



The Municipality of Mississippi Mills
Committee of the Whole Meeting
MINUTES

March 18, 2025
Hybrid
3131 Old Perth Road.

Committee Present: Mayor Lowry
Deputy Mayor Minnille
Councillor Ferguson
Councillor Holmes
Councillor Lowe
Councillor Torrance

Committee Absent: Councillor Souter

Staff Present: Ken Kelly, CAO
Jeanne Harfield, Clerk
Casey Munro, Deputy Clerk
Melanie Knight, Director of Development Services & Engineering
Cory Smith, Director of Public Works

A. CALL TO ORDER (immediately following Council)

Councillor Torrance called the meeting to order at 7:44 p.m.

B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF

None

C. APPROVAL OF AGENDA

Following amendments to the agenda:

- remove item K.1 R01-BRA-25 - 65 Mill Street as it was previously considered at Council

- move item G.4 Update to Illumination By-law and Design Guidelines to follow G.1

Resolution No CW044-25

Moved by Deputy Mayor Minnille

Seconded by Councillor Ferguson

THAT the agenda be approved as amended.

CARRIED

D. APPROVAL OF MINUTES

Resolution No CW045-25

Moved by Mayor Lowry

Seconded by Councillor Lowe

THAT the minutes dated March 4, 2025 be approved.

CARRIED

E. CONSENT REPORTS

E.1 Heritage Advisory Committee Minutes - January 15, 2025

Resolution No CW046-25

Moved by Councillor Ferguson

Seconded by Deputy Mayor Minnille

THAT the Heritage Advisory Committee minutes dated January 15th, 2025, be received as information;

AND THAT the Committee of the Whole recommend that Council approve the proposed rehabilitation project of the Pakenham Stone Arch Bridge as detailed in the report and recommend that Lanark County accept the proposed Statement of Cultural Heritage Value prepared by the Municipality's Heritage Consultant similar in effect to Attachment C.

CARRIED

F. CONSULTANT PRESENTATIONS

None

G. STAFF REPORTS

G.1 Recommendation Report - D14-RUS-25 - 2017 12th Con S Pak

Resolution No CW047-25

Moved by Councillor Holmes

Seconded by Councillor Lowe

THAT Committee of the Whole recommend that Council approve the Zoning By-law Amendment to amend the zoning of the subject lands, from Agricultural (A) to Agricultural, Special Provision 11 (A-11) and to Agricultural, Special Provision 50 (A-50); and amend the A-11 zone, in order to satisfy a condition of Consent application D10-RUS-24, similar in effect to Attachment B.

CARRIED

G.4 Update to Illumination By-law and Design Guidelines

STAFF DIRECTION: Develop an education campaign for the illumination by-law

Resolution No CW048-25

Moved by Mayor Lowry

Seconded by Councillor Lowe

THAT the Committee of the Whole recommend Council direct staff to update the illumination by-law to reflect the proposed changes.

AND THAT Committee of the Whole recommend Council approve the Draft Design Guidelines for Utilities and Street Lighting.

CARRIED

G.2 IC&I Curbside Recycling Options

Resolution No CW049-25

Moved by Mayor Lowry

Seconded by Councillor Holmes

THAT the Committee of the Whole recommend Council to proceed with option # 1: for Staff investigate the option of IC&I curbside recycling

collection continuing beyond the current contract including obtaining contract-ready costing and that Staff return to Council at a later date to obtain direction on the preferred scenario which may include discontinuing IC&I recycling collection services.

1. Public engagement of IC&I sources will be completed and a summary will be included in the future Staff report.
2. Joint contract options will be considered with local municipalities where feasible.
3. Pricing will be obtained for full and limited collection scope.

CARRIED

STAFF DIRECTION: That a letter be written to MPP John Jordan regarding recycling pick up for farms.

G.3 Parking Review – Little Bridge Street

Resolution No CW050-25

Moved by Mayor Lowry

Seconded by Councillor Lowe

THAT Committee of the Whole recommend that Council direct staff to create six short term (30 minutes) parking spaces on the one-way section of Little Bridge Street for a pilot period from spring until fall 2025;

AND THAT staff be directed to bring back required amendments to the Parking By-law for approval;

AND THAT Committee of the Whole recommend that Council direct staff to collect data regarding parking use along Little Bridge Street during the pilot period and report back on findings.

CARRIED

Mayor left the meeting at 8:39 pm.

G.5 Delegation of Authority

STAFF DIRECTION: Explore other areas to expedite planning approvals and determine report back mechanism for certain delegated authority items.

Resolution No CW051-25

Moved by Councillor Holmes

Seconded by Councillor Ferguson

THAT Committee of the Whole direct Council to approve the Draft Delegation of Authority By-law.

CARRIED

H. NOTICE OF MOTION

None

I. QUARTERLY REPORTS

None.

J. INFORMATION ITEMS

J.1 Correspondence

None

J.2 Mayor's Report

None

J.2.a AMO/ROMA Board Updates

J.3 County Councillor's Report

Deputy Mayor Minnille provided an update from the recent County Council meeting.

J.4 Mississippi Valley Conservation Authority Report

None

J.5 Lanark County Police Services Board

Inaugural meeting will take place on April 23, 2025.

J.6 Library Board Report

None

J.7 Meeting Calendar

J.8 Lanark County Traffic Advisory Working Group

Councillor Torrance provided an update from the recent meeting including a forthcoming recommendation on automated speed enforcement.

K. OTHER/NEW BUSINESS

K.1 R01-BRA-25 - 65 Mill Street

Item removed from agenda.

L. ADJOURNMENT

Resolution No CW052-25

Moved by Councillor Lowe

Seconded by Councillor Ferguson

THAT the meeting be adjourned at 9:46 p.m.

CARRIED

Jeanne Harfield, Clerk