

## **MEMORANDUM**

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**To: Julie Stewart, Lanark County**  
**From: Ken T. Kelly, CAO**  
**Date: July 12, 2021**  
**Re: Official Plan Amendment 22 – Consultation Process**

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The purpose of this memo is to provide information on the public awareness of the project, the public consultation process and the information provide to Council.

Like many other processes to amend an Official Plan the actual project and the background work started well in advance of the public meetings and the submission for County consideration. From the standpoint of public awareness of the project the lands that have been included in Official Plan Amendment 22 were identified as lands that the community should plan to service and reserve for future growth as early as 2006. In 2012, our Community Infrastructure Master Plan included the growth areas<sup>1</sup> and 2 for future water and sewer infrastructure considerations and the 2018 Master Plan update further studied these growth areas and the requirements for these lands to be brought into the urban boundary.

The analysis to expand the urban boundary was identified as a strategic priority for Council in the 2020 Mississippi Mills Strategic Plan which had been issued for public consultation in the Spring of 2020. On June 26, 2020 a staff report responded to this strategic direction and a project charter for Council consideration was presented to kick off the implementation of this project. The project charter included public consultation and various options to deliver the project. Later that summer Council provided direction to engage an outside consulting firm to proceed with Official Plan Amendment 22 – to analyse the expansion of the urban boundary.

During the Fall Council received progress updates on OPA 22 and on November 17, 2020 the planning consultant presented a staff report to Council with a revised work plan that would split the project into two separate projects. One to address the urban expansion and a second to tackle growth in the rural areas and villages. On December 15, 2020 Council received a full presentation and report outlining the work of the consultant and the proposal that would be put forward for public comment. This included an executive summary for Council of the Master Servicing

Plan. The report and the executive summary were included in the public report made to Council.

At the December meeting Council gave approval to proceed with public consultation on the Official Plan Amendment and authorized a public information session/open house to be held in advance of the public meeting to prepare people to make submissions at the public meeting. Public Notice was provided of the proposed amendment and documents were published on the Municipal website so that the public had easy access to the complete set of documents.

The public virtual information session / open house was held on January 19, 2021 and the public meeting was held January 26, 2021. Both of these meetings had very high public engagement and the virtual form allowed members of the public, property owners, developers and consultants to ask questions and make comment. Many written submissions were received following the information session and the public meeting.

In addition to the Municipal notice the local media published an article advising of the information session and public meeting.

<https://www.insideottawavalley.com/news-story/10302318--where-do-we-grow-expansion-of-almonte-s-settlement-boundaries-focus-of-open-house/>

At the March 25, 2021 Committee of the Whole report the staff recommendation and consultant's report responding to the public comments was considered. Council members debated the information before them and asked that staff continue to receive input from the public and consult with each of the property owners for the 4 expansion areas to determine if there were any further concerns. Council directed that the issue return to the next Committee of the Whole on April 6, 2021.

At the Council meeting of April 26, 2021 the following staff recommendation was considered and adopted:

**Council Resolution: OPA 22 Amendment**

Official Plan Amendment (OPA) 22 - Almonte Settlement Area

Motion 1

THAT Council adopts Official Plan Amendment No. 22 being an amendment to expand Almonte's Settlement Area Boundary including a series of policy updates as they relate to development within Almonte's Settlement Area. These expansion areas consist of Area 1 - revised (17 hectares), Area 2 (21.9 hectares) and Area 3A (25.1 hectares).

AND THAT Council include Area 4 (8.9 hectares) to Almonte's Settlement Area Boundary as part of OPA 22 since OPA 26 is under appeal and

therefore should not be considered as 'designated and available' for the purpose of this Comprehensive Review. Furthermore, Area 4 would provide enough lands to meet a 20-year planning horizon as per OPA 21.

Motion 2

THAT Council approve an Official Plan Amendment for lands located along the east side of Ramsay Concession 11A to be included within the Urban Settlement Area and to re-designate approximately 1.07 hectares of lands from "Rural" to "Highway Commercial" and re-designate approximately 1.71 hectares of land at 1728 Concession 11 A from "Rural" to "Residential - Community Facility".

Motion 3

THAT Council direct staff to submit an Official Plan Amendment to the Lanark County Sustainable Communities Official Plan (County SCOP) to expand Almonte's Settlement Area Boundary.

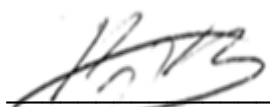
Local media published an article advising of the decision of Council to expand the urban boundary and make a submission to the County of Lanark. The article can be found at the following : <https://www.insideottawavalley.com/news-story/10388677-almonte-s-boundaries-are-expanding-here-s-what-it-will-look-like/>

The motion that was adopted by Council did contemplate the inclusion of Area 4 as an expansion of an existing subdivision in the event that other development did not materialize. This qualifier was to recognize that a significant development along 430 Ottawa St. in the urban boundary was under appeal. The Municipality was subsequently notified that the official plan approval was not appealed and only the municipal zoning bylaw had been appealed. In response, Council adopted a resolution to notify the County that the additional expansion lands of Area 4 should be removed from further consideration.

The public has had ample notification and opportunity to participate in the process. In fact, staff have been amazed at the level of involvement and the engagement of the public on this issue. Social media and the virtual sessions have allowed a convenient and accessible medium for sharing of information and comments.

Council through its adoption of the resolutions and bylaws to submit the Official Plan amendment are satisfied that the public has been engaged in this process.

Respectfully submitted,



Ken T. Kelly, CAO

## **OPA 22 – Consultation Process**

<p>June 26, 2020</p>	<p>Staff Report: Presentation to Council</p> <p>THAT Council receive the Director of Planning’s report titled “Official Plan Amendment 22- Additional Information and Context” dated June 26, 2020 as information.</p> <p>AND THAT Council approve option 3 to proceed with the completion of OPA 22 as described in the Project Charter.</p>
<p>August 11, 2020</p>	<p><b>Council Resolution: Project Awarded to JL Richards and Delegation of Authority</b></p> <p>Resolution No 272-20</p> <p>THAT Council accept the resignation of Nicole Dwyer, Director of Planning with regret;</p> <p>AND THAT Council authorize Marc Rivet of J.L. Richards &amp; Associates Limited the authority to carry out the duties of the Director of Planning in consultation with the Chief Administrative Officer as identified in By-law 13-18 "Delegation of Authority" until such time that a new Director of Planning is appointed or the agreement for services with J.L. Richards &amp; Associates Limited expires.</p>
<p>November 17, 2020</p>	<p>Staff Report: OPA 22 Update</p> <p>THAT Council <u>Committee of the Whole</u> receive the Planning Consultant’s report titled “Official Plan Amendment 22- Project Update” dated November 17, 2020 as information;</p> <p>AND THAT Committee of the Whole recommend Council approve a revised Work Plan to proceed with the completion of OPA 22 based on an Almonte Ward Settlement Area Boundary Review and a subsequent policy review of the Rural and Village Areas.</p>
<p>January 19, 2021</p>	<p>Public Virtual Information Session/Open House</p>
<p>January 26, 2021</p>	<p>Public Meeting for OPA Amendment</p>
<p>March 25, 2021</p>	<p>COW Staff Reports to adopt changes</p> <p>RECOMMENDATION:</p>

	<p>THAT Committee of the Whole recommends that Council adopts Official Plan Amendment No. 22 being an amendment to expand Almonte’s Settlement Area Boundary including a series of policy updates as they relate to development within Almonte’s Settlement Area. These expansion areas consist of Area 1 - revised (“Sonnenburg Lands”) 14.9 ha, Area 2 (“Houchaimi Lands”) 21.9 ha and Area 3A (“Henry Lands”) 25.1 ha.</p> <p>FURTHERMORE THAT Committee of the Whole recommends that Council include Area 4 (“Mill Run Extension”) 8.9 ha to Almonte’s Settlement Area Boundary as part of OPA 22 since OPA 26 is under appeal and therefore should not be considered as ‘designated and available’ for the purpose of this Comprehensive Review. Furthermore, Area 4 would provide enough lands to meet a 20-year planning horizon as per OPA 21.</p> <p>FURTHERMORE THAT Committee of the Whole recommends an Official Plan Amendment for lands located along the east side of Ramsay Concession 11A to be included within the Urban Settlement Area and to re-designate approximately 1.07 hectares of lands (“The Gaw Property”) from “Rural” to “Highway Commercial” and re-designate approximately 1.71 hectares of land at 1728 Concession 11 A (“Cornerstone Community Church”) from “Rural” to “Residential - Community Facility”.</p> <p>FURTHERMORE THAT Committee of the Whole recommends that Council direct staff to submit an Official Plan Amendment to the Lanark County Sustainable Communities Official Plan (County SCOP) to expand Almonte’s Settlement Area Boundary.</p>
April 6, 2021	COW Staff Report and Presentation
April 20, 2021	<p><b>Council Resolution: OPA 22 Amendment</b></p> <p>Official Plan Amendment (OPA) 22 - Almonte Settlement Area</p> <p><u>Motion 1</u></p> <p>THAT Council adopts Official Plan Amendment No. 22 being an amendment to expand Almonte’s Settlement Area Boundary including a series of policy updates as they relate to development within Almonte’s Settlement Area. These expansion areas consist of Area 1 - revised (17 hectares), Area 2 (21.9 hectares) and Area 3A (25.1 hectares).</p>

	<p>AND THAT Council include Area 4 (8.9 hectares) to Almonte's Settlement Area Boundary as part of OPA 22 since OPA 26 is under appeal and therefore should not be considered as 'designated and available' for the purpose of this Comprehensive Review. Furthermore, Area 4 would provide enough lands to meet a 20-year planning horizon as per OPA 21.</p> <p><u>Motion 2</u>          THAT Council approve an Official Plan Amendment for lands located along the east side of Ramsay Concession 11A to be included within the Urban Settlement Area and to re-designate approximately 1.07 hectares of lands from "Rural" to "Highway Commercial" and re-designate approximately 1.71 hectares of land at 1728 Concession 11 A from "Rural" to "Residential - Community Facility".</p> <p><u>Motion 3</u>          THAT Council direct staff to submit an Official Plan Amendment to the Lanark County Sustainable Communities Official Plan (County SCOP) to expand Almonte's Settlement Area Boundary.</p>
<p>June 22, 2021</p>	<p><b>Council Resolution: Removal of Area 4 from OPA</b></p> <p>Removal of Area 4 from OPA 22</p> <p>THAT, Council inform Lanark County that AREA 4 be withdrawn from Official Plan Amendment No. 22 (Urban Settlement Area Boundary) and the proposed amendment to Schedule A of the Lanark County Sustainable Community Official Plan.</p>