



June 21, 2024

13165647 Canada Inc.
790 Rue Verdure
Brossard, QC
J4W 1R3

Via e-mail - ashmontreal@yahoo.com

**RE: Status Letter for a Draft Plan of Subdivision, Menzie Enclaves
Park Lot 2, Block C, Henderson Section, Registered Plan 6262; and Lots 1-
25, Park Block C, McLean Section, and Alfred Street and Alexandria St,
Registered Plan 6262, former Town of Almonte, Municipality of
Mississippi Mills
County of Lanark File No. 09-T-23006**

An application for a draft plan of subdivision, Menzie Enclaves, is located in the Town of Almonte, Municipality of Mississippi Mills. The application was submitted to the Lanark County on March 13, 2023 and was deemed to be complete on March 22, 2023 as to the prescribed information and material to be provided under subsection 51(17) and (18) of the *Planning Act*.

The subject property is located at the North end of the Town of Almonte and the total area of the subject property is 2.9 hectares. Currently, the subject property is vacant and is proposed to be developed with residential uses. The subject property is designated as Settlement Area in the Sustainable Communities Official Plan of Lanark County, and Residential in the Municipality of Mississippi Mills Community Official Plan. The proposed draft plan includes 28 blocks and five lots. Blocks 1 and 2 are proposed road widenings for the extensions of Adelaide Street; Blocks 3-27 are proposed to be developed with semi-detached dwellings; and Block 28 is proposed for stormwater management purposes. The five lots are proposed to be developed with detached dwellings. Two new internal public streets are proposed to be accessed from Adelaide Street.

The applicant has provided a third re-submission on April 17, 2024 and was circulated to agencies on April 22, 2024. The applicant met with the Municipality of Mississippi Mills, Mississippi Valley Conservation Authority and Lanark County on May 10, 2024 to discuss outstanding comments on this file and an approximate timeline towards draft plan approval. Minutes of the meeting are included in this letter.

This status letter represents a summary of agency comments received to date and are included below, the complete letters are attached and should be reviewed in their entirety. Please find the following agency comments enclosed:

Agency Name	Date Received	Comments
Lanark County	May 10, 2024	<ul style="list-style-type: none"> In-person meeting minutes
Municipality of Mississippi Mills	June 18, 2024	<ul style="list-style-type: none"> Comments related to the municipal drain, cost sharing agreement and general administrative re-submissions
Mississippi Valley Conservation Authority	May 24, 2024	<ul style="list-style-type: none"> Comments related to stormwater pond storage volume and capacity
Ministry of Environment, Conservation and EP	N/A	<ul style="list-style-type: none"> No further comments received May 24 Meeting: Applicant is working with MECP to monitor and mitigate species present on subject property
Enbridge	April 26, 2024	<ul style="list-style-type: none"> Provided initial comments but no further comments
Bell - WSP	April 23, 2024	<ul style="list-style-type: none"> No further comments
Hydro One	N/A	<ul style="list-style-type: none"> No further comments
Public	N/A	<ul style="list-style-type: none"> No further comments

Please contact me if you have any questions or concerns.

Koren Lam
 Senior Planner
Klam@lanarkcounty.ca
 1-613-267-4200 Ext 1505

Cc: Melanie Knight, Municipality of Mississippi Mills
 Ken Kelly, Municipality of Mississippi Mills
 Mercedes Liedtke, Mississippi Valley Conservation Authority
 Jane Cho, Mississippi Valley Conservation Authority
 Mike Dwyer, Lanark County

Koren Lam

From: Koren Lam
Sent: May 14, 2024 3:54 PM
To: Ash Sharma
Cc: Mike Dwyer; 'Melanie Knight'; Ken Kelly; Mercedes Liedtke; 'jcho@mvc.on.ca'
Subject: RE: Menzie Enclaves (09-T-23006) - Meeting Minutes - May 10, 2024 @ 1:30 PM

Hi Ash,

Thank you for taking the time to meet with us last Friday. I do apologize for the delay in sending you these meeting minutes from last week.

Date: Friday, May 10, 2024 @ 1:30 PM

Location: MVCA Administration Building

Topic: Timeline for Draft Approval for Menzie Enclave Subdivision (09-T-23006)

Attendees: Ash Sharma, Mercedes Liedtke, Jane Cho, Melanie Knight, Mike Dwyer, Koren Lam

- Ash (Developer) explained the project background as well as his business background and previous developments.
- Ash inquired about outstanding issues from comments received from agencies (MVCA and Town) and the remaining time required for draft approval. Koren (County) advised that the comment period related to the third circulation has a deadline of May 24, so at this time remaining issues are not known.
- Ash inquired about the previous MVCA comments on the Stormwater Management Report and Jane (MVCA) noted that the developer must demonstrate the Stormwater Retention Pond to have enough water capacity for storage up to a 100 Year Flood and that pre and post development flows will match. Mike (County) noted this may be especially given a regulated municipal drain is the outlet. Discussion occurred as to if the specific design details to achieve this could follow draft approval. Mike noted that it could be a condition of approval however it needs to be clear that the developer assumes the risk that they may need to modify their plan, enlarge their pond, reduce building lots if the detailed design requires it. A lessor standard would not be accepted after the fact.
- Ash inquired about the Endangered Species Act / Blanding Turtle issue. Mercedes (MVCA) noted that Species at Risk is regulated by the Ministry of Environment Conservation and Parks (MECP). It is not a local policy that can be waived. Ash could engage with the MECP about the potential for an Overall Benefit Permit. Ash mentioned that he is currently working with MECP on the matter. Ash noted that he thought the Town and/or County should be advocating. Mike advised that they are happy to be a party to the conversation, but it would be inappropriate to advocate for a waiving of requirements from provincial legislation.
- Ash inquired about the status of discussions with Cavanagh Construction regarding the cost sharing service upgrades to infrastructure. The upgrades includes the extension of Adelaide Road to connect with Honeyborne St. and a culvert to be installed over the drain to Honeybourne. Melanie (MM) noted that the road must be constructed to Municipal standards for side streets and mentioned that the Municipality would require 100% of securities for servicing. If timing of Cavanagh's timing was a concern to Ash, Melanie noted that he could be the lead on the required infrastructure build.

- Discussion was held regarding the stormwater pond and location and the potential to tie into an adjacent development. Melanie noted that Municipality would be open to exploring the option of a common pond with an adjacent development. Ash would need to advance that design and negotiations with the adjacent developer.
- Ash inquired as to estimated timelines to building permits. Mike noted that the third circulation comment period was to close on the 24th and at that time the extent of any remaining open issues can be determined. Assuming all is well, the next step would be for MM to provide a report to MM Council with recommended draft Conditions. Given meeting timelines, this can take 3 months. If passed, they are forwarded to the County and a report is provided to County Committee and then ratified by Council as the approval authority. This can also take 3 months given meeting timing of Council. This would provide a draft approval, subject to no appeal. Then Ash will need to address/satisfy all the conditions in the draft approval. This includes, but is not limited to, negotiating, and executing a subdivision agreement with MM as well as doing all the detailed design work and getting related approvals. Based on Melanie's experience she noted this usually takes a minimum of 6 months, with a well organized and focused applicant. It was noted that a major unknown for Ash in terms of detailed design as well as build out will be Cavanagh's timeline to design and construct the required public infrastructure to the site. This is outside the Municipality's ability to regulate, and the alternative is for Ash to take the lead on that aspect. In summary assuming no major concerns remain after the 3rd circulation and Ash can quickly execute required work after draft approval is granted and the Cavanagh's timeline align perfectly, at a minimum, building permits are 12 months out.

Please review the above summary and advise if there are any material errors or omissions.

Thanks,

Koren Lam, MSc.

Senior Planner

Lanark County

99 Christie Lake Road

Perth, ON K7H 3C6

613-267-4200 Ext 1505

Koren Lam

From: Melanie Knight <mknight@mississippimills.ca>
Sent: June 18, 2024 10:23 AM
To: Koren Lam
Cc: Melissa Fudge; Luke Harrington; Michel Asselin; Cory Smith
Subject: RE: Menzie's Sub 09-T-23005
Attachments: MM Comment Letter - 09-T-23005 June 2024.pdf

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Koren,

Please see attached our comments on the above noted subdivision.

Melanie

Melanie Knight (she/her)
Director of Development Services and Engineering
Municipality of Mississippi Mills
613-256-2064 ext. 501| mknight@mississippimills.ca

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June 18, 2024

Koren Lam, Senior Planner
Lanark County

Sent via email to: [klam@lanarkcounty.ca]

**Re: Third Submission Comment Letter – Subdivision Application
Menzie’s Enclave
09-T-23005 (County File Number)**

Please find below the consolidated comments from the Second Review of the above noted application.

MUNICIPALITY OF MISSISSIPPI MILLS

Planning Department

Buffer to Municipal Drain

1. Please provide details of the 15-metre buffer proposed from the municipal drain. Is it the intention that this buffer be conveyed to the Municipality or privately owned? Please be advised that it is the preference of the Municipality that the 15-metre buffer be conveyed to the Municipality to ensure that it remains in its natural state.

The response letter indicates that the *“Developer will discuss this matter with the Municipality.”* The Municipality is willing to accept the area as a conveyance as part of the Subdivision, please advise if this is the intent.

Engineering Department

2. The recent resubmission of the Menzies Enclaves subdivision is incomplete. The applicant has not addressed any of the previous comments and has not provided any revised drawings or reports to support their application. Please see details below.
3. The system capacity check form needs to be completed and submitted to the Municipality for review (see attached).

It is indicated in the response letter that *“we will provide the need and model for the new layout for review.”* This has not been provided.

4. The Servicing Report needs to be updated to reflect new calculations for design flows and demands.

This was *'noted'* in the comment letter, but the completed revised Servicing Report does not appear to be attached.

5. The general arrangement of offsite infrastructure or details of connections to municipal infrastructure are required. Specifically:
 - a. The application has relied on drawings prepared by a separate developer who has not submitted any updated plans and studies. If plans are to be relied upon by a separate developer, at a minimum the associated plans and studies must be submitted and up to date by the separate developer which remains outstanding.
 - b. In addition, a letter from the separate developer must be submitted acknowledging that a cost sharing agreement for the infrastructure has been agreed upon prior to the registration of the subdivision.

The response letter notes that *"this will be discussed with the other developer to make sure that our design corresponds to their design."* Please be advised that the Municipality received a resubmission for the Hannan Hills subdivision yesterday (June 17, 2024) and as a result, staff will have to review this submission to provide further comment.

Municipal Drain Superintendent

6. This property is within the Almonte MD (also referred to as "Spring Creek") Drainage Area. Our review indicates that it is proposed to replace a (currently) wooded area with a residential block – as such, a change in land use is anticipated. We note that the drain itself is within the currently unopened road allowances that surround the property. The 2007 Engineer's Report prescribes "The working space... shall be up to 15m as measured from the edge of the ditch top of bank and within the property or adjacent properties as required to fulfil future maintenance provisions." This 15m provision may affect the property side of the subdivision. Additionally, should it be proposed that the ROW no be opened (to facilitate roads for the subdivision), it may be required to relocate the drain further into the property or to enclose the drain as a storm sewer. Detailed review of the proposed work will be required. Development will require amendment to the existing report. A drainage Engineer will be required to confirm the process that this may proceed under (typically a minimum of Section 65 or a more detailed S.78 report). Review, confirmation of the process and ultimately the amendment of the report (and associated costs) should be made a condition of the subdivision agreement.

The next submission should address each and every one of the comments or issues noted above, to ensure the effectiveness and consistency of the next review. A cover letter must be included that states how each comment was addressed in the resubmission. Please co-ordinate the numbering of each resubmission comment, or issue, with the above noted comment number.

If you should have any questions or concerns regarding this file, please feel free to contact me at 613-256-2064 ext. 501 or mknight@mississippimills.ca.

Sincerely,

A handwritten signature in black ink, appearing to be 'MK', with a long horizontal line extending to the right.

Melanie Knight, Director of Development Services and Engineering
Municipality of Mississippi Mills

cc: Melissa Fudge, Planning Technician
Luke Harrington, Engineering Technologist
Mike Asselin, Sr. Engineer
Cory Smith, Director of Roads and Public Works
Ken Kelly, CAO

Koren Lam

From: Mercedes Liedtke <mliedtke@mvc.on.ca>
Sent: May 24, 2024 10:04 AM
To: Koren Lam
Subject: RE: 09-T-23006 Menzie Enclaves - Re-submission
Attachments: 2024-05-24 09-T-23006_Menzie Enclaves Engineering Review3.pdf

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Good morning Koren,

Please find attached MVCA's technical review memorandum. Jane received further information from the engineering consultant following our meeting with Ash to address our concerns related to the SWM pond.

At this time, we have no further concerns with the application.

Please let me know if you have any questions.

Thank you,

Mercedes Liedtke, MSc. | Environmental Planner | Mississippi Valley Conservation Authority
10970 Highway 7, Carleton Place, ON K7C 3P1
www.mvc.on.ca | t. 613 253 0006 ext. 267 | f. 613 253 0122 | mliedtke@mvc.on.ca



To:	Mercedes Liedtke, Environmental Planner
From:	Jane Cho, Water Resources Engineering Intern
RE:	SWM Engineering Review of the Draft Plan of Subdivision Application for Menzie Enclaves Subdivision, Municipality of Mississippi Mills
MVCA File No.:	PMMSB-33
Munic. Ref. ID.:	09-T-23006
Date:	May 24, 2024

Mississippi Valley Conservation Authority (MVCA) has received the following correspondence regarding the above Draft Plan of Subdivision application:

- Re: Menzie Enclaves Subdivision, Advanced Engineering Ltd., May 21, 2024
 - Attachments: 123-Pond Design SUMMARY & 123-POND-Plan-36 x 24

Additional details on conceptual calculations of the peak flows and storage volumes are included in the most recent submission above. Compared to the existing conditions, for a 100-year storm event, the result shows a slight increase in flow of 1.6 L/s, however, it is noted to be a negligible increase.

A required storage volume for the subject site is calculated to be 557.5 m³. A proposed detention basin is expected to provide approximately 569.66 m³ at a depth of 1.4 m, which exceeds the required storage volume.

MVCA does not have any major concern or comment on the conceptual stormwater management plan.

Should any questions arise, please contact the undersigned.

Jane Cho
Water Resources EIT

Koren Lam

From: Municipal Planning <MunicipalPlanning@enbridge.com>
Sent: April 26, 2024 10:48 AM
To: Koren Lam
Subject: 09-T-23006 - Henderson Section-McClean Section - Resub April 2024
Attachments: 09-T-23006 - Henderson Section-McClean Section - Resub April 2024.pdf

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Please find attached Enbridge Gas comments.

Please continue to forward all municipal circulations and clearance letter requests electronically to MunicipalPlanning@Enbridge.com.

Regards,

Willie Cornelio CET (he/him)
Sr Analyst, Municipal Planning
Engineering

ENBRIDGE
TEL: 416-495-6411
500 Consumers Rd, North York, ON M2J1P8
enbridge.com
Safety. Integrity. Respect. Inclusion.



Enbridge Gas Inc.
500 Consumers Road
North York, Ontario M2J 1P8
Canada

April 26, 2024

Koren Lam, MSc.
Senior Planner
Municipality of Mississippi Mills
3131 Old Perth Road, PO Box 400
Almonte, ON K0A 1A0

Dear Koren,

Re: Draft Plan of Subdivision – Resubmission April 2024
13165647 Canada Inc
Henderson Section, Mclean Section, Alfred Street and Alexandria St
Municipality of Mississippi Mills
File No.: 09-T-23006

Enbridge Gas does not have changes to the previously identified conditions for this revised application(s).

Please always call before you dig, see web link for additional details:
<https://www.enbridgegas.com/safety/digging-safety-for-contractors>

Sincerely,

Willie Cornelio CET
Sr Analyst Municipal Planning
Engineering

ENBRIDGE
TEL: 416-495-6411
500 Consumers Rd, North York, ON M2J1P8
enbridge.com
Safety. Integrity. Respect. Inclusion.

Koren Lam

From: PrimeCities <WSP.PrimeCities@wspdigitalfactory.com>
Sent: April 23, 2024 4:50 PM
To: Koren Lam
Subject: Draft Plan of Subdivision (09-T-23006), Maude St. & Menzie Rd., Mississippi Mills

You don't often get email from wsp.primecities@wspdigitalfactory.com. [Learn why this is important](#)

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4/23/2024

Koren Lam

**Mississippi Mills
Lanark (County)**

Attention: Koren Lam

**Re: Draft Plan of Subdivision (09-T-23006), Maude St. & Menzie Rd., Mississippi Mills; Your File No. 09-T-23006
Our File No. DTS: 36792 / Circ: 41512**

Dear Sir/Madam,

We have reviewed the circulation regarding the above noted application. The following paragraphs are to be included as a condition of approval:

Bell Canada Condition(s) of Approval

- 1) The Owner acknowledges and agrees to convey any easement(s) as deemed necessary by Bell Canada to service this new development. The Owner further agrees and acknowledges to convey such easements at no cost to Bell Canada.
- 2) The Owner agrees that should any conflict arise with existing Bell Canada facilities where a current and valid easement exists within the subject area, the Owner shall be responsible for the relocation of any such facilities or easements at their own cost.

Upon receipt of this comment letter, the Owner is to provide Bell Canada with servicing plans/CUP at their earliest convenience to planninganddevelopment@bell.ca to confirm the provision of communication/telecommunication infrastructure needed to service the development.

It shall be noted that it is the responsibility of the Owner to provide entrance/service duct(s) from Bell Canada's existing network infrastructure to service this development. In the event that no such network infrastructure exists, in accordance with the Bell Canada Act, the Owner may be required to pay for the extension of such network infrastructure.

If the Owner elects not to pay for the above noted connection, Bell Canada may decide not to provide service to this development.

Concluding Remarks:

To ensure that we are able to continue to actively participate in the planning process and provide detailed provisioning comments, we note that we would be pleased to receive circulations on all applications received by the Municipality and/or recirculations.

If you believe that these comments have been sent to you in error or have questions regarding Bell's protocols for responding to municipal circulations and enquiries, please contact planninganddevelopment@bell.ca directly.

We note that WSP operates Bell Canada's development tracking system, which includes the intake and processing of municipal circulations. **However, all responses to circulations and requests for information, such as requests for clearance, will come directly from Bell Canada, and not from WSP.** WSP is not responsible for Bell's responses and for any of the content herein.

Should you have any questions, please contact the undersigned.

Yours Truly,



Juan Corvalan
Senior Manager - Municipal Liaison
Email: planninganddevelopment@bell.ca.