



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

**Special Committee of the Whole Meeting**

**Minutes**

**19-20**

**October 15, 2020**

**9:00 a.m.**

**Council Chambers, Municipal Office**

**3131 Old Perth Road**

Committee Present: Mayor Lowry  
Deputy Mayor Minnille  
Councillor Dalgity  
Councillor Maydan  
Councillor Holmes  
Councillor Guerard  
Councillor Ferguson

Staff Present: Jeanne Harfield, Clerk  
Ken Kelly, CAO  
Rhonda Whitmarsh, Treasurer  
Tiffany MacLaren, Community and Culture Coordinator  
Calvin Murphy, Recreation Manager  
Christine Row, Chief Librarian  
Michael Cooke, Building Inspector

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**A. CALL TO ORDER**

Councillor Dalgity called the meeting to order at 9:01 a.m.

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

None

**C. APPROVAL OF AGENDA**

**Motion No CW152-20**

**Moved by** Councillor Guerard

**Seconded by** Deputy Mayor Minnille

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

**CARRIED**

**D. SPECIAL REPORTS**

**D.1 Draft 2021 Budget and Presentations**

Treasurer Whitmarsh provided an overview of items that were removed from the budget from the budget meeting held on October 13, 2020. The items removed from the budget include the 1 ton truck from the transportation budget, the garage for loader in the waste management budget, window replacement, block wall repairs, training centre ground work and the tow vehicle from the fire budget.

Planning and Building Budget Presentation

CAO Kelly provided an overview of the Planning operation and capital budgets with a focus on budget items that have increased beyond the 2% range over the 2020 budget. CAO Kelly indicated that Service Delivery Review recommendations have not been included in the budget (such as any new HR positions).

Building Inspector Cooke, provided an overview of the Building Department operating and capital budgets including an update on revenues from 2020.

Members posed questions throughout the presentation and requested follow up information on the proposed new vehicle for the building department.

The proposed changes to the building fees contained within the 2021 Fees and Charges by-law were addressed including what is included in cost recovery, fee comparisons to other communities and timing of the fees and charges study being completed by the Department.

Community, Culture and Economic Development Budget Presentation

Community and Cultural Coordinator MacLaren presented to the draft 2021 budget for the Community, Economic and Culture Department. Highlights include capital budget increases for Christmas decorations,

metal banner signs, electronic signage and benches along the OVRT (potential benches in Blakeney). The Almonte Old Town Hall budget was also presented. Highlights include: labour and cleaning budget increases as a result of COVID-19 (all COVID-19 related expenditures will be covered by the provincial grant) and the annual event budgets.

Committee of the Whole recessed at 10:40 a.m. and resumed at 10:50 a.m.

#### Recreation Budget Presentation

Recreation Manager Murphy, presented the draft operation and capital budgets for Recreation and Curling. The majority of the increases in operational items for 2021 over the 2020 budget are a result of COVID-19 (which will be offset by provincial grants).

Members posed questions throughout the presentation on operational and capital items identified in the 2021 draft budget.

Committee of the Whole recessed at 11:45 a.m. and resumed at 1:00 p.m.

#### Library Budget Presentation

Chief Librarian Row, provided a brief overview of 2020 library statistics such as circulation and programming. The Chief Librarian indicated that the Library Board had approved the budget being presented both operating and capital.

#### Council, Administration, Police and Protection Budget Presentation

Treasurer Whitmarsh, provided an overview of the Council, Administration, Police and Protection draft operational and capital budgets and addressed questions from Council members throughout the presentation.

Following the budget presentations, the Treasurer suggested that staff bring forward a revised budget based on the October 13 and 15 budget meeting results to the next meeting. Also to be included are the requested staff reports as well as a list of suggested changes to be considered by Council in order to balance the 2021 budget. The next budget meeting is scheduled for Tuesday, November 24, 2020.

## **D.2 2021 Fees and Charges**

### **Motion No CW153-20**

**Moved by** Councillor Maydan

**Seconded by** Deputy Mayor Minnille

**THAT** Committee of the Whole recommends that Council approve proposed changes to 2021 fees and charges and that public notice be given as to Council's intention to pass the 2021 Fees and Charges By-Law.

**CARRIED**

## **D.3 Funding for Ramsay Recreational Halls 2020**

Community and Cultural Coordinator MacLaren provided an overview of funding requests for Ramsay Recreation Halls.

**ACTION:** Deferred to the November 24, 2020 Budget meeting

**THAT** Committee of the Whole recommends that Council approve three year annual funding (2021-2023) for Union Hall at \$5,500;

**THAT** Committee of the Whole recommends that Council approve three year annual funding (2021-2023) for Clayton Hall at \$14,500;

**AND FURTHERMORE, THAT** Ramsay Recreation Facility Funding be conditional upon entering into formal funding agreements between the Municipality of Mississippi Mills and the respective organizations outlining financial contributions and precluding organizations from making additional funding requests for the duration of the funding agreement (end of 2023)

## **D.4 2021 Funding for Mississippi Mills Museums**

Community and Cultural Coordinator MacLaren reviewed the proposed funding for local museums in Mississippi Mills. Members considered the information.

**ACTION:** Deferred to the November 24, 2020 Budget meeting

**THAT** Committee of the Whole recommends that Council approve a loan for the North Lanark Regional Museum (NLRM) in the amount of \$13,500, repayable over 3 years;

**AND FURTHERMORE THAT** if annual loan payments are not made funds be withheld from the North Lanark Historic Society's annual municipal grant until such time as the loan has been repaid in full;

**THAT** Committee of the Whole recommends that Council approve funding for the North Lanark Regional Museum (NLRM) the Mississippi Valley Textile Museum (MVTM) and the Mill of Kintail Museums (JNM & RTMM) at current budgeted amounts for 2021, which was formulated based on their 2020 allotment plus a 2% CPI Increase;

**AND FURTHERMORE THAT** NLRM funding past 2021 be considered after a review of strategic changes made by the North Lanark Historic Society board demonstrating consideration of recommendations from the Towards Sustainability for Mississippi Mills Museum report as well as information from other municipalities that currently share a staffing;

**AND FURTHERMORE THAT** Municipal funding for all Mississippi Mills Museums be reconsidered once the Conservation Authority's working group has developed and announced future plans for the Museum operations;

**AND FURTHERMORE THAT** all 2021 museum funding be conditional upon entering into formal funding agreements between the Municipality of Mississippi Mills and the respective museums outlining financial contributions and in-kind services from the Municipality and identifying specific objectives and performance measures required of the museums, including annual reporting on visitors.

**E. ADJOURNMENT**

**Motion No CW154-20**

**Moved by** Councillor Ferguson

**Seconded by** Councillor Guerard

**THAT** the meeting be adjourned at 1:48 p.m.

**CARRIED**

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Jeanne Harfield, CLERK,  
Recording Secretary