



---

## Mississippi Mills Bicentennial Planning Committee (MMBPC)

---

### 1.0 Mission Statement

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. At this time it is equally important to honour our regions earliest settlers; the Indigenous people. Efforts should be made to ensure the appropriate recognition is planned parallel to the 200th celebrations. 2023 events and initiative must all include recognition, and respect of our regions Indigenous people.

The Mississippi Mills Bicentennial Planning Committee is a working advisory committee of Council with the mandate to plan, organize and execute a municipal wide celebration to honour the founding of Mississippi Mills. Mississippi Mills is a diverse municipality with long history and strong agricultural and cultural roots; the committee will work to ensure celebration represents the community's diversity, is inclusive and accessible to all.

### 2.0 General

Role of Committee Members:

- a. To identify opportunities for commemorative initiatives; monuments; events and activities.
- b. To identify and apply for funding opportunities including government funding along with other partnership opportunities to minimize cost the Municipality.
- c. To foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- d. to recruit community members to sit on any working subcommittees that may be established by the Planning Committee in the future;
- e. to provide a centralized and coordinated management system for planning purposes.
- f. to report back to Mississippi Mills Municipal Committee of the Whole with updates on a regular basis. Bimonthly for 2021, Monthly for 2022 and more frequently closer to the events.
- g. to develop a work plan and multi-year budget, identifying necessary resources.
- h. Are expected to each act as chairperson for one of more working groups in relation to the Bicentennial celebrations.

- i. Are required to report back to the MMBPC at each meeting on the progress of their working group.
- j. Must ensure respect and acknowledgement is paid to the regions first settlers the Indigenous people.
- k. Members shall follow Municipal policies and procedures and comply with applicable legislation and shall act in accordance with the Municipal Conflict of Interest Act.
- l. The Committee may appoint, as it deems necessary, working groups to act in an advisory capacity to the Committee.

### **3.0 Appointment of Committee**

- a. The Committee shall consist of the following:
  - Mayor (ex-officio)
  - 2 Council members
  - 1 member of the Municipal Heritage Committee
  - 1 Member of the Municipal Recreation Committee
  - 1 Member of the Community & Economic Development Committee
  - 1 Member at large
  - Community Economic & Cultural Coordinator
  - Recreation Manager
  - Staff support
- b. The Chair shall be elected by the Committee for a one (1) year term. With the provision that the Chair will be eligible for re-election after the completion of the term.
- c. Council appointments to be reassigned pending results of the 2022 election.
- d. The term of office for committee members shall be until February 1<sup>st</sup> 2024
- e. If a Committee member is absent for three consecutive meetings without a justifiable cause, he/she shall be deemed to have forfeited his/her membership unless the absence is approved by the Committee.
- f. The Mississippi Mills Bicentennial Planning Committee shall meet a minimum of ten (10) times per year in 2021.
- g. Meeting frequency for The Mississippi Mills Bicentennial Planning Committee will increase closer to 2023 and as needed during the Bicentennial year.
- h. The Mississippi Mills Bicentennial Planning Committee shall report directly to Council, with each of the committee minutes forwarded to Council for acceptance.

#### **4.0 Committee Support**

The Community Economic & Culture Coordinator and Recreation Manager are designated as the staff resources. Due to the level of support required the Recreation and Cultural Administrative Assistance may both be utilized as required.

#### **5.0 Expenses/Budget**

Committee members may be compensated for extraordinary expenses incurred as a result of their membership on the Committee or its working groups on the basis that the expenditure was approved in advance.

## APPENDIX I

---

### **Celebrating Agriculture Bicentennial Working Group Guidelines (CABWG)**

---

The **Celebrating Agriculture Bicentennial Working Group** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep agricultural roots and a strong farming community to this day. Including and honouring our producers and products will be an important part of the Municipality's 200<sup>th</sup> celebrations.

#### **General Objectives:**

- Provide recommendations on commemorative events and activities honouring the agricultural and food community.
- Take on the planning and execution of events once approved by the MMBPC.
- Consider awareness raising initiatives to celebrate the local agriculture community in keeping with the overall objectives and priorities of the MMBPC and the Municipality.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

#### **Membership:**

- Core Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents representing the various sectors of the agricultural and food community.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

## APPENDIX II

---

### **Celebrating Arts and Culture Bicentennial Working Group Guidelines**

---

The **Celebrating Arts and Culture Bicentennial Working Group (ACBWG)** is a working subcommittee of the Mississippi Mills Bicentennial Planning Committee. Mississippi Mills has deep cultural roots and a vibrant arts community. Bicentennial celebrations should honour, celebrate and promote Mississippi Mills artists through music, theater, and visual arts.

#### **General Objectives:**

- To provide recommendations on commemorative events and activities celebrating the Mississippi Mills Arts and Cultural community.
- Consider legacy initiatives to celebrate Mississippi Mills Bicentennial in keeping with the overall objectives and priorities of the MMBPC and the Municipality.
- With the support of Recreations and Culture Department staff organize and execution events and initiatives once approved by the MMBPC.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

#### **Membership:**

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents representing the various sectors of the arts and cultural community.
- Membership should include members from all Municipal Wards
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

## APPENDIX III

---

### Museum and Heritage Bicentennial Working Group (MHBWG)

---

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. **The Museums and Heritage Bicentennial Working Group(MHBWG)** will ensure historic information is accurate and all milestones are celebrated appropriately. Mississippi Mills has four distinct Museums, located at three campuses. Each museum represents a facet of the Municipality's history and heritage and will be represented on this working group.

#### **General Objectives:**

- Work together to develop a calendar of museum exhibits and events to be held throughout 2023 Mississippi Mills Bicentennial year.
- Provide information, history, and resources to the MMBPC and working groups to aid in the planning of events and activities.
- Assist with the implementation of programs as requested by the MMBPC.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

#### **Membership:**

- Core Working Group Membership should include one representative from each museum campus.
- The working group should be comprised of Mississippi Mills residents representing each ward.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

## APPENDIX IV

---

### Celebrating Almonte Bicentennial Working Group

---

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

**The Celebrating Almonte Bicentennial Working Group (CABWG)** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CABWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in the town of Almonte.

#### **General Objectives:**

- Provide recommendations on commemorative events and activities taking place in the Town of Almonte
- With the support of Recreations and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

#### **Membership:**

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from the ward of Almonte.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.

## APPENDIX V

---

### **Celebrating Pakenham Bicentennial Working Group Guidelines**

---

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

**The Celebrating Pakenham Bicentennial Working Group (CPBWG)** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CPBWG will champion activities and initiatives during the Bicentennial year celebrating and taking place in Pakenham Village and the former Pakenham Township area.

#### **General Objectives:**

- Provide recommendations on commemorative events and activities taking place in Pakenham.
- With the support of Recreations and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.
- Recruit volunteers and community members needed to achieve the working groups goals.

#### **Membership:**

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from the town of Pakenham and the rural area around Pakenham.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBP

## APPENDIX VI

---

### Celebrating Ramsay Working Group Guidelines

---

Mississippi Mills was formed as a result of the amalgamation of the Townships of Ramsay, The Town of Almonte, The Village of Pakenham and Pakenham Township. Settlement dates range from 1821 to 1823. 1823 is the year that saw European settlers living in all wards of the Municipality. Celebrations will be spread across the Municipality.

**The Celebrating Almonte Bicentennial Working Group (CRBWG)** is a working subcommittee to the Mississippi Mills Bicentennial Planning Committee. The CRBWG will champion activities and initiatives during the Bicentennial year celebrating both rural Ramsay and the settlement areas of Appleton, Blakeney and Clayton.

#### **General Objectives:**

- Provide recommendations on commemorative events and activities taking place in the Town of Almonte
- With the support of Recreations and Culture Department staff take on the planning and execution of events and initiatives once approved by the MMBPC.
- Liaise with the MHBWG and the CACBWG where collaborations can occur.
- Report back to MMBPC with progress updates in writing.
- Foster partnerships and collaborations with complementary organizations, including service clubs, heritage organizations, the agricultural community, and the business community.

#### **Membership:**

- Working Group Membership should be between 5-8 members.
- The working group should be comprised of Mississippi Mills residents from Ramsay including each Appleton, Blakeney and Clayton.
- 1 member of the MMBPC will be act as chair and liaison between the working group and MMBPC.
- The term of office for working group members shall be until February 1<sup>st</sup> 2024
- If a working group member resigns their position, the working group can deem to replace if required and provide an update to MMBPC.