



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

**Special Council Meeting**

**MINUTES**

**June 26, 2024**

**9:00 a.m.**

**Hybrid**

**3131 Old Perth Road.**

PRESENT: Mayor Lowry  
Deputy Mayor Minnille  
Councillor Ferguson  
Councillor Holmes  
Councillor Lowe  
Councillor Souter  
Councillor Torrance

Staff Present Ken Kelly, CAO  
Jeanne Harfield, Clerk  
Casey Munro, Deputy Clerk  
Kathy Davis, Director of Corporate Services  
Melanie Knight, Director of Development Services & Engineering  
Andrew Hodge, Deputy Treasurer

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**A. CALL TO ORDER**

Mayor Lowry called the meeting to order at 9:00 a.m.

**B. ATTENDANCE**

The Clerk announced attendance.

**C. APPROVAL OF AGENDA**

**Resolution No 215-24**

**Moved by** Councillor Souter

**Seconded by** Councillor Ferguson

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

**CARRIED**

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

None were declared.

**E. SPECIAL REPORTS**

**E.1 New Minister's Zoning Order Process - 5400 Appleton Side Road**

Councillor Torrance joined the meeting at 9:55 am

Melanie Knight, Director of Development Services, presented information about Ministerial Zoning Orders (MZO), steps required, the location of the proposed MZO and the process. Members then considered the information including the notice area and development.

**Moved by** Councillor Lowe

**Seconded by** Councillor Torrance

**THAT** Council direct Staff to proceed with the public consultation process with a 1000m notice area, as a prerequisite for Council to consider passing a Municipal supported resolution to the Minister for a Zoning Order to permit the development of a senior's dementia village and associated long-term care facility for the subject lands which are legally known as Concession 11, Part of Lot 15, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 5400 Appleton Side Road;

**AND THAT** Council direct staff to return with a report following the public consultation process, detailing the results of the public consultation and technical review of the proposal, for Council consideration of supporting a request to the Minister.

**Motion to Amend  
Resolution No 216-24**

**Moved by** Councillor Ferguson  
**Seconded by** Councillor Holmes

strike out: 1000m

insert: entire municipality of Mississippi Mills at the proponents cost

**CARRIED**

**Motion as Amended  
Resolution No 217-24**

**Moved by** Councillor Lowe  
**Seconded by** Councillor Torrance

**THAT** Council direct Staff to proceed with the public consultation process with a notice area of the entire municipality of Mississippi Mills at the proponents cost, as a prerequisite for Council to consider passing a Municipal supported resolution to the Minister for a Zoning Order to permit the development of a senior's dementia village and associated long-term care facility for the subject lands which are legally known as Concession 11, Part of Lot 15, Ramsay Ward, Municipality of Mississippi Mills, municipally known as 5400 Appleton Side Road;

**AND THAT** Council direct staff to return with a report following the public consultation process, detailing the results of the public consultation and technical review of the proposal, for Council consideration of supporting a request to the Minister.

**CARRIED**

**E.2 2025 Budget Assumptions**

Council recessed at 10:31 am and resumed at 10:41 am

Councillor Lowe left the meeting at 10:31 am

Kathy Davis, Director Corporate Services, presented budget assumptions to Council including: inflation, revenue, program expansion, HR, growth, and a summary of recommendations. Members considered the

information including: tax rates, budget presentation, budget schedule, staffing, and pre-approvals.

**Resolution No 218-24**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Souter

**THAT** Council receive this report as information;

**AND THAT** Council direct staff to advise Council of any changes to the assumptions in this report that may be made known after the date of this report and before the tabling of the 2025 draft budget.

**CARRIED**

**Resolution No 219-24**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Holmes

**THAT** Council direct Human Resources staff to bring forward a summary report of all proposed new staffing positions for the 2025 draft budget including costing and rationale for each position, prior to the tabling of the 2025 draft budget.

**CARRIED**

**Resolution No 220-24**

**Moved by** Councillor Souter

**Seconded by** Councillor Torrance

**THAT** Council direct staff to include qualitative and financial analysis related to proposed program expansion and new professional fees in their individual 2025 draft budget departmental presentations on October 22 and 24, 2024.

**CARRIED**

**F. BY-LAWS**

**F.1 Bylaw 24-042 Part Lot Control -Elmer West - 27M-88, Block 41**

**Resolution No 221-24**

**Moved by** Deputy Mayor Minnille

**Seconded by** Councillor Holmes

**THAT** By-law 24-042 being a by-law to remove certain lands from the part-lot control provisions of the Planning Act, for Plan 27M88, Part of Block 41, Parts 3, 4, 5, & 6 Plan 27R-11478, be read, passed, signed and sealed in Open Council.

**CARRIED**

**G. CONFIRMATORY BY-LAW**

**Resolution No 222-24**

**Moved by** Councillor Torrance

**Seconded by** Councillor Ferguson

**THAT** By-law 24-043, 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 26th day of June 2024, be read, passed, signed, and sealed in Open Council this 26th day of June 2024.

**CARRIED**

**H. ADJOURNMENT**

**Resolution No 223-24**

**Moved by** Councillor Souter

**Seconded by** Councillor Ferguson

**THAT** the meeting be adjourned at 11:42 a.m.

**CARRIED**

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Christa Lowry, MAYOR

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Jeanne Harfield, CLERK