & Relationships
- Accountability & Transparency
- Council Policies
- Meetings
- Procedure By-law
- Municipal Finance
- Code of Conduct
- Conflicts
- Safe Drinking Water Act

Throughout the training, questions were posed to both Fred Dean and Nigel Bellchamber to provide clarity, further examples or guidance on specific matters.

Councillor Ferguson thanked both Fred Dean and Nigel Bellchamber for their training session and sharing their expertise with all those present.

**F. CONFIRMATORY BY-LAW**

By-law 19-19

**Resolution No. 128-19**

**Moved by Mayor Lowry**

**Seconded by Councillor Dalgity**

**THAT** By-law 19-19, 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 21<sup>th</sup> day of February, 2019, be read, passed, signed and sealed in Open Council this 21<sup>th</sup> day of February, 2019.

**CARRIED**

**G. ADJOURNMENT**

**Resolution No. 129-19**

**Moved by Councillor Holmes**

**Seconded by Councillor Dalgity**

**THAT** the meeting be adjourned at 4:33 p.m.

**CARRIED**

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Christa Lowry  
MAYOR

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Jeanne Harfield  
ACTING CLERK



**J.L. Richards**  
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**Mississippi Mills**



## Council Presentation

March 5, 2019

# Municipality of Mississippi Mills Almonte Ward Potable Water Storage

## Schedule 'B' Municipal Class Environmental Assessment



**BEST  
MANAGED  
COMPANIES**

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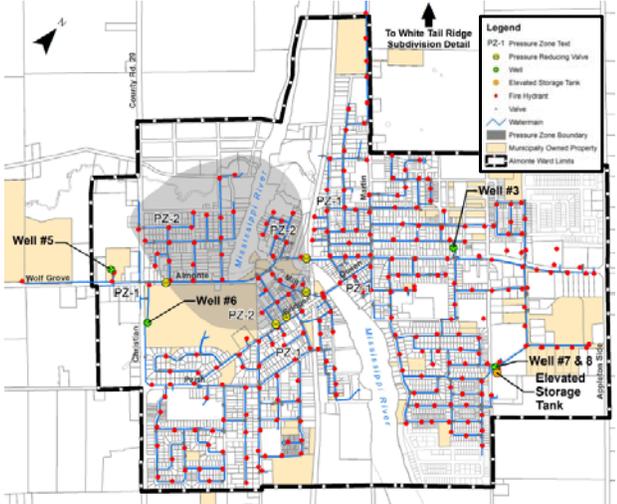
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Public Information Centre – Municipality of Mississippi Mills - Almonte Ward  
Potable Water Storage  
Schedule 'B' Municipal Class Environmental Assessment



**Mississippi Mills**

## Almonte Ward Water System



**Legend**

- PZ-1 Pressure Zone Test
- Pressure Reducing Valve
- Well
- Elevated Storage Tank
- Fire Hydrant
- Valve
- Watermain
- Pressure Zone Boundary
- Municipally Owned Property
- Almonte Ward Limits

### Communal Water System Properties:

- ~ 5,149 serviced population
- Five (5) groundwater wells identified as Wells #3, 5, 6, 7, & 8
- ~ 35 km of watermain piping
- 2,994 m<sup>3</sup> elevated potable water storage tank (2,840 m<sup>3</sup> 'usable' storage)



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**J.L. Richards**  
ENGINEERS ARCHITECTS PLANNERS

Public Information Centre – Municipality of Mississippi Mills - Almonte Ward  
Potable Water Storage  
Schedule 'B' Municipal Class Environmental Assessment



Mississippi  
Mills

## Purpose of this Study

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**Phase 1 Problem/Opportunity Statement:**

- System is generally achieving all required water quality standards
- System will not meet potable water storage requirements as defined by the MECP within the next 5 year timeframe
- Growth pressures based on the Municipality's Official Plan
- A potable water storage solution is needed for the next 20 years (2037) and beyond (2037+)

*"The Municipality of Mississippi Mills' Almonte Ward is serviced by a communal potable water supply system that generally consists of five groundwater wells, an elevated potable water storage tank, and a dedicated distribution system. While the system has been operating in accordance with all applicable legislation and is generally achieving all required water quality standards, it is anticipated that the Municipality will not meet potable water storage requirements as recommended by the Ministry of the Environment, Conservation and Parks within the next 5 year timeframe if projected growth and associated water demand is realized. The Municipality is therefore in need of a solution that will address water storage constraints over the next 20 years and beyond. This presents an opportunity to also improve redundancy and reliability in delivering treated water to the community."*



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**J.L. Richards**  
ENGINEERS ARCHITECTS PLANNERS

Public Information Centre – Municipality of Mississippi Mills - Almonte Ward  
Potable Water Storage  
Schedule 'B' Municipal Class Environmental Assessment



Mississippi  
Mills

## Overview of the Schedule 'B' Class EA Process

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Phase 1	Phase 2	Phase 2 (Continued)	Schedule B Report
Identification of Problem or Opportunity	Evaluation of Alternative Solutions and Identification of Recommended Solutions	Selection of Preferred Solutions Following Consultation Activities	
<b>Notice of Study Commencement</b> Issued February, 2018	<b>Ongoing Public and Agency Consultation throughout Study</b>	<b>Public Information Centre No. 1</b> November 28, 2018	<b>Notice of Study Completion</b>

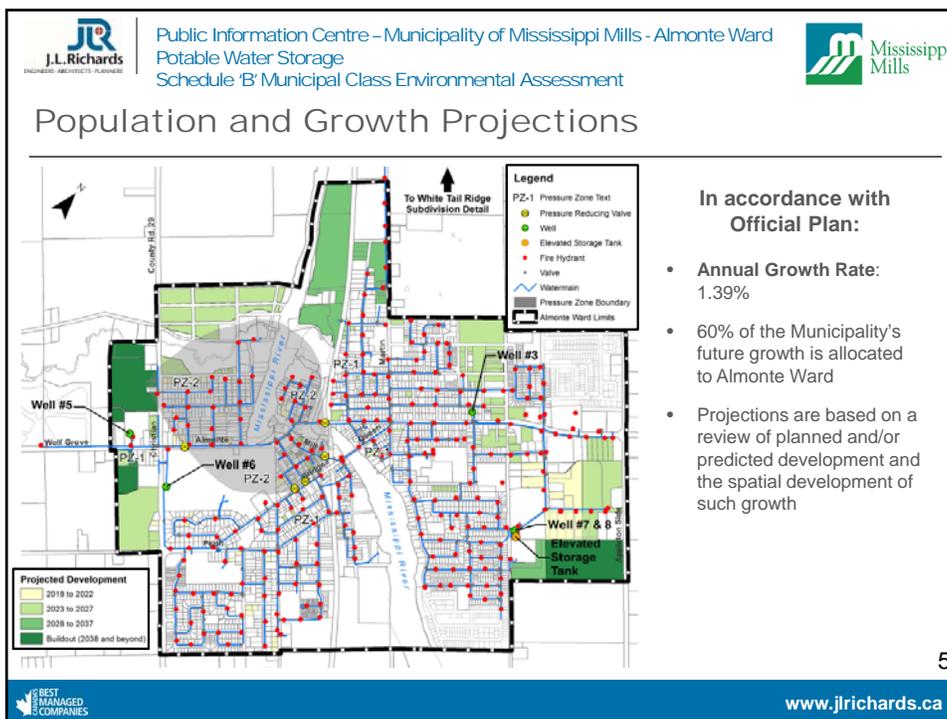
WE ARE HERE

- ✓ **Phase 1 Report and updated WaterCAD® Hydraulic Model** evaluated existing system and identified population growth projections and associated water storage requirements
- ✓ **Alternative Solutions Concepts** developed and reviewed against an evaluation matrix
- ✓ Preliminary assessment of **Costing** for each alternative solution
- ✓ **Public Consultation** with general public, review agencies and Municipal staff



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Public Information Centre – Municipality of Mississippi Mills - Almonte Ward  
 Potable Water Storage  
 Schedule 'B' Municipal Class Environmental Assessment

**Population and Water Demand Projections**

- For this Municipal Class Environmental Assessment, potable water storage options were considered for a 20 year design horizon (2017-2037)

Parameter	2017	2037	Build-Out
Residential Population	5,149	8,521	13,284
Equivalent Service Population*	4,937	11,259	20,749
Average Day Demand (m <sup>3</sup> /d)	1,728	3,940	7,266
Maximum Day Demand (m <sup>3</sup> /d)	3,758	8,225	14,576

\* Equivalent service population is a "residential equivalent" that considers institutional, commercial and industrial contributors

Design Basis for Storage Requirements

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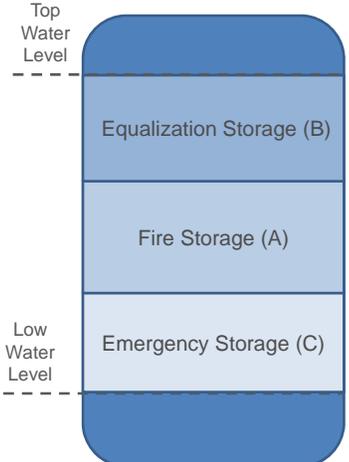
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Potable Water Storage  
Schedule 'B' Municipal Class Environmental Assessment



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Mills

## Storage Projections



Existing Potable Water Storage	Usable Storage (m <sup>3</sup> )		
Elevated Tank	2,840		

Parameter	2017	2037	Build-Out
A – Fire Storage (m <sup>3</sup> )	1,028	2,182	4,339
B – Equalization Storage (m <sup>3</sup> )	939	2,057	3,643
C – Emergency Storage (m <sup>3</sup> )	492	1,060	1,996
<b>Total Storage Recommended (m<sup>3</sup>)</b>	<b>2,458</b>	<b>5,298</b>	<b>9,978</b>
<b>Deficit (m<sup>3</sup>)</b>	<b>None</b>	<b>2,458</b>	<b>7,138</b>

- Short-Term (2018-2022) Deficit:** 1,256 m<sup>3</sup>
- Total storage capacity is significantly lower than current and future MECP recommendations

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## Existing Potable Water System Constraints

Constraint	Risk Associated with Constraint
1. Limited Available Potable Water Storage Capacity	<ul style="list-style-type: none"> <li>Significantly less than MECP recommendations for storage, presenting risk even during normal operation of the storage tank</li> </ul>
2. Lack of Reliability and Redundancy <ul style="list-style-type: none"> <li>One (1) Storage Tank</li> <li>Limited Water Crossings</li> </ul>	<ul style="list-style-type: none"> <li>Significant risk is presented during a tower shut down, as there is no water storage available for emergency or fire protection</li> <li>During maintenance isolation of the Mississippi River watermain crossing at Queen/Bridge Street, Wells 5 and 6 are continuously operated, presenting risk to maintain domestic water supply on the west side of the river</li> </ul>



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## Existing Potable Water System Constraints

Constraint	Risk Associated with Constraint
3. Land Use and Zoning	<ul style="list-style-type: none"> <li>Land use and zoning was considered during review of alternative solutions to remain consistent with current Community Official Plan.</li> </ul>

**MPAC Property Codes**

- Vacant Land
- Farm
- Residential
- Commercial
- Industrial
- Institutional
- Special & Exempt
- Government



**Legend**

- Well
- Elevated Storage Tank
- Almonte Ward Limits

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## Existing Potable Water System Constraints

Constraint	Risk Associated with Constraint
4. Natural Environment and Areas of Potential Environmental Concern	<ul style="list-style-type: none"> <li>Development of future water storage options consider ANSI and areas of potential environmental concern that were identified through the environmental site assessment.</li> </ul>

**Legend**

- Area of Potential Environmental Concern
- Well
- Elevated Storage Tank
- Fish Spawning
- Restoration Area
- MPCA Flood Plain
- Source Water Protection (MPCA and MNR-6 (Score 10))
- Source Water Protection (MPCA AND MNR-6 (Score 8))
- Area of Habitat and Scientific Interest
- Candidate Life Science
- Evaluated Significant Wetland (Provisional)
- MNR Significant Woodlands
- Almonte Ward Limits



**Legend**

- Well
- Elevated Storage Tank
- Almonte Ward Limits

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## Identification and Initial Screening of Alternative Solutions

---

**Approach**

Do Nothing

Maintain Existing Tower + Construct New Storage

Decommission Existing Tower + Construct New Storage

✓ Carried Forward ✓

**Location of New Storage**

At Existing Water Tower

At New Location – Seven (7) Potential Locations

✓ Carried Forward

**Configuration of New Storage**

Below Grade Reservoir and Pumping Station

At Grade Reservoir and Pumping Station

Elevated Storage Tank

✓ Carried Forward

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## Option 1: Do Nothing

---

**Concept**

- **Maintain status quo** – continued operation of the existing elevated storage tower
- **Baseline** for review of other alternatives

**Key Considerations for Evaluation**

- **Does not address storage requirements** as defined by the MECP
- New protective coating is not required for another 16-21 years (2034 – 2039)
- Industry recognized lifecycle for a composite welded steel tank (D107) is 100 years. The existing elevated tank has a remaining service life of approximately 74 years.

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## Option 2: Maintain Existing Tower and Construct New At-Grade Reservoir and Pumping Station

---

**Concept**

- Construction of a new at-grade reservoir and pumping station at one of seven (7) potential locations within the Almonte Ward to supplement the existing water storage in the elevated water tank

**Key Considerations for Evaluation**

- **Addresses storage requirements** as defined by the MECP
- Improves operational flexibility and ease of integration into existing distribution system
- Significantly increases stored water volume to supplement domestic consumption and fire protection
- Maximizes the remaining service life of the existing elevated tank
- Potential commercial and residential impacts during construction of the reservoir and pumping station
- Initial cost of new at-grade reservoir and pumping station is significant

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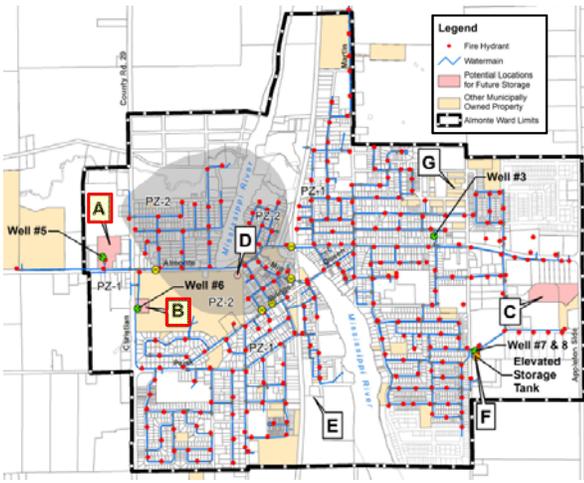
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## Option 2: Potential Locations for Future Storage

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**Legend**

- Fire Hydrant
- Watermain
- Potential Locations for Future Storage
- Other Municipality Owned Property
- Almonte Ward Limits

**Initial Screening Requirements:**

- Municipality-owned land
- Lot larger than 2 ha
- Close proximity to existing water distribution system
- Compatible land use and zoning

**Evaluation Process:**

- 7 locations (Sites A-G)
- Criteria included land attributes, existing development, proximity to trunk water main, adjacent lands, improvements to system, reliability and redundancy.
- Two (2) locations were carried forward (Sites 'A' and 'B')

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## Opinion of Probable Costs

---

**Class 'D' Opinion of Probable Costs:**

- Level of effort is limited and expected accuracy could range from -30% to +30%
- Opinion of Probable Costs reflect a '2018' dollar value

Option	Rehabilitation of Existing Tower	New At-Grade Reservoir and Pumping Station	Site Servicing	Watermain Upgrade	Total (including engineering and contingency)
1	<b>Do Nothing</b>				
	\$665,000 <sup>(1)</sup>	-	-	-	<b>\$665,000</b>
2A	<b>Maintain Existing Tank and Construct New At-Grade Reservoir and Pumping Station Site A – Well No. 5 (Almonte Street near Fire Station No. 1)</b>				
	-	\$3,400,000	-	\$160,000	<b>\$3,600,000</b>
2B	<b>Maintain Existing Tank and Construct New At-Grade Reservoir and Pumping Station Site B – Well No. 6 (Intersection of Almonte Street and Christian Street)</b>				
	-	\$3,400,000	\$100,000	-	<b>\$3,500,000</b>

**Note:**  
(1) Cost is to rehabilitate the existing tower with a new protective coating anticipated in 16 to 21 years.



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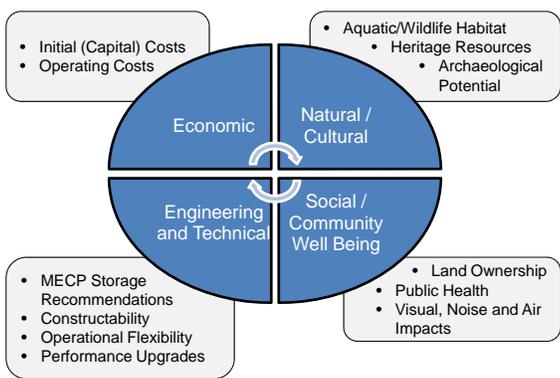
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## Evaluation of Servicing Alternatives



Impact Level	Score
Strong Positive Impact	+3
Moderate Positive Impact	+2
Slight Positive Impact	+1
No Impact	0
Slight Negative Impact	-1
Moderate Negative Impact	-2
Strong Negative Impact	-3

Importance Level	Weight
Highest Importance	5
Very Important	4
Important	3
Slight Importance	2
Not Important	1



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## Identification of Preferred Alternative

Option	Score	Rank	Comments
1	<b>Do Nothing</b>		
	-32	3	<ul style="list-style-type: none"> <li>Baseline; does not address potable water storage requirements defined by the MECP</li> </ul>
2A	<b>Maintain Existing Tank and Construct New At-Grade Reservoir and Pumping Station Site A – Well No. 5 (Almonte Street near Fire Station No. 1)</b>		
	6	1	<ul style="list-style-type: none"> <li>Addresses potable water storage requirements defined by the MECP, improves system reliability and redundancy</li> <li>Located near existing municipal facilities, Well #5 and fire station</li> <li>Readily accessible site with compatible surrounding land use</li> <li>Requires watermain upgrades</li> </ul>
2B	<b>Maintain Existing Tank and Construct New At-Grade Reservoir and Pumping Station Site B – Well No. 6 (Intersection of Almonte Street and Christian Street)</b>		
	-5	2	<ul style="list-style-type: none"> <li>Addresses potable water storage requirements defined by the MECP, improves system reliability and redundancy</li> <li>Located near natural drainage course, in park/wooded area</li> <li>Requires upgrades to improve site access</li> </ul>

**Preferred Alternative: Option 2A – Site A (Well No. 5)**



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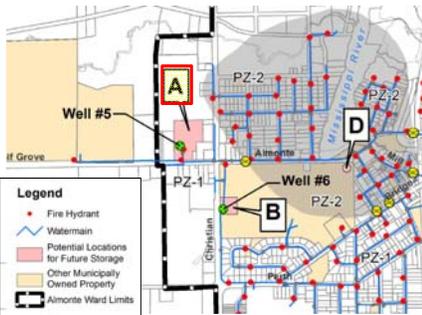
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## Summary of Preferred Alternative



Equalization Storage (B)	<b>Storage Tank:</b>
Fire Storage (A)	<b>Volume</b> ~ 2,500 m <sup>3</sup>
Emergency Storage (C)	<b>Diameter</b> ~ 17.7 meters
	<b>Height</b> ~ 11 meters
	<b>Equalization Storage</b> ~ 6.1m to 10m
	<b>Fire Protection Storage</b> ~ 2.0m to 6.1m
	<b>Emergency Storage</b> ~ 0.3m to 2.0m

**Preferred Location:**

- Mitigates potential service disruptions to residents on the west side of the river in the event of a watermain break or rehabilitation work at the Bridge Street river crossing.
- Improves distribution of flows and pressures across the Almonte Ward



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## Project Schedule and Next Steps

Milestone	Date
Notice of Study Commencement	February, 2018
Completion of Phase 1 – Identify Problem / Opportunities	March, 2018
Completion of Phase 2 – Evaluation of Alternatives	August, 2018
Public Information Centre	November, 2018
Schedule B Wrap-Up	<b>WE ARE HERE</b>

Next Steps:

- Post Schedule 'B' Report and advise stakeholders and public
- Notice of Completion of Completion issued February 27, 2019
- Following 30-day public review period, finalize Class EA
- Commence preliminary design of preferred solution



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THANK YOU!

Questions?

Ongoing information about this project can be found at [www.mississippimills.ca](http://www.mississippimills.ca)



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# Presentation to: Mississippi Mills Council

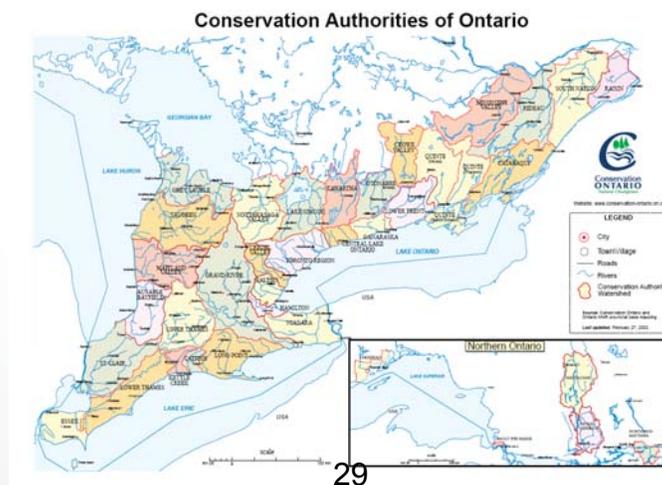
March 5, 2019



R. Tait McKenzie & Dr. James Naismith Museums

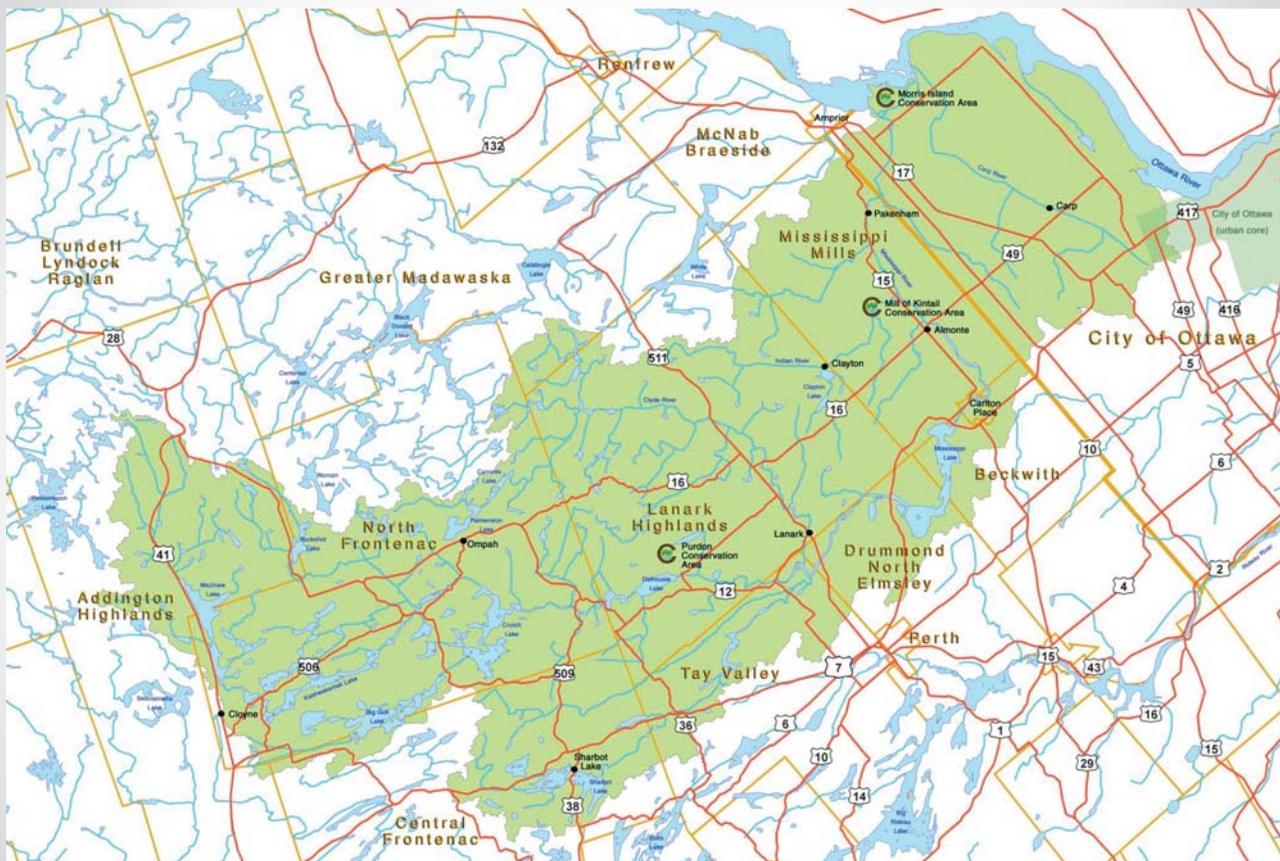
## What's a Conservation Authority?

Conservation Authorities are local, watershed management agencies that deliver services and programs that protect and manage water and other natural resources in partnership with government, landowners and other organizations.



# Mississippi Valley Conservation Authority

- Manages and protects the Mississippi River watershed. Area of 4,450 km<sup>2</sup>
- Incorporated in 1968
- Governed by Board of Directors (17 members from 11 member municipalities)
- Funded through municipal levy, self-generated revenue and provincial grants for special projects



# Background

- MVCA purchases the Mill of Kintail from the Leys family in 1972
- The Mill of Kintail Conservation Area and R. Tait McKenzie Memorial Museum officially opens in 1973
- The Naismith collection moves to the Mill in 2009
- MVCA officially takes over the Naismith collection in 2018

# Highlights

- One of the Seven Wonders of Lanark County
- Approximately 25,000 people visit the Mill of Kintail Conservation Area on an annual basis
- Approximately 8,400 people visit the Museum during the operating season
- Popular location for weddings, reunions, etc.
- Museum Committee (six members including representative from Mississippi Mills)
- Currently updating Strategic Plan



*Photo: Jemmtale Photography*

# Events & Partnerships

- The Mill is home to MVCA's outdoor education programming and the popular Wildlife Watchers Day Camp More than **2,000** school-aged children visit the Museum on an annual basis
- Kintail Country Christmas – Now in its 13<sup>th</sup> year
- Tea on the Lawn (twice a week in the summer months, now in its 61<sup>st</sup> year – Ramsay Women's Institute)
- Night Sky Conservation
- Royal Astronomical Society
- Children's Resource on Wheels Sprinkler Party
- Children's Water Festival
- Display local artists work
- Part of Lanark County Museum Network
- New partnership with the Naismith Men's Shed



# Visitors

**In recent years, visitors to the Museum include:**

- Jim Naismith (Dr. James Naismith's grandson)
- NBA Canada
- US Ambassador to Canada
- Philippines Ambassador
- Swedish Ambassador
- TVO filmed an episode of the Mystery Files at the Mill of Kintail, highlighting Dr. James Naismith and the creation of basketball
- Harlem Globetrotters



# Recent Upgrades

- Accessible ramp to the Naismith level
- Iron fire escape
- Large screen monitor for video of the Museum's upper level which is not accessible. The video was created to display McKenzie's sculptures to visitors who cannot access it
- New play structure with accessible half-basketball court
- In partnership with the Naismith Foundation, we received a Library and Archives Canada grant. The money was used to refurbish the artifacts storage area with compact storage and museum supplies, as well as purchase large bed scanners that's available for other local museums to use free of charge



# Funding

- Receives approximately **\$14,000** from the Ministry of Tourism, Culture & Sport in the form of the Community Museums Operating Grant (CMOG)
- Applies to Young Canada Works and Service Canada for grant for summer students
- Portion of municipal levy
- Revenue from activities such as memberships, special events, education program and rentals
- Operating budget from MVCA

# Questions?



*Photo: Come Wander*



## WHO WE ARE

About the North Lanark Historical Society & Regional Museum

## ABOUT US

Founded in 1965

Opened the Museum in 1970

Fire in 1979, Re-opening in 1980

A group of 60 dedicated volunteers

• 2000+ volunteer hours every year

One full time staff member

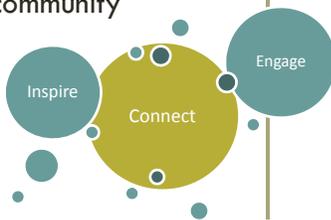
• Student summer staff dependent on funding from YCW & CSJ

Members of Mississippi Mills Museums Network & Lanark County Museums Network

Members of the Ontario Museums Association, Canadian Museums Association, & Ontario Historical Society

## OUR MISSION

The North Lanark Regional Museum believes history, heritage, culture, and quality of life are fundamental to building a sustainable, prosperous, and diversified community in Mississippi Mills. As such, the North Lanark Regional Museum strives to be an exemplary institution in our community and at large.



*“[T]he visitor experience is about much more than a destination’s cultural ‘attractions’. It’s about a destination’s **history and heritage**, its **narratives and stories**, its **landscape**, its **townscape**, its **people**. It’s about discovering what makes a city, town, or region **distinctive, authentic, and memorable**. It’s about the experience of place. In short, cultural tourism draws on an integrated understanding of all of a community’s cultural resources.”*

Town of Mississippi Mills Municipal Cultural Plan, page 7.

## OUR COLLECTION

- ❖ The Museum collects artefacts that reflect the history of the municipality of Mississippi Mills and the surrounding area
- ❖ The collection covers a diverse view of history including: social, political, workers, scientific, religious, athletic, agricultural, rural, urban, environmental, economic, military, gender
- ❖ The Museum provides proper storage and care of objects in the collection and ensures their availability for research, education, and exhibition purposes



## WHAT WE OFFER

Our Impact in the Community of Mississippi Mills

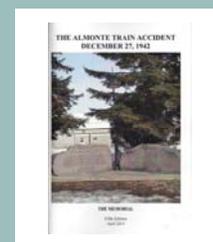
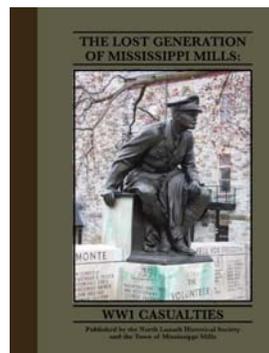
## EXHIBITIONS

- ❖ Exhibitions guided by objects in the collection
- ❖ Exhibitions guided by loans from other local institutions
- ❖ Subject matter to engage with the local community



## RESEARCH PROJECTS

- ❖ Oral histories
  - ❖ Interviews conducted by the North Lanark Historical Society
- ❖ Genealogical records & family histories
  - ❖ Donated to and collected by the Historical Society
- ❖ Publications & newsletters
  - ❖ Published history books, and quarterly newsletters



# FAMILY PROGRAMMING

Family Outings	Musical Events	Festivals
<ul style="list-style-type: none"> <li>Heritage Dinner</li> <li>Teddy Bear Picnic</li> <li>Tea on the Lawn</li> </ul>	<ul style="list-style-type: none"> <li>Robbie Burns Tea</li> <li>Strawberry Social</li> </ul>	<ul style="list-style-type: none"> <li>Apple Pie Fest &amp; Classic Car Show</li> <li>North Lanark Agricultural Fair</li> </ul>



SUNDAY, JANUARY 27TH  
2 PM - 4 PM

**Robbie Burns  
Scottish Tea**

ROYAL CANADIAN LEGION  
100 BRIDGE STREET, ALMONTE



**TEDDY BEAR  
PICNIC**  
& Book Sale Fundraiser

SATURDAY SEPTEMBER 9, 11AM-3PM  
North Lanark Regional Museum  
647 River Road, Appleton  
info: 613-257-8503 or appletonmuseum@hotmail.com



**Apple Pie  
Fest**  
& Classic Car Show

Sunday, September 17, 2-4 PM  
North Lanark Regional Museum  
647 River Road, Appleton



**Thursday Tea Time**  
Every Thursday in July and August, 2-4pm  
North Lanark Regional Museum, Appleton

# ADULT & SENIOR PROGRAMMING

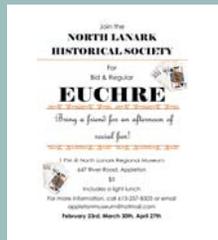
Educational Programming	Social Isolation & Wellbeing Programming	Public Service
<ul style="list-style-type: none"> <li>Speaker Series</li> <li>Public Lectures</li> </ul>	<ul style="list-style-type: none"> <li>Euchre Parties</li> <li>Health &amp; Wellbeing Programme (In Development)</li> </ul>	<ul style="list-style-type: none"> <li>Genealogy Workshops</li> <li>Community Meeting Place</li> </ul>



**GENEALOGY WORKSHOP**  
*grow your family tree*

**North Lanark Regional Museum**  
March 23rd-24th: 9-4, & 24th: 9:30-12  
613-257-8503

Free Access to Ancestry.ca  
Learn how to read different sources (military records, etc)  
Photo and copy of current online resources.  
\$15 per session. \$50 inclusive



**NORTH LANARK HISTORICAL SOCIETY**  
For 5th & Regular

**EUCHRE**  
*Bring a friend for an afternoon of social fun!*

1 PM @ North Lanark Regional Museum  
647 River Road, Appleton

Includes a light lunch  
For more information call 613-257-8503 or email  
appletonmuseum@hotmail.com  
February 23rd, March 30th, April 27th



Kyla Ubink  
**"Keeping the Past"**  
Storing & Preserving Family Archives and Memorabilia

14 October 2018  
2 PM

# CHILDREN & YOUNG ADULT PROGRAMMING



## Children's Camps

P.A. Day Summer Camps  
Summer Camps



## School Presentations

Elementary/High School Presentations  
College Lectures  
Youth Centre Seminars

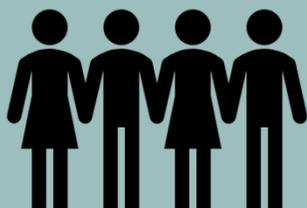


## Professional Growth Opportunities

YCW & CSJ Museum Career Training  
Algonquin College Internship Opportunities  
(2019/2020 Academic Year)  
High School Volunteer Opportunities

# AUDIENCES REACHED 2018

Families  
Adults & Seniors  
Children & Young Adults

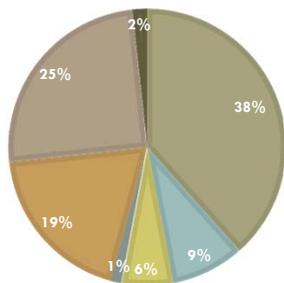


Event	Visitor Numbers	Total Visitors	Audience Demographic
Tea's	184		Families, Adults, Seniors
Heritage Dinner	76		Families, Adults, Seniors
Euchre Parties	193		Adults, Seniors
Genealogy Workshop	62		Adults, Seniors
Children's Programmes	50		Children
Special Programming	498		Families, Seniors
Strawberry Social	115		Families, Seniors
Apple Pie Fest	85		Adults, Families, Seniors
Community Meetings	106		Seniors
Speaker Series	127		Adults, Seniors
Museum Visitors	285		Families, Adults, Seniors
		1781	

# 2018 FUNDING

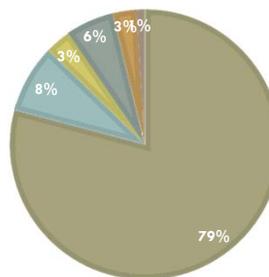
Total Income - \$61,242.86

- Mississippi Mills
- Donations
- Young Canada Works
- Membership
- Canada Summer Jobs
- Museum Programming
- Souvenir/Book Sales



Total Expenses - \$70,617.09

- Payroll
- Insurance
- Museum Operations
- Museum Programming
- Building Expenses
- North Lanark Historical Society



# LOOKING FORWARD

Plans for the Future

	Year 3 (2018)	Year 4 (2019)	Year 5 (2020)
<b>Collection</b>	-Develop online catalogue -Preserve & conserve 25% of collection	-Increase storage in lower level	-Invest in compact shelving
<b>Events</b>	-Appleton School Reunion	-Euchre Nights	-200 <sup>th</sup> Anniversary of Almonte
<b>Physical Plant</b>	-On-site memorial plaques -Non-slip hardwood flooring -Accessible pathway to cabin	-Expanded & improved agricultural exhibits	-Building extension or replacement with accessible building
<b>Exhibits</b>	-Develop two virtual exhibits -Develop two travelling/pop-up exhibits -An Appleton Reunion	-Develop two travelling/pop-up exhibits -Quilts -Wedding Collection	-Develop two travelling/pop-up exhibits -The Story of Almonte
<b>Outreach</b>	-Sustainable funding for full time staff person -Increase onsite visitors by 15% -Increase membership to Historical Society by 20%	-Increase onsite visitors by 15% -Increase membership to Historical Society by 20% -Launch community well-being programme	-Increase onsite visitors by 15% -Increase membership to Historical Society by 20% -Expand community well-being programme

## 5 YEAR PLAN 2016-2020

### “SUSTAINING YOUR MUSEUM 2019”



Our largest fundraising drive since 2016



Funds to go towards improving Museum accessibility



## THANK-YOU

The North Lanark Historical Society is proud and keen to keep the history of the people and community of Mississippi Mills alive and well for future generations

## **EXECUTIVE SUMMARY – Mississippi Valley Textile Museum**

The following executive summary will provide a capsule understanding of the museum's success and milestones as well as a fuller understanding of the vibrant and vital role of the Mississippi Valley Textile Museum in, Mississippi Mills and region, as well as on a National scale.

### **FUNDING/OPERATIONS**

The current cost to run the MVTM is a \$220,000 per year.

- The Municipality funds 30% of this amount.
- The Province funds 7% of the Museum's operations.
- The remainder of funds are raised through fundraising.
- Snow removal and maintenance of the building are not paid by the Municipality.

### **MAJOR CAPITAL IMPROVEMENTS**



According to the Ontario Museums Association, over 40% of Ontario museums are housed in heritage buildings. The MVTM's ongoing use and maintenance of one of Mississippi Mills designated National Historic Sites helps to preserve and define Mississippi Mill's local identity.

Prior to its rebirth as a museum, this former mill warehouse and office had been allowed to decline. The preservation and improvement of this local icon have been a priority of the MVTM. The work undertaken has preserved the building's heritage quality and structural integrity, ensuring it will be preserved as a local attraction for years to come. The following details the capital improvements and preservation efforts undertaken.

**2005**

- Museum receives \$9,300 from the Museum Assistance Program (MAP) for a building-needs assessment. Assessment is prepared by Commonwealth Historic Resources Management of Perth.

	<ul style="list-style-type: none"> <li>- First project includes restoring the foundations, redirecting storm drains, installing a vapour barrier around foundation, and installing a sump pit and sump pump under the back of first floor gallery.</li> <li>- Museum signs five-year agreement with Algonquin College’s Heritage Stone Masonry Program for students of the program to re-point the north side of the building. (Note: There was no mortar left on the north side of the warehouse building. Students replaced mortar in a section of that wall each year for five years and replaced two to three limestone sills each year.)</li> </ul> 
<b>2007</b>	<p>–ED/C and Board develop a ten-year building restoration and renovation plan using the 2005 Building Needs Assessment document prepared by Commonwealth Historic Resources Management of Perth.</p>
<b>2008</b>	<ul style="list-style-type: none"> <li>- Museum obtains \$15,000 from the Ontario Trillium Foundation, \$36,098 from Parks Canada’s National Historic Sites Cost Sharing Program, and \$18,500 from community donations to install drywall, track lighting, and insulation in the Wool Hall Gallery ceiling (second floor).</li> </ul>
<b>2009</b>	
<b>2010</b>	
<b>2011</b>	<p>– Grant of \$5,200 received from the Ontario Trillium Foundation for installation of a monitored security alarm, flood detection and fire safety system.</p>



– Funds raised (\$14,700) to allow Algonquin College Applied Museum Studies students to work with ED/C and construct the exhibit “Fabric of a Small Town” in the Wool Hall Gallery.

– Grant obtained from Enabling Accessibility Fund (\$32,690) to install an accessible ramp at Museum’s rear main entrance and a new accessible washroom on first floor, as well as upgrading the second-floor washroom to make it accessible. Grant also allows Museum to increase its rear parking lot to 10 paved spaces with parking lines, concrete parking curbs, and signage.

**2012**

– Funds from private donations (\$18,700) enable construction of new education room, named the “Mill Workers’ Learning Centre.”

– Grants of \$45,000 from the Ontario Trillium Foundation and \$45,600 from the Canada Cultural Spaces Fund allow purchase and installation of four gas-fired furnaces, six air-conditioning units (HVAC), supporting ductwork, and gas lines to service the building’s galleries.

– Fundraising campaign “Adopt a Window” raises \$6,225. An additional \$2,000 is received from the Community Foundation of Canada through Benjamin Moore.



Window sill – Before



After

	-- All original windows and doors are restored, including replacement of glass in both main entrance doors with "glue chip" glass to replicate original broken glass.
<b>2013</b>	Structural repairs made below the floor of original financial office at a cost of \$500.  --Funds donated by the private Family (\$8,500) allow installation of exterior lighting at all entrances, exits and parking for security and safety.
<b>2014</b>	Funds received from Ontario Trillium Foundation (OTF) \$62,000 and Canada Cultural Spaces \$73,000 to install elevator and automated door openers leading to and from the elevator.
<b>2015</b>	Elevator, elevator shaft, automated door openers (push buttons) leading to and from the elevator installation complete. Note: all public spaces within the museum are accessible to visitors, volunteers and staff with mobility limitations.
<b>2016</b>	Donated funds from private Family allow replacement of Carleton Street doors with metal doors with a wood exterior. Doors are custom built and installed at a cost of \$5,000.  The Canada 150 Infrastructure Fund provides \$30,650 (50% of cost) for repointing of interior exposed stone walls and restoration of interior plaster.  Matching funds for repointing interior exposed stone received from the Colby Foundation in the amount of \$10,000.
<b>2017</b>	Donations received from Almonte Chiropractic (\$1,000) and Figurative Artists Consortium (\$1,700) for purchase and installation of Dyson hand dryers in the Museum's two main accessible washrooms
<b>2018</b>	Matching funds are received from the Ontario Trillium Foundation of \$30,650 (50% cost) for repointing of interior exposed stone walls and restoration of interior plaster.

## VISITOR STATISTICS

The MVTM is a strong performer and its gallery openings events and programs attract a wide variety of people from outside of Almonte. Attendance growth has been steady, and most importantly, in years when the Museum has had enough funding to stage major exhibitions, attendance has increased beyond average numbers.



Examples of attendance averages by event:

- Gallery show openings draw in an average of 100 people per show;
- Fibrefest draws in an average of 2,000 people (this number is not included in the below museum attendance numbers.).

Year	Attendance	Notes
2014	4189	"Nuno": Japanese textiles. International exhibition attracted significantly more visitors than average
2015	3712	Regular events and programming
2016	3364	Regular events and programming
2017	4264	Woolen Mill Workers' Memories exhibit and documentary launch.
2018	4228	Noreen Young Retrospective attracted significant more visitors than average

## **EVENTS/MUSEUM MILESTONES**

Fibrefest draws in attendees to the event and to Almonte's downtown core for advance Christmas shopping. The festival is well known among fibre artists, crafts people and producers of fibre related materials. Booths and tables are in high demand and are reserved quickly. Festival organizers anticipate increased growth of the festival and to meet the demand for space anticipate additional auxiliary locations in addition to the Almonte arena.

2009	Funds received from Canadian Heritage (federal grant) (\$18,000) for a multi-year project to catalogue the Museum's library and artifact collection. Alexandra Blades hired to catalogue the 2,000 library holdings and 3,000 artifacts. The project includes the purchase of database software. All research and artifact holdings were documented, photographed, and entered into the database, creating a complete collection management solution.
2013	The MVTM presents the museum's first international exhibit: Maximo Laura, an award-winning tapestry artist and National Living Human Treasure from Peru. Curated by Michael Rikley-Lancaster, Executive Director/Curator

	<p>The exhibition «<i>Hair Lines</i>» works by Ottawa artists Karen Jordon and Norman Takeuchi: curated by the Mississippi Valley Textile Museum. The exhibit celebrated the historic use of hair in art in the Victorian era. See <i>Appendix A</i> for a review of the exhibit by art magazine <i>Bordercrossings</i>.</p> <p>In partnership with the Almonte Public Library and the Elizabeth Kelly Library Foundation, 100 years of digitized copies of the <i>Almonte Gazette</i> were analyzed with optical recognition software, enabling key-word searching. Funds secured from Museum &amp; Technology Fund (\$40,733), the Elizabeth Kelly Library Foundation (\$5,181), and by private donation (\$5,004).</p>
2014	<p>In collaboration with the Canadian Museum of History, the MVTM hosts it's second international exhibit: <i>Reiko Sudo of NUNO</i> from Japan. Funds are secured from the Japan Foundation (\$4,500), Japan World Commemorative Fund, Ontario Arts Council (\$8,000), and the Canada Council for the Arts (\$9,000).</p> <p>The digitized <i>Almonte Gazette</i> is launched on the Museum's website. Site sees a major increase in hits and use (up to 10,000 per month).</p> <p>Andrea Graham installation: exhibited world wide</p>
2015	<p><i>Unravelling Tension</i> - works by Ottawa artist Bozica Radjenovic</p> <p>The exhibit «Unravelling Tension» was shown and curated by the Mississippi Valley Textile Museum. This exhibition showcases knitted three dimensional sculptures.</p> <p>See <i>Appendix B</i> for a review of the exhibit by art magazine <i>Espace</i>.</p>
2017	<p>Celebrated 150 years since the Rosamond Woolen Company's building (now Mill Fall) was constructed. This was a great milestone to celebrate along with Canada's birthday.</p>
2018	<p><i>A Puppet Retrospective</i> – works by Noreen Young is installed. Over 150 of her puppets are installed at the MVTM. The exhibition is covered by journalists across the country, and was featured on CTV program</p>
2019	<p>“Those of Us Still Living” an international exhibition of fabric sculptures by American artist Jim Arendt will be installed and shown in the summer of this year. As an exhibit with an international scope the Museum anticipates increased interest and attendance.</p>



## OUTREACH

Exhibits and events offered by the Museum are recognized throughout Mississippi Mills and surrounding areas. Additionally, statistics show that the scope of the museum's programming reaches beyond the Ottawa Valley. The MVTM also meets opportunities for promotion of the museum and Mississippi Mills through outreach programming.

For example, the museum has:

- Attended conferences such as the OMA (Ontario Museums Association)
- Invitations to speak at fibre and quilting guilds (minimum of 5 per year)
- Michael Rikley-Lancaster was invited to be on the Ontario Museum Associations' "Way Forward 2025" Strategic planning committee. The following year Michael was invited to join the Ontario Museum Associations Board of Directors.
- Successful knitting and crocheting workshops offered to local elementary schools
- Educational programming is offered on the museum's website
- For 5 years the museum engaged with former woolen mill workers by hosting a mill workers' reunion. From these reunions 50 video recorded oral histories of former woolen mill workers were collected and archived.
- The Ontario Museum Association's (OMA) 2018 conference «Collaborating for Impact: Not Business As Usual» invites Michael Rikley-Lancaster to participate in a panel discussion titled « Collapsing Silos, Building Communities: GLAM Sector Collaborations». See *Appendix C for a write-up from the Archives Association of Ontario (AAO) magazine, Off the Record (Winter 2019)*

## APPENDICES

Appendix A: Bordercrossings magazine excerpt, «Hairlines» exhibit

Appendix B: Espace magazine excerpt, «Unravelling Tension»

Appendix C: Archives Association of Ontario (AAO) magazine« Off the Record» (Winter 2019), write-up of panel discussion « Collapsing Silos, Building Communities: GLAM Sector Collaborations».

## Bozica Radjenovic Unraveling Tension

Petra Halkes

MISSISSIPPI VALLEY TEXTILE MUSEUM  
ALMONTE, ONTARIO  
OCTOBER 26 -  
DECEMBER 21, 2013



The long-term effects of war on people's personal lives are difficult to envision for those of us who have never experienced its violence. I try to imagine it as a pin-prick hole in a tiny vein that refuses to heal. It leaves drops of blood forming a red line that becomes entangled in each and every endeavour of a war's victim. The strands of red yarn in Bozica Radjenovic's sculptural installations and performances and the red lines of her drawings planted this image in my mind.

Radjenovic was born in Belgrade, Serbia. She had just graduated as a sculptor with an MFA from the University of Arts in Belgrade and was actively exhibiting and achieving critical attention for her work, when the Yugoslav civil war broke out in 1991. Two years later she moved to Canada. From this powerless but safe distance, she watched the war go on for years and finally play itself out in 1999. All that time, the brutal way in which her life had come apart, rendered her mute in her chosen profession. In Serbia, she had been exhibiting her rough-hewn wooden figures. In Canada, at the end of the nineties, some similar sculptures began to appear again, now with rope and twine strung through and around the wood. The string inspired the artist to consider knitting as a viable method for making sculpture. Not only could yarn, with its endless twirling lines, reflect the complex intermeshing of the past and present, but knitted work has a practical advantage over wood: it can be stuffed into a suitcase and taken back to Serbia from where, in the 2000's, invitations to exhibit began to arrive.

In an era when knitting circles have resurfaced in coffee shops and yarn bombing has reclaimed public space in all parts of the world as a feminine and generally harmless kind of graffiti, it takes a sculptor to create works of yarn that stands out from this crowd through a creative use of the material's metaphoric strength, (its warmth, security and connectivity as well as its unravelling). The formal strength of Radjenovic's work, as well as her exploitation of the medium's humorous and poetic possibilities, was amply proven in a recent exhibition at the Mississippi Valley Textile Museum in Almonte, Ontario. Many of her knit works and some wood sculptures from recent years were shown in the well-suited surroundings of this historic stone building, where from the 1860s to the early 1980s yarn was spun and cloth was woven.

In the last dozen years, Radjenovic has gone through many skeins of yarn. A blood-red line continues to appear in these works that show, as she writes in an artist statement: "[a] readiness for quick evacuation and being constantly on the move." In *Red Root or Sweater for Poor Blood Circulation*, (2009), threads at the end of a cluster of tubers dangle in various directions, as if hesitantly finding their way in a strange environment. A tightly wound ball of yarn is connected to loose stitches at the top of the sculpture, on the ready, it appears, to unravel these roots at any time.

The cracked surfaces of the ageing gallery walls emphasize and extend Radjenovic's complex lines. Against the backdrop of peeling paint and plaster, *Slapping Hands* (2011), four knitted hands suspended from the ceiling by invisible thread, look animated, as if engaged in organizing some sort of transaction. Straight, determined lines run from the tips of the fingers down to the ground. Once there, however, plans go astray and the yarn forms unpredictable, bewildering patterns that match those created by the organic decay of the wall.

Yet Radjenovic is not fixated on the past. The additive property of knitting as a sculptural medium with which, stitch by stitch, new shapes are created forms a parallel to the way in which she, as a displaced person, reconstructs her life in her adopted country. *Hand* (2012) shows a carved wooden hand holding a blue tube of yarn pulled down by a weight at the bottom. However tenuous its grip, it shows a remaining faith in taking matters into one's own hands. Radjenovic exploits the medium of knitting in a forward-looking way, albeit guardedly. Floppy blue

knitted bricks, strung together with fishing line, are wrapped around a column to form a wall. *Wall* (2010-2011) suggests a longing for security, but the ironic use of soft wool for protection acknowledges the impossibility of shielding oneself from violence.

Working in wool has given Radjenovic a language to communicate her sadness about the destruction of her country, but the yarn has also brought back sweet memories of family connections, of childhood and of her mother knitting sweaters. The two-sided significance of yarn in her work became particularly clear in a performance piece, which took place in several locations in the summer of 2013. A red knitted body covering that left only her lower legs exposed was its central artefact. At a group exhibition at Quartair Contemporary Art Initiatives in The Hague, she wore this startling costume, which slowly unravelled while she walked around two pillars in the gallery. Remnants of the garment, hands, arms and head, were used in a performance at the cooperative Blink Gallery in Ottawa, one of the artists' groups that provide a new sense of community for Radjenovic. Here, during *Nuit Blanche*, she invited people to sit down at a table with her. She offered visitors a drink and asked them to unravel her costume and wind the yarn around their drinking glasses.

A video of this performance, *Unraveling Tension* (2013), is given a sculptural treatment in the *Almonte* exhibition: a knitted net covers the projection and emphasizes the importance of social interaction in constructing and re-constructing individual identities. While the blood red line of trauma continues to affect Radjenovic's work, in the twenty years since she witnessed the destruction of her country, her painful memories have led to an empathic concern and deep understanding of the importance of connectivity between people.

Petra HALKES is an artist, independent curator and art writer who contributes regularly to Canadian art magazines. In 2006, she initiated RIA (Research in Art) with her husband René Price. Based in their home in Ottawa, RIA hosts artist's projects and Salons. <http://researchinartottawa.wordpress.com/>

## Jacques Bilodeau Un homme et une machine

Nicole Gingras

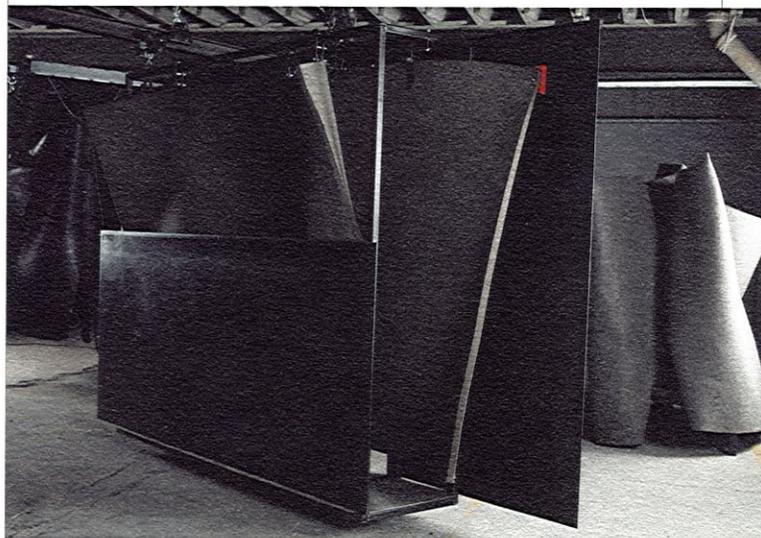
### MASSES

2150, RUE ST-CLÉMENT, MONTRÉAL  
EN COLLABORATION

AVEC LA GALERIE JOYCE YAHOUA

25 JANVIER -

22 FÉVRIER 2014



Avec *Masses*, sa plus récente œuvre, réalisée dans un espace industriel, Jacques Bilodeau poursuit sa recherche de formes et d'espaces modulables et continue de déstabiliser le visiteur de ses installations. D'abord loué pour y travailler et explorer de nouvelles relations entre matériaux, plans, surfaces, formes et mouvement, l'« atelier » s'est métamorphosé en œuvre<sup>1</sup> – un lieu anonyme donnant naissance à une impressionnante installation sculpturale, théâtre d'un singulier ballet mécanique industriel. L'artiste y réunit des matériaux familiers : feutre, acier, cuir et caoutchouc; des artéfacts industriels : poulies, chaînes, rails, moteurs, engrenages et câbles; des complices : la lumière, le temps, le mouvement.

Une pièce rectangulaire en béton, percée de fenêtres recouvertes d'une pellicule translucide filtrant la lumière du jour, est envahie par un ensemble de six formes distinctes. Cinq défient la gravitation et semblent flotter, en suspens à quelques centimètres du sol, malgré la sensation de lourdeur qui s'en dégage. Accrochés à des poutres d'acier fixées au plafond, reliés à des rails permettant glissements et rotations, ces éléments, en se déployant dans l'espace, créent divers volumes; des espaces se font et se défont et s'agencent sous nos yeux. Mus par un mécanisme hydraulique, trois d'entre eux se déplacent lentement

Jacques Bilodeau, *Masses*, vue d'ensemble de l'installation, 2014. Photo : Jacques Perron.

## Karen Jordon and Norman Takeuchi

by Petra Halkes

For 18 years, Ottawa artist Karen Jordon has been collecting her own hair to create sculptures. After washing, she rakes it gently with her hands, which leaves her with a handful of shed curls. In a continuing project that has come to measure the passing of her life, she wraps these curls with a cotton thread to create small, twisted shapes she calls *Cultivars*.

Having seen an exhibition of *Cultivars*, Norman Takeuchi, who is an Ottawa painter with exquisite drawing skills, was so impressed with the graphic quality and the organic lines of the work, that he asked Jordon if he could borrow a few to draw. The results were seen in the recent exhibition "Hair Lines," at the Mississippi Valley Textile Museum in Almonte (a small town near Ottawa): Takeuchi's Conté and graphite drawings of various dimensions are coupled with groups and lines of Jordon's sculptures, of which there are now about 400. The post-industrial setting of this exhibition, a former wool mill turned museum, becomes the third player in this collaboration. The peeling plaster and paint on the stone walls form a testament to the struggle between human intent and natural decay; they add their own lines to the striking visual discussion on nature and culture that the artists initiate.

The beauty of the marks that emerge from the painstaking craftsmanship of both artists lures the viewer into a meditative contemplation of the lines' infinite variations. In medieval times, tracing embellishing curvilinear patterns in illuminated manuscripts was a meditative exercise, thought to lead to greater understanding of divine order, but the viewer of "Hair Lines" is more



1

likely to garner earthly insights. Rather than forming recognizable patterns or symbols, the wild, irregular loops and curls of the sculptures and drawings lead nowhere specific.

Human hair, the natural source of the artworks, differs from other body parts in that it is shed and regrown. A "crop" of hair can be cultivated, grown long or cut short, a notion Jordon plays with in her title. Only nails share this bodily characteristic, and both nails and hair can look remarkably alive for some time after death. Despite this durability, hair is more transient than most of the rest of the human body; perhaps this explains our disgust at seeing hairs and nails no longer attached to the body. Hairs in the wrong places are considered abject, a sign of natural decay, a decay that much of our cultural efforts are bent to stave off.

The will to master nature remains evident in Jordon's wrapping of shed curls but, paradoxically, the



2

irrational obsessiveness of her project demonstrates the futility of the effort. Jordon's latest *Cultivars* are here pleated rather than wrapped with string. This is partly due to the arthritis that began to bother the artist's wrist after years of wrapping; the organic protest by her own body appears to have allowed nature more slack.

While Jordon's *Cultivars* play with divisions of culture and nature and reflect a human anxiety about the change and decay that comes with being part of nature, Takeuchi's drawings ostensibly pull the sculptures into a static, cultural domain. His traditional way of representation freezes them in set positions, as if shielding the creatures from nature's contingencies. Yet the drawings remain emphatically sympathetic to their subjects, and render them with the utmost attention to the fluidity and multiplicity of their lines. In addition, a gradual freeing of movement over time appears in

Takeuchi's drawings. Initially, he created small ones; some are shown here framed behind glass, looking much like natural history drawings. Medium-sized works show enlarged, expressive details of the sculptures. Unframed, but still pinned to the wall, they are a step closer to the looseness of the large, six-foot-tall, free-hanging drawings. Here, what Takeuchi draws out of Jordon's creations and magnifies for emphasis is neither human, animal nor plant-like, but a raw vital force common to all life on earth: a force that works as much with the bindings as against it.

Jordon's obsessiveness is matched by Takeuchi's more decisive but contradictory positions. Together with the patterns and lines of the gallery's stone wall, "Hair Lines" makes a mockery of any attempt to draw lines between nature and culture. ■

*"Karen Jordon and Norman Takeuchi: Hair Lines" was exhibited at the Mississippi Valley Textile Museum, Almonte, Ontario, from November 17, 2012 to January 12, 2013.*

*Petra Halkes is an artist, writer and curator in Ottawa and a regular contributor to Border Crossings.*



In Yam Lau's video projection a house builds and unbuilds itself. Its space of visibility also is seen to build and unbuild. This house, this model, a pavilion that Yam Lau's projection draws, appears always to have been so, an unfolding infinitude. It simply draws and redraws itself in endlessly dissolving moments, in perfect synch with so much of what is around us; when we listen we hear something Bachelardian, a poetic moment. In its rotations, Lau's house is built with walls consisting of evolving and dissolving screens projected directly onto a wall. His imagery is largely made of other screens that dissolve into one another. These are layers that multiply endlessly, the screen being in this way simultaneously a medium and content, interchangeably transparent and translucent. The windows, the framing, the screens, the scaffolding, the doorways and such are all simply layers, each perpetually revealing their implication in the other. A screen is what comes between, a medium, a veil that, in obscuring, may also reveal. For

Lau, it includes an aspect of traditional Chinese culture, the screen having widespread significance in both painting and building. On the other hand, the space we are watching suggests an autonomous and non-human time space, an ambiguous, uncanny, machine space such as we saw in *2001: A Space Odyssey*.

"Between Past and Present: Lived Moments in Beijing" proposes to bring digital design capabilities into proximity with traditional concerns such as memory, home, building and the question of time's movement, which is also the question of mortality—the answer to the question of what could be between past and present.

"Projection" is a term carrying a strong sense of temporality, that of planning, imagining, building, imposing and remembering. In Lau's past works these also typically exist in revolving layers of superimposition. The boundaries of the work become pertinent, this being an illuminated wall drawing, a drawing done with shadows on a wall, a memory space most people carry forward from their early



# Off The Record



# AAO

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## Collaborating for Impact: A Report from the 2018 OMA Conference

by Lisa Snider  
*Archeion Coordinator*

I had the great pleasure of being asked to be part of a panel at the 2018 Ontario Museum Association's (OMA) annual conference, "Collaborating for Impact: Not Business As Usual" on October 25, 2018. This

theme fit perfectly with the OMA's priority to build, renew, and develop relationships across sectors in their *Ontario's Museums 2025: Strategic Vision & Action Plan*. The panel was created by Kaven Baker-Voakes. Kaven has a background in journalism, and was a member of the Parliamentary

Press Gallery. He has also volunteered, or worked at several Ontario museums and heritage organizations, and is completing a Museum Studies Certificate through the OMA. I first met Kaven when he was one of the attendees at an in-person Archeion workshop I gave in Ottawa at Ingenium. Adele Torrance, Archivist in Collections and Research at Ingenium, Canada's Museums of

Science and Innovation, kindly invited interested people from other institutions in Ottawa to come to the workshop. Attendees came from a range of library, archives and/or museum environments. At lunch after the session, I chatted with Kaven and we talked about how collaboration was something we both felt was really important in the Gallery, Library, Archives and Museum (known commonly as GLAM) communities. Kaven related later, that this conversation gave him the start of an idea for this panel, and the rest was history! You never know where one conversation will lead!



The "Collapsing Silos, Building Communities: GLAM Sector Collaborations" panel at the Ontario Museum Association's 2018 conference. Left to right: Back—Kaven Baker-Voakes and Lisa Snider; Front—Kerry Badgley and Michael Rikley-Lancaster

(Submitted photo).

Kaven developed a panel that focused on GLAM collaborations, and invited some amazing fellow panelists from the library and museum communities. The panel included myself, Kerry Badgley, and Michael Rikley-Lancaster. Kerry Badgley is Ontario Library Association's 2018 President.

He served as Editor of the *Journal of the Canadian Historical Association*, and has published in the areas of social and political history, and archival theory. Kerry previously served as an archivist at LAC, and is currently the Research Manager at the Litigation Management and Resolution Branch for Crown-Indigenous Relations and Northern Affairs Canada. Michael Rikley-

Lancaster is an OMA board member. His background includes being the Assistant Curator at the Diefenbunker Museum and a Program Coordinator for Young Canada Works in Heritage Organizations with the Canadian Museums Association. He has been a board member with heritage organizations throughout the Ottawa area, and has served as Executive Director/Curator of the Mississippi Valley Textile Museum since 2007. Kaven Baker-Voakes served as our Moderator, but also presented questions with commentary throughout the presentation. I was asked to join as a member of the archival community.

I have also worked in library and museum environments. As Archeion Coordinator, I work with members from every part of the GLAM Sector. I really enjoyed this panel collaboration, and learned a lot from Kaven and my fellow panelists.

The talk was titled "Collapsing Silos, Building Communities: GLAM Sector Collaborations." Kaven put together a list of questions that related to our common challenges with funding, staffing and increased public access, as well as how we might collaborate to develop future partnerships, so we can all benefit. The questions were varied and really made me think about how we can work together, and try to support each other with our challenges and successes. Two examples of the questions we tackled were: How does your

sector, or an organization that your involved, collaborate now? Does it? Why? Why not? What are some of the challenges in your organization and how does it deal with a disconnect between work and the public's understanding? How might GLAMS collaborate to address?

We were all thrilled that Kaven proposed this session as a panel, but also as a discussion, by inviting audience participation in answering the questions. The audience seemed to really respond to the discussion, and many shared their challenges, current



"Collapsing Silos, Building Communities: GLAM Sector Collaborations" panel slide at the 2018 OMA conference (Submitted photo).

collaborations, ideas and hopes for collaborations in the future. The discussion was so popular that we didn't even get through most of our questions! I found these questions really made me think about what I have experienced and what I would like to see happen in the future. For a couple of the questions, I had little in terms of potential

solutions, only more questions! However, I greatly enjoyed hearing what others, both on the panel and in the audience, had to say about this topic. After the panel, I briefly talked with a couple of audience members and they too enjoyed the discussion, and were thinking about potential future collaborations.

After our panel, I went to the GLAM Plenary Panel. The OMA kindly invited me, repre-

senting AAO, to attend it and the reception afterwards. John Roberts, Chief Privacy Officer and Archivist of Ontario, was part of a panel made up of leaders in the GLAM sector. It also included Shelley Falconer, President & CEO, Art Gallery of Hamilton, Vickery Bowles, City Librarian, Toronto Public Library, Christina Tessier, President & CEO, Ingenium, Canada's Museums of Science & Innovation, and it was moderated by OMA President Petal Furness. The GLAM Plenary Panel was one of the most interesting panels I have seen in a long time. The discussion focused on public trust in GLAMs and



GLAM Plenary Panel, Ontario Museums Association 2018 conference (Submitted photo).

what our role is in a world of fake news, as well as how we can collaborate and promote public engagement to support democratic values and freedoms. Panelists talked about their experiences, challenges and hopes for the future.

In my view, the two panels started a larger public discussion in

the communities. After participating in our panel, and listening to the GLAM Plenary Panel, I was inspired to develop more collaborations, or try and facilitate them for others, in 2019...but more on that in spring!



## Archives Collections Management

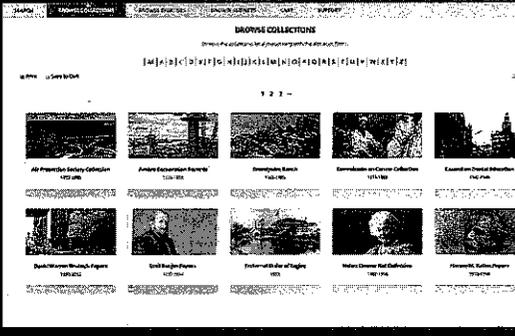
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# IMAGE

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SABLE

FEBRUARY - MARCH 2019

FÉVRIER - MARS 2019

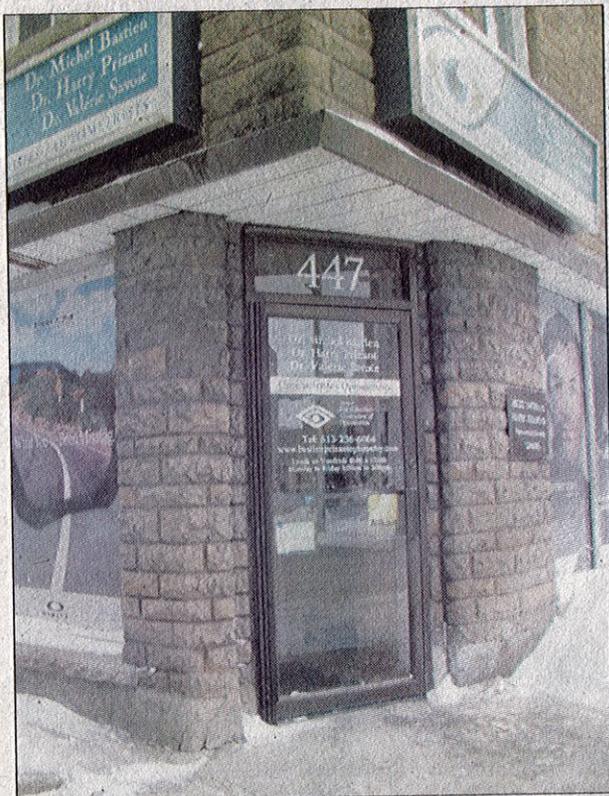


Photo Betsy Mann

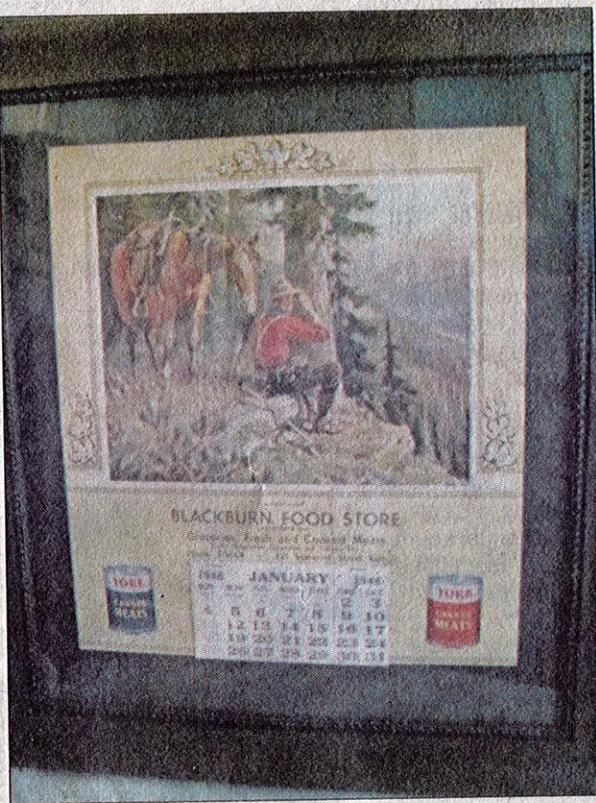


Photo Betsy Mann

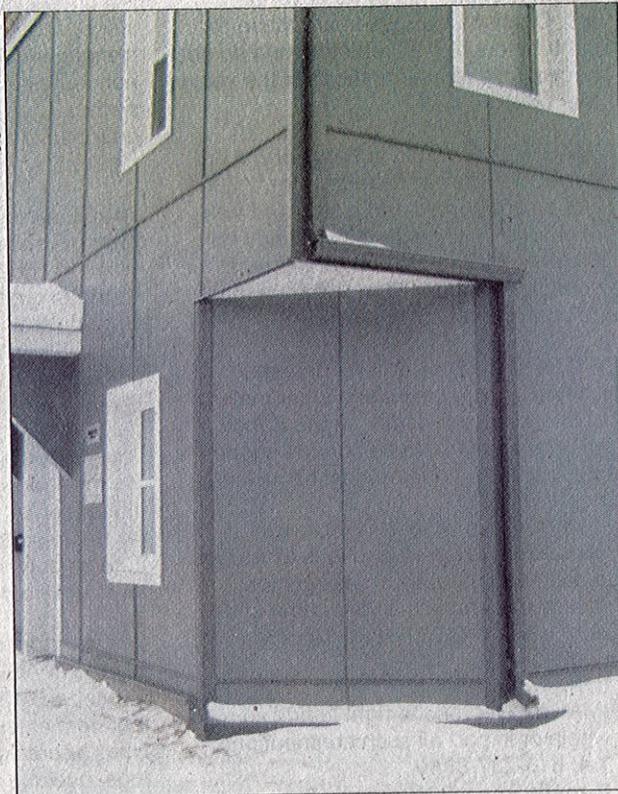


Photo Betsy Mann

The stone and brick building at the corner of Cumberland and Besserer housed a grocery store 90 years ago. At the time, it was managed by Robert Doctor, who also lived in the building. It had become an IGA store by 1935, the year when Bastien and Archambault, Optometrists moved to this location from Nicholas Street. The Bastien name (another generation) remains on this long-time business.

Chris Evans and Clara Winer found this calendar in the walls of their Blackburn Avenue home recently while doing major renovations. Framed, it now decorates their new kitchen, a reminder of the neighbourhood's history.

There's a reason we call them "corner stores"; the intersection of two streets still makes for a prime location. The angled front on this recently renovated building at the corner of Wilbrod and Friel is the clue that there was once a doorway into a store here. In the 1920s, Samuel Cohen had a confectionery shop and also lived at this address.

**It's Heritage Month!**

*Gallery Scene/Seen*

## Anne Kelly and Heather Dubreuil: STITCHED: A Homecoming

**Maureen Korp**

Remember looking out that hotel window and seeing, for the first time ever, roof lines, balconies, fire escapes, even the chimney pots of Paris? Heather Dubreuil has studied roof lines, too, and a good many other straight-line intersections of storied light and narrow street here, there, and elsewhere. For her part, Anne Kelly remembers buttons, threads, bits of lace, sepia photographs, and grandfather's waistcoat, as well as tales she overheard in the front parlour. The textile arts of Dubreuil and Kelly form an intricate interplay of story and point-of-view in *STITCHED: A Homecoming*, the current exhibition of the Mississippi Valley Textile Museum, Almonte, curated by Michael Rikley-Lancaster.

Anne Kelly's materials are vintage fabrics, scraps of this and that, which she appliques, embroiders, and stitches into densely layered metaphors of memory. Her collages are thick with imagery. "Woodland Walks: Rucksack," 2015, for example, was once no more than a plain rucksack. Someone threw it away, perhaps. Kelly retrieved it and covered it

with stitched drawings of mouse, deer, birds, and trees, each appliqué edged with lace. Whose rucksack was this originally? Unknown. But, maybe one time, in the woods somewhere, there was an encounter with an owl.

Interactions with others are visual storylines throughout Kelly's work. "Harvest Apron," 2016, displays all the plenitude of a good year in a temperate climate. Centred upon the apron, we see a pile of apples, squash, and sheaves of grain. Surrounding all are a good many birds, even a mouse, all evidently complaining about the loss of their larder to a mere mortal.

Artist Anne Kelly has listened to the stories the kinfolk told. We see that in her attention to detail and visual narrative. Inside one display case are three objects — an accounts book, a heart-shaped pillow, and a sewing box. Each is layered, pasted, embroidered with the minutiae and detritus of what happened when, where, one hundred years ago when their men went off to war.

The subject matter of Heather Dubreuil's artwork is the contemporary cityscape. Her piecework compositions are disciplined, quiet, almost Euclidean geometries, constructed from hand-dyed panels of flat colour cut and stitched carefully into place. For the most part, the artist uses her own photography to establish the grid of her architectonic compositions. Dubreuil has studied the streetscapes of North America and Europe closely as we see in the exhibition.

Curator Michael Rikley-Lancaster organized the display of Dubreuil's work in terms of colour, not place. Greens and blues form one group of her compositions, greyed whites and yellows another, for example. This arrangement is effective because it enables our eye to see the artist's use of pattern meditatively as



*Anne Kelly, Harvest Apron*

of two wonderfully lyrical compositions of linear swoops and curves, "Port Clyde #5," 2015 and "Port Clyde #4," 2015. The subject matter is the same in both: two tall telephone utility poles along a village street of small houses. Across the sky, a dance of wires waltzes every which way. Both compositions are identically sized and patterned, albeit differently coloured. "Port Clyde #5" features rose and yellow; "Port Clyde #4" is rendered in greys.

Almonte is an easy 40-minute drive west from Ottawa. The route is well-marked. Very near MVTM are two other fine contemporary art galleries—Sivarulasa Gallery, 34 Mill Street, and General Fine Craft, 63 Mill Street. The exhibition at Sivarulasa is "Figure—Sue Adams, Adrienne Dagg, and Caroline Ji." Mill Street is Almonte's main drag, with a host of good galleries, antique shops, and bookstores.

**STITCHED: A Homecoming**

### OTHER EXHIBITIONS OF INTEREST IN OTTAWA

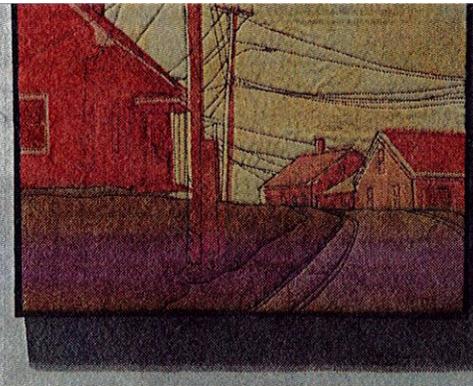
#### **Contemplations of Land and Sea**

Photography by Glenn Bloodworth  
and Richard Robesco  
Exposure Gallery  
(upstairs room in Thyme & Again)  
1255 Wellington St. W.  
Ottawa, ON  
**January 16 to March 4**

#### **Land and Memory**

Paintings and Photography by Leslie  
Hossack, Christine Fitzgerald, Manon  
Labrosse, Troy Moth, Patrice Stanley,  
and Rémi Thériault  
Studio Sixty-Six  
101-858 Bank Street



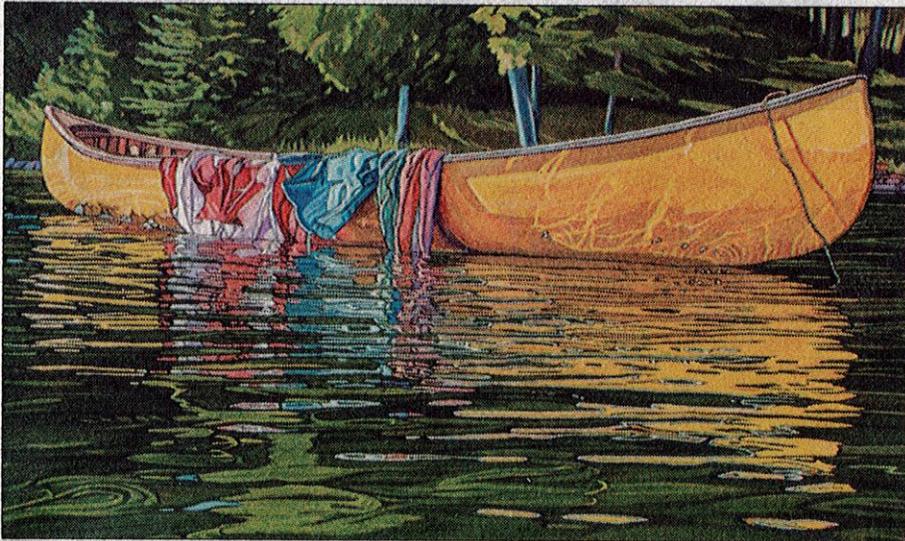


rective because it enables our eye to see the artist's use of pattern meditatively as edge, line, angle and curve.

The perspective we see is very often a view from an upper-storey window. "Bishop Street," 2013, for example, shows us the angled roof line of a row of old townhouses rendered in purple, blue, pink, and yellow. The row, however, is jammed in between a large, flat grey, many-windowed, tall rectangle at one end, and a greyed green, massive, rectangular slab at the other end. There is no sky left to be seen in this hard setting.

Port Clyde, on the other hand, is the site

Heather Dubreuil, Port Clyde #5



### Skinny Dipping in Canada, coming this March

Local Sandy Hill artist, Janet K. MacKay, has been working over the last year on a new series of paintings called "Skinny Dipping in Canada." This "cheeky" series will warm your heart and enliven your soul while maintaining a PG rating. Janet's distinctive vibrant style is reminiscent of the Group of Seven, but with her own unique twist. Each painting is bursting with a flood of brilliant colours and enticing reflections, taking the viewer to the peaceful, warm and sparkling days of summer at the lake.

MacKay has been fascinated for years with painting water and with how it reflects the world around it. She initially painted just the water, then slowly started adding in shorelines, kayaks and canoes. Incorporating skinny dipping in the subject matter takes the fascination to a new level.

The "Skinny Dipping in Canada" series will be on display at Sandy Hill's Worldview Studio, located at 210 Blackburn Ave., from March 30 to April 7. The Studio will be open daily from noon to 5 p.m. For more information: [www.worldviewstudio.ca](http://www.worldviewstudio.ca)

### STITCHED: A Homecoming

Textile Art by Anne Kelly and Heather Dubreuil

Mississippi Valley Textile Museum

3 Rosamond Street East  
Almonte, ON

January 19 to March 23

Studio Sixty-Six

101-858 Bank Street

Ottawa, ON

January 11 to March 3

### Living in a Parallel World—

Paintings by Hamid Pirvalli

St. Laurent Branch

Ottawa Public Library

515 Côté Street

Ottawa, ON

January 4 to March 29

## ST JOSEPH'S MINISTRIES OPEN HOUSE OURS TO DISCOVER



Sunday 10 Feb, 10:30 a.m. - 1:30 p.m.

Parish Hall - 174 Wilbrod

The members of St. Joseph's Church, at the corner of Cumberland and Wilbrod, have a longstanding commitment to serving the Sandy Hill Community.

The original church was completed in 1857, the same year that Ottawa was chosen as the capital of Canada.

You may have noticed that the Supper Table serves meals and runs a Food Bank. The summer garden grows vegetables and herbs for the Supper Table. The Women's Centre provides a range of services.

Curious and want to know more? Drop in to the Parish Hall located in the Church Basement on Sunday, February 10.

Pour yourself a free coffee and chat with volunteers.

All are welcome!

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS**  
**INFORMATION REPORT**

**DATE:** March 5, 2019  
**TO:** Council  
**FROM:** Dan J. Prest, Chief Building Official  
**SUBJECT:** 2018 Building Report

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**RECOMMENDATION:**

**That the 2018 Building Report be received for information.**

**BACKGROUND:**

Since 2005, Bill 125 requires Municipalities to use a ‘fee for service’ model to fund Building Departments to prevent surplus building permit fees from being used for general revenues. Below is the report for 2018 that outlines the number of permits, fees and reserves that support the Building Department.

Every five (5) years, the Building Department reviews the fees and charges to ensure it is meeting this objective of surplus neutrality. This report will be available for the 2020 budget.

**DISCUSSION:**

The Building Department is an economic engine for the municipality. We ensure that the municipal assessment base continues to grow so our community can continue to provide services and assist Council to allow moderate tax increases. This activity creates jobs in our community for contractors and suppliers.

The fundamental objective of our Building Department is to provide permit plan reviews, technical guidance and inspections. We follow up on outstanding, incomplete permits and pursue construction projects without permits in accordance with the Ontario Building Code.

**STATISTICS AND FINANCIAL INFORMATION:**

- 436 permits issued; 2969 inspections conducted.
- 233 new doors constructed (single, semis, towns and apartments).
- \$62,969,566.00 - new property assessment value.
- \$604,302.65 - fees revenue covered our costs & added to reserves.
- 271 old permits closed (2016–1998).
- 870 open permits (2016–1998).

**SUMMARY:**

The continued support of Council is important to allow the Department to ensure that the level of service our residents have come to expect is delivered. We are encouraged by the recent increase in building activity and accept it as an indication that builders, developers and new residents are committed to and confident in the service they receive from the Municipality.

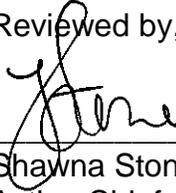
Respectfully submitted,



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Dan J. Prest, CMMII, BCIN  
Chief Building Official

Reviewed by,



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Shawna Stone  
Acting Chief Administrative Officer



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Niki Dwyer, MCIP RPP  
Director of Planning

Attachments:

1. 2018 Activity Report

# MUNICIPALITY OF MISSISSIPPI MILLS

## Annual Building Permit Activity Report

2018 and 2017

### Building Permit Activity by Month

<b>January 1st, 2018 – December 31st, 2018</b>			
<i>Month</i>	<i>Count</i>	<i>Work Value</i>	<i>Fees</i>
January 2018	10	\$600,500	\$9,375.00
February 2018	29	\$931,000	\$2,566.75
March 2018	21	\$1,659,200	\$40,902.64
April 2018	47	\$6,913,020	\$69,670.55
May 2018	54	\$8,799,455	\$81,983.40
June 2018	40	\$5,427,125	\$65,245.00
July 2018	54	\$5,806,716	\$60,233.60
August 2018	30	\$2,093,550	\$40,442.59
September 2018	43	\$7,854,350	\$28,691.64
October 2018	31	\$4,210,000	\$54,932.27
November 2018	45	\$8,733,650	\$66,276.71
December 2018	32	\$9,941,000	\$83,982.50
	<b>436*</b>	<b>\$62,969,566.00</b>	<b>\$604,302.65</b>

<b>January 1st, 2017 – December 31st, 2017</b>			
<i>Month</i>	<i>Count</i>	<i>Work Value</i>	<i>Fees</i>
January 2017	16	\$1,006,000	\$3,987.56
February 2017	9	\$1,270,000	\$11,171.22
March 2017	19	\$2,609,540	\$49,351.20
April 2017	34	\$2,904,177	\$33,274.56
May 2017	41	\$2,437,412	\$40,087.65
June 2017	62	\$5,304,261	\$58,473.50
July 2017	39	\$3,316,278	\$44,314.60
August 2017	38	\$5,097,850	\$55,606.34
September 2017	43	\$3,567,366	\$12,212.20
October 2017	114	\$7,932,400	\$40,491.00
November 2017	50	\$5,618,621	\$179,397.26
December 2017	14	\$1,851,500	\$36,350.80
	<b>479*</b>	<b>\$42,915,405.00</b>	<b>\$564,717.89</b>

\*The total number of permits includes conditional foundation permits, which creates a duplicate stat for a single project. With a procedural change in early 2018 to how foundation permits are issued and recorded, in order to compare stats between years, the total number of permits issued should be adjusted to **414 in 2018**, and **403 in 2017**, an increase of 11 permits in 2018.

## New Dwelling Units

<b># New Dwelling Units by Type</b>	<b>2018</b>	<b>2017</b>
Single	89	65
Semi	26	36
Townhouse	60	64
Apartment (Individual Units)	61	0
<b>Total Units</b>	<b>236</b>	<b>165</b>

<b># New Dwelling Units by Village/Rural</b>		
Almonte	216	135
Pakenham Village	0	0
Appleton, Blakeney, Clayton	1	3
Settlement/Subdivision	3	11
Rural Ramsay/Pakenham	16	16
<b>Total Units</b>	<b>236</b>	<b>165</b>

## Building Permit Activity by Type

<b>Property Category</b>	<b>2018</b>	<b>2017</b>
Commercial	16	11
Government/Institutional	7	13
Industrial/Agricultural	6	8
Residential	407	447

<b>Purpose of Permit</b>		
Addition	25	14
Change of Use	2	4
Demolish	10	11
Renovate/Alter/Repair	75	48
New Building Construction	210	206
Foundation (Conditional)	22	76
Other (Deck, Pool, Tent, Woodstove, Etc.)	92	120

<b># Permits by Ward</b>		
Almonte	297	335
Pakenham	47	36
Ramsay	92	108

<b># Permits by Village/Rural</b>		
Almonte	297	335
Pakenham Village	3	5
Appleton, Blakeney, Clayton	4	8
Settlement/Subdivision	19	24
Rural Ramsay/Pakenham	113	107

## **MEMORANDUM**

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**To:** Committee of the Whole  
**From:** Jeanne Harfield, Acting Clerk  
**Date:** March 5, 2019  
**Re:** **2018 By-law Enforcement Report**

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Municipal Law Enforcement Services (MLES) has provided animal control and by-law enforcement services to Mississippi Mills since 2008 (by-law enforcement) and 2011 (animal control). As part of the contract, MLES provides the municipality with a summary report of all animal control and by-law enforcement calls received during the calendar year. The attached information provides a summary of calls for 2018 as well as comparisons with 2016 and 2017.

As per the contract, MLES provides 15 hours of by-law enforcement services per week. Any additional work or hours would have to be approved by the Municipality. MLES must also be available from 10:00 a.m. to 6:00 p.m. to accept animal control related calls. The number of hours has not changed since 2008. The annual costs associated with by-law enforcement and animal control are: \$49,201.20 + HST. This does not include any municipal administrative time or resources.

## BY-LAW ANNUAL REPORT FOR 2018

### 2018 Monthly Call Summary

Month	Animal	Parking	Property	Noise	Other Calls*	Total Calls	Animals To AVS*	Parking Tickets	Bylaw Charges
Jan	14	8	8	4	3	37	0	74	5
Feb	12	7	1	1	4	25	1	22	1
Mar	15	10	5	3	8	41	0	56	6
Apr	19	9	14	6	9	57	0	7	5
May	27	12	19	4	5	67	0	7	3
Jun	18	8	24	2	6	58	0	12	0
Jul	20	11	21	2	9	63	0	5	0
Aug	16	9	29	3	11	68	0	3	3
Sept	12	4	17	3	11	47	1	8	2
Oct	12	7	16	3	7	45	0	19	0
Nov	12	13	12	4	5	46	0	115	1
Dec	13	9	4	4	6	36	1	69	
<b>2018 Totals</b>	<b>190</b>	<b>107</b>	<b>170</b>	<b>39</b>	<b>84</b>	<b>590</b>	<b>3</b>	<b>397</b>	<b>26</b>

#### Comparables

<b>2017 Totals</b>	164	116	133	38	57	512	3	529	3
<b>2016 Totals</b>	226	103	66	24	40	459	8	448	10

**\*Other calls** - Any by-law related call that is not specifically identified in another Call Classification Column. These include calls/complaints related to outdoor burning, fireworks, littering, lumination, zoning, taxi, seasonal stands, swimming pools, use and care of roads, waste management etc.

**\*Animals to AVS** - Animals sent to Almonte Veterinarian Services

### Summary of total General By-law and Animal Control Calls

Year	General Bylaw*	Animal	TOTAL
2016	233	226	459
2017	348	164	512
2018	400	190	590

\***General By-law** - All by-law related activities, matters, complaints, investigations, court cases, enforcement initiatives of any municipal by-law except Animal Control and is the total of Parking, Property, Noise and Other Calls from the 2018 Monthly Summary table above.

### Yearly Animal Call Summary

Year	Stray Dogs	Vicious Dog	Other*	Total	Animals To LAWS or AVS
2016	114	5	107	<b>226</b>	8
2017	58	14	92	<b>164</b>	3
2018	63	10	117	<b>190</b>	3
<b>TOTAL</b>	<b>235</b>	<b>29</b>	<b>316</b>	<b>580</b>	<b>14</b>

\***Other** - Other calls related to dogs that did not involve a stray or vicious dog.

**Mississippi Mills Public Library Board  
Minutes  
Wednesday, December 12, 2018 11:30 a.m.  
Almonte Branch Meeting Room**

**Present:**

Board: Mary Lou Souter  
Danielle Wojtyniak (Meeting Chair)  
Micheline Boucher  
Val Wilkinson  
Betty Mears  
George Seibel

Regrets: Amanda Pulker-Mok  
Anne Mason

Staff: Christine Row, CEO/Chief Librarian

---

The meeting was called to order at 11:34 a.m.

1) **APPROVAL OF AGENDA**

**Moved by** G. Seibel  
**Seconded by** V. Wilkinson

**THAT the agenda be approved as presented.**

**CARRIED**

2) **DISCLOSURE OF PECUNIARY INTEREST**

a. None

3) **APPROVAL OF MINUTES**

**Moved by** B. Mears  
**Seconded by** M. L. Souter

**THAT the MMPLB Meeting minutes dated November 28<sup>th</sup>, 2018 be approved as amended.**

**CARRIED**

4) **DELEGATIONS/PRESENTATIONS**

a. None

5) **BUSINESS ARISING FROM MINUTES**

a. None

6) **CORRESPONDENCE**

a. None

7) **OTHER/NEW BUSINESS**

a) **In Camera- Personnel Matter**

**Moved by** M. Boucher

**Seconded by** V. Wilkinson

**THAT the MMPLB move to in camera at 11:37 a.m. to address a topic pertaining to personal matters about identifiable individuals, including municipal or local board employees; specifically concerning library staff contract extensions.**

**CARRIED**

**Moved by** M. L. Souter

**Seconded by** M. Boucher

**THAT the MMPLB return to regular session at 11:49 a.m.**

**CARRIED**

**Moved by** V. Wilkinson

**Seconded by** B. Mears

8) **REPORTS**

a) **Chair's Report**

M. L. Souter thanked the Library Board members for their years of support.

b) **Committee Report**

M. Boucher provided an update on the CEO Orientation Ad Hoc Committee.

**Moved by** V. Wilkinson

**Seconded by** M. L. Souter

**THAT the MMPLB agrees to dissolve the CEO Orientation Ad Hoc Committee.**

**CARRIED**

**c) CEO's report**

C. Row presented the CEO report for review and discussion.

**e) FINANCIAL STATEMENT**

None.

**9) BOARD ADVOCACY**

**10) NEXT MEETING:** February 6, 2019

**11) ADJOURNMENT**

**Moved by** G. Seibel

**Seconded by** V. Wilkinson

**THAT the meeting be adjourned at 12:07 p.m.**

**CARRIED**

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

**STAFF REPORT**

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Tiffany MacLaren, Community Economic & Cultural Coordinator  
**SUBJECT: Pre-Budget Approval Hanging Flower Baskets**

---

**RECOMMENDATION:**

**THAT Council authorize pre-budget approval of \$8,000 for the hanging baskets throughout Almonte and Pakenham, with business owners being charged a fee per basket as a cost recovery measure.**

**BACKGROUND:**

As an ongoing beautification initiative, the Municipality orders hanging flower baskets for downtown Almonte and downtown Pakenham. The order contains a total of 100 baskets including larger baskets placed on bridges and municipal facilities. Baskets are delivered in late May early June.

**DISCUSSION:**

The contract is typically awarded in late February/early March to allow the nursery adequate time to plant in their greenhouses and ensure baskets are rooted and have buds showing colour at time of delivery.

**FINANCIAL IMPACT:**

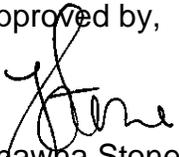
There is \$8,000 in the draft 2019 Capital Budget for hanging baskets. Business owners are charged a cost recovery price of the \$70 per basket. In total, the final charge to the capital budget will be \$1,500 - \$2,000 for baskets on bridges and municipally owned facilities.

**SUMMARY:**

It is recommended that Council grant pre-budget approval of \$8,000 for the annual hanging flower basket order.

Respectfully submitted,

  
Tiffany MacLaren  
Community Economic and Cultural Coordinator

Approved by,  
  
Shawna Stone  
Acting CAO

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

**STAFF REPORT**

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Calvin Murphy, Recreation Manager  
**SUBJECT:** **Ball Diamond Advertising Agreement  
(Pakenham and Gemmill Park Ball Diamond)**

---

**RECOMMENDATION:**

**That the Mayor and Clerk be authorized to enter into an agreement with Klirrus Sales and Marketing for fence advertising at the Pakenham and Gemmill Park Ball Diamonds.**

**DISCUSSION:**

The above recommendation is being made to enter into an agreement with Klirrus Sales and Marketing for use of ball diamond fence advertising space at the Pakenham Ball Diamond and Gemmill Park Ball Diamond facilities.

On February 4<sup>th</sup>, 2019, The Recreation Manager met with Alton Plager of Klirrus Sales & Marketing to discuss a proposal for ball diamond fence advertising for both the Pakenham Ball diamond and Gemmill Park ball diamond in Almonte. Mr. Plager is a resident of Mississippi Mills and is looking at this opportunity as way of promoting local business with this advertising venture which will also provide an extra source of revenue for the Recreation Department.

Advertising signs would be left on the outfield fences at both ball diamonds during the months of May through October with a portion of the advertising sales revenue coming back to The Municipality. Klirrus Sales and Marketing is proposing an 85%-15% split in revenue sharing for the ball diamond advertising signs (The Municipality receiving 85% and KSM receiving 15% of the revenue).

Klirrus Sales & Marketing has agreed to enter into this agreement for a three year term, with an opportunity to revisit the agreement once it expires.

**FINANCIAL IMPACT:**

To date there is no advertising on the Ball Diamond fences at Gemmill Park or the Pakenham Ball Diamond. Klirrus Sales & Marketing is proposing to sell the fence advertising signs for \$700.00/sign per season with The Municipality receiving 85% of the revenue. (Which would equate to \$595.00 of the \$700.00.) Depending on the number of advertising spaces that are sold at both ball diamonds this could generate a significant amount of revenue for the department. I believe this to be an opportunity for the Municipality of Mississippi Mills Recreation and Culture Department to bring in some much needed revenue over the next three years.

**SUMMARY:**

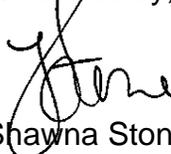
This is an initiative that will benefit Klirrus Sales and Marketing as well as the Municipalities Recreation and Culture Department by bringing in additional revenue to the Departments budget.

It is recommended that the committee proceed with the above noted recommendation.

Respectfully submitted,

  
Calvin Murphy  
Recreation Manager

Reviewed by,

  
Shawna Stone  
Acting CAO

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## STAFF REPORT

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Niki Dwyer, Director of Planning  
**SUBJECT:** **Community Official Plan – Proposed Modifications (Part 1)**

---

### **RECOMMENDATION:**

**THAT Council receive the Community Official Plan - Proposed Modifications (Part 1) Report for information;**

**AND THAT Staff be directed to proceed with the timeline for information and direction on the modifications to the plan as presented in the Report.**

### **BACKGROUND:**

The Municipality of Mississippi Mills adopted the current *Community Official Plan* (the COP) in December 2005 and received Ministry approval of the plan in August 2006. In accordance with Section 26(1) of the *Planning Act*, the Municipality shall undertake a conformity and consistency review of the COP every five (5) years. The 5 year review was initiated in 2009 to review and update existing land use policies and examine the consistency of development within the first four years of the plan with the projected growth targets.

The review of the COP has included an update of the land needs background assessment; targeted policy review as directed by Council; and consultation with ministries, agencies and other public bodies regarding statutory updates to the policy to conform to updated provincial policies.

On June 26, 2018, Council passed Bylaw 18-66 adopting Community Official Plan Amendment No. 21 following which, the complete application was provide to Lanark County (“the approval authority”) for review and approval. On September 5, 2018 County Council deemed the application to be complete and directed County staff to circulate the application for review by Ministries, public bodies and agencies for comment. The application was also circulated to the County’s planning consultant (JP2G Inc) for review and recommended modifications.

On December 12, 2018, Municipal planning staff received draft modifications from the County of Lanark. The draft modifications include 75 comments and recommended

amendments throughout the plan. It is not uncommon to receive this many modifications to the plan, nor was it unexpected by staff. Many of the modifications are clerical or are provided for information only.

Of the 75 modifications, there are several topics that warrant discussion and direction from Council before staff can provide a response to the County Planner. In order to facilitate meaningful discussion by Council on the topics, staff will introduce the topics over the course of two meetings, following which a final report with itemized options will be brought forward for decision by Council.

### **Timeline for Discussions:**

March 5, 2019:

- Significant Valley lands
- Significant Wildlife Habitat
- Aggregate Resources
- Natural Heritage Systems

March 19, 2019:

- Population Projections and Settlement Strategy
- Future Expansion Areas
- Agricultural Lands

April 2, 2019:

- Each of the above discussion points will be provided a series of options for Council to consider and provide direction
- A copy of the complete list of draft modifications provided by the County.

### **FINANCIAL IMPLICATIONS:**

At this time, staff have undertaken the review of modifications and negotiations with the County using internal resources. A call to JL Richards was made to clarify certain assumptions made in the policy development; however, the costs of consultants to assist in the review at this time is budgeted to be absorbed within the Planning Department's professional fees.

The financial implications of completing the COP at this time are estimated to be marginal if the County's suggested modifications are either a) accepted by Council or b) reflective of the original submitted plan. If Council directs staff to undertake significant research or modifications (particularly resulting in new mapping and GIS work), a revised work plan and associated cost will have to be approved by Council. Staff will identify out of budget expenditures related to the options report presented on April 2, 2019.

## **PUBLIC CONSULTATION:**

The public consultation process articulated in the Planning Act is “front end loaded” for Official Plan Amendments. Public Open Houses and Meetings in accordance with Section 17 of the Planning Act occur prior to the adoption of the amendment and occurred primarily in 2017 and 2018. There are no further requirements for public consultation, and if directed to undertake consultation processes at this juncture, significant delays in approval timelines and increased costs can be anticipated. If Council would like to undertake additional consultation, staff can provide a follow up report estimating the cost and options for meaningful consultation.

## **SUMMARY:**

Each of the discussions points for consideration has been appended to the report. A summary of directive policies from higher levels of government, comments received from earlier public consultation<sup>1</sup> and draft options for direction are provided for your review and contemplation.

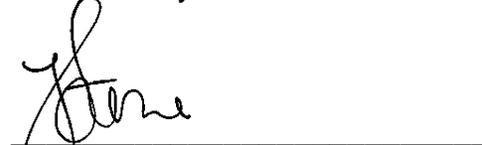
Members of Council are encouraged to request clarification and ask questions regarding the policy modifications in public session, while members of the public with questions or concerns pertaining to the summary table or the COP are invited to contact the Planning Department or schedule a drop-in session with the Director.

Respectfully submitted by,



Miki Dwyer, MCIP, RPP  
Director of Planning

Reviewed by:



Shawna Stone  
Acting CAO

## **Attachments:**

1. Significant Valley Lands
2. Significant Wildlife Habitat
3. Aggregate Resources
4. Natural Heritage Systems
5. JL Richards Natural Heritage Systems Memo – January 22, 2018

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<sup>1</sup> A full copy of all comments received from the 2018 public consultation process and their impacts on the policy development is available at [https://www.mississippimills.ca/uploads/12/Doc\\_636596659511792507.pdf](https://www.mississippimills.ca/uploads/12/Doc_636596659511792507.pdf)

**ATTACHMENT 1 – SIGNIFICANT VALLEY LANDS**

<b>Comment Received</b>	COP to be updated to include a policy section for Significant Valleylands like other <i>natural heritage features and areas</i> with guidance from SCOP Section 5.5.6 and the PPS policy on Valleylands.
<b>Potential Impact of Modification as Request</b>	<b>LOW</b> – Until such time as valleylands are mapped within the Municipality the language within the policy is not applicable. We have not been asked to identify or make changes to the mapping, however there are some discussions by the Conservation Authority to undertake an exercise to identify such features as part of the Watershed Master Plan. If the County adopted new valleyland mapping, the Municipality would be required to update as part of our next review.
<b>PPS Reference</b>	2.1.5 <i>Development and site alteration</i> shall not be permitted in: c) <i>significant valleylands</i> in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River) <sup>1</sup> ; <i>Definition - Natural heritage features and areas</i> : means features and areas, including <i>significant wetlands, significant coastal wetlands, other coastal wetlands</i> in Ecoregions 5E, 6E and 7E, <i>fish habitat, significant woodlands and significant valleylands</i> in Ecoregions 6E and 7E (excluding islands in Lake Huron and the St. Marys River), <i>habitat of endangered species and threatened species, significant wildlife habitat, and significant areas of natural and scientific interest</i> , which are important for their environmental and social values as a legacy of the natural landscapes of an area.
<b>SCOP Policy Reference</b>	<u>5.5.6 Significant Valleylands</u> Valleys perform an important function within a watershed and provide migration corridors for wildlife. Some general guidelines for valley evaluation include: 1. Its prominence as a distinct landform 2. Its degree of naturalness 3. The ecological linkages it provides 4. Its potential for restoration 5. Its historical and cultural value Local Official Plans shall include specific policies to address significant valleylands, where such areas have been identified, and such areas shall be appropriately recognized on the land use schedules forming part of local Official Plans. Local Official Plans shall not permit development and site alteration in significant valleylands or on adjacent lands within 120 metres unless it has been demonstrated through the preparation of an Environmental Impact Statement that there will be no negative impact to the landform.
<b>Draft COP Policy adopted by Council</b>	None – Valleylands were not contemplated as part of the Natural Heritage System as their presence was not identified within the Municipality by Ministry of Natural Resources and Forestry in initial pre-consultation, nor was mapping available from the Ministry.
<b>Draft COP Mapping Reference</b>	None – Mapping downloaded from Land Information Ontario (LIO) did not identify the presence of significant valleylands within the Municipality.
<b>Public Comments Received</b>	None – as there was no policy recommendation included in the circulated draft, the Municipality did not receive comments related to valleylands from the public.
<b>Options</b>	<ol style="list-style-type: none"> <li>1. Include the policy language of the SCOP policy in the COP. Mapping will not be updated as there are no identified significant valleylands and thus the provision will not be implemented until such time as valleyland mapping becomes available. (Recommended)</li> <li>2. Make no changes to the COP and recommend that the County work collaboratively with the Conservation Authority through the development of their Watershed Plan to identify significant valleylands across the watershed for inclusion in a future amendment.</li> <li>3. Undertake further analysis to identify and update valleyland mapping in the Municipality and draft appropriate policy language to reflect the local values of the known features.</li> </ol>

## ATTACHMENT 2 – SIGNIFICANT WILD LIFE HABITAT

<b>Comment Received</b>	COP to be updated to recognize that the presence of Significant Wildlife Habitat is not typically known prior to evaluation. In order to implement policies for the protection of Significant Wildlife Habitat, the COP should require whenever development is proposed outside a settlement area (urban boundary), that an ecological site assessment is completed.
<b>Potential Impact of Modification as Request</b>	<b>HIGH</b> - Every development application (ie. zoning amendment, consent, building permit) would be required to complete an Environmental Impact Assessment prior to issuance of approval. Environmental Impact Assessments for habitat are subject to seasonality and nesting habits of species, which can result in significant time delays in the completion of the assessment.
<b>PPS Reference</b>	2.1.5 <i>Development and site alteration</i> shall not be permitted in: d) <i>significant wildlife habitat</i> ; <i>Definition</i> - Wildlife habitat: means areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter and space needed to sustain their populations. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.
<b>SCOP Policy Reference</b>	<u><i>5.5.5 Significant Wildlife Habitat</i></u> According to the PPS, wildlife habitat is defined as “areas where plants, animals and other organisms live, and find adequate amounts of food, water, shelter, and space needed to sustain their population. Specific wildlife habitats of concern may include areas where species concentrate at a vulnerable point in their annual or life cycle; and areas which are important to migratory or non-migratory species.” Wildlife habitat, and particularly significant areas, has many values that warrant its conservation: wildlife contributes to a diversity of species in the County; wildlife forms a fundamental component of the ecosystem and the food chain; wildlife represents social and economic benefit, through nature observation, hunting, and trapping.  Local Official Plans shall include specific policies to address significant wildlife habitat and such areas shall be appropriately recognized on the land use schedules forming part of local Official Plans. Local Official Plans shall not permit development and site alteration in significant wildlife habitat unless it has been demonstrated through the preparation of an Environmental Impact Statement that there will be no negative impact to the natural feature or its ecological function.
<b>Draft COP Policy adopted by Council</b>	Protection of <i>Significant Wildlife Habitat</i> contributes to the overall environmental goal of this Plan. Some wildlife species (flora and fauna) require a variety of interconnected habitats that offer food, shelter, habitat, diversity, water and sufficient interior forest, to sustain their populations. Some of these wildlife species provide socio-economic benefits to the area such as nature observation, hunting and trapping. This includes areas, such as raptor nesting sites, heronries, deeryards and <i>Significant Wildlife Habitat</i> for species identified as species of Conservation Concern under Federal and Provincial species at risk legislation. A number of such species or species communities have evolved throughout the Municipality, specifically in areas of Provincial importance, such as the Burnt Lands Alvar or the Panmure Alvar. Criteria for identifying these and other forms of SWH are provided by MNR guidance documents.  The policies governing significant wildlife habitat protection are as follows: 1. Development in areas of significant wildlife habitat or within 120 metres of significant wildlife habitat shall be permitted only where an Environmental Impact Study has demonstrated that there shall be no <i>negative impact</i> on the habitat or its <i>ecological function</i> .
<b>Draft COP Mapping Reference</b>	Some deer yards (4 locations) and nesting sites (4 locations) identified in <a href="#">Appendix A1</a> of the COP.
<b>Public Comments Received</b>	Received general comments pertaining to the unreliability of mapping for natural features available from LIO (notably age of maps).  General objection to Natural Heritage Systems and features as they pertain to: <ul style="list-style-type: none"> <li>• limiting development/use of rural properties;</li> </ul>

- loss of value of the property due to presence of features;
- increased cost of development associated with additional study requirements;

## Options

1. Take no action and acknowledge that the minimum requirements have been satisfied through the mapping of deer habitat and nesting sites and in the policy of the adopted plan. (Recommended)
2. Remove references to deer habitat and nesting areas and replace with a “screening requirement” as part of the pre-consultation of all development applications (to be completed by staff and/or the owner).
3. Modify the plan to include the policy recommendation for a required ESA on all rural development applications.
4. Municipality to undertake a comprehensive ecological site assessment to identify areas of significant wildlife habitat within the municipality and update mapping and policies accordingly.

### ATTACHMENT 3 – AGGREGATE RESOURCES

<b>Comment Received</b>	<ol style="list-style-type: none"> <li>1. COP Schedule A to be updated to include areas of primary and secondary aggregate resources and bedrock resources and that the policies be implemented to study and protect incompatible land uses with the resources.</li> <li>2. COP policies to be updated to include rehabilitation planning including the identification of the highest and best use of decommissioned aggregate sites.</li> </ol>
<b>Potential Impact of Modification as Request</b>	<ol style="list-style-type: none"> <li>1. <b>LOW</b> - There are no known primary or secondary aggregate resources within the Municipality. There are however large deposits of mapped bedrock resources covering the eastern half of the Municipality<sup>2</sup>. Identifying the bedrock resource will result in the need for analysis and studies are part of development applications on lands where deposits are located – this will impact a significant number of properties within the Municipality.</li> <li>2. <b>MEDIUM</b> - When an Official Plan Amendment application is filed by the applicant to close and convert the site to a new designation, additional studies to justify an appropriate use of the site (ie hydrogeological study, geotechnical analysis, highest and best use) would be required as part of the completed application. The requirement for the OPA is required regardless of the need for the additional study.</li> </ol>
<b>PPS Reference</b>	<p>2.5.2.5 In known <i>deposits of mineral aggregate resources</i> and on <i>adjacent lands, development</i> and activities which would preclude or hinder the establishment of new operations or access to the resources shall only be permitted if:</p> <ol style="list-style-type: none"> <li>a) resource use would not be feasible; or</li> <li>b) the proposed land use or development serves a greater long-term public interest; and</li> <li>c) issues of public health, public safety and environmental impact are addressed.</li> </ol> <p>2.5.3.1 Progressive and final rehabilitation shall be required to accommodate subsequent land uses, to promote land use compatibility, to recognize the interim nature of extraction, and to mitigate negative impacts to the extent possible. Final rehabilitation shall take surrounding land use and approved land use designations into consideration.</p>
<b>SCOP Policy Reference</b>	<p><u>6.2.2 Mineral Aggregates</u> Mineral and aggregate resources are important to all facets of development in the County as these materials are used in the construction of roads, water and sewer infrastructures, homes, schools and commercial buildings and landscaping projects. As such the identification and long term protection of aggregate resources is important to the County’s well-being.</p> <p><u>6.2.2.1 Identifying Mineral Aggregate Resource Policy Areas</u> All licensed pits and quarries are identified as “Licensed Aggregate Extraction Operation” on Schedule A of this Plan. The identification of mineral aggregate resources in local Official plans shall be based on areas which are currently licensed or areas with known high quality aggregate deposits as follows:</p> <ol style="list-style-type: none"> <li>1. Mineral Aggregate Resource - Licensed Pit</li> <li>2. Mineral Aggregate Resource - Licensed Quarry</li> <li>3. Mineral Aggregate Resource - Sand and Gravel Reserve</li> <li>4. Mineral Aggregate Resource - Bedrock Reserve</li> </ol> <p>The SCOP does not identify bedrock resources in the County.</p> <p><u>7.7 Abandoned Pits and Quarries</u> Development on, abutting or adjacent to lands affected by former mineral resource operations may proceed only if rehabilitation measures to address and mitigate known or suspected hazards are underway or have been completed. For the purposes of this policy, adjacent lands are the same as set out in section 6.2.2.4 of this Plan.</p>

<sup>2</sup> Source: <http://www.geologyontario.mndm.gov.on.ca/mndmfiles/pub/data/imaging/ARIP189//ARIP189.pdf>

<b>Draft COP Policy adopted by Council</b>	No changes from the text of the original 2006 COP.
<b>Draft COP Mapping Reference</b>	<a href="#">Schedule A</a> (Rural Lands) identifies licenses pits and quarries but does not reference “primary and secondary aggregate resources” as none exist. The mapping does not reference bedrock resources.
<b>Public Comments Received</b>	None - as there was no policy amendment included in the circulated draft, the Municipality did not receive comments related to aggregate resources from the public.
<b>Options</b>	<p><u>Aggregate Mapping:</u></p> <ol style="list-style-type: none"> <li>1. Update the legend of Schedule A to include reference to “primary and secondary aggregate resources”, although none will be shown on the map; AND inform Lanark County that bedrock mapping will not be identified at this time. (Recommended)</li> <li>2. Take no action and acknowledge that the minimum requirements have been satisfied through the policy of the adopted plan.</li> <li>3. Modify the plan to include the primary and secondary resources and bedrock mapping in accordance with the Ministry’s provided mapping but make no policy changes.</li> <li>4. Modify the plan to include the mapping updates requested and revisit the policy language to determine full impacts of implementing the current policy requirements.</li> </ol> <hr style="border-top: 1px dashed #ccc;"/> <p><u>Rehabilitation Requirements:</u></p> <ol style="list-style-type: none"> <li>1. Include language similar to the SCOP provisions pertaining to protection from hazards on site as a best practice, which would be identified as part of the licensing and rehabilitation plan. (Recommended)</li> <li>2. Take no action to change the policy as the existing policy is reflective of the minimum standards of the PPS.</li> </ol>

**ATTACHMENT 4 – NATURAL HERITAGE SYSTEMS**

<p><b>Comment Received</b></p>	<p>The Policies under Section 5 Natural Heritage do not describe how the natural heritage features and the ecological function will be ensured through linking them under a Natural Heritage System per se and provide a comprehensive outlook on these connections. The COP has taken an initiative to identify natural heritage systems through policy only. The assessment and evaluation exercise is not comprehensive and does not constitute identifying a natural heritage system as defined in the PPS.</p> <p>The Natural Heritage System policies and Natural Heritage Features (A1) complies with the policies of the SCOP because this document has not been updated to comply with the PPS. Despite Council's good intentions for further review, the adoption of Natural Heritage Features (<a href="#">Appendix A1</a>) without a defined natural heritage system shown in Ecoregion 6E does not comply with Section 2.1.3 of the PPS.</p> <p>Council should reconsider the draft "Natural Heritage System" (Appendix B-1) to the Draft COP dated May 1, 2017 and as illustrated in Scenario 1 of the <a href="#">JLR Memo</a>.</p>
<p><b>Potential Impact of Modification as Request</b></p>	<p><b>HIGH</b> - Council is being asked to adopt the original proposed Scenario 1 Natural Heritage System which included:</p> <ul style="list-style-type: none"> <li>• Wildlife habitats</li> <li>• Fish Habitats</li> <li>• Watercourses/Waterbodies</li> <li>• Wetlands</li> <li>• Areas of Natural and Scientific Interest</li> <li>• Woodlands 1 and 2 (Ecoregion 5E and 6E)*</li> <li>• Ecological Linkages (Ecoregions 5E and 6E)*</li> <li>• Supporting Areas (Ecoregions 5E and 6E)*</li> </ul> <p>*The following features are not presently included in the adopted maps</p>
<p><b>PPS Reference</b></p>	<p>2.1.1 Natural features and areas shall be protected for the long term.</p> <p>2.1.2 The diversity and connectivity of natural features in an area, and the long-term <i>ecological function</i> and biodiversity of <i>natural heritage systems</i>, should be maintained, restored or, where possible, improved, recognizing linkages between and among <i>natural heritage features and areas, surface water features and ground water features</i>.</p> <p>2.1.3 <i>Natural heritage systems</i> shall be identified in Ecoregions 6E &amp; 7E1, recognizing that <i>natural heritage systems</i> will vary in size and form in <i>settlement areas, rural areas, and prime agricultural areas</i>.</p> <p>2.1.8 <i>Development and site alteration</i> shall not be permitted on <i>adjacent lands</i> to the <i>natural heritage features and areas</i> identified in policies 2.1.4, 2.1.5, and 2.1.6 unless the <i>ecological function</i> of the <i>adjacent lands</i> has been evaluated and it has been demonstrated that there will be no <i>negative impacts</i> on the natural features or on their <i>ecological functions</i>.</p>
<p><b>SCOP Policy Reference</b></p>	<p><u>5.1 Introduction</u></p> <p>The landscape of Lanark County is a mosaic of cleared lands, forests, wetlands, watercourses, and settled areas. This diversity plays an important role in defining the rural character and natural environment of the County. Within this diverse landscape, there are many "natural heritage features" including wetlands, woodlands, areas of natural and scientific interest (ANSI's), fish habitat, wildlife habitat, the habitat of endangered and threatened species and ground and surface water resources.</p> <p>All natural heritage features are important to the County. However, certain natural heritage features have been identified as having special significance to either the Province of Ontario or to the County, or both.</p>

5.4 General Land Use Policies

The County of Lanark acknowledges that its decisions regarding land use and development can affect significant natural heritage features. Therefore, policies are required to protect these features from the potential negative impacts of development or to conserve them by prohibiting development. The following general policies shall apply:

1. Local Official Plans shall identify and protect those features where development and site alteration is prohibited. These include Provincially Significant Wetlands which are shown on Schedule A to this Plan and the habitat of endangered or threatened species which are not identified on Schedule A as identifying these features may prove to be harmful.
2. Local Official Plans shall identify and protect areas where development is permitted provided there is no negative impact to the natural heritage feature. These include Areas of Natural or Scientific Interest (ANSI's) and Significant Woodlands which are identified on Schedule A, as well as, fish habitat, significant valleylands, shore lands along major waterways and ground water resources.
3. Development control shall be implemented by local municipalities primarily through the use of local planning controls or in accordance with the relevant sections of this Plan.
4. The County of Lanark and its constituent municipalities have an obligation to consider the impact of development and land use on waterbodies throughout the County in order to ensure the long term viability of this important natural and economic resources. Local Official Plan requirements which provide for a minimum 30 metre setback where development is proposed adjacent to a waterbody shall apply. Any proposed reduction to the minimum setback requirements shall be in accordance with the provisions of local Official Plans.
5. Where the policies in this Plan provide for the undertaking of an Environmental Impact Statement (EIS), it is understood that, on the basis of consultation with the appropriate review agency, the EIS may be scoped or eliminated in those instances where the potential impact of development is reduced or non-existent.

\*Note: The SCOP has not been updated to comply with the provisions of the PPS

**Draft COP Policy adopted by Council**

Council adopted Scenario 2, as described in the JL Richards Memo of January, 2018. This scenario included similar mapping to the features described in Scenario 1 – with the notable absence of Significant Woodlands I and II; Ecological Linkages; and Supporting Areas. It was the opinion of Council that the features included in Scenario 2 and complementing policy language met the provisions of the PPS, however the Ministry and County disagree.

The policy components of the Natural Heritage System are found in the [Environmental Policies of Section 3.1](#), and more particularly described in the subsections including 3.1.3 (Natural Heritage Systems) (COP pages 32-49). This section of the draft plan was subject to numerous changes as the requirement for the Natural Heritage System was newly introduced in the 2014 PPS.

**Draft COP Mapping Reference**

Natural Heritage System mapping is provided in a unique schedule to other land use designations as it applies as an overlay. The adopted mapping can be found in [Appendix A1](#). Alternative mapping options presented to the previous Council are outlined in the [JL Richards Memo](#).

**Public Comments Received**

Public comments received on the Natural Heritage System policies and mapping represented the most significant feedback received on the draft plan. While certainly not an exhaustive list, the following represent the dominant unique comments received during the consultation process:

1. Mapped features do not represent real world landscapes;
2. The identification of features on property will result in lost property value due to diminished development potential;
3. Policy language increases the burden of associated studies and applications prior to development approvals (added cost and time for approvals);
4. Identified features will impact the homeowners ability to use their property (cutting trees for firewood, tapping for sap, clearing land for farming);
5. Objection to the use of “Locally Significant Wetland” designations;
6. Uncertainty regarding the EIS process and subjectivity to analysis;
7. Objection to the absence of linkages in Scenario 2;
8. Uncertainty regarding the terms “Site Alternation” and “Adjacent Lands”

**Options**

1. Adopt Scenario 2(Appendix A2-3) showing the features and their adjacent lands which create and act as linkages. (Recommended)
2. Council to revert the policy and mapping to reflect Scenario 1 as requested by Lanark County, under protest.

3. Status quo – if Lanark County disagrees with the decision of the lower tier municipality they may choose to require the modification.
4. Commit to reviewing the Natural Heritage System further once the SCOP has been updated to meet the PPS minimum as has been suggested by Renfrew County as part of their review.
5. Request the County approve the rest of the Amendment at this time and undertake further analysis and mapping exercises to identify a Natural Heritage System in accordance with the PPS.

**ATTACHMENT 5**

**JL Richards Memo – January 22, 2018  
Mississippi Mills Official Plan Review and Update  
Environment Land Use Policies Options**

# MEMORANDUM



**J.L. Richards  
& Associates Limited**  
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Page 1 of 5

To: Diane Smithson, B. Comm, Dipl.M.M., CMO  
Chief Administrative Officer

Date: January 22, 2018

Job No.: 24473

CC: Timothy F. Chadder

From: Marc Rivet, MCIP, RPP

Re: Mississippi Mills Official Plan Review and Update  
Environment Land Use Policies Options

## **Background - Natural Heritage**

The Ontario *Planning Act*, R.S.O. 1990, c. P. 13, sets out the ground rules for land use planning in Ontario and describes how land uses may be controlled, and who may control them. The Act is legislation passed by your elected provincial representatives and provides the basis for considering (amongst other matters) provincial interests, such as protecting and managing natural resources.

One of the province's roles is to issue provincial policy statements under the *Planning Act*.

A municipality's Official Plan is the most important local vehicle for implementing the Provincial Policy Statement. Official Plans are required to identify provincial interests and set out appropriate land use designations and policies.

The Mississippi Mills Community Official Plan (COP) was adopted by Council December 13, 2005 and approved with modifications by the Minister of Municipal Affairs and Housing August 29, 2006. The COP was prepared and approved under the Provincial Policy Statement 2005 (2005 PPS).

The Provincial Policy Statement 2014 (2014 PPS) was issued under section 3 of the *Planning Act* and came into effect April 30, 2014. In respect of the exercise of any authority that affects a planning matter, section 3 of the *Planning Act* requires that decisions affecting planning matters "shall be consistent with" policies statements issued under the Act.

Among other matters, a matter of provincial interest includes the protection of ecological systems, including natural areas, features and functions.

To this end, section 2.1 of the PPS deals with "Natural Heritage". Section 2.1.1 indicates that **natural features and areas** shall be protected for the long term. **Natural heritage features and areas** means:

*"features and areas, including significant wetlands, ..., fish habitat, significant woodlands and significant valleylands in Ecoregions 6E and 7E ..., habitat of endangered species and threatened species, significant wildlife habitat, and significant areas of natural and scientific interest, which are important for their environmental and social values as a legacy of the natural landscapes of an area."*

Mississippi Mills is located within Ecoregions 5E (roughly western half of municipality) and 6E (roughly eastern half of municipality). Significant woodlands and significant valleylands need not be identified within Ecoregion 5E. The remaining features must be identified. According to Section 4.9 of the PPS, the policies represent minimum standards. The PPS does not prevent a municipality from going beyond the minimum standards established in the PPS.

Section 2.1.8 of the PPS indicates that:

*"development and site alteration shall not be permitted on **adjacent lands** to the **natural heritage features and areas**... unless the *ecological function* of the **adjacent lands** has been evaluated and it has been demonstrated that there will be no *negative impact* on the natural features or on their *ecological functions*."*

The PPS defines **adjacent lands** as:

“those lands contiguous to a specific *natural heritage feature or area* where it is likely that *development or site alteration* would have a *negative impact* on the feature or area. The extent of the *adjacent lands* may be recommended by the Province...”

In regards with developing its natural heritage policies including identifying *adjacent lands*, the Province has recommended the use of the “Natural Heritage Reference Manual, Second Edition March 18, 2010”. This manual provides guidance for implementing the natural heritage policies of the Provincial Policy Statement. It can be used as a reference by municipalities, planning boards, approval authorities, developers and other organizations or individuals. Figure 1 illustrates the Natural Heritage Protection Line (from the PPS) identifying the limits of Ecoregions 6E and 7E for the purposes of policies under 2.1 (of the PPS).

Figure 1. (Enlarged Inset) Natural Heritage Protection Line

- Northern limit of Ecoregions\* 5E, 6E and 7E for the purposes of policies under 2.1
- Northern limit of Ecoregions\* 6E and 7E for the purposes of policies under 2.1
- Ecoregions\* 6E and 7E for the purposes of policies under 2.1

Notes:

\* "Crins, W.J. 2002. Ecoregions, Ecodistricts and Ecodistricts of Ontario. Ontario Ministry of Natural Resources. Prepared for Ecological Land Classification Working Group."



Figure 1: Natural Heritage Protection Line, PPS 2014

The current Mississippi Mills Community Official Plan has policies dealing with natural heritage features and areas. The COP defines these as: significant wetlands, ANSIs, significant woodlands, significant fish habitat, significant wildlife habitat, habitat of endangered species and threatened species and adjacent lands. The COP identifies natural heritage features (based on data that was available in 2005) on Appendix A: Natural Heritage & Constraints.

Significant woodlands, fish habitat and wildlife habitat are identified in Policy, but not shown on the current Appendix A: Natural Heritage & Constraints. For example, Section 3.1.2.5 Wildlife Habitat of the current Mississippi Mills Community Official Plan reads:

“Development in areas of significant wildlife habitat or within 50 metres of significant wildlife habitat shall be permitted only where an Environmental Impact Assessment has demonstrated that there shall be no *negative impact* on the habitat or its *ecological function*.”

### **Lanark County Sustainable Communities Official Plan**

The *Planning Act* states that where upper-tier municipalities (i.e. Lanark County) have their own official plans they have the power to approve lower-tier official plans (i.e. Mississippi Mills), in place of the Minister of Municipal Affairs and Housing. The Lanark County Sustainable Communities Official Plan was adopted June 27, 2012 and approved by the Province June 2013.

The Planning Act requires that a lower-tier Official Plan conform to the policies in the County Official Plan.

The County’s significant natural heritage features shall be protected from negative impacts of development. The Plan requires that lower-tier Official Plans identify and protect those features where development and site alteration is prohibited.

The Lanark County Sustainable Communities Official Plan has incorporated several guidelines from the Natural Heritage Reference Manual including the concept of 120 m *adjacent lands* to these natural heritage features.

For example, Section 5.5.4 Significant Woodland reads”

“Development may be permitted in Significant Woodlands, or within 120 metres on adjacent lands only if it has been demonstrated through an Environmental Impact Statement (EIS) that there will be no negative impacts on the natural features or on the ecological functions for which the area is identified.”

### **Natural Heritage System**

Provincial Policy Statement (PPS) 2014 includes a new requirement under policy 2.1.3.

“*Natural heritage systems* shall be identified in Ecoregions 6E & 7E, recognizing that *natural heritage systems* will vary in size and form in settlement areas, rural areas, and prime agricultural areas.”

**Natural heritage system (NHS)** means:

“a system made up of *natural heritage features and areas*, and linkages intended to provide connectivity (at the regional or site level) and support natural processes which are necessary to maintain biological and geological diversity, natural functions, viable populations of indigenous species, and ecosystems. These systems can include *natural heritage features and areas*, federal and provincial parks and conservation reserves, other natural heritage features, lands that have been restored or have the potential to be restored to a natural state, areas that support hydrologic functions, and working landscapes that enable ecological functions to continue. The Province has a recommended approach for identifying *natural heritage systems*, but municipal approaches that achieve or exceed the same objective may also be used.”

As described above (and illustrated on Figure 1), Mississippi Mills is located within Ecoregions 5E (roughly western half of municipality) and 6E (roughly eastern half of municipality). Per PPS, a *natural heritage system* need not be identified within Ecoregion 5E. According to Section 4.9 of the PPS, the policies represent minimum standards. The PPS does not prevent a municipality from going beyond the minimum standards established in the PPS.

### **Community Official Plan Review & Update – Natural Heritage (including Natural Heritage System)**

Before revising its official plan, Section 26 of the *Planning Act* requires Council to consult with the approval authority and with prescribed public bodies with respect to the revisions that may be required.

Mapping data was provided via the Land Information Ontario Data Warehouse (i.e. significant wetlands, ANSIs, significant wildlife habitat, significant fish habitat, etc.) and the Mississippi Valley Conservation Authority (i.e. floodplains, unevaluated wetlands).

The Ministry of Natural Resources and Forestry suggested the municipality consider identifying a NHS throughout Mississippi Mills, including the portion in Ecoregion 5E, to provide a more comprehensive evaluation of the NHS features. The NHS is intended to include more than the natural heritage features that are required under other PPS policy section.

Council heard a delegation from Mississippi Valley Field Naturalists (MVFN) in May 2014 and supported the concept of a NHS. A Natural Heritage Plan Review was approved in December 2015. Recognizing the 5E/6E ecoregion line traverses the Municipality and the natural heritage features lying in the 5E ecoregion, a draft “Natural Features” map (Appendix A1-1, May 1, 2017) and a draft “Natural Heritage System” (Appendix B-1, May 1, 2017) was prepared and included in the May 1, 2017 Draft Community Official Plan; included as **Scenario 1** to this memo. Policy was also drafted to describe how this was to be implemented. The draft “Natural Features” map and draft “Natural Heritage System” includes:

- Wildlife habitat
- Fish Habitat
- Watercourses / waterbodies
- Wetlands
- Area of Natural and Scientific Interest (ANSIs)
- Woodlands 1 and 2 (Ecoregions 5E and 6E)
- Ecological linkages (Ecoregions 5E and 6E)
- Supporting areas (Ecoregions 5E and 6E)

### **Natural Heritage (including Natural Heritage System) Alternate Options**

Following an Open House held December 14, 2017, JLR was requested to present alternatives to the draft “Natural Features” map (Appendix A1-1, May 1, 2017) and draft “Natural Heritage System” (Appendix B-1, May 1, 2017) which would consider the ecoregions as described in the PPS.

**Scenario 2** includes a revised draft “Natural Features” map (Appendix A1-2, January 16, 2018). The draft “Natural Features” Map includes:

- Wildlife habitat
- Fish Habitat
- Watercourses / waterbodies
- Wetlands
- Area of Natural and Scientific Interest (ANSIs)
- MNRF Significant Woodlands (Ecoregion 6E only)
- ~~Woodlands 1 and 2 (Ecoregions 5E and 6E)~~
- ~~Ecological linkages (Ecoregions 5E and 6E)~~
- ~~Supporting areas (Ecoregions 5E and 6E)~~

The draft “Adjacent Lands” map (Appendix A2-2, January 16, 2018) is intended to illustrate the ‘adjacent lands’ to these *natural features and areas* which are described in policy (per Natural Heritage Reference Manual and Lanark County OP).

The draft "Natural Heritage System" map, Appendix B-2, January 16, 2018, creates the municipal-wide NHS comprised only of those natural features and adjacent lands which have considered the ecoregions (Appendix A1-2 and A2-2, January 16, 2018).

**Scenario 3** includes the same draft "Natural Features" map, Appendix A1-3 (same as A1-2), January 16, 2018, and the draft "Adjacent Lands" map, Appendix A2-3 (same as A2-2), January 16, 2018, found in Scenario 2. However, in this scenario, the draft "Natural Heritage System" map, Appendix B-3, January 16, 2018, has considered the ecoregions and only included the mandatory Ecoregion 6E. Even though the NHS is only identified in Ecoregion 6E, it should be noted there are several natural features and their adjacent lands within both Ecoregions 5E and 6E which will need to be considered when reviewing development applications.

### **Conclusion**

JLR is seeking Council direction on the preferred approach (Scenario 1, 2, or 3), as described above. JLR still has some work to do on the Draft Environment Land Use Policies based on submissions received to date. Also, based on the preferred direction, revisions may be required to describe the approach taken in regards to natural features and a natural heritage system.

J.L. RICHARDS & ASSOCIATES LIMITED

Prepared by:



Marc Rivet, MCIP, RPP  
Senior Planner

MR:

Reviewed by:



Timothy F. Chadder, MCIP, RPP  
Chief Planner, Associate

## SCENARIO 1

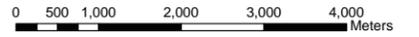
# SCENARIO 1



## Official Plan

### Municipality of Mississippi Mills

#### Natural Features (Appendix A1-1)



#### Legend

##### Roads / Trails

- Provincial Highway
- County
- Other
- Trails and Paths

##### Utility

- Communication Tower
- Hydro Utility Line
- TransCanada Pipeline

##### Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Canadian Shield
- Village Boundary
- Parcel Fabric

##### Natural Features

##### Wildlife Habitat

- Nesting Sites
- Deer Yard (Stratum 1)

##### Fish Habitat

- Thermal Regimes of Streams (Cold)
- Thermal Regimes of Streams (Warm)
- Stream / Creek
- Fish Spawning

- Thermal Regimes of Lakes (Cold)
- Thermal Regimes of Lakes (Cool)
- Thermal Regimes of Lakes (Warm)
- Waterbody

##### Significant Wetlands

- Evaluated Local
- Evaluated Provincial
- Wetlands (> 0.5ha) - Not evaluated per Ontario Wetland Evaluation System

##### Area of Natural and Scientific Interest

- Life Science
- Earth Science
- Candidate, Life Science

##### Significant Woodlands

- Agreement Forest
- Significant Woodlands I (> 1ha)
- Significant Woodlands II (> 1ha)
- Crown Held Acquired
- Crown Land

MAY 1, 2017

**DRAFT**

Natural Heritage System source data has been provided by the Mississippi Valley Field Naturalist and the Mississippi Valley Conservation Authority

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



J.L. Richards  
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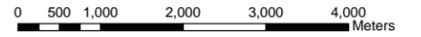
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# SCENARIO 1



## Official Plan

### Municipality of Mississippi Mills Natural Heritage System (Appendix B-1)



#### Legend

- Provincial Highway
- County Road
- Other Roads
- Municipal Boundary
- Ward Boundary
- Lot Line
- Village Boundary
- Parcel Fabric

#### Natural Heritage System

##### Core Areas

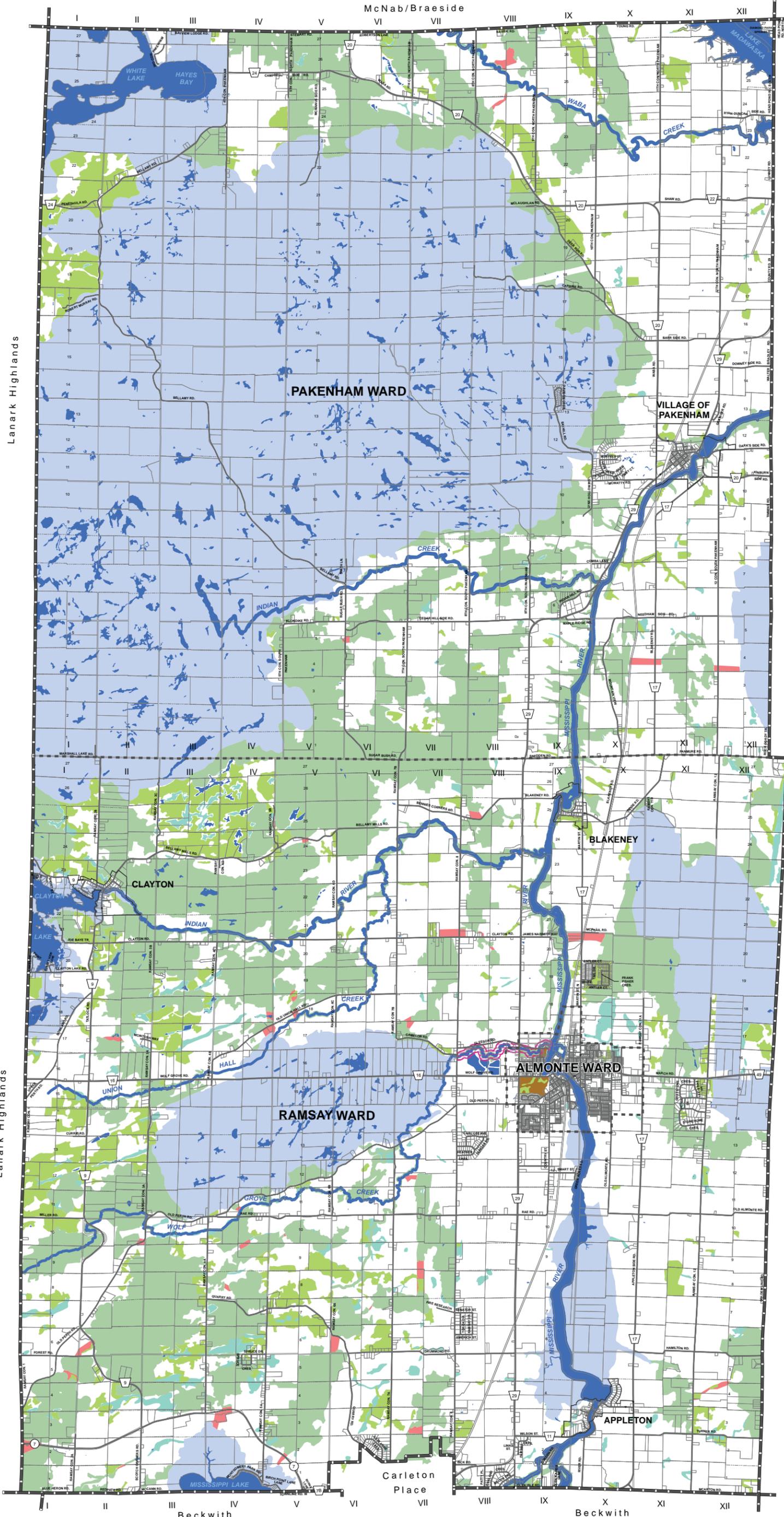
- Natural Environment Areas Wetland and ANSI
- Significant Woodlands I
- Surface Water Features
- Urban Natural Areas and Vegetation Cover

##### Ecological Linkages and Restoration Areas

- Ecological Linkages
- Restoration Areas

##### Supporting Areas and Features

- Significant Woodlands II
- Other Wetlands



MAY 1, 2017

**DRAFT**

Natural Heritage System source data has been provided by the Mississippi Valley Field Naturalist and the Mississippi Valley Conservation Authority

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



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## SCENARIO 2

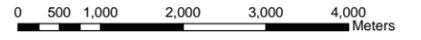
# SCENARIO 2



## Official Plan

### Municipality of Mississippi Mills

#### Natural Features (Appendix A1-2)



#### Legend

##### Roads / Trails

- Provincial Highway
- County
- Other
- Trails and Paths

##### Utility

- Communication Tower
- Hydro Utility Line
- TransCanada Pipeline

##### Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Canadian Shield
- Village Boundary
- Parcel Fabric

##### Natural Features

##### Wildlife Habitat

- Nesting Sites
- Deer Yard (Stratum 1)

##### Fish Habitat

- Thermal Regimes of Streams (Cold)
- Thermal Regimes of Streams (Warm)
- Stream / Creek
- Fish Spawning
- Thermal Regimes of Lakes (Cold)
- Thermal Regimes of Lakes (Cool)
- Thermal Regimes of Lakes (Warm)
- Waterbody

##### Significant Wetlands

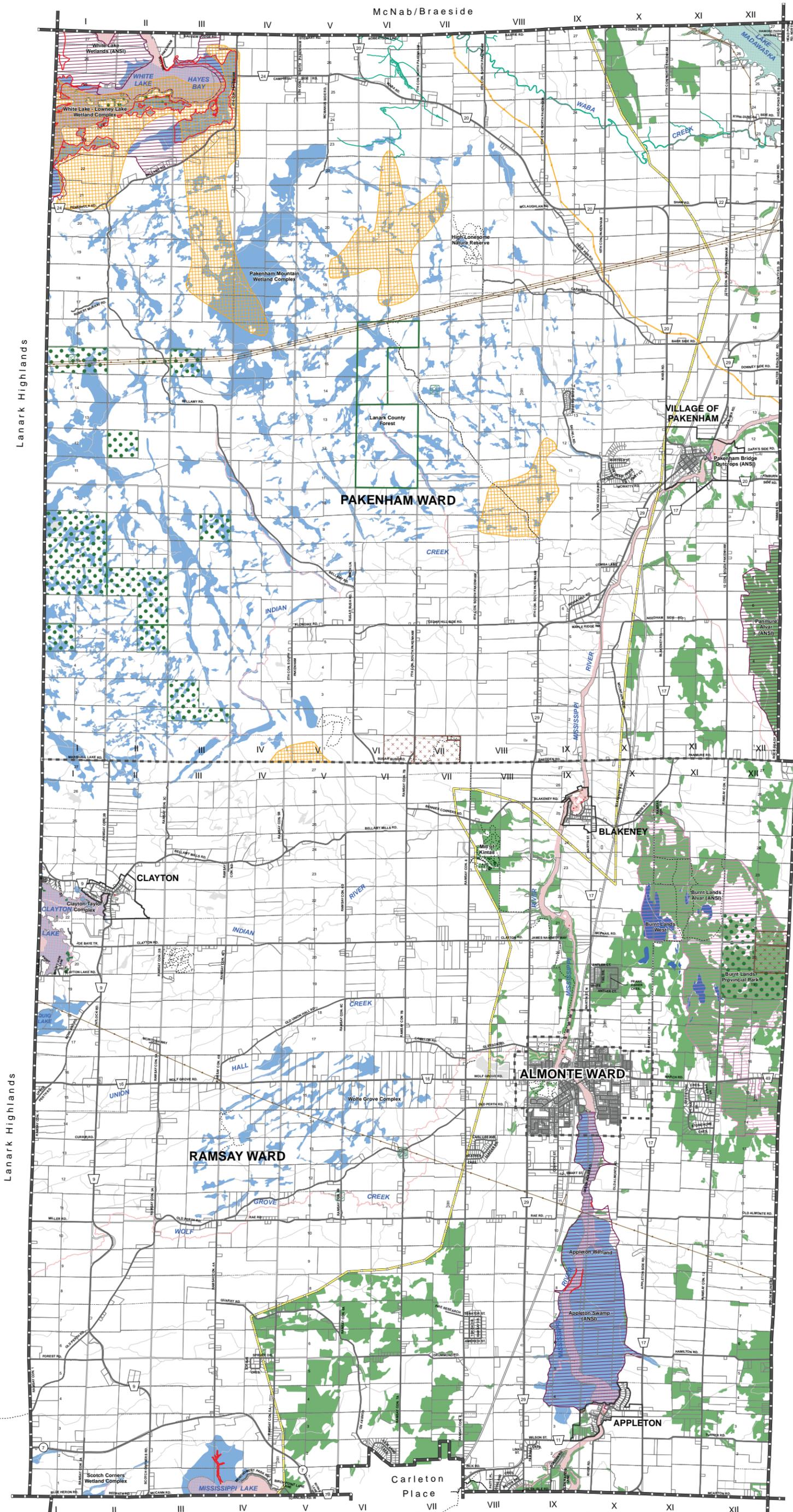
- Evaluated Local
- Evaluated Provincial

##### Area of Natural and Scientific Interest

- Life Science
- Earth Science
- Candidate, Life Science

##### Significant Woodlands

- Agreement Forest
- Crown Held Acquired
- Crown Land
- MNR Significant Woodlands



JANUARY 16, 2018

**DRAFT**

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

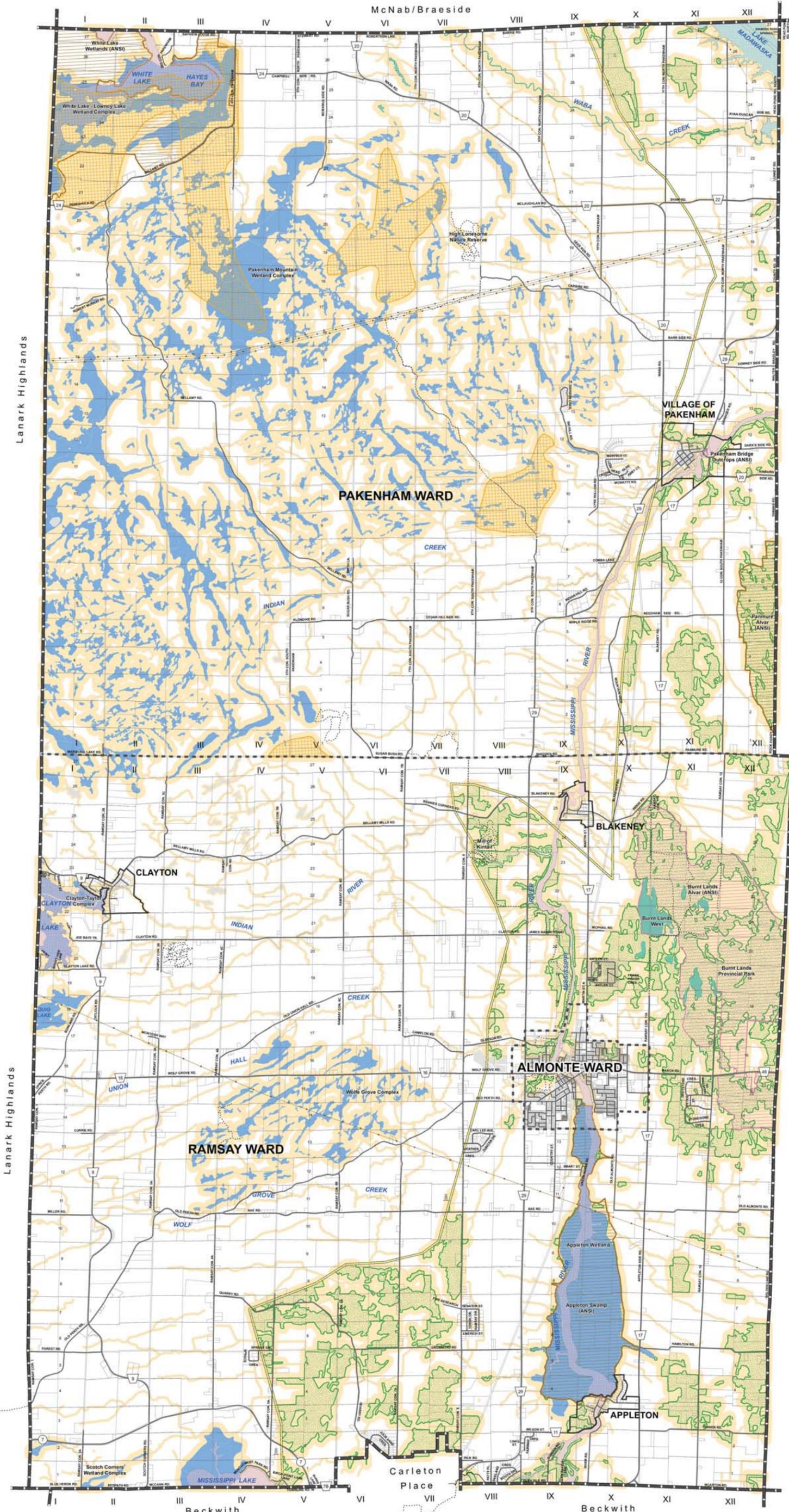


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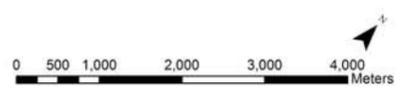
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# SCENARIO 2



## Municipality of Mississippi Mills Adjacent Lands (Appendix A2-2)



### Legend

- Roads / Trails**
  - Provincial Highway
  - County
  - Other
  - Trails and Paths
- Utility**
  - Communication Tower
  - Hydro Utility Line
  - TransCanada Pipeline
- Boundary**
  - Lot Line
  - Ward Boundary
  - Municipal Boundary
  - Canadian Shield
  - Village Boundary
  - Parcel Fabric
- Natural Features**
  - Stream / Creek
  - Waterbody
- Significant Wetlands**
  - Evaluated Local
  - Evaluated Provincial
- Area of Natural and Scientific Interest (ANSI)**
  - Life Science
  - Earth Science
  - Candidate ANSI, Life Science
- MNR Significant Woodlands**
  - MNR Significant Woodlands
- Deer Yard (Stratum 1)**
  - Deer Yard (Stratum 1)
- Thermal Regime**
  - Thermal Regimes of Lakes (Cold)
  - Thermal Regimes of Lakes (Cool)
  - Thermal Regimes of Lakes (Warm)
- Natural Features Adjacent Lands**
  - Natural Features Adjacent Lands

JANUARY 16, 2018

**DRAFT**

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



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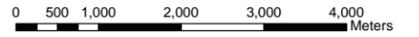
# SCENARIO 2



## Official Plan

### Municipality of Mississippi Mills

#### Natural Heritage System (Appendix B-2)



#### Legend

##### Roads / Trails

- Provincial Highway
- County
- Other
- Trails and Paths

##### Utility

- Communication Tower
- Hydro Utility Line
- TransCanada Pipeline

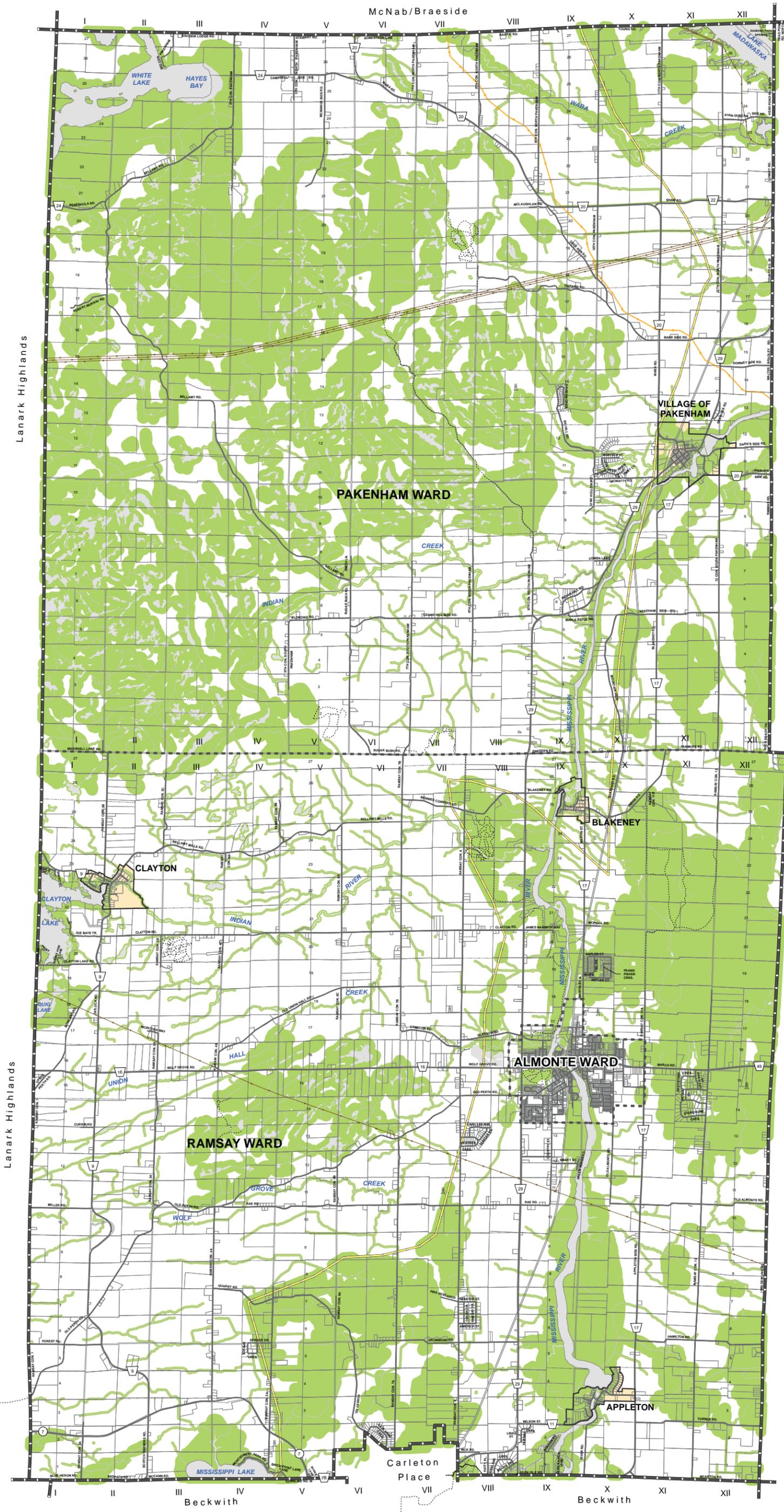
##### Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Canadian Shield
- Village Boundary
- Parcel Fabric

##### Natural Features

- Stream / Creek
- Waterbody

##### Identified Natural Heritage System



Ottawa

Ottawa

JANUARY 16, 2018

**DRAFT**

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



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## SCENARIO 3

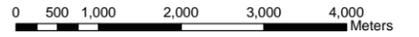
# SCENARIO 3



## Official Plan

### Municipality of Mississippi Mills

#### Natural Features (Appendix A1-3)



#### Legend

##### Roads / Trails

- Provincial Highway
- County
- Other
- Trails and Paths

##### Utility

- Communication Tower
- Hydro Utility Line
- TransCanada Pipeline

##### Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Canadian Shield
- Village Boundary
- Parcel Fabric

##### Natural Features

##### Wildlife Habitat

- Nesting Sites
- Deer Yard (Stratum 1)

##### Fish Habitat

- Thermal Regimes of Streams (Cold)
- Thermal Regimes of Streams (Warm)
- Stream / Creek
- Fish Spawning
- Thermal Regimes of Lakes (Cold)
- Thermal Regimes of Lakes (Cool)
- Thermal Regimes of Lakes (Warm)
- Waterbody

##### Significant Wetlands

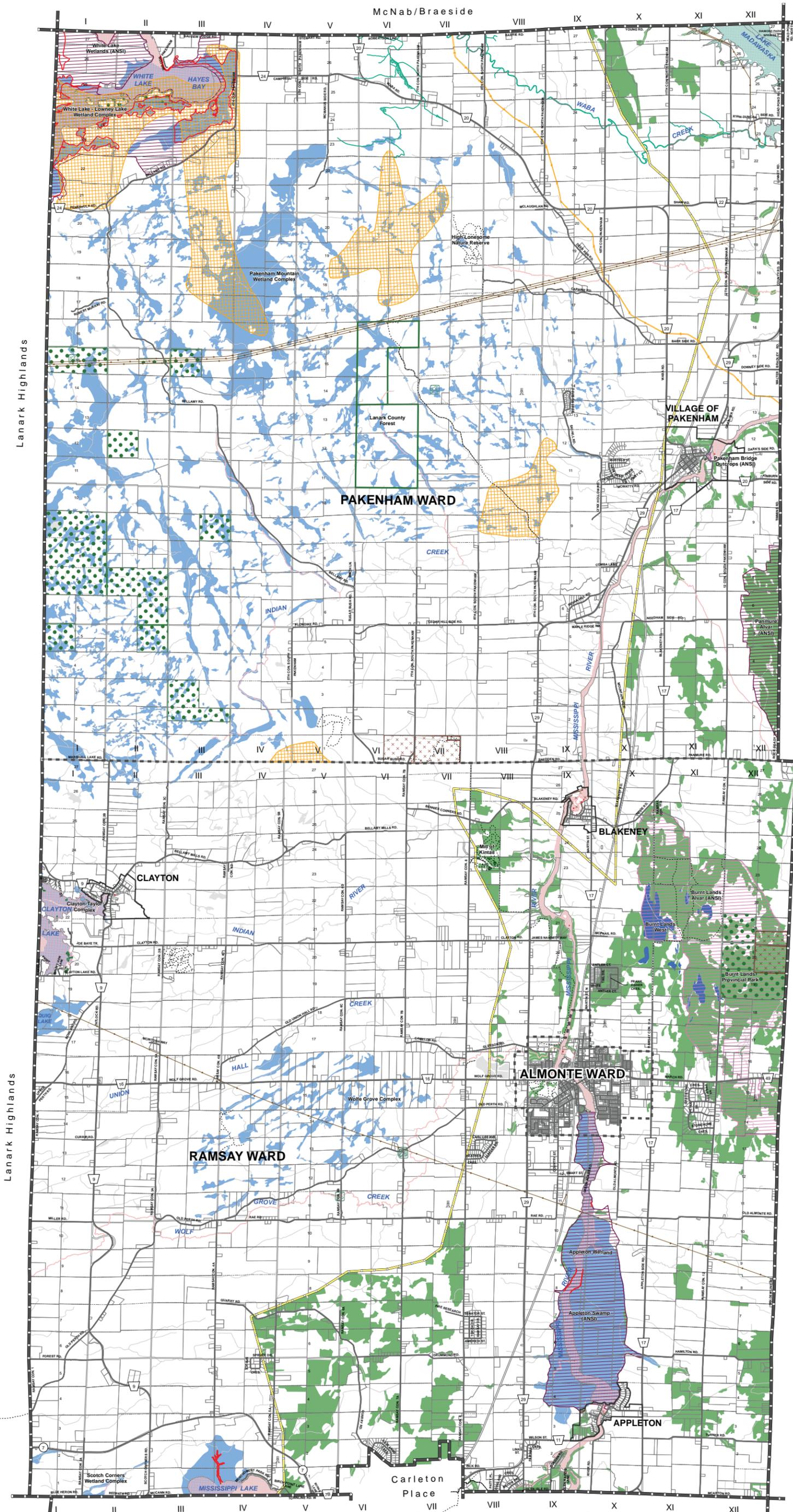
- Evaluated Local
- Evaluated Provincial

##### Area of Natural and Scientific Interest

- Life Science
- Earth Science
- Candidate, Life Science

##### Significant Woodlands

- Agreement Forest
- Crown Held Acquired
- Crown Land
- MNR Significant Woodlands



JANUARY 16, 2018

**DRAFT**

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

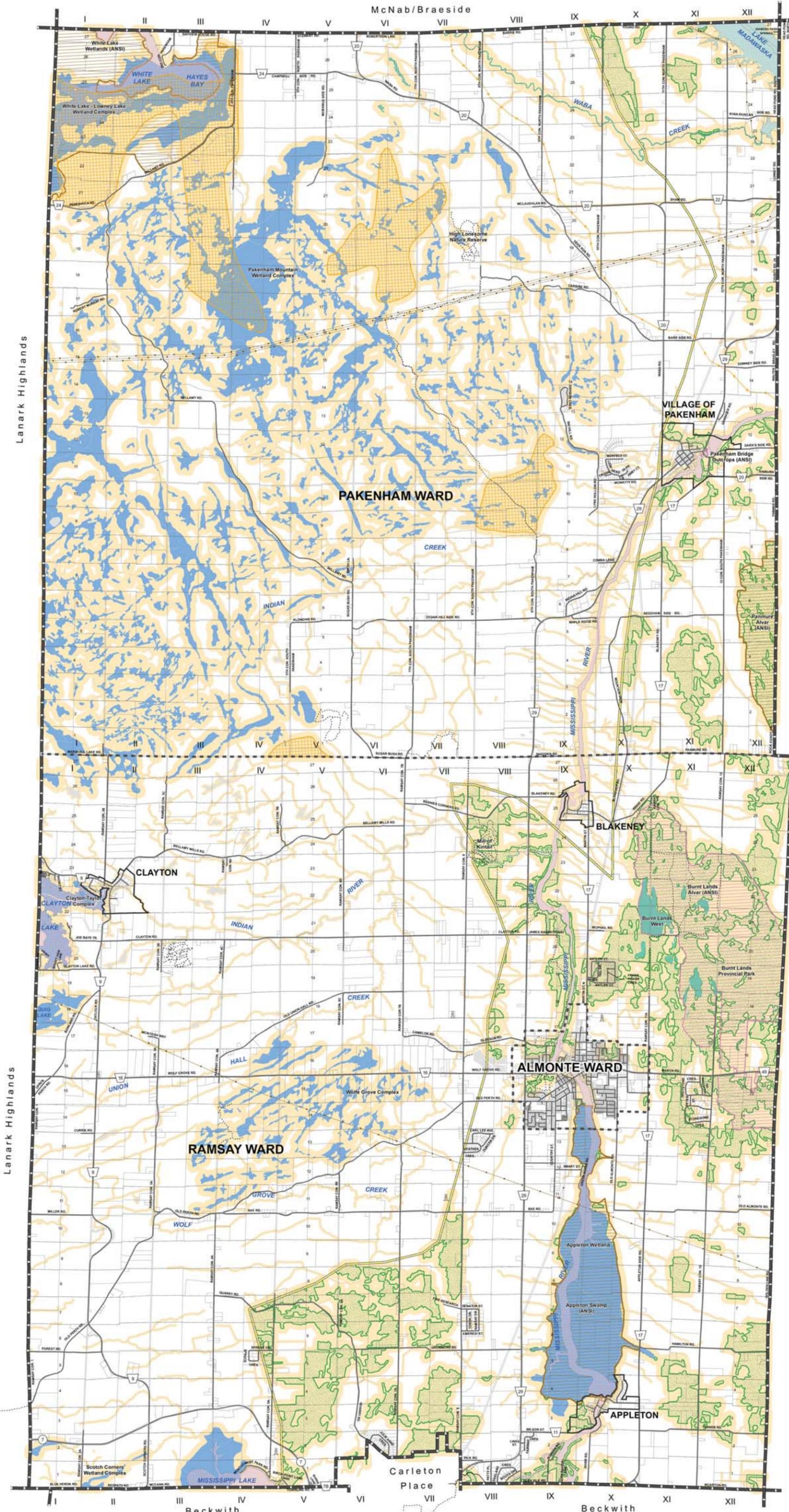


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ENGINEERS, ARCHITECTS, PLANNERS

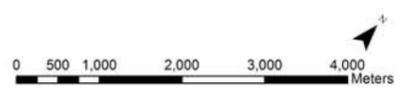
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# SCENARIO 3



## Municipality of Mississippi Mills Adjacent Lands (Appendix A2-3)



### Legend

- Roads / Trails**
  - Provincial Highway
  - County
  - Other
  - Trails and Paths
- Utility**
  - Communication Tower
  - Hydro Utility Line
  - TransCanada Pipeline
- Boundary**
  - Lot Line
  - Ward Boundary
  - Municipal Boundary
  - Canadian Shield
  - Village Boundary
  - Parcel Fabric
- Natural Features**
  - Stream / Creek
  - Waterbody
- Significant Wetlands**
  - Evaluated Local
  - Evaluated Provincial
- Area of Natural and Scientific Interest (ANSI)**
  - Life Science
  - Earth Science
  - Candidate ANSI, Life Science
- MNR Significant Woodlands**
  - MNR Significant Woodlands
- Deer Yard (Stratum 1)**
  - Deer Yard (Stratum 1)
- Thermal Regime**
  - Thermal Regimes of Lakes (Cold)
  - Thermal Regimes of Lakes (Cool)
  - Thermal Regimes of Lakes (Warm)
- Natural Features Adjacent Lands**
  - Natural Features Adjacent Lands

JANUARY 16, 2018

**DRAFT**

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



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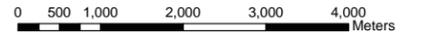
# SCENARIO 3



## Official Plan

### Municipality of Mississippi Mills

#### Natural Heritage System (Appendix B-3)



#### Legend

##### Roads / Trails

- Provincial Highway
- County
- Other
- Trails and Paths

##### Utility

- Communication Tower
- Hydro Utility Line
- TransCanada Pipeline

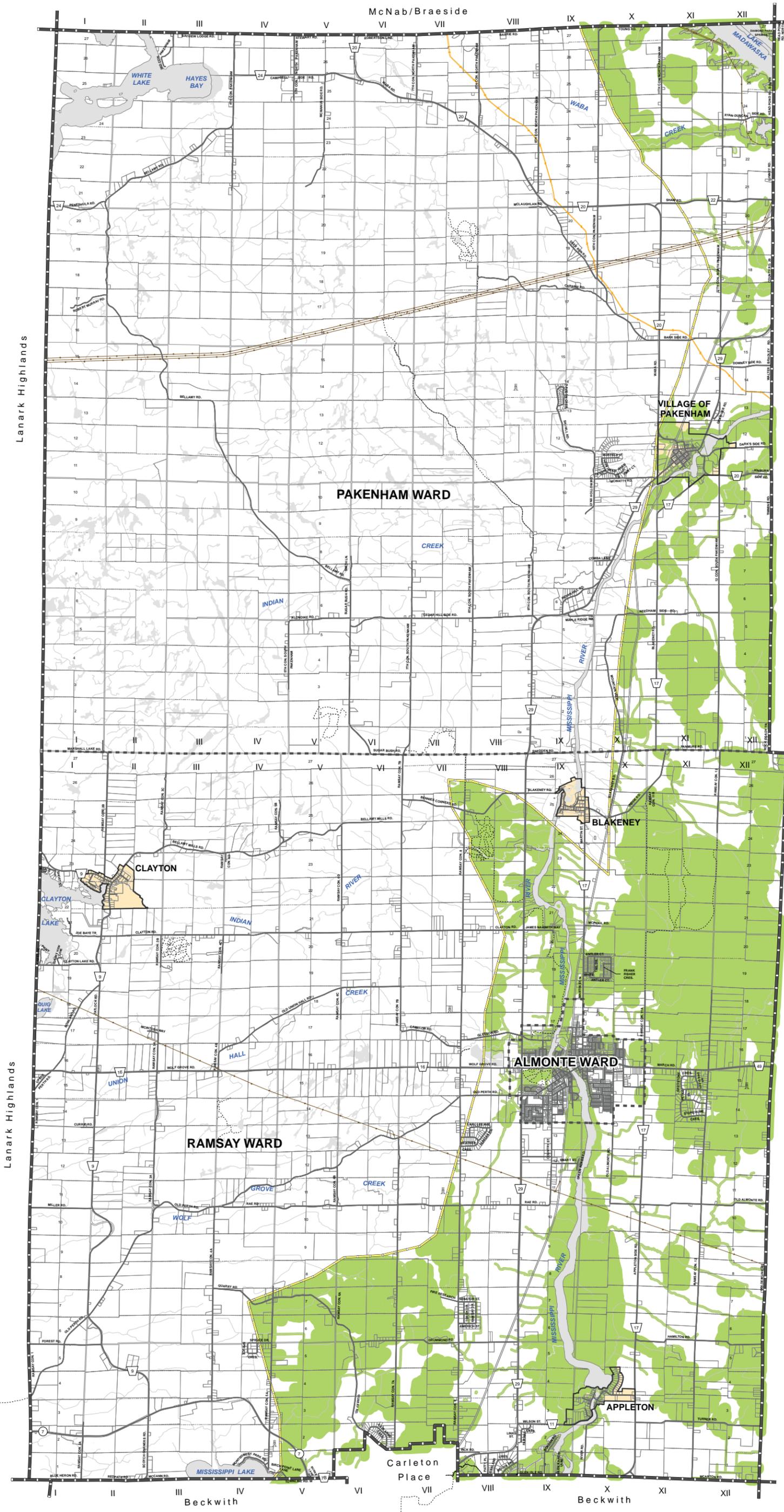
##### Boundary

- Lot Line
- Ward Boundary
- Municipal Boundary
- Canadian Shield
- Village Boundary
- Parcel Fabric

##### Natural Features

- Stream / Creek
- Waterbody

##### Identified Natural Heritage System



Ottawa

Ottawa

JANUARY 16, 2018

**DRAFT**

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



J.L. Richards  
ENGINEERS, ARCHITECTS, PLANNERS

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

**STAFF REPORT**

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Rhonda Whitmarsh, Treasurer  
**SUBJECT: Gemmill Park Funding Options**

---

**RECOMMENDATION:**

**THAT Council authorize the Treasurer to proceed with Option 2 to obtain long term financing for the unfunded costs associated with Gemmill Park;**

**AND THAT Council consider Option 3, selling surplus municipal land, to defray the long term debt repayments associated with this project.**

**BACKGROUND:**

In 2017, work was completed in Gemmill Park that included a splash pad, skate park and washroom facilities. At the time, the work was to be funded from several sources; development charges (skate park and splash pad), reserves, long term financing, the sale of land and grants.

Although the project is finished there are still costs that have not been funded while a decision was being made as to the sale of land. The unfunded amount of \$502,174 is determined as follows:

Expenditures:	\$
Construction Costs	958,649
Professional Fees	98,548
Total Expenditures	1,057,197
Less Funding:	
Development Charges	(248,949)
Reserves and Deferred Revenue	(72,656)
Grants	(233,418)
Total Funding	(555,023)
Unfunded Balance	502,174

Note: Change orders on the project total \$89,512 and are included in the above expenditures. Council resolutions indicate that change orders are to be funded first from development charges, then from the sale of land (if possible) and then from long term financing.

## DISCUSSION:

Now that the intended sale of land to fund this project is not going to occur, a decision needs to be made as to how to pay for the remaining costs. There are no available reserves to fund the outstanding balance therefore the following options are presented for Council's consideration:

**Option 1 - Add the full cost to the 2019 budget.** This option equates to an approximate 5.06% tax levy increase. This option is not recommended.

**Option 2 - Long term finance the project.** The original budget for this work had a long term financing component and it was one of the options for funding change orders. Since this project has a long life it makes sense to spread the payments over the same time frame so that those residents who will benefit from it are the ones paying for it. Assuming an interest rate of 4% for 20 years, the annual repayment costs would be \$36,360 and if the loan is for 10 years the repayments would be 60,747. These debt repayment costs would need to be added to the budget each year. I would recommend the 20 year option as the park facilities should not need replacement before then and it makes the debt payments more affordable to the residents in terms of the taxation impacts.

**Option 3 - Sell some other surplus municipal land to defray the costs.** This option could possibly help fund the outstanding costs of the park however it will take some time to determine which municipal lands could be sold, if any, and then complete the process. While waiting for this process to be completed, interest rates on any required loan may rise resulting in additional costs if there is not enough available land to sell to cover the entire unfunded balance.

I am recommending a combination of Options 2 and 3 - long term financing the unfunded balance as soon as possible to try and obtain the lowest interest rate, and that the municipality work on trying to sell other available municipal lands to offset the debt costs. This is similar to the approach taken with the Business Park. The net proceeds from the sale of lots in the Business Park is put into reserves and then used to fund the debt payments on the Business Park so that the cost is not being funded from the tax base.

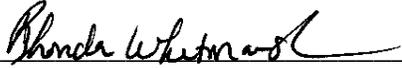
## FINANCIAL IMPACT:

The financial implications of these options are noted above. The recommended option has been included in the draft 2019 budget.

## SUMMARY:

It is recommended that Council approve a combination of Options 1 and 2, with authorization to proceed with long term financing for the unfunded balance of the Gemmill Park project.

Respectfully submitted,

  
Rhonda Whitmarsh, Treasurer

Reviewed by,

  
Shawna Stone, Acting CAO

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

**STAFF REPORT**

**DATE:** March 5, 2019

**TO:** Committee of the Whole

**FROM:** Rhonda Whitmarsh, Treasurer

**SUBJECT: 2018 Statement of Reserve Funds (Development Charges)**

---

**RECOMMENDATION:**

**THAT Council accept the Treasurer's 2018 Statement of Reserve Funds as presented.**

**BACKGROUND:**

Annually there is a legislated requirement to present a statement to Council regarding the transactions that occurred related to development charges. In the past, the statement has been presented in summary format for ease of understanding. In 2015, the reporting requirements changed because of amendments made to the Development Charges Act. Below is the revised reporting of the Municipality's 2018 transactions with respect to development charges.

**DISCUSSION:**

The new reporting format is more complex than what has been provided in the past but reflects the following summarized transactions:

Equity at Dec 31/17	\$1,778,166.69
2018 Development Charges Collected	\$1,337,703.63
2018 Interest Earned	\$39,902.89
2018 Expenditures-Capital and Operating	(\$1,135,034.00)
Equity at Dec 31/18	\$2,020,739.21

The equity total at the end of 2018 represents the funds that are available to pay for the projects included in the development charges background study per By-law 18-88. Any unspent funds remaining on the expiry date of the by-law will be carried forward into a new by-law.

The detailed transactions and background study are available for review at any time.

The following charts provide additional detail on the development charge transactions for 2018:

**Municipality of Mississippi Mills  
Annual Treasurer's Statement of Reserve Funds for By-Law 14-65**

Description	Services to which the Development Charge Relates											
	Non-Discounted Services						Discounted Services					Total
	Road Services	Water	Wastewater	Storm Water	Septage	Protection <sup>4</sup>	Parks and Recreation <sup>5</sup>	Daycare	Administration	Library		
Opening Balance, January 1, 2017	375,216.13	1,034,021.47	(124,544.12)	5,999.78	(62,494.49)	174,782.79	339,110.26	6,938.76	43,715.28	(14,579.17)	1,778,166.69	
<b>Plus:</b>												
Development Charge Collections	281,527.41	360,218.89	327,221.75	16,994.74	1,616.00	63,607.38	161,829.31	16,549.29	6,632.35	101,506.51	1,337,703.63	
Accrued Interest	7,890.52	19,266.86	924.70	207.82	-	3,250.95	6,547.70	217.10	1,115.39	481.85	39,902.89	
Repayment of Monies Borrowed from Fund and Associated Interest <sup>1</sup>											-	
<b>Sub-Total</b>	<b>289,417.93</b>	<b>379,485.75</b>	<b>328,146.45</b>	<b>17,202.56</b>	<b>1,616.00</b>	<b>66,858.33</b>	<b>168,377.01</b>	<b>16,766.39</b>	<b>7,747.74</b>	<b>101,988.36</b>	<b>1,377,606.52</b>	
<b>Less:</b>												
Amount Transferred to Capital (or Other) Funds <sup>2</sup>	651,903.00	81,001.00	282,416.00			29,725.00	23,763.00	13,000.00	20,726.00	32,500.00	1,135,034.00	
Amounts Refunded											-	
Amounts Loaned to Other DC Service Category for Interim Financing Credits <sup>3</sup>											-	
<b>Sub-Total</b>	<b>651,903.00</b>	<b>81,001.00</b>	<b>282,416.00</b>	<b>-</b>	<b>-</b>	<b>29,725.00</b>	<b>23,763.00</b>	<b>13,000.00</b>	<b>20,726.00</b>	<b>32,500.00</b>	<b>1,135,034.00</b>	
<b>Closing Balance, December 31, 2018</b>	<b>12,731.06</b>	<b>1,332,506.22</b>	<b>(78,813.67)</b>	<b>23,202.34</b>	<b>(60,878.49)</b>	<b>211,916.12</b>	<b>483,724.27</b>	<b>10,705.15</b>	<b>30,737.02</b>	<b>54,909.19</b>	<b>2,020,739.21</b>	

<sup>1</sup> Source of funds used to repay the DC reserve fund

<sup>2</sup> See Attachment 1 for details

<sup>3</sup> See Attachment 2 for details

<sup>4</sup> Service category includes: Police Services and Fire Services

<sup>5</sup> Service category includes: Indoor Recreation Services and Parkland Development Services

The Municipality is compliant with s.s. 59.1 (1) of the *Development Charges Act*, whereby charges are not directly or indirectly imposed on development nor has a requirement to construct a service related to development been imposed, except as permitted by the *Development Charges Act* or another Act.

**Municipality of Mississippi Mills  
Amount Transferred to Capital (or Other) Funds - Capital Fund Transactions**

Capital Fund Transactions	Gross Capital Cost	DC Recoverable Cost Share					Non-DC Recoverable Cost Share				
		DC By-Law Period			Post DC By-Law Period						
		DC Reserve Fund Draw	DC Debt Financing	Grants, Subsidies Other Contributions	Post-Period Benefit/Capacity Interim Financing	Grants, Subsidies Other Contributions	Other Reserve/Reserve Fund Draws	Tax Supported Operating Fund Contributions	Rate Supported Operating Fund Contributions	Debt Financing	Grants, Subsidies Other Contributions
<u>Road Services</u>											
Ramsay Garage	636,373.73	591,828.00					31,640.00	12,905.73			
Sub-Total - Road Services	636,373.73	591,828.00	-	-	-	-	31,640.00	12,905.73	-	-	-
<u>Administration</u>											
Development Charges Study	31,886.89	20,726.00						11,160.89			
Sub-Total - Administration	31,886.89	20,726.00	-	-	-	-	-	11,160.89	-	-	-
<u>Water and Sewer Services</u>											
Mid Term Storage	60,685.65	38,232.00						22,453.65			
Victoria St.	185,952.77	85,538.00					100,414.77	-		-	-
Sub-Total - W&S	246,638.42	123,770.00	-	-	-	-	100,414.77	22,453.65	-	-	-
<u>Parks and Recreation</u>											
Riverfront Estates	31,327.93	20,363.00					10,964.93				
Sub-Total - Parks and Recreation	31,327.93	20,363.00	-	-	-	-	10,964.93	-	-	-	-
<b>Subtotal-Capital Transactions</b>	<b>946,226.97</b>	<b>756,687.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>143,019.70</b>	<b>46,520.27</b>	<b>-</b>	<b>-</b>	<b>-</b>



**SUMMARY:**

Each year I am required to report to Council on the transactions related to development charges. I respectfully request that the 2018 report be approved as presented.

Respectfully submitted,



Rhonda Whitmarsh,  
Treasurer

Reviewed by,



Shawna Stone,  
Acting CAO

**THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MLLS**

**STAFF REPORT**

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Rhonda Whitmarsh, Treasurer  
**SUBJECT:** 2018 Transfers to Reserves for Capital

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**RECOMMENDATION:**

**THAT Council authorize a transfer to reserves of \$367,900 for 2018 capital projects that were incomplete/underspent at year end.**

**BACKGROUND:**

The 2018 year end is now complete. The Municipality's reserve policy allows for the transfer to reserves of capital funds that were unspent in the current year. The Auditors require a motion of Council to approve these transfers.

**DISCUSSION:**

A number of 2018 capital projects did not proceed or were incomplete/underspent at the end of 2018 and are included in the 2019 budget as follows:

<b>Project</b>	<b>Department</b>	<b>Amount</b>	<b>Reason for transfer</b>
Live Streaming	Council	\$25,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Asset Management Plan	Administration	\$3,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Building Maintenance	Almonte Old Town Hall	\$30,500	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Bunker Gear	Fire	\$3,800	Underspent. Funds included in 2019 budget to offset 2019 expenditure

Door Repairs	Fire	\$3,800	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Wall Repair	Fire	\$4,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Crack Sealing	Transportation	\$4,000	Underspent. Funds included in 2019 budget to offset 2019 expenditure
Road/Sidewalk Rehabilitation	Transportation	\$32,000	Menzie St. incomplete. Funds included in 2019 budget to offset 2019 expenditure
Active Transportation Projects	Transportation	\$6,200	Underspent. Funds included in 2019 budget to offset 2019 expenditure
Painting	Daycare	\$5,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Building Repairs	Daycare	\$25,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Augusta St. Splash Pad	Parks & Recreation	\$35,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Accessible Door	Library	\$2,500	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Space Needs Study-Almonte	Library	\$5,750	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Facility Maintenance	Library	\$25,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Integrated Server	Library	\$15,000	Incomplete. Funds included in 2019 budget

			to offset 2019 expenditure
TODS	C&EDC	\$1,500	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Tree Planting	C&EDC	\$3,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
CPR Fence Removal	C&EDC	\$6,250	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Tables & Chairs	C&EDC	\$5,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Waste Receptacles	C&EDC	\$4,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Welcome Signs	C&EDC	\$5,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Computer Hardware/Software	C&EDC	\$5,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Structural Repairs-Well House	Water & Sewer	\$8,000	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
OCWA Capital	Water & Sewer	\$49,300	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
Mid Term Storage	Water & Sewer	\$55,300	Incomplete. Funds included in 2019 budget to offset 2019 expenditure
<b>Total</b>		<b>\$367,900</b>	

I am requesting that Council approve the transfer to reserves for these projects.

**FINANCIAL IMPLICATIONS:**

The 2019 draft budget includes carry forward projects from 2018 as noted above and assumes that funding would come from reserves. If for any reason, the above noted projects are not approved in the 2019 budget, the reserves can be reallocated to another project or remain in reserves for a future capital project.

**SUMMARY:**

Each year at year end I request a transfer to reserves for unspent capital so that previously approved projects can proceed in the following year. I am requesting that Council approve a transfer to reserves in the amount of \$367,900 for 2018 unspent capital projects.

Respectfully submitted,



Rhonda Whitmarsh,  
Treasurer

Reviewed by,



Shawna Stone,  
Acting CAO

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

**STAFF REPORT**

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Rhonda Whitmarsh, Treasurer  
**SUBJECT:** **Water and Sewer Penalty Rate**

---

**RECOMMENDATION:**

**THAT the 2019 Water and Sewer Rate By-law be amended to reflect a one-time 5% penalty on the past due balance of all water and sewer accounts;**

**AND THAT a monthly 1.25% interest charge apply to all water and sewer balances transferred to taxes for non-payment.**

**BACKGROUND:**

For many years, the Municipality has charged a one- time 10% penalty on water and sewer bills if not paid in full before the due date. The rate applies to the billed amount. Research into the origins of this penalty date back to the former Town of Almonte By-law 18-1988 and likely date back further than 1988. To my knowledge, a review of the penalty rate has not been conducted since amalgamation, with Section 39 (4) of By-law 18-1988 being carried forward into the present:

*“Rates for the water supply shall be due when billed. A ten percent penalty shall be charged on all accounts not paid in full on or before the 30<sup>th</sup> day after the date upon which accounts are rendered.”*

The interpretation of this by-law has been to charge the 10% penalty on the billed amount even if partial payments have been made. This is consistent with the way the penalty was applied by the former Town of Almonte.

**DISCUSSION:**

A review into the practices of other municipalities and how they handle penalties and interest on past due water and sewer billings is included in the table below:

<b>Municipality</b>	<b>Penalty/Interest Rate</b>
Municipality of Mississippi Mills	A one-time 10% penalty on the <u>current billed amount</u> if the full payment is not received on or before the due date. No additional interest is charged after an account is transferred to taxes.

City of Ottawa	Monthly interest charge on all overdue amounts is 1.25%. Priority lien on the land of the owner. Interest continues at 1.25% per month after being transferred to taxes for non-payment. Admin. fee for transferring to taxes of \$43.00
City of Welland	5% penalty on the <u>current billed amount</u> if the full payment is not received on or before the due date. It is not clear if a transfer to taxes occurs and monthly interest continues.
Township of South Frontenac	A penalty is added on the first day of default of 5%. If outstanding after 30 days the balance is transferred to taxes. It is not clear if monthly interest continues after being transferred to taxes.
Town of Smiths Falls	A 5% one-time penalty is added on the net bill. If an amount remains outstanding after 3 billings it is transferred to taxes and charged interest at 1.25% per month.
Town of Carleton Place	Past due accounts are subject to a one-time late payment penalty of 10%. Transferred to taxes after one billing is outstanding. Interest continues at 1.25% per month after being transferred to taxes for non-payment
Town of Arnprior	Past due accounts are subject to a monthly late payment penalty and interest of 1.25%. Priority lien on the land of the owner. Interest continues at 1.25% per month after being transferred to taxes for non-payment
Town of Aurora	5% penalty on the outstanding balance with a reminder notice to pay within 10 days or water may be turned off and additional charges may be incurred. It is not clear if a transfer to taxes occurs and monthly interest continues.
City of Kingston	Past due accounts are subject to a late payment fee of 1.5% monthly as well as possible collection action or interruption of service. It is not clear if a transfer to taxes occurs and monthly interest continues.
City of Belleville	Past due accounts are subject to a monthly late payment penalty and interest of 1.25%. Priority lien on the land of the owner. Interest continues at 1.25% per month after being transferred to taxes for non-payment
Municipality of North Grenville	If a deposit is not made on the account or the account is not paid in full a late payment charge of 8% of the current charges owing is added on the due date then a monthly charge of 1.25% is added until the account is paid in full

From the research, the penalty and interest rates tend to be either as a one-time amount or a monthly amount not both, with the exception of North Grenville. The other

consistency is that the penalty or interest charge is only on the outstanding balance and not the billed amount. The majority of municipalities transfer unpaid balances to taxes after a predetermined period of time.

Section 391 (1) of the *Municipal Act* provides the authority for a municipality to impose penalties and interest on water and sewer billings provided a by-law is passed. The *Act* does not regulate the penalty and interest rate charged or the frequency. That is left up to individual municipalities to determine.

Going forward, it is recommended that past due water and sewer accounts are subject to a one-time late payment penalty of 5% and a monthly interest charge of 1.25% after the balance is transferred to taxes for non-payment. The current practice is to transfer the balance to taxes after 2 billing cycles (4 months).

The reason for imposing penalties and interest on overdue accounts is to encourage the payment of all bills by the due dates to avoid these charges. The recommended change will be a 50% drop in the penalty charge from 10% to 5% and it would only apply to the past due balance instead of the amount billed. In addition, once the balance is transferred to taxes a monthly penalty of 1.25% will be incurred which does not happen currently. It is hoped that this change is still sufficient enough to encourage the timely payment of water and sewer bills.

#### **FINANCIAL IMPACT:**

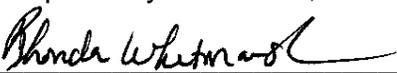
The 2019 draft budget includes revenue of \$34,000 for interest on overdue water and sewer accounts. It is difficult to determine what the total financial impact of the recommended change as it will take time to monitor the results of the change in the penalty rate and payment patterns that may occur. I will monitor the change throughout the year and report to Council on my findings.

As an example, if a water and sewer billing of \$100 is not paid, applying the current one-time penalty rate at 10% would be \$10 and it would be the same \$10 regardless of when it was paid, even if the account was transferred to taxes for non-payment. With a proposed one-time penalty rate of 5%, the same outstanding balance of \$100 would be charged \$5.00 and assuming it was then transferred to taxes, an additional penalty of 1.25% per month would be added until paid. It would take another 4 months of non-payment for the ratepayer to incur penalties and interest of \$10.

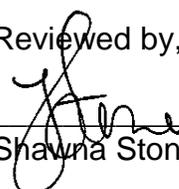
#### **SUMMARY:**

It is recommended that past due water and sewer accounts are subject to a one-time penalty of 5% on overdue balances and a monthly interest charge of 1.25% if transferred to taxes for non-payment and that the 2019 Water and Sewer Rate By-law be updated to reflect this change.

Respectfully submitted,

  
Rhonda Whitmarsh, Treasurer

Reviewed by,

  
Shawna Stone, Acting CAO

# THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

## STAFF REPORT

**DATE:** March 5, 2019  
**TO:** Committee of the Whole  
**FROM:** Jeanne Harfield, Acting Clerk  
**SUBJECT:** Deputy Mayor Appointment – Candidate Questions

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### RECOMMENDATION:

**THAT Council approve the following five (5) questions that will be posed to all Deputy Mayor Candidates during the appointment process:**

- 1. Please address why you would like to be a Member of Council and elaborate on your long and short term visions for the Municipality of Mississippi Mills?**
- 2. What do you see as the immediate challenges facing the Municipality and what are your suggestions as to how to address them?**
- 3. One of the roles of Council is to maintain the financial integrity of the Municipality. How does your experience lend itself to fulfilling this responsibility?**
- 4. Council may make decisions that not all members of the public agree with. Outline how you would address an unhappy citizen and explain how your experiences have equipped you to deal with these types of situations. Please include your thoughts on social media.**
- 5. The position of Deputy Mayor acts as the Mayor in his/her absence. Can you highlight what qualities and attributes you have that demonstrate consensus building and leadership?**

### BACKGROUND:

On February 19<sup>th</sup>, Council voted to fill the Deputy Mayor vacancy through the appointment process and utilize the existing Council Vacancy Appointment Policy.

### DISCUSSION:

The Council Vacancy Appointment Policy sets out the process on how the appointment will take place. Any qualified individual who wishes to be a candidate for the Deputy Mayor position must submit a completed application form and a personal statement of qualification (optional) by the advertised deadline.

There will be two special Council meetings regarding the appointment. The first will have all certified candidates interviewed with the same five (5) questions as determined by Council. Each candidate will be given fifteen (15) minutes to answer the questions. The second special Council meeting will be the formal selection; Members will make public votes until a candidate obtains a majority of the votes from Members present.

Council will need to determine the five (5) final questions that will be posed to candidates during the first special meeting. Below is a list of potential question and includes some of the questions that were posed to candidates in 2016.

### **Potential Questions to Candidates:**

- Please address why you would like to be a Member of Council and elaborate on your long and short terms visions for the Municipality of Mississippi Mills?
- Tell us about a time when a committee or group you were working with made a decision that you personally did not agree with. How did or would you handle the situation?
- The position of Deputy Mayor acts as the Mayor in his/her absence. Can you highlight what qualities and attributes you have that demonstrate consensus building and leadership?
- What do you see as the immediate challenges facing the Municipality and what are your suggestions as to how to address them?
- Tell us about a time you were involved in the development of a policy or project, how you prepared or would prepare and what you were or would be able to contribute?
- One of the roles of Council is to maintain the financial integrity of the Municipality. How does your experience lend itself to fulfilling this responsibility?
- Tell us about an experience you have had in an oversight position and how you were able to ensure that the necessary policies and procedures were being carried out.
- Council may make decisions that not all members of the public agree with. Outline how you would address an unhappy citizen and explain how your experiences have equipped you to deal with these types of situations. Please include your thoughts on social media.
- Tell us how you feel about being the Council representative on volunteer advisory committees and where you see you can most contribute.
- What is your short and long-term vision for the Municipality of Mississippi Mills?

### **FINANCIAL IMPLICATIONS:**

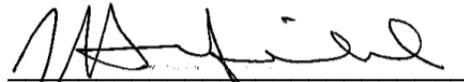
There are no financial implications associated with this report.

**SUMMARY:**

In accordance with the Council Vacancy Appointment Policy, all candidates will need to answer five (5) questions during the first special Council meeting. Staff is looking for Council approval of the final five (5) questions prior to being made public.

Respectfully submitted,

Approved by,



Jeanne Harfield, Acting Clerk



Shawna Stone, Acting CAO

Here are the highlights from the regular Lanark County Council meeting held Wednesday, Feb. 20.

- **Increasing the Social Housing Supply:** Council has authorized staff to pursue a negotiable request for proposal (RFP) for the construction of 20 new housing units in Carleton Place. This follows a presentation at the community services committee meeting earlier this month by Social Services Director Emily Hollington, which outlined the department's plans to increase the county's social housing supply. Ms. Hollington reviewed the "Lanark County Housing Study, October 2018" and provided background on the Housing and Homelessness Blueprint, which is a 10-year plan that contained seven local priorities that the department has been addressing over the past five years. The Ministry of Municipal Affairs and Housing requires an update to the plan this year. In February 2018, the county engaged a housing renewal coordinator to conduct research and produce a housing needs and demand analysis with recommendations for action. The study was published in October and outlined four main housing gaps and priorities, including needs for improved access to affordable housing, increased housing options, additional supportive services partnered with permanent housing (the community identified nine priority populations), and improved coordination and collaboration around housing needs, demands and markets. The Housing Study recommended five strategic directions. The first is to increase the supply of affordable housing stock. Ms. Hollington explained waitlists continue to grow, especially in high-growth areas such as Carleton Place, and a schedule was provided that would see the increase in supply, which will help the county to meet its provincially mandated number of units. The second is to plan for a diverse range of housing choices that create an environment conducive to a healthy local housing structure. Third is to stabilize and revitalize current housing stock. Fourth is to ensure an adequate supply of supportive and universal housing that meets the needs of special-needs populations, as well as emergency and supportive housing options for vulnerable residents through innovative partnerships. The final recommendation is for community education on local housing needs and demands and to offer incentives to developers building affordable housing. The timeline presented for increasing the physical stock of housing recommends 15 rent-geared-to-income and five affordable units in 2019. The new redevelopment and regeneration advisory committee recommended these be located in Carleton Place as it has the highest need for subsidized and affordable housing. Ms. Hollington indicated the expenditure for the new build is in the 2019 social services reserve budget, with annual investments to rebuild the reserve. Discussions with Carleton Place would be initiated to determine potential partnering opportunities. The motion also authorizes staff to negotiate with potential proponents with respect to final terms of any agreement. For more information, contact Emily Hollington, Director of Social Services, at 1-888-9-LANARK, ext. 2101.
  
- **Upcoming Meetings: County Council, Wednesday, March 13, 5 p.m.;** Community Services, March 13 (following County Council); Corporate Services, March 13 (following Community Services). **County Council, Wednesday, March 27, 5 p.m.;** Public Works, March 27 (following County Council); Economic Development, March 27 (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!

**INFORMATION LIST #05-19**  
**March 5, 2019**

The following is a list of information items received as of February 26, 2019.

<b>Item #</b>	<b>Date</b>	<b>Originator</b>	<b>Subject</b>
1	13-Feb-19	Minister of Finance	Update on 2019 Ontario Municipal Partnership Fund (OMPF)
2	15-Feb-19	Lanark County	Media Release: Business Retention & Expansion Project Update
3	19-Feb-19	Almonte General Hospital Foundation	Media Release: AGH Volunteer Receives Leadership Award
4	25-Feb-19	Ministry of Community Safety and Correctional Services	Community Safety and Well-being Plan
5	26-Feb-19	Lanark County	Lanark County Publishes 2019 Festivals & Events Guide
6	26-Feb-19	Township of South Stormont	Resolution re: Provincial Review of Ontario Municipal Partnership Fund

Ministry of Finance  
Office of the Minister

Ministère des Finances  
Bureau du ministre



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February 13, 2019

Dear Head of Council:

We are writing to provide you with an update on the 2019 Ontario Municipal Partnership Fund (OMPF).

Recognizing that we are already well into the municipal budget year, the government will be maintaining the current structure of the OMPF for 2019 as well as Transitional Assistance. This means that the program and funding will remain virtually the same as in 2018, while allowing for annual data updates and related adjustments. We heard the concerns of municipalities and that is why we are now providing the certainty they need to begin finalizing their budgets.

Ministry staff are working to finalize data updates to ensure the OMPF continues to be responsive to changing municipal circumstances as is the case under the current program. Allocation notices with funding details for each municipality, as well as supporting material, will be available in mid-March. At that time, the final 2019 funding envelope will also be announced. Consistent with prior years, Transitional Assistance will continue to gradually decline as fewer municipalities require this funding.

As we communicated previously, Ontario inherited a \$15 billion deficit. The rising cost of servicing our massive debt, if left unchecked, will imperil our hospitals, schools and other public services. We cannot allow this to happen. We continue to review government transfer payments, including the OMPF, as we work to put our province back on a sustainable and responsible fiscal path.

In the coming months, we will continue to consult with municipalities to ensure the OMPF program is sustainable and focused on the Northern and rural municipalities that need this funding the most. As we noted in December, the OMPF will be reviewed. For this reason, we are committed to announcing 2020 allocations well in advance of the municipal budget year so that municipalities have appropriate time to plan.

.../cont'd

We respect our municipal partners and remain committed to listening and working together constructively to find smarter and more efficient ways to make life better for our communities.

Sincerely,

***Original Signed by***

Vic Fedeli  
Minister of Finance

c: The Honourable Steve Clark, Minister, Municipal Affairs and Housing  
Jamie McGarvey, President, Association of Municipalities of Ontario

## Lanark County Business Retention & Expansion (BR+E) Project gets overwhelming response

Response to a call for businesses to participate in face-to-face business visits/surveys across Lanark County continues to impress!

Lanark County, in partnership with Valley Heartland Community Futures Development Corporation (CFDC), is delivering the Business Retention & Expansion (BR+E) Project, which aims to support and strengthen local business across the county.

Through the project, the volunteer and business communities are coming together to help Lanark County and local municipalities better understand business needs and priorities.

“More than 80 trained volunteer visitors have stepped up to the plate to do the face-to-face, confidential surveys and we have over 100 businesses already agreeing to participate,” stated Teri Devine, BR+E Coordinator, Valley Heartland CFDC.

“Businesses will be able to share information by completing the survey, have any issues or opportunities heard and will be contributing to the development of future projects, programs and priorities that support business across Lanark County,” explained Stacie Lloyd, Regional Economic Development Officer, Valley Heartland CFDC.

“Results of the survey will help Lanark County understand the needs of local businesses and help where possible, both now and into the future,” added Lanark County CAO Kurt Greaves.

The Lanark County Business Retention & Expansion (BR+E) Project is a broad sector survey representing the many sectors and geographies across the County.

There are still spaces available for businesses in the construction, real estate, finance and insurance or agriculture sector, so if you would like to participate, please contact Teri Devine, BR+E Coordinator, at 613-283-7002 ext. 111 or 613-207-5940 or by e-mail at [bre@valleycfdc.com](mailto:bre@valleycfdc.com).

More information is available at [www.valleycfdc.com/bre](http://www.valleycfdc.com/bre).

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

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

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

**About Valley Heartland CFDC**

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

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

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



# MEDIA RELEASE

February 19, 2019

## AGH VOLUNTEER RECEIVES LEADERSHIP AWARD

Every Tuesday, you can find John Coderre in the Physiotherapy Department at Almonte General Hospital, helping patients and staff. As a volunteer, John changes linens, cleans equipment, does some filing and helps out whenever he can. “It’s a busy job and it’s a meaningful job,” says John. “And they are great people.”

The Physio team agrees. “It is such an honour to have John volunteering in our department. His positive support and dedication enrich our environment,” notes Director Patti Morton.

Recently, others recognized John’s commitment as well. He received the Qualman-Davies Leadership Award from the Arthritis Alliance of Canada. The award recognizes individuals whose advocacy efforts support Canadians living with arthritis.

John has been a tireless spokesperson and advocate for those living with arthritis. For nearly 18 years, he was an active member of the Patient Partners in Arthritis, demonstrating muscular-skeletal exam techniques to hundreds of medical and health care students. He has also been a member of numerous Committees and Councils, participating in grant review panels, serving as a consumer advisor, co-authoring documents and supporting research at Western University. “It has been great fun. I thoroughly enjoyed meeting these bright young doctors and researchers,” John recalls. “Ultimately I would love to see a world free of arthritis.”

Since osteo-arthritis has taken away his ability to participate in some sports, John has taken up lower-impact ones such as swimming and cycling. He has been a member of the organizing committees for the Ontario provincial summer and winter senior games – even winning silver and gold medals at the games.

John and his wife Pat moved from London to Almonte about four years ago. His family has lived in Almonte for four generations.

“All of John’s work helps to ensure that the voice of Canadians living with arthritis is heard,” sums up Mary Wilson Trider, President and CEO. “We are so pleased to have him as part of the Almonte General Hospital team. Congratulations John!”



Cutline: John Coderre shares his award with the AGH Physiotherapy staff. Shown (l-r): Kim Dyer, Physiotherapist; Patti Morton, Physiotherapist; Crystal Higginson, Physiotherapist; John Coderre, Volunteer; Cheryl Moore Receptionist; and Diane Villeneuve, Receptionist/Physiotherapy Aide.

Media Contact:

**Jane Adams**

Communications Lead, Almonte General Hospital

613-729-4864

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

**Jeanne Harfield**

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**From:** MCSCS Feedback <MCSCS.Feedback@ontario.ca>  
**Sent:** February 25, 2019 1:25 PM  
**To:** MCSCS Feedback  
**Subject:** Letter from the Honourable Sylvia Jones, Minister of Community Safety and Correctional Services/Lettre de l'honorable Sylvia Jones, Ministre de la Sécurité communautaire et des Services correctionnels  
**Attachments:** Annexe A - Planification de la sécurité - Foire aux questions - Français.pdf; Annexe B - Un engagement commun pour l'Ontario (livret 3, version 2)\_FR.pdf; Appendix A - CSWB Planning - Frequently Asked Questions - English.pdf; Appendix B - A Shared Commitment in Ontario (Booklet 3, Version 2)\_ENG.pdf

Ministry of Community Safety  
and Correctional Services  
  
Office of the Minister  
  
22 Grosvenor Street  
18<sup>th</sup> Floor  
Toronto ON M7A 1Y8  
Tel: 416 326-0408  
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Ministère de la Sécurité communautaire  
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MC-2019-252  
**By e-mail**

Dear Clerk:

I am pleased to share with you the attached resources that have been developed to support municipalities as they begin undertaking the community safety and well-being planning process. I encourage you to share these resources with your members and their partners, as they begin to develop and implement their local community safety and well-being plans.

As you know, on January 1, 2019, new legislative amendments to the *Police Services Act, 1990* came into force which mandate every municipality to prepare and adopt a community safety and well-being plan. As part of these legislative changes, municipalities are required to work in partnership with police services and other various sectors, including health/mental health, education, community/social services and children/youth services as they undertake the planning process. Municipalities have two years from the in-force date to prepare and adopt their first community safety and well-being plan (i.e. by January 1, 2021). Municipalities also have the flexibility to develop joint plans with neighbouring municipalities and/or First Nations communities, which may be of value to create the most effective community safety and well-being plan that meets the unique needs of the area.

These amendments support Ontario's modernized approach to community safety and well-being which involves taking an integrated approach to service delivery by working collaboratively across sectors to proactively address crime and complex social issues on a sustainable basis. Through this approach, municipalities will have a leadership role in identifying local priority risks in the community and implementing evidence-based programs and strategies to address these risks before they escalate to a situation of crisis.

It is important to note that the provisions related to mandating community safety and well-being planning will continue in the Comprehensive Ontario Police Services Act, 2019, which was introduced on February 19, 2019. If passed, this bill would repeal and replace the Police Services Act, 2018 and the Ontario Special Investigations Unit Act, 2018. The bill would also repeal the Policing Oversight Act, 2018 and the Ontario Policing Discipline Tribunal Act, 2018. A new provision is also included under the bill which, once in force, will require the participation of the local police service in the development of the plan.

My ministry is committed to supporting municipalities, and their partners, in meeting these new legislative requirements. As a first step, the ministry is offering community safety and well-being planning webinars over the next few months to assist municipalities as they begin the process. The webinars will provide an overview of the new community safety and well-being planning requirements, as well as guidance on how to develop and implement effective plans. The webinars will be offered on the following dates/times, and there will be both English and French-only sessions available:

**March 7, 2019**

1:00 p.m. to 3:00 p.m.

**April 25, 2019**

10:00 a.m. to 12:00 p.m.

**May 9, 2019**

1:00 p.m. to 3:00 p.m.

**March 19, 2019 (French only)**

1:00 p.m. to 3:00 p.m.

**April 11, 2019**

1:00 p.m. to 3:00 p.m.

**May 15, 2019 (French only)**

1:00 p.m. to 3:00 p.m.

**March 21, 2019**

10:00 a.m. to 12:00 p.m.

**May 23, 2019**

10:00 a.m. to 12:00 p.m.

Please note, the content of the webinars will be the same for each session. To register for a webinar, please send your request to [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca) with the date/time that you would like to register for.

In addition, the ministry has also developed a Frequently Asked Questions document to provide more information and clarification related to community safety and well-being planning (see Appendix A).

Municipalities are encouraged to continue to use the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet to support in the planning process (see Appendix B). This booklet has recently been updated to include reference to the new legislative requirements, an additional critical success factor that highlights the importance of cultural responsiveness in the planning process, and a new resource to assist municipalities with engaging local Indigenous partners. The updated version is also available on the ministry's [website](#).

We greatly appreciate your continued support as we move forward on this modernized approach to community safety and well-being together. If communities have any questions, please feel free to direct them to my ministry staff, Tiana Biordi, Community Safety Analyst, at [Tiana.Biordi@ontario.ca](mailto:Tiana.Biordi@ontario.ca) or Jwan Aziz, Community Safety Analyst, at [Jwan.Aziz@ontario.ca](mailto:Jwan.Aziz@ontario.ca).

Sincerely,

Sylvia Jones  
Minister

Enclosures (2)

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Confidentiality Warning: This e-mail contains information intended only for the use of the individual named above. If you have received this e-mail in error, we would appreciate it if you could advise us through the Ministry of Community Safety and Correctional Services' website at [http://www.mcscs.jus.gov.on.ca/english/contact\\_us/contact\\_us.asp](http://www.mcscs.jus.gov.on.ca/english/contact_us/contact_us.asp) and destroy all copies of this message. Thank you.

***If you have any accommodation needs or require communication supports or alternate formats, please let us know.***

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MC-2019-252

**Frequently Asked Questions: New Legislative Requirements related to  
Mandating Community Safety and Well-Being Planning**

**1) What is community safety and well-being (CSWB) planning?**

CSWB planning involves taking an integrated approach to service delivery by working across a wide range of sectors, agencies and organizations (including, but not limited to, local government, police services, health/mental health, education, social services, and community and custodial services for children and youth) to proactively develop and implement evidence-based strategies and programs to address local priorities (i.e., risk factors, vulnerable groups, protective factors) related to crime and complex social issues on a sustainable basis.

The goal of CSWB planning is to achieve the ideal state of a sustainable community where everyone is safe, has a sense of belonging, access to services and where individuals and families are able to meet their needs for education, health care, food, housing, income, and social and cultural expression.

**2) Why is CSWB planning important for every community?**

CSWB planning supports a collaborative approach to addressing local priorities through the implementation of programs/strategies in four planning areas, including social development, prevention, risk intervention and incident response. By engaging in the CSWB planning process, communities will be able to save lives and prevent crime, victimization and suicide.

Further, by taking a holistic approach to CSWB planning it helps to ensure those in need of help receive the right response, at the right time, and by the right service provider. It will also help to improve interactions between police and vulnerable Ontarians by enhancing frontline responses to those in crisis.

To learn more about the benefits of CSWB planning, please see Question #3.

**3) What are the benefits of CSWB planning?**

CSWB planning has a wide-range of positive impacts for local agencies/organizations and frontline service providers, as well as the broader community, including the general public. A few key benefits are highlighted below:

- Enhanced communication and collaboration among sectors, agencies and organizations;
- Transformation of service delivery, including realignment of resources and responsibilities to better respond to priorities and needs;
- Increased understanding of and focus on local risks and vulnerable groups;
- Ensuring the appropriate services are provided to those individuals with complex needs;
- Increased awareness, coordination of and access to services for community members and vulnerable groups;
- Healthier, more productive individuals that positively contribute to the community; and
- Reducing the financial burden of crime on society through cost-effective approaches with significant return on investments.

#### **4) When will the new legislative requirements related to CSWB planning come into force and how long will municipalities have to develop a plan?**

The new legislative requirements related to CSWB planning came into force on January 1, 2019, as an amendment to the *Police Services Act, 1990* (PSA), and municipalities have two years from this date to develop and adopt a plan (i.e., by January 1, 2021). The CSWB planning provisions are outlined in Part XI of the PSA.

This timeframe was based on learnings and feedback from the eight pilot communities that tested components of the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet (see Question #33 for more information on the pilot communities).

In the circumstance of a joint plan, all municipalities involved must follow the same timeline to prepare and adopt their first CSWB plan (see Question #10 for more information on joint plans).

#### **5) What are the main requirements for the CSWB planning process?**

A CSWB plan must include the following core information:

- Local priority risk factors that have been identified based on community consultations and multiple sources of data, such as Statistics Canada and local sector-specific data;
- Evidence-based programs and strategies to address those priority risk factors; and
- Measurable outcomes with associated performance measures to ensure that the strategies are effective and outcomes are being achieved.

As part of the planning process, municipalities are required to establish an advisory committee inclusive of, but not limited to, representation from the local police service board, as well as the Local Health Integration Networks or health/mental health services, educational services, community/social services, community services to children/youth and custodial services to children/youth.

Further, municipalities are required to conduct consultations with the advisory committee, members of public, including youth, members of racialized groups and of First Nations, Métis and Inuit communities, as well as community organizations that represent these groups.

To learn more about CSWB planning, please refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet. The booklet contains practical guidance on how to develop a plan, including a sample CSWB plan.

#### **6) Who is responsible for developing a CSWB plan?**

As per the PSA, the responsibility to prepare and adopt a CSWB plan applies to:

- Single-tier municipalities;
- Lower-tier municipalities in the County of Oxford and in counties; and
- Regional municipalities, other than the County of Oxford.

First Nations communities are also being encouraged to undertake the CSWB planning process but are not required to do so by the legislation.

**7) Are the lower-tier municipalities within a region also required to develop a local CSWB plan?**

In the case of regional municipalities, the obligation to prepare and adopt a CSWB plan applies to the regional municipality, not the lower-tier municipalities within the region. Further, the lower-tier municipalities are not required to formally adopt the regional plan (i.e., by resolution from their municipal council).

However, there is nothing that would prohibit any of the lower-tier municipalities within a region from developing and adopting their own CSWB plan, if they choose, but it would be outside the legislative requirements outlined in the PSA.

**8) Why is the Government of Ontario mandating CSWB planning to the municipality?**

CSWB planning is being mandated to municipalities to ensure a proactive and integrated approach to address local crime and complex social issues on a sustainable basis. Municipalities will have a leadership role in identifying their local priority risks in the community and addressing these risks through evidence-based programs and strategies, focusing on social development, prevention and risk intervention.

It is important to remember that while the municipality is designated the lead of CSWB planning, developing and implementing a CSWB plan requires engagement from all sectors.

**9) If a band council decides to prepare a CSWB plan, do they have to follow all the steps outlined in legislation (e.g., establish an advisory body, conduct engagement sessions, publish, etc.)?**

First Nations communities may choose to follow the process outlined in legislation regarding CSWB planning but are not required to do so.

**10) Can municipalities create joint plans?**

Yes, municipalities can create a joint plan with other municipalities and/or First Nation band councils. The same planning process must be followed when municipalities are developing a joint plan.

**11) What is the benefit of creating a joint plan (i.e., more than one municipal council and/or band council) versus one plan per municipality?**

It may be of value to collaborate with other municipalities and/or First Nations communities to create the most effective CSWB plan that meets the needs of the area. For example, if many frontline service providers deliver services across neighbouring municipalities or if limited resources are available within a municipality to complete the planning process, then municipalities may want to consider partnering to create a joint plan that will address the unique needs of their area. Additionally, it may be beneficial for smaller municipalities to work together with other municipal councils to more effectively monitor, evaluate and report on the impact of the plan.

**12) When creating a joint plan, do all municipalities involved need to formally adopt the plan (i.e., resolution by council)?**

Yes, as prescribed in legislation, every municipal council shall prepare, and by resolution, adopt a CSWB plan. The same process must be followed for a joint CSWB plan (i.e., every municipality involved must pass a resolution to adopt the joint plan).

**13) What are the responsibilities of an advisory committee?**

The main role of the advisory committee is to bring various sectors' perspectives together to provide strategic advice and direction to the municipality on the development and implementation of their CSWB plan.

Multi-sectoral collaboration is a key factor to successful CSWB planning, as it ensures an integrated approach to identifying and addressing local priorities. An ideal committee member should have enough knowledge about their respective sector to identify where potential gaps or duplication in services exist and where linkages could occur with other sectors. The committee member(s) should have knowledge and understanding of the other agencies and organizations within their sector, and be able to leverage their expertise if required.

**14) Who is required to participate on the advisory committee?**

As prescribed in legislation, an advisory committee, at a minimum, must include the following members:

- A person who represents
  - the local health integration network, or
  - an entity that provides physical or mental health services
- A person who represents an entity that provides educational services;
- A person who represents an entity that provides community or social services in the municipality, if there is such an entity;
- A person who represents an entity that provides community or social services to children or youth in the municipality, if there is such an entity;
- A person who represents an entity that provides custodial services to children or youth in the municipality, if there is such an entity;
- An employee of the municipality or a member of municipal council
- A representative of a police service board or, if there is no police service board, a detachment commander of the Ontario Provincial Police (or delegate)

As this is the minimum requirement, municipalities have the discretion to include additional representatives from key agencies/organizations on the advisory committee if needed. Consideration must also be given to the diversity of the population in the municipality to ensure the advisory committee is reflective of the community.

As a first step to establishing the advisory committee, a municipality may want to explore leveraging existing committees or groups with similar multi-sectoral representation and mandates to develop the advisory committee or assist in the selection process.

**15) Why isn't a representative of the police service required to participate on the advisory committee?**

The requirement for a representative of the police service board to be part of the advisory committee is to ensure accountability and decision-making authority in regards to CSWB planning. However, under the legislation a police service board/detachment commander would have the local discretion to delegate a representative of the police service to take part in the advisory committee on their behalf.

In addition, the legislation outlines the minimum requirement for the membership of the advisory committee and therefore it is at the local discretion of the municipality to include additional members, such as police service representatives, should they decide.

**16) What is meant by a representative of an entity that provides custodial services to children or youth?**

In order to satisfy the requirement for membership on the advisory committee, the representative must be from an organization that directly provides custodial services to children/youth as defined under the *Youth Criminal Justice Act (YCJA)*. The definition of youth custody facility in the YCJA is as follows:

- *A facility designated under subsection 85(2) for the placement of young persons and, if so designated, includes a facility for the secure restraint of young persons, a community residential centre, a group home, a child care institution and a forest or wilderness camp. (lieu de garde)*

The member must represent the entity that operates the youth custodial facility, not just provide support services to youth who might be in custody.

It is also important to note that, under the legislation, if a municipality determines that there is no such entity within their jurisdiction, the requirement does not apply.

**17) How does a member of the advisory committee get selected?**

The municipal council is responsible for establishing the process to identify membership for the advisory committee and has discretion to determine what type of process they would like to follow to do so.

**18) In creating a joint plan, do you need to establish more than one advisory committee?**

No, regardless of whether the CSWB plan is being developed by one or more municipal councils/band councils, there should only be one corresponding advisory committee.

At a minimum, the advisory committee must include representation as prescribed in legislation (refer to Question #14 for more detail). In terms of creating a joint CSWB plan, it is up to the participating municipal councils and/or First Nation band councils to determine whether they want additional members on the advisory committee, including more than one representative from the prescribed sectors.

**19) Who does a municipality have to consult with in the development of a CSWB plan? What sources of data do municipalities need to utilize to develop a CSWB plan?**

In preparing a CSWB plan, municipal council(s) must, at a minimum, consult with the advisory committee and members of the public, including youth, members of racialized groups, First Nations, Inuit and Métis communities and community organizations that represent these groups.

To learn more about community engagement, refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet which includes a tool on engaging the community. The booklet also includes resources which help to guide municipalities in their engagement with seniors, youth and Indigenous partners, as these groups are often identified as vulnerable.

In addition to community engagement sessions, data from Statistics Canada and local sector-specific data (e.g., police data, hospital data, education data, etc.) should also be utilized to assist in identifying local priorities. Municipalities and planning partners are encouraged to leverage resources that already exist in the community, including data from their multi-sectoral partners or existing local plans, strategies or initiatives that could inform their CSWB plan (e.g., Neighbourhood Studies, Community Vital Signs Reports, Public Safety Canada’s Crime Prevention Inventory, etc.).

Further, the Ministry of Community Safety and Correctional Services also offers the Risk-driven Tracking Database free of charge to communities that have implemented multi-sectoral risk intervention models, such as Situation Tables. The Risk-driven Tracking Database provides a standardized means to collect data about local priorities and evolving trends, which can be used to help inform the CSWB planning process. To learn more about the Risk-driven Tracking Database, please contact [SafetyPlanning@Ontario.ca](mailto:SafetyPlanning@Ontario.ca).

**20) What is the best way to get members of your community involved in the CSWB planning process?**

There are a variety of ways community members can become involved in the planning process, including:

- Attending meetings to learn about CSWB planning and service delivery;
- Volunteering to support local initiatives that improve safety and well-being;
- Talking to family, friends and neighbours about how to make the community a better place;
- Sharing information with CSWB planners about risks that you have experienced, or are aware of in the community;
- Thinking about existing services and organizations that you know about in the community, and whether they are successfully providing for your/the community’s needs;
- Identifying how your needs are being met by existing services, and letting CSWB planners know where there are gaps or opportunities for improvement;
- Sharing your awareness of available services, supports and resources with family, friends and neighbours to make sure people know where they can turn if they need help; and
- Thinking about the results you want to see in your community in the longer-term and sharing them with CSWB planners so they understand community priorities and expectations.

## **21) What happens if some sectors or agencies/organizations don't want to get involved?**

Given that the advisory committee is comprised of multi-sectoral partners, as a first step, you may want to leverage their connections to different community agencies/organizations and service providers.

It is also important that local government and other senior public officials champion the cause and create awareness of the importance of undertaking the planning process to identify and address local priority risks.

Lastly, if after multiple unsuccessful attempts, it may be of value to reach out to ministry staff for suggestions or assistance at: [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca).

## **22) Are there requirements for municipalities to publish their CSWB plan?**

The PSA includes regulatory requirements for municipalities related to the publication of their CSWB plans. These requirements include:

- Publishing a community safety and well-being plan on the Internet within 30 days after adopting it.
- Making a printed copy of the CSWB plan available for review by anyone who requests it.
- Publishing the plan in any other manner or form the municipality desires.

## **23) How often do municipalities need to review and update their CSWB plan?**

A municipal council should review and, if necessary, update their plan to ensure that the plan continues to be reflective of the needs of the community. This will allow municipalities to assess the long-term outcomes and impacts of their strategies as well as effectiveness of the overall plan as a whole. Municipalities are encouraged to align their review of the plan with relevant local planning cycles and any other local plans (e.g., municipal strategic plans, police services' Strategic Plan, etc.). Requirements related to the reviewing and updating of CSWB plans may be outlined in regulation in the future.

## **24) How will municipalities know if their CSWB plan is effective?**

As part of the CSWB planning process, municipalities must identify measurable outcomes that can be tracked throughout the duration of the plan. Short, intermediate and longer-term performance measures need to be identified and collected in order to evaluate how effective the plan has been in addressing the priority risks, and creating positive changes in the community.

In the planning stage, it is important to identify the intended outcomes of activities in order to measure progress towards addressing those pre-determined priority risks. This can be done through the development of a logic model and performance measurement framework. Some outcomes will be evident immediately after activities are implemented and some will take more time to achieve. The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet provides a resource on performance measurement, including how to develop a logic model.

Municipalities are required to regularly monitor and update their plan, as needed, in order to ensure it continues to be reflective of local needs and it is meeting the intended outcomes.

## 25) How will the ministry monitor the progress of a local CSWB plan?

New legislation identifies that a municipality is required to provide the Minister of Community Safety and Correctional Services with any prescribed information related to (upon request):

- The municipality's CSWB plan, including preparation, adoption or implementation of the plan;
- Any outcomes from the municipality's CSWB plan; and
- Any other prescribed matter related to the CSWB plan.

Additional requirements related to monitoring CSWB plans may be outlined in regulation in the future.

## 26) How does a municipality get started?

To get the CSWB planning process started, it is suggested that communities begin by following the steps outlined below:

### a) Demonstrate Commitment at the Highest Level

- Demonstrate commitment from local government, senior public officials, and leadership within multi-sectoral agencies/organizations to help champion the process (i.e., through council resolution, assigning a CSWB planning coordinator, realigning resources, etc.).
- Establish a multi-sector advisory committee with, but not limited to, representation from the sectors prescribed by the legislation.
- Leverage existing partnerships, bodies and strategies within the community.

### b) Establish Buy-In from Multi-sector Partners

- Develop targeted communication materials (e.g., email distribution, flyers, memos, etc.) to inform agencies/organizations and the broader public about the legislative requirement to develop a CSWB plan and the planning process, and to keep community partners engaged.
- Engage with partnering agencies/organizations to ensure that all partners understand their role in making the community a safe and healthy place to live.
- Distribute the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet to all those involved and interested in the planning process.

Once the advisory committee has been established and there is local buy-in, municipalities should begin engaging in community consultations and collecting multi-sectoral data to identify local priority risks. For more information on the CSWB planning process, please refer to the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet.

## 27) What happens if a municipality does not develop a CSWB plan?

Where a municipality intentionally and repeatedly fails to comply with its CSWB obligations under the legislation, the Minister of Community Safety and Correctional Services may appoint a CSWB planner at the expense of the municipality. The appointed planner has the right to exercise any powers of the municipal council that are required to prepare a CSWB plan that the municipality must adopt.

This measure will help ensure that local priorities are identified so that municipalities can begin addressing risks and create long-term positive changes in the community.

## **28) What if municipalities don't have the resources to undertake this exercise?**

Where capacity and resources are limited, municipalities have the discretion and flexibility to create joint plans with other municipalities and First Nation band councils. By leveraging the assets and strengths across neighbouring municipalities/First Nations communities, municipalities can ensure the most effective CSWB plan is developed to meet the needs of the area.

CSWB planning is not about reinventing the wheel – but rather recognizing the work already being made within individual agencies and organizations and build from their progress. Specifically, CSWB planning is about utilizing existing resources in a more innovative, effective and efficient way. Municipalities are encouraged to use collaboration to do more with existing resources, experience and expertise. The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet provides a resource on asset mapping to help communities identify existing strengths and resources that could be leverage during the planning process.

In addition, the ministry offers a number of different grant programs that are mostly available to police services to support crime prevention and CSWB initiatives. Please visit the ministry's website for additional information on available grant programs:

<http://www.mcscs.jus.gov.on.ca/english/Policing/ProgramDevelopment/PSDGrantsandInitiatives.html>

Funding programs are also offered by the federal government's Public Safety department. For more information on their programs and eligibility, please visit <https://www.publicsafety.gc.ca/cnt/cntrng-crm/crm-prvntn/fndng-prgrms/index-en.aspx>.

## **29) How will the ministry support municipalities and First Nation band councils with CSWB planning?**

As part of the work to develop a modernized approach to CSWB, the ministry has developed a series of booklets to share information and better support municipalities, First Nations communities and their partners with their local CSWB efforts.

Specifically, the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet consists of the CSWB Planning Framework as well as a toolkit of practical guidance documents to support communities and their partners in developing and implementing local plans. The booklet also includes resources that can guide municipalities on their engagement with vulnerable groups such as seniors, youth and Indigenous partners. This booklet can be accessed online at: <https://www.mcscs.jus.gov.on.ca/english/Publications/MCSCSSOPlanningFramework.html>.

The other two booklets developed as part of the series includes:

- **Crime Prevention in Ontario: A Framework for Action** – this booklet sets the stage for effective crime prevention and CSWB efforts through evidence and research – <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec157730.pdf>.
- **Community Safety and Well-Being in Ontario: A Snapshot of Local Voices** – this booklet shares learnings about CSWB challenges and promising practices from several communities across Ontario – <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec167634.pdf>.

Another resource that communities can utilize is the *Guidance on Information Sharing in Multi-sectoral Risk Intervention Models* document (available on the ministry website - <http://www.mcscs.jus.gov.on.ca/english/Publications/PSDGuidanceInformationSharingMultisectoralRiskInterventionModels.html>). This document was developed by the ministry and supports the CSWB Planning Framework by outlining best practices for professionals sharing information in multi-sectoral risk intervention models (e.g., Situation Tables).

Further, the ministry also offers the Risk-driven Tracking Database which provides a standardized means of gathering de-identified information on situations of elevated risk for communities implementing multi-sectoral risk intervention models, such as Situation Tables. It is one tool that can help communities collect data about local priorities and evolving trends to assist with the CSWB planning process.

Lastly, ministry staff are also available to provide direct support to communities in navigating the new legislation related to CSWB planning through interactive presentations and webinars. For more information on arranging CSWB planning presentations and webinars, please contact [SafetyPlanning@ontario.ca](mailto:SafetyPlanning@ontario.ca).

For information on funding supports, please see Question #31.

### **30) What is the ministry doing to support Indigenous communities with CSWB planning?**

Although First Nations communities are not required by legislation to develop CSWB plans, the ministry continues to encourage these communities to engage in this type of planning.

Recognizing the unique perspectives and needs of Indigenous communities, the ministry has worked with its Indigenous and community partners to develop an additional resource to assist municipalities in engaging with local Indigenous partners as part of their municipally-led CSWB planning process (refer to Appendix D of the *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet).

The ministry is also continuing to work with First Nations community partners to identify opportunities to better support First Nations communities in developing and implementing their own CSWB plans.

### **31) Will any provincial funding be made available to support local CSWB planning?**

The ministry currently offers different grant programs that are mostly available to police services, in collaboration with community partners, which could be leveraged for implementing programs and strategies identified in a local CSWB plan.

The Government of Ontario is currently in the process of reviewing expenditures to inform service delivery planning as part of the multi-year planning process. In support of this work, the ministry is reviewing its grant programs to focus on outcomes-based initiatives that better address local CSWB needs, and provide municipalities, community and policing partners with the necessary tools and resources to ensure the safety of Ontario communities.

The ministry will continue to update municipal, community and policing partners regarding any changes to our grant programs.

### 32) What is Ontario's modernized approach to CSWB?

Over the past several years, the ministry has been working with its inter-ministerial, community and policing partners to develop a modernized approach to CSWB that addresses crime and complex social issues on a more sustainable basis. This process involved the following phases:

- Phase 1 – raising awareness, creating dialogue and promoting the benefits of CSWB to Ontario communities through the development of the ***Crime Prevention in Ontario: A Framework for Action*** booklet, which was released broadly in 2012. The booklet is available on the ministry's website: <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec157730.pdf>
- Phase 2 – the strategic engagement of various stakeholders across the province, including the public. This phase concluded in November 2014, with the release of the ***Community Safety and Well-Being in Ontario: A Snapshot of Local Voices*** booklet. This booklet highlights feedback from the engagement sessions regarding locally-identified CSWB challenges and promising practices. The Snapshot of Local Voices is also available on the ministry's website: <http://www.mcscs.jus.gov.on.ca/sites/default/files/content/mcscs/docs/ec167634.pdf>
- Phase 3 – the development of the third booklet entitled ***Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario***, which was released in November 2017. The booklet consists of the Community Safety and Well-Being Planning Framework (Framework) and toolkit of practical guidance documents to assist communities in developing and implementing local CSWB plans. The Framework encourages communities to work collaboratively across sectors to identify local priority risks to safety and well-being and implement evidence-based strategies to address these risks, with a focus on social development, prevention and risk intervention. The Framework also encourages communities to move towards preventative planning and making investments into social development, prevention and risk intervention in order to reduce the need for and investment in and sole reliance on emergency/incident response. This booklet is available on the ministry's website: <https://www.mcscs.jus.gov.on.ca/english/Publications/MCSCSSOPanningFramework.html>.

### 33) Was the CSWB planning process tested in advance of provincial release?

The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet was developed using evidence-based research, as well as practical feedback from the eight pilot communities that tested components of the Framework and toolkit prior to public release. Further, learnings from on-going community engagement sessions with various urban, rural, remote and Indigenous communities have also been incorporated. The booklet was also reviewed by the ministry's Inter-ministerial CSWB Working Group, which consists of 10 Ontario ministries and Public Safety Canada, to further incorporate multi-sectoral input and perspectives. As a result, this process helped to ensure that the booklet is a useful tool that can support communities as they move through the CSWB planning process.

### 34) What is a risk factor?

Risk factors are negative characteristics and/or conditions present in individuals, families, communities, or society that may increase social disorder, crime or fear of crime, or the likelihood of harm or victimization to persons or property in a community.

A few examples of risk factors include:

- Risk Factor: Missing School – truancy
  - Definition: has unexcused absences from school without parental knowledge
- Risk Factor: Poverty – person living in less than adequate financial situation
  - Definition: current financial situation makes meeting the day-to-day housing, clothing or nutritional needs, significantly difficult
- Risk Factor: Sexual Violence – person victim of sexual violence
  - Definition: has been the victim of sexual harassment, humiliation, exploitation, touching or forced sexual acts

Municipalities and First Nations communities have local discretion to address the risks that are most prevalent in their communities as part of their CSWB plans, which should be identified through consultation with the community and by utilizing/leveraging multiple sources of data.

The *Community Safety and Well-Being Planning Framework: A Shared Commitment in Ontario* booklet includes a list of risk factors and their associated definitions to assist communities in identifying and prioritizing their local priority risks.

## **Lanark County publishes 2019 Festivals & Events Guide**

Lanark County's Tourism Department, in partnership with the municipalities of Beckwith, Carleton Place, Drummond /North Elmsley, Lanark Highlands, Mississippi Mills, Montague, Perth, Tay Valley and Smiths Falls, is pleased to announce the release of the 2019 Lanark County Festivals & Events guide.

The compilation of the Festivals & Events guide is one that involves virtually every community group and organization in the county, and is a comprehensive resource representing the wealth of events that take place each year within the region.

"Our communities tell their story through events, and Lanark County is very strong in that regard, with many community groups and organizations working to host multiple events each year," tourism manager, Marie White, said. "The Festivals & Events guide is a useful tool to promote these events and help visitors plan their trip to Lanark County."

The guide includes a listing of events taking place between January through December 2019, with contact information and location, as well as brief descriptions of our communities.

The Festivals & Events guide has been produced annually by Lanark County's tourism department since 2010, and is a sought-after resource for visitors to the communities in Lanark County. Each year, at least 50,000 copies of the Festivals & Events guide are printed and distributed in Lanark County, the City of Ottawa and throughout Ontario.

"The goal is to get the guide directly into the hands of those who can use it," White said, "We also mail the guide through direct requests to the Lanark County Tourism office."

White noted that the production of the guide wouldn't be possible without the support, collaboration and contributions of municipal and community partners in Lanark County.

"This is a true team effort, and we're thankful for the support of our partners for this project," White said.

The Lanark County Festivals & Events guide is available at the Lanark County office. Please call 1-888-452-6275 to request your copy. The guide is also available online at <http://lanarkcountytourism.com/free-brochures/> .

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Links to guide cover:

PDF: [2019 Festivals and Events Guide Cover PDF](#)

JPEG: [2019 Festivals and Events Guide Cover JPEG](#)

Link to full document:

PDF: [Lanark County Festivals and Events Guide 2019](#)

MSWord: [Lanark County Festival and Event Listings 2019](#)

For more information, contact:

Marie White

Tourism Manager

Lanark County

1-888-4-LANARK

613-267-4200 ext. 1530

[tourism@lanarkcounty.ca](mailto:tourism@lanarkcounty.ca)

**From:** Ashley Sloan [\[mailto:ashley@southstormont.ca\]](mailto:ashley@southstormont.ca)  
**Sent:** Tuesday, February 26, 2019 2:25 PM  
**Cc:** Loriann Harbers  
**Subject:** Township of South Stormont Council Resolution - Provincial Review of OMPF

Good afternoon,

In light of the review of the Ontario Municipal Partnership Fund (OMPF) announced by the Provincial government, the Council of the Township of South Stormont passed the following resolution at its meeting of February 20, 2019:

Resolution Number: 047/2019  
Moved by: Deputy Mayor Smith      Seconded by: Councillor Guindon

Whereas the Provincial government announced it was conducting a review of the Ontario Municipal Partnership Fund (OMPF), which provides annual funding allotments to municipal governments to help offset operating and capital costs;

And whereas Municipalities were further advised that the overall spending envelope for the program would decrease having a significant impact on future budgets and how funds are raised by Municipalities as funding will be reduced by an unspecified amount;

And whereas if allocations to municipalities are reduced, Councils will need to compensate with property tax increases or local service reductions;

And whereas, the 2018 South Stormont allocation was **\$821,700**, which is equivalent to **14%** of the Township's municipal property tax revenue;

And whereas, a 14% increase in the municipal property tax rate would increase the municipal component of property taxes paid for an average household by **\$129 per year**;

And whereas the Township of South Stormont prides itself on efficient and value for money practices every day;

Now therefore be it resolved that although an interim payment has been received, Council of the Township of South Stormont expresses grave concern with the potential reduction and/or loss of the OMPF allotment in future years;

And further, Council petitions the Provincial government to complete the OMPF review in an expeditious manner as future financial consideration ensures municipal sustainability;

And furthermore, that this resolution be circulated to the Premier, Ministers of Finance, Municipal Affairs and Housing, our local MPP and all Ontario municipalities for their endorsement and support.

CARRIED

Your endorsement and support of this resolution would be appreciated.

Sincerely,

*Ashley Sloan*

Clerk's Assistant  
Marriage Officiant



*Come see for yourself!*

Township of South Stormont  
2 Mille Roches Rd., P.O. Box 84  
Long Sault, ON K0C 1P0  
Email: [ashley@southstormont.ca](mailto:ashley@southstormont.ca)  
Office: 613-534-8889 ext. 204  
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# COUNCIL CALENDAR

## March 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5 6pm Council	6	7	8	9
10	11	12 6pm Budget	13	14	15	16
17	18	19 6pm Council	20	21	22	23
24	25 6pm Sp Council	26	27 2:30pm Library 7pm Heritage	28 6pm Sp Council	29	30
31						



# COUNCIL CALENDAR

## April 2019

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2 6pm Council	3	4	5	6
7	8	9	10	11	12	13
14	15	16 6pm Council	17	18	19 <b>Office Closed Good Friday</b>	20
21	22 <b>Office Closed Easter Monday</b>	23	24 2:30pm Library 7pm Heritage	25	26	27
28	29	30				

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

**BY-LAW NO. 19-20**

**BEING** a by-law to authorize the sale of certain lands described as Part Lot 15, Concession 10, being Lot 25 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).

**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** the Council of the Corporation of the Municipality of Mississippi Mills deems it appropriate to pass a by-law to sell such land;

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

1. That the lands described as Part Lot 15, Concession 10, being Lot 25 as identified on the concept plan of the Business Park lands, Almonte Ward, as shown on Schedule 'A' be sold to Thomas Levi for the consideration of \$95,000.00 plus HST.
2. That the Mayor and Clerk are hereby authorized to execute such documents on behalf of the Corporation and to affix the seal of the Corporation thereto as may be necessary to give effect to the said sale.

**BY-LAW READ**, passed, signed and sealed in open Council this 5<sup>th</sup> day of March, 2019.

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Christa Lowry, Mayor

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Jeanne Harfield, Acting Clerk



## THE CORPORATION OF THE MUNICIPALITY OF MISSISSIPPI MILLS

### BY-LAW NO. 19-21

**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').

**WHEREAS** subsection 50(7) of the *Planning Act* states in part that the Council of a local municipality may by by-law provide that subsection (5) does not apply to land that is within such Registered Plan of Subdivision or parts thereof as is designated in the By-law, and where the By-law is approved by the County of Lanark, subsection (5) ceases to apply to such lands;

**AND WHEREAS** the Municipality of Mississippi Mills is in favour of the re-subdivision of the land in Block 14, 18, and 19, Plan 27M-84, in order to accommodate the development of two (2) freehold semi-detached dwellings and ten (10) townhouse dwelling units, for a total of twelve (12) freehold lots;

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

1. That subsection 50(5) of the Act, does not apply to the following lands within the Municipality of Mississippi Mills:
  - i) Registered Plan of Subdivision 27M-84, Block 14, described as Parts 1 and 2 on Reference Plan 27R-11192, Municipality of Mississippi Mills, County of Lanark.
  - ii) Registered Plan of Subdivision 27M-84, Block 18, described as Parts 1 to 11 on Reference Plan 27R-11191, Municipality of Mississippi Mills, County of Lanark.
  - iii) Registered Plan of Subdivision 27M-84, Block 19, described as Parts 1 to 10 on Reference Plan 27R-11190, Municipality of Mississippi Mills, County of Lanark.
2. This By-law shall come into full force and take effect after the requirements of subsection 50(7.1) have been complied with.
3. This By-law shall be automatically repealed on the 5<sup>th</sup> day of March, 2021, unless the Council of the Municipality of Mississippi Mills has provided an extension by amendment to this by-law prior to its expiry.

**BY-LAW READ**, passed, signed and sealed in open Council this 5<sup>th</sup> day of March, 2019.

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Christa Lowry, Mayor

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Jeanne Harfield, Acting Clerk

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

**BY-LAW NO. 19-22**

**BEING** a by-law of the Municipality of Mississippi Mills to establish interim control for certain lands in the Municipality of Mississippi Mills and situate within the Downtown Commercial (C2) Zone of Almonte Ward;

**WHEREAS** Section 38 of the *Planning Act*, RSO 1990, c.P.13. authorizes the council of a municipality to pass an interim control by-law prohibiting the use of land, buildings or structures for the purposes set out in the by-law, where council has, by resolution, directed that a review be undertaken in respect of land use policies in the municipality or in a defined area of the municipality;

**AND WHEREAS**, on February 5<sup>th</sup>, 2019, Council passed a resolution directing that a study be undertaken with respect to the supply, demand and provision of parking for all uses within Downtown Almonte;

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

1. No person shall use or cause or permit the use of any land, building or structure on the lands defined on Schedule "A" hereto for the purpose of:
  - (a) a new or intensified use requiring the acceptance of cash in lieu of parking in accordance with the provisions of Section 9 of Zoning Bylaw 11-83.
2. This by-law will be in effect until March 5<sup>th</sup>, 2020.
3. This by-law may be cited as the Cash in Lieu of Parking Interim Control By-law.

**BY-LAW READ**, passed, signed and sealed in open Council this 5<sup>th</sup> day of March, 2019.

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Christa Lowry, Mayor

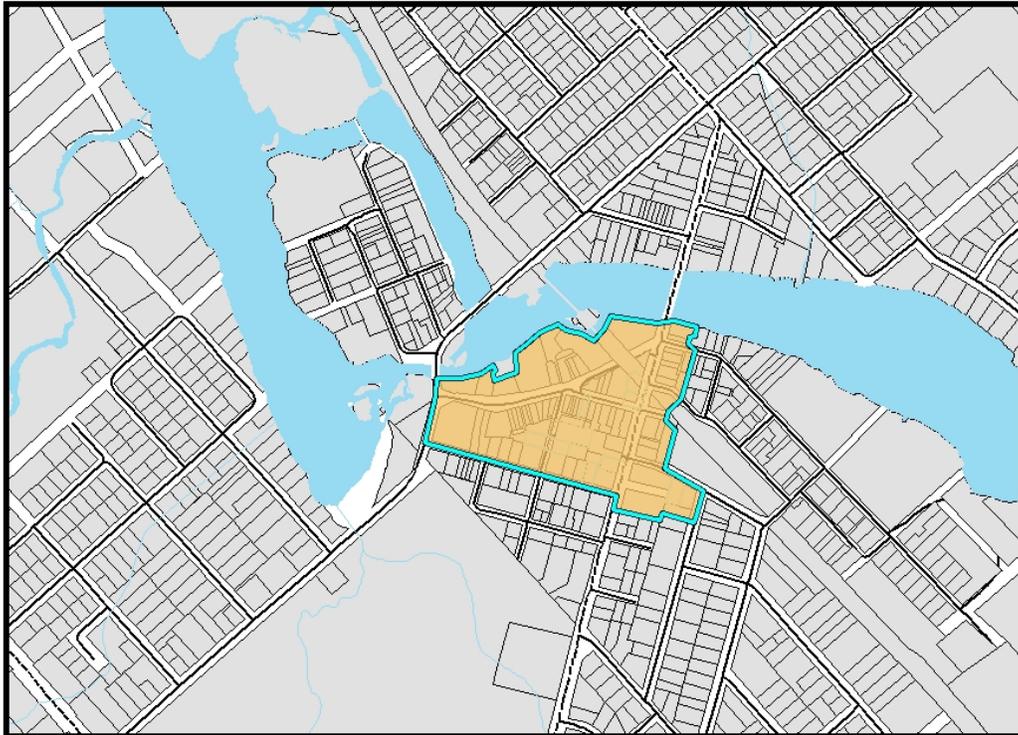
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Jeanne Harfield, Acting Clerk

SCHEDULE A



**Interim Control Bylaw Schedule "A"**  
**Downtown Commercial (C2) Zone**  
**Almonte Ward, Municipality of Mississippi Mills**





**Municipality of Mississippi Mills**  
**PENDING LIST**  
**March 5, 2019**

<b>Title</b>	<b>Department</b>	<b>Comments/Status</b>	<b>Report to Council (Date)</b>
Community Official Plan (COP) Registry	Planning	Quarterly Updates	March
Service Delivery Review	Administration	Staff to schedule a special meeting to review the final service delivery review report	TBD
Strategic Planning Exercise	Administration	To be arranged following CAO recruitment	TBD