



Municipality of Mississippi Mills

SPECIAL COMMITTEE OF THE WHOLE AGENDA

Thursday, January 12, 2023

9:00 a.m.

Hybrid

3131 Old Perth Road.

	Pages
A. CALL TO ORDER (immediately following Council)	
B. DISCLOSURE OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF	
C. APPROVAL OF AGENDA	
Recommended Motion:	
THAT the agenda be approved as presented.	
D. STAFF REPORTS	
D.1 Corporate Services	2 - 25
• Council	
• Facilities	
• Clerk's	
• Finance	
• Human Resources/ Information Technology	
D.2 Childcare	26 - 35
D.3 Recreation	36 - 45
• Recreation	
• Curling	
D.4 Economic Development	46 - 56
• Economic Development	
• Other Culture	
E. OTHER/NEW BUSINESS	
F. ADJOURNMENT	
Recommended Motion:	
THAT the meeting be adjourned at X:XX p.m.	



Mississippi
Mills

Committee of the Whole

2023 Operating and Capital Budget

(Corporate Services, Clerk and CAO)

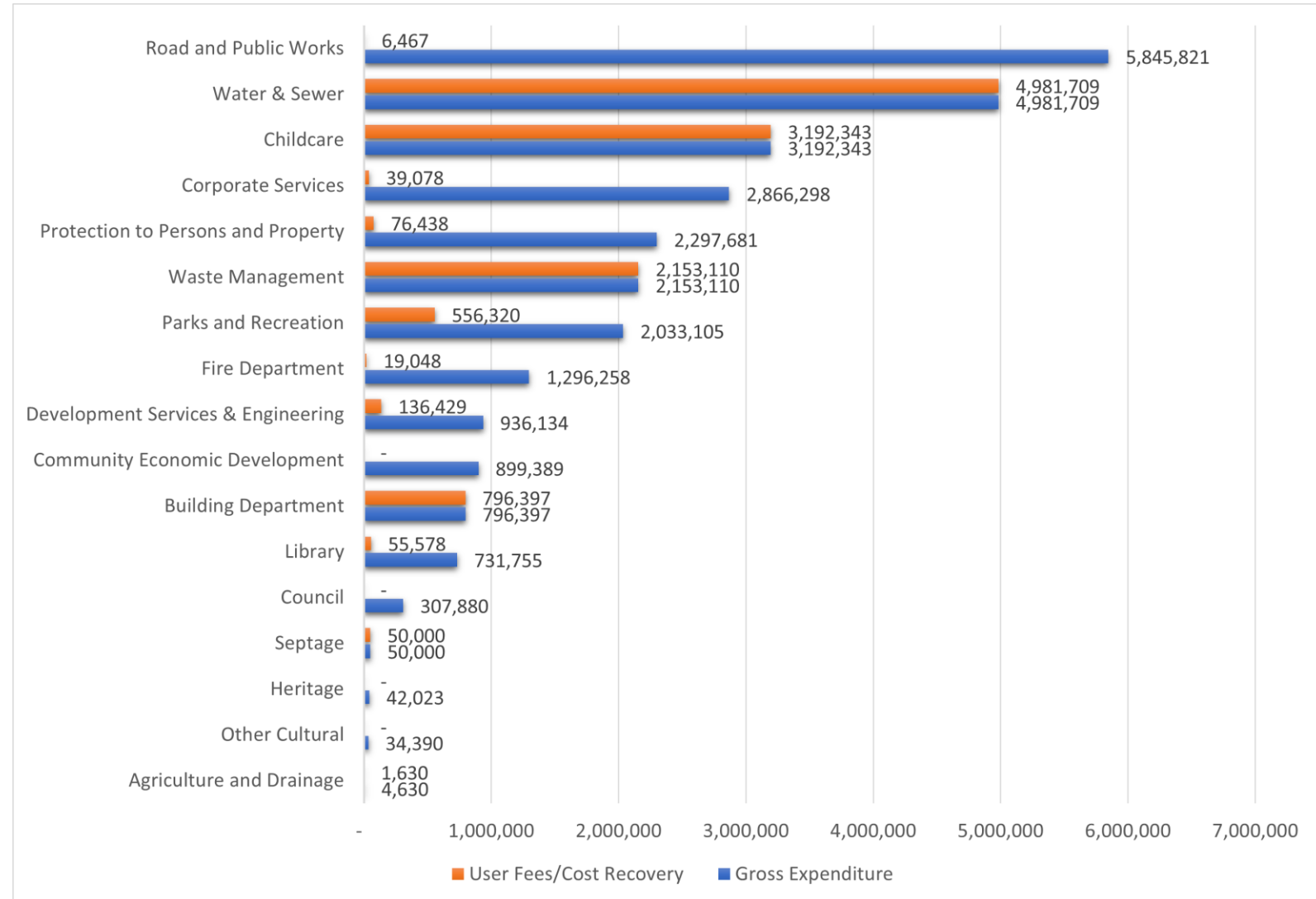
(Ken Kelly, Jeanne Harfield, Andrew Hodge, Dan Cousineau)

January 12, 2023

Agenda

- Draft Budget Summary of Corporation
- Draft Budget Highlights Corporate Services, Clerk and CAO
- Draft Operating Budget Corporate Services, Clerk and CAO
- Draft Capital Budget Facilities
- Clerk's Department Overview, Accomplishments and Planned Work
- Clerk's Dept Staffing
- Finance Department Overview, Accomplishments and Planned Work
- Finance Dept Staffing
- HR and IT Planned Work

Draft Budget Summary

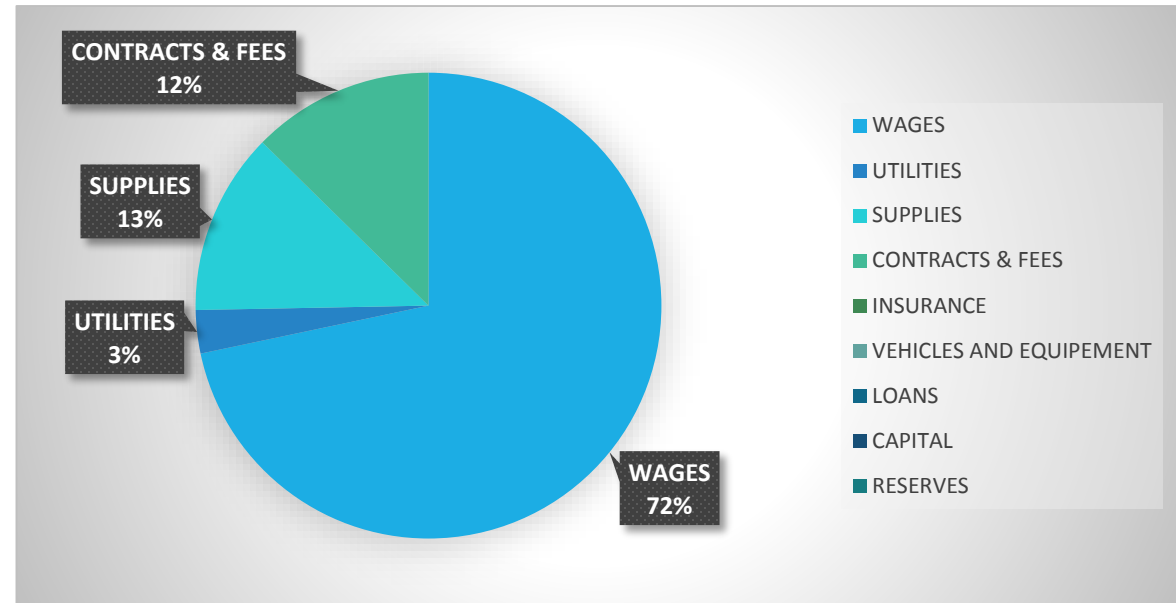


Projected Loan Summary

- Projected total of borrowing \$21,764,396
- Projected new borrowing \$865,000
- Projected retired borrowing \$1,420,065
- Annual Repayment limit (ARL) – \$2,796,466
- Projected annual loan payments - \$2,271,513

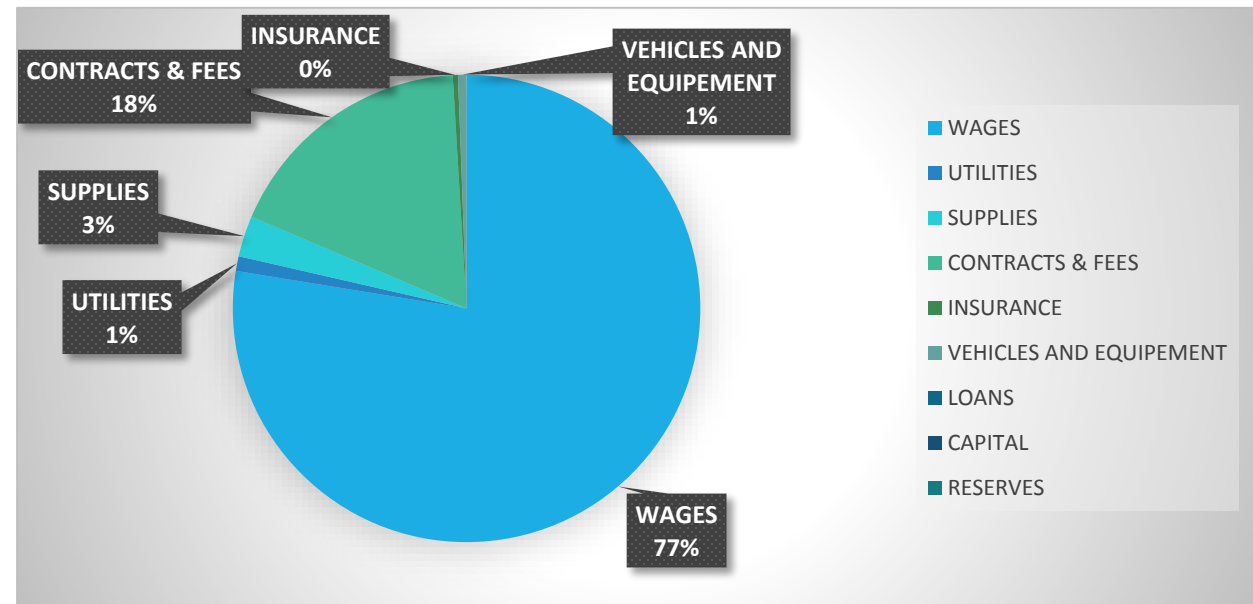
Draft Operating Budget - Council

WAGES	220,740
UTILITIES	9,240
SUPPLIES	39,000
CONTRACTS & FEES	38,900
INSURANCE	
VEHICLES AND EQUIPEMENT	
LOANS	
CAPITAL	
RESERVES	
SUBTOTAL	\$ 307,880



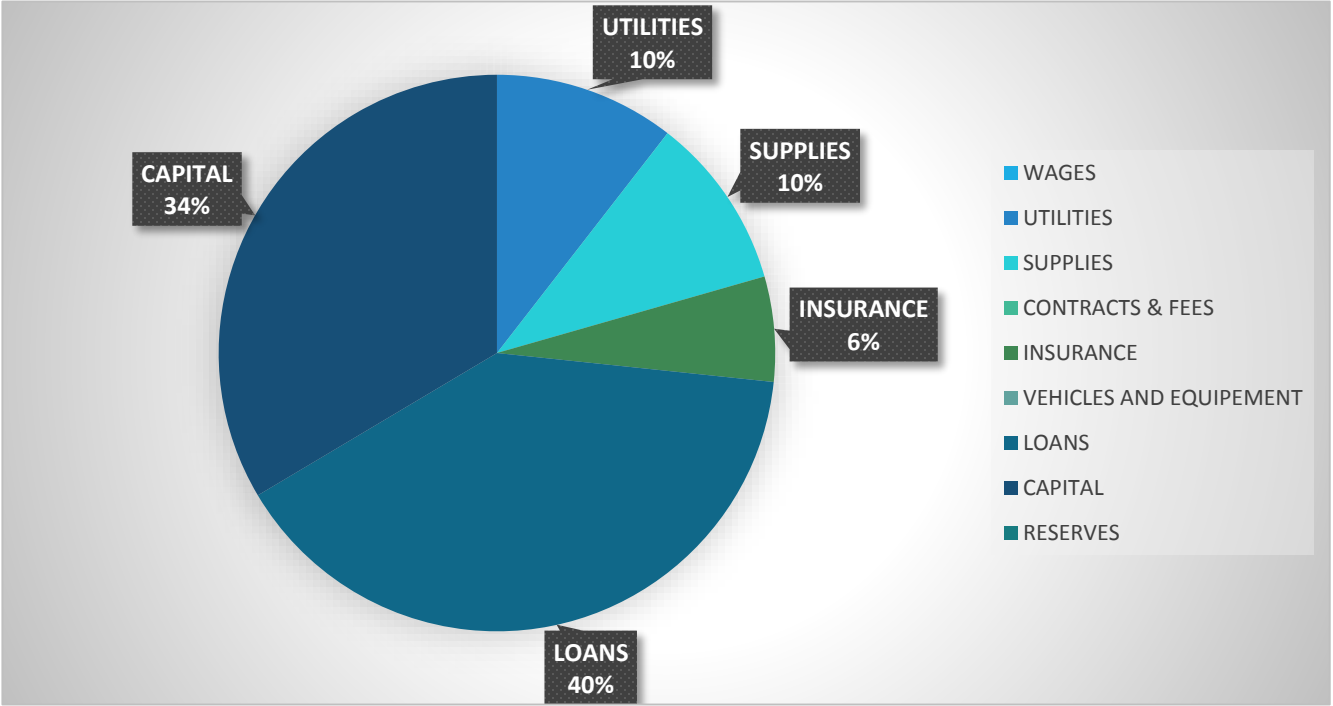
Draft Operating Budget – Corporate Services

WAGES	1,720,373
UTILITIES	22,500
SUPPLIES	62,826
CONTRACTS & FEES	391,297
INSURANCE	7,901
VEHICLES AND EQUIPEMENT	13,000
LOANS	
CAPITAL	
RESERVES	
SUBTOTAL	\$ 2,217,897



Draft Operating Budget – Admin Buildings

WAGES	
UTILITIES	68,105
SUPPLIES	65,233
CONTRACTS & FEES	
INSURANCE	39,538
VEHICLES AND EQUIPEMENT	
LOANS	258,025
CAPITAL	217,500
RESERVES	
SUBTOTAL	\$ 648,401



Corporate Facilities

Dan Cousineau

Recent Accomplishments

Almonte Old Town Hall Offices

- Renovated the ground floor to accommodate the Building and Planning department
- Renovated the 2nd floor to relocate the Recreation and Culture department

Mississippi Mills Childcare Services

- Renovated the Kitchen and Pantry at the 208 State St location.
- Replaced Furnaces and Hot Water Tank.

Various Locations

Replaced the old phone system with an improved and cost-effective systems

John Levi Community Centre

- Completed Multiple roof repairs to the arena and curling club roofs
- Engaged consultants to complete a design for the new Ammonia refrigeration plant

All Facilities

- Completed Life Safety Systems inspections and repairs. This includes items such as Sprinkler Systems, Fire Extinguishers, Emergency Lighting, AEDs.

Almonte Old Town Hall – Exterior Repairs

- Repaired all wooden windows and doors to extend the life of the building.

Draft Capital Budget - Corporate Facilities

CAPITAL BUDGET ITEM	TOTAL COST
MUNICIPAL OFFICE	
REPLACEMENT OF 2 REMAINING HEAT PUMPS	\$ 40,000
NG GENERATOR FOR PW GARAGE TO SUPPORT EMERGENCY OPERATIONS	\$ 45,000
PARGING REPAIRS	\$ 2,500
ALMONTE TOWN HALL	
AIR CONDITIONER AND DRAIN LINE	\$ 20,000
REPAIR AND REFINISH DECORATIVE ELEMENTS (DORMERS, EAVES, CORNICES)	\$ 110,000
FIRE DEPARTMENT	
ROOF REPAIR DESIGN - STATION 1	\$ 9,000
CHILDCARE	
BUILDING REPAIRS - STAIR TILES FLOORING PRESCHOOL ROOM	\$ 21,000
LOWER ROOF REPLACEMENT	\$ 15,000
PARKS & RECREATION	
ALMONTE LAWN BOWLING CLUB FACILITY UPGRADES	\$ 25,000
CURLING CLUB CHILLER/BRINE PUMP MOTOR	\$ 250,000
JOHN LEVI COMMUNITY CENTRE ROOF REPAIRS	\$ 10,000
LIBRARY	
ALMONTE ROOF REPAIRS	\$ 20,000
TOTAL	\$ 567,500

Clerk's Dept

Jeanne Harfield

Clerk's Department Overview

The Clerk's Department currently consists of 5 positions;

- Clerk
- Deputy Clerk
- Executive Assistant to the Mayor, CAO and Council
- Communications
- Summer Students (x2)

The Clerk's Department key responsibilities include;

- Creating, updating and maintaining Municipal Bylaws, Council/ COW meetings, agendas and minutes.
- Creating and managing internal and external communications including the municipal website and social media.
- Completing freedom of information requests under MFIPPA.
- Issuing multiple types of licences (marriage, mobile canteen, taxi, kennel, lottery, liquor, etc.)

Recent Accomplishments

2022-2026 Municipal Election

- Conducted the 2022-2026 election
- Prepped and organized Council orientation
- Inaugural meeting of Council

Prepped the Old Registry Office for sale

- Launched electronic records management project with StoneShare, estimated completion Q2 2023.

Organized and hosted the 2022 Community Builder Awards

Hired a Communications Coordinator

- Increased online presence resulting in faster customer service delivery; closed communication gaps; review of existing Communications plans and policies; creation of an Engagement Strategy

Prepped and launched the 2023 Bicentennial

- Submitted multiple grants to various agencies

Digital Master Plan

- Worked with the consultant on the digital master plan and a strategic path forward for Mississippi Mills IT.

Draft Clerk's Department Capital Budget

- All capital projects to be funded through general reserves
- Digital Master Plan – County IT Proposal received pre-budget approval on December 13, 2022.

CAPITAL BUDGET ITEM	TOTAL COST
ADMINISTRATION	
DIGITAL MASTER PLAN - COUNTY IT PROPOSAL	125,000
ACCESSIBILITY UPGRADES TO WEBSITE	15,000
DIGITIZE RECORDS FOLLOWING ERM IMPLEMENTATION	35,000
TOTAL ADMINISTRATION	175,000



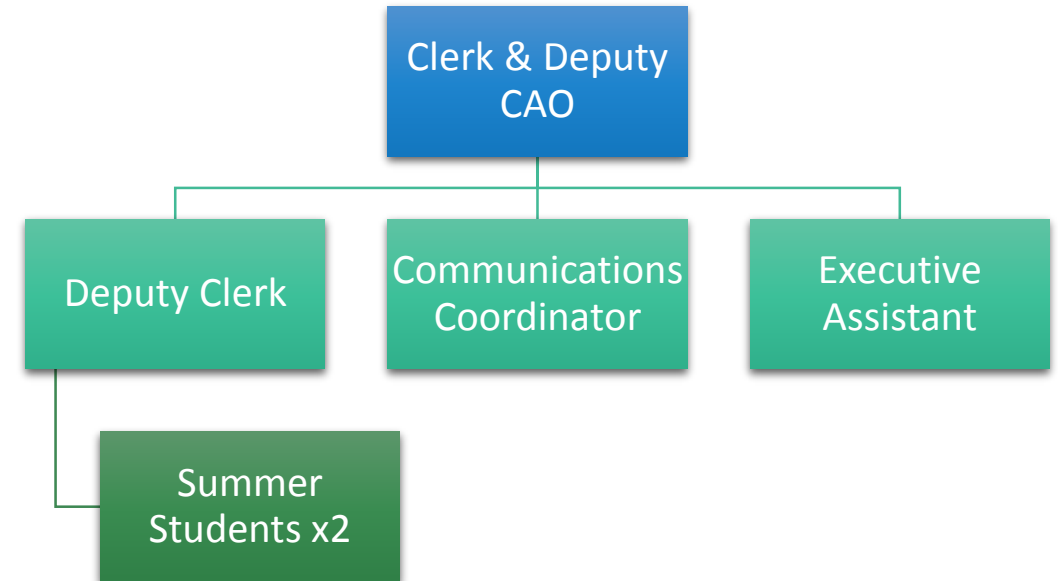
2023 Draft Budget Highlights and Planned Work

- AbleDocs – purchase of an accessibility program to help with the conversion of files to an accessible format for the website.
- 2 Summer students to help with records management and archiving documents.
- File digitization of permanent paper records. This will occur later in 2023 once electronic records management system is in place.
- Governance Review – procedural by-law review, policy reviews, and committee structuring
- Digital Master Plan implementation

Clerk's Department Organization Chart / Staffing

Clerk's Department

- Clerk
- Deputy Clerk
- Executive Assistant to the Mayor, CAO and Council
- Communications Coordinator
- Summer Students (x2)



Finance Dept

Andrew Hodge

Finance Overview

- Eight positions – all transactions, segregated duties, GP Dynamics, Neptune
- Finance services supporting entire municipal operations; grant applications, insurance, CWELCC, Etc.
- Invoice and collection of:
 - Taxation – approximately 8000 roll numbers, Interim, Final, and supplemental billing, record updating, inquiries, tax certificates, PIL submissions
 - Water & Sewer 3400+ system users, bi-monthly billing, account maintenance, inquiries, final reads
 - Childcare services – monthly billing
- Receipting, depositing, and reconciling of all revenues, from all departments
- Accounts payable, inputting, payment processing for all municipal purchasing, reimbursements, grants, etc.
- Year end audit and financial statements
- HR, payroll, benefits, new hires, onboarding, source deductions, WSIB, EHT, EI, CPP, OMERS
- First point of contact at municipal office and with public, staff, other agencies, levels of government
- Provide reporting to Provincial level of government
- Transfer payments County and schoolboards

Recent Accomplishments - Finance

- 2022 Overview

- Training of GP Dynamics software to increase skills and efficiencies – ongoing
- New positions of Director Corporate Services, Deputy Treasurer, HR implemented, and Tax/Water Clerk filled
- New auditing process and firm KPMG – finalized financial statements while mitigating affects of staffing changes and exiting COVID19
- Laptops – emergency preparedness, contingency planning, flexibility
- Coverage of staff vacancies by remaining staff

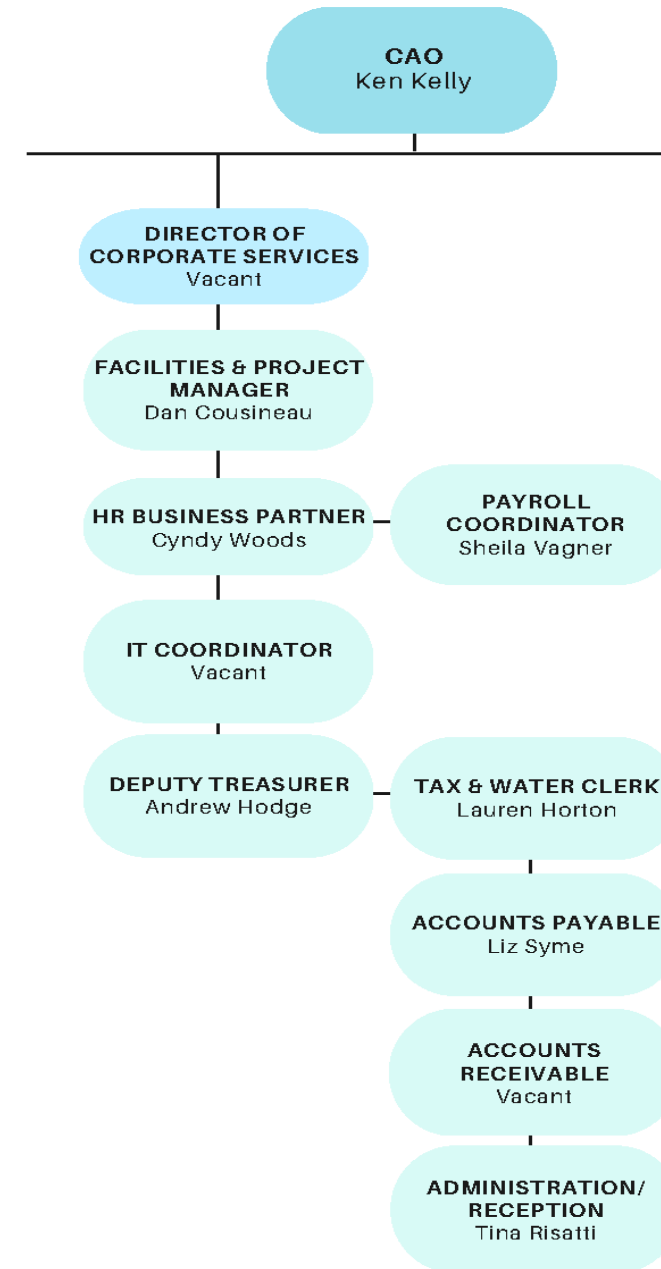
2023 Draft Budget Highlights - Finance

- Additional positions – Salaries and wages increase .9M to 1.3M
- Legal increases from \$15,000 to \$150,000
- LTD decrease from \$112,000 to \$56,000
- Total annual expenditures increase \$41,250 – 2%
- Filling of Accounts Receivable position – vacant from 2021
- Concentrator service to improve efficiency – implementation ongoing
- Payee Match service - enhanced check security
- Transactional increases – more homes, more accounts, more volume
- Build capacity and leverage technology to ensure stability and continuity

HR & IT

- Hiring of Human Resources – Business Partner
- Work will focus on revising key HR policies and bylaws including employment conditions, recruitment, benefits, accommodation plans, performance appraisal process etc...
- Market Salary review
- Preparation for Collective Bargaining in March 2024
- IT position vacant – will staff in 2023
- Digital Master Plan to be reviewed given County IT proposal. Have asked for a Cloud based option versus the current hardware based option.
- Increase IT security and business continuity.

Organization Chart / Staffing





Mississippi
Mills

Municipality of Mississippi Mills
Long Term Debt

Project	Total LTD Dec 31/22	2023 Additions	Total LTD Dec 31/23	Financial Institution	Int Rate	Expiry Date of existing loan	Renewal Term	Type of Repayment	Frequency	Annual Repayments Principal-2023	2023 Interest	2023 Total	Department
Municipal Office-Loan #1	194,507.00		167,544.00	RBC	3.92%	2028		Blended P+I	Monthly	26,963.00	9,254.00	36,217.00	Admin. Bldgs
Municipal Office-Loan #2	77,761.00		59,306.00	RBC	3.10%	2026		Blended P+I	Monthly	18,455.00	3,340.00	21,795.00	Admin. Bldgs
Almonte Old Town Hall-Loan #1	172,126.00		148,249.00	RBC	3.92%	2028		Blended P+I	Monthly	23,877.00	8,195.00	32,072.00	Admin. Bldgs
Almonte Old Town Hall-Loan #2	229,112.00		174,799.00	RBC	3.10%	2026		Blended P+I	Monthly	54,313.00	9,829.00	64,142.00	Admin. Bldgs
Almonte Old Town Hall-Loan #3	792,857.00		728,593.00	TD Bank	2.85%	2031		Blended P+I	Monthly	64,264.00	34,372.00	98,636.00	Admin. Bldgs
Fire Halls	23,565.00		-	BMO	3.14%	2023		Principal+Int	Monthly	23,565.00	1,298.00	24,863.00	Fire Dept.
2013 Fire Truck	55,046.00		28,619.00	TD Bank	2.910%	2023		Blended P+I	Monthly	26,427.00	2,769.00	29,196.00	Fire Dept.
2016 Fire Truck	74,279.00		58,084.00	BMO	2.550%	2027		Blended P+I	Monthly	16,195.00	2,534.00	18,729.00	Fire Dept.
2017 Fire Truck	168,827.00		138,949.00	TD Bank	2.780%	2027		Blended P+I	Monthly	29,878.00	6,031.00	35,909.00	Fire Dept.
2018 Fire Truck Unit #550	128,588.00		109,775.00	TD Bank	3.430%	2028		Blended P+I	Monthly	18,813.00	5,405.00	24,218.00	Fire Dept.
2017 Pakenham Library Expansion	136,647.00		130,143.00	BMO	3.310%	2028	10 years to 2038	Blended P+I	Monthly	6,504.00	4,856.00	11,360.00	Library
Arenas-Loan #1	7,945.00		6,840.00	RBC	3.92%	2028		Blended P+I	Monthly	1,105.00	379.00	1,484.00	Parks & Rec
Arenas-Loan #2	175,501.00		133,863.00	RBC	3.10%	2026		Blended P+I	Monthly	41,638.00	7,536.00	49,174.00	Parks & Rec
Arenas-Loan #3	1,992.00		-	BMO	3.14%	2023		Principal+Int	Monthly	1,992.00	135.00	2,127.00	Parks & Rec
Arenas-Loan #4 (Almonte Comm. Centre)	4,415.00		2,689.00	RBC	1.90%	2025		Blended P+I	Monthly	1,726.00	135.00	1,861.00	Parks & Rec
Arenas-Loan #5 (Almonte Comm. Centre)	368,253.00		329,461.00	RBC	4.15%	2030	10 yrs to 2030	Blended P+I	Monthly	38,792.00	12,836.00	51,628.00	Parks & Rec
2017 Arena Roof	213,951.00		203,710.00	BMO	3.310%	2028	10 years to 2038	Blended P+I	Monthly	10,241.00	7,647.00	17,888.00	Parks & Rec
2018 Ice Resurfacer	48,822.00		41,713.00	TD Bank	3.430%	2028		Blended P+I	Monthly	7,109.00	2,042.00	9,151.00	Parks & Rec
2017 Gemmill Park	431,753.00		412,231.00	TD Bank	2.990%	2029	10 years to 2039	Blended P+I	Monthly	19,522.00	13,773.00	33,295.00	Parks & Rec
2018 Dasherboard Replacement	645,758.00		616,407.00	TD Bank	2.417%	2030	10 years to 2040	Blended P+I	Monthly	29,351.00	16,760.00	46,111.00	Parks & Rec
Public Works Office	15,812.00		13,614.00	RBC	3.92%	2028		Blended P+I	Monthly	2,198.00	754.00	2,952.00	Transportation
Ottawa St./Road Work	237,438.00		144,867.00	RBC	1.90%	2025		Blended P+I	Monthly	92,571.00	7,223.00	99,794.00	Transportation
Plow Truck	10,638.00		-	TD Bank	2.474%	2022		Blended P+I	Monthly	10,638.00	577.00	11,215.00	Transportation
Ann St.	29,823.00		9,556.00	TD Bank	2.474%	2022		Blended P+I	Monthly	20,267.00	1,005.00	21,272.00	Transportation
2013 Mill of Kintail Bridge	400,901.00		373,767.00	TD Bank	3.450%	2024	10 yrs to 2034	Blended P+I	Monthly	27,134.00	15,272.00	42,406.00	Transportation
2013 Sidewalk Plow	24,365.00		12,666.00	TD Bank	2.910%	2023		Blended P+I	Monthly	11,699.00	1,226.00	12,925.00	Transportation
2014 Grader	64,285.00		33,691.00	TD Bank	2.910%	2023		Blended P+I	Monthly	30,594.00	3,215.00	33,809.00	Transportation
Bridges (Con 6D & Con9)	738,417.00		694,900.00	TD Bank	2.860%	2026	10 years to 2036	Blended P+I	Monthly	43,517.00	23,038.00	66,555.00	Transportation
2016 Plow Truck	102,235.00		79,952.00	BMO	2.550%	2027		Blended P+I	Monthly	22,283.00	3,487.00	25,770.00	Transportation
Nugent Bridge	666,268.00		634,478.00	BMO	3.310%	2028	10 years to 2038	Blended P+I	Monthly	31,790.00	23,739.00	55,529.00	Transportation
2017 Loader	188,983.00		155,291.00	TD Bank	2.780%	2027		Blended P+I	Monthly	33,692.00	6,801.00	40,493.00	Transportation
2018 Bridges and Culverts	2,557,248.00		2,441,262.00	TD Bank	2.990%	2029	10 years to 2039	Blended P+I	Monthly	115,986.00	81,829.00	197,815.00	Transportation
2018 Backhoes	181,409.00		154,879.00	TD Bank	3.430%	2028		Blended P+I	Monthly	26,530.00	7,622.00	34,152.00	Transportation
2018 Grader	233,571.00		199,325.00	TD Bank	3.430%	2028		Blended P+I	Monthly	34,246.00	9,839.00	44,085.00	Transportation
2018 Downtown Renewal 50%	157,168.00		151,224.00					Estimate only		5,944.00	6,507.00	12,451.00	Transportation
2018 Ramsay Garage Renovations	176,574.00		168,535.00	TD Bank	2.990%	2029	10 years to 2039	Blended P+I	Monthly	8,039.00	5,671.00	13,710.00	Transportation
Perth/Country/Bridge Sts.-Loan #1 (W&S)	10,885.00		8,264.00	RBC	3.10%	2026		Blended P+I	Monthly	2,621.00	474.00	3,095.00	W&S
WWTP	6,528,266.00		6,350,224.00	OSIFA	4.13%	2044		Blended P+I	Semi-Annual	178,042.00	282,504.00	460,546.00	W&S
2016 Scada Equipt	94,019.00		73,391.00	BMO	2.550%	2027		Blended P+I	Monthly	20,628.00	3,228.00	23,856.00	W&S
2018 Downtown Renewal 50%	157,168.00		151,224.00					Estimate only		5,944.00	6,507.00	12,451.00	W&S
W&S Capital	362,852.00		346,450.00	TD Bank	2.417%	2030	10 years to 2040	Blended P+I	Monthly	16,402.00	9,366.00	25,768.00	W&S
Victoria St. W&S	1,710,791.00		1,633,221.00	TD Bank	2.417%	2030	10 years to 2040	Blended P+I	Monthly	77,570.00	44,295.00	121,865.00	W&S
Water Storage	2,417,250.00		2,326,362.00	TD Bank	2.850%	2031	10 years to 2041	Blended P+I	Monthly	90,888.00	67,824.00	158,712.00	W&S start 2022
Business Park 2020/2021-Roads	961,055.00		910,943.00	RBC	1.850%	2023	16 months	Blended P+I	Monthly	50,112.00	21,816.00	71,928.00	Transp. Starts in
Business Park 2020/2021-W&S	340,335.00		340,335.00	incl in above						-	-	-	W&S start 2022
CURLING CLUB CHILLER/BRINE PUMP MOTOR		500,000.00	500,000.00						Estimate			-	
Tandem Plow Truck		365,000.00	365,000.00						Estimate			-	
Total	22,319,461.00	865,000.00	#####							1,420,065.00	782,945.00	#####	



Mississippi
Mills

Committee of the Whole

2023 Operating and Capital Budget

(Mississippi Mills Childcare Services)
(Anita Legault)

January 10, 2023

Agenda

- Department Overview
- Recent Accomplishments/Investments
- Draft Budget Highlights
- Draft Budget Summary
- Draft Operating Budget
- Draft Capital Budget
- Staffing

Mississippi Mills Childcare Services Overview

MMCS has 4 locations

- **208 State street** : **licenced capacity 73**
 - Infant – 10 children
 - Toddler – 15 children
 - Preschool - 48 Children
- **110 Paterson** (Holy Name of Mary location): **licenced capacity 134**
 - Toddler – 15 children
 - Preschool – 48 children
 - Kinders – 26 children
 - School Age – 45 children
- **175 Paterson** R.Tait McKenzie Public School **licenced capacity 86**
 - Kinders – 26 children
 - SA – 60 children
- **260 King Street** Naismith Public School **licensed capacity 86**
 - Kinders – 26 children
 - SA – 60 children
- **Total Licenced Capacity - 379**

Total Staff:

- Staffing (director/educators): 36
- Additional staff: 2 cooks, 1 cleaner
- On call supply: 4
- **Wait list:** approx. 300 children

Recent Accomplishments

- Changed our name officially to Mississippi Mills Childcare Services from Almonte Daycare Centre
- Celebrated our 50th Childcare anniversary at Gemmill Park on Sept. 17th
- Entered into the CWELCC (Canada Wide Early Learning and Childcare) agreement
- Fees were reduced by 25% effective April 2022 and reduced overall by 52.75% on Jan 2023
- Received provincial grant of \$12,000 to host professional development for staff in 2022.
 - June 29 : Inclusion workshop (evening session)
 - Sept. 2: Reflective practices for Educators - How Does Learning Happen (full day)
 - Dec 8: Nature and forestry school introduction (evening session)
- Received Health and Safety funding from the Province in 2020: \$40,078.60
 - Furnace, Dishwasher/Sanitizer, Refrigeration Unit, and Sunshade

2023 Draft Budget Highlights

Capital:

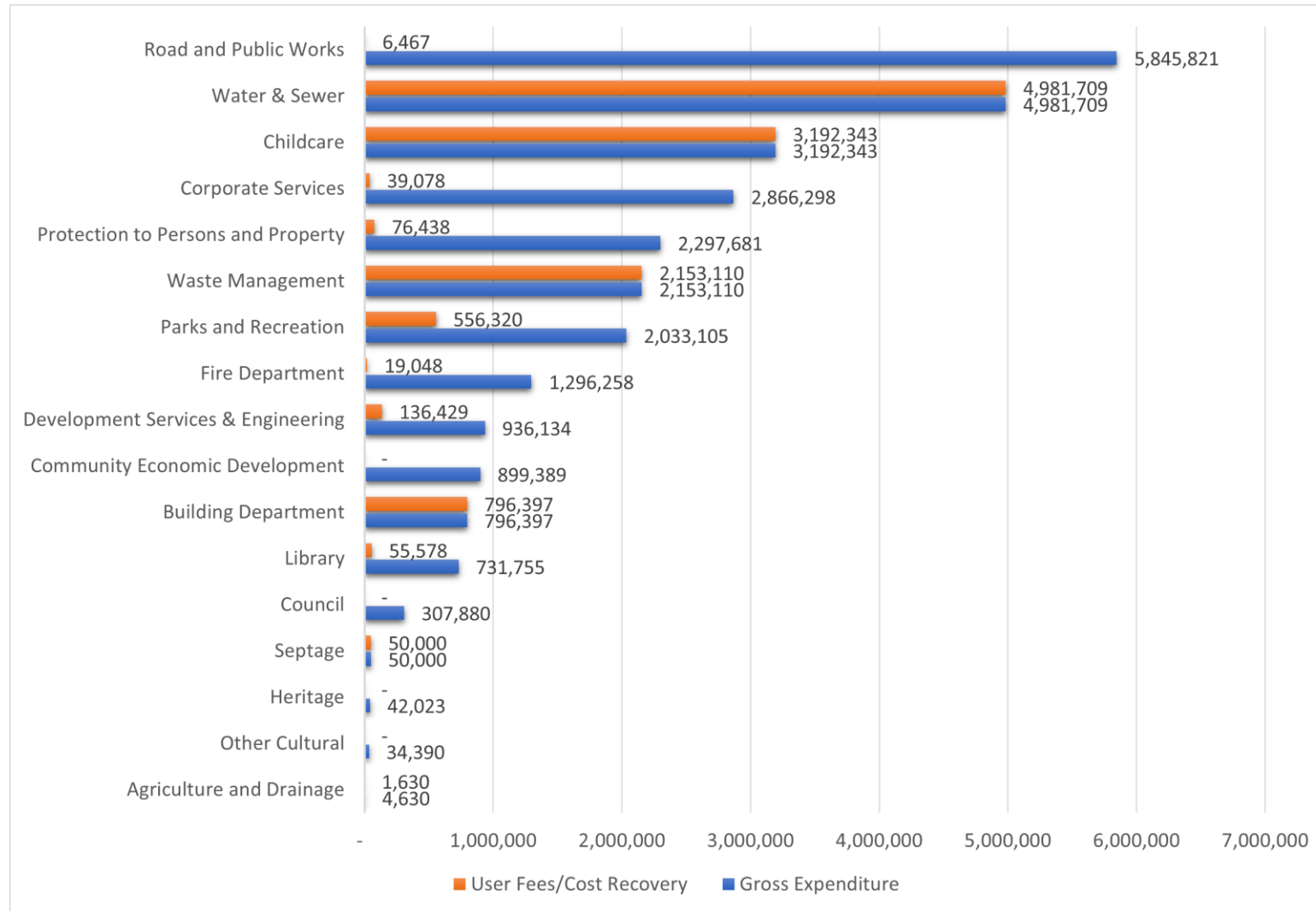
- Flooring and step cover replacement for indoor space for 208 State Street \$21,000
- Assess needs for expansion for Childcare \$30,000
- Cupboard / counter expenses \$10,000
- Lower roof replacement \$15,000

Operating :

Expenses:

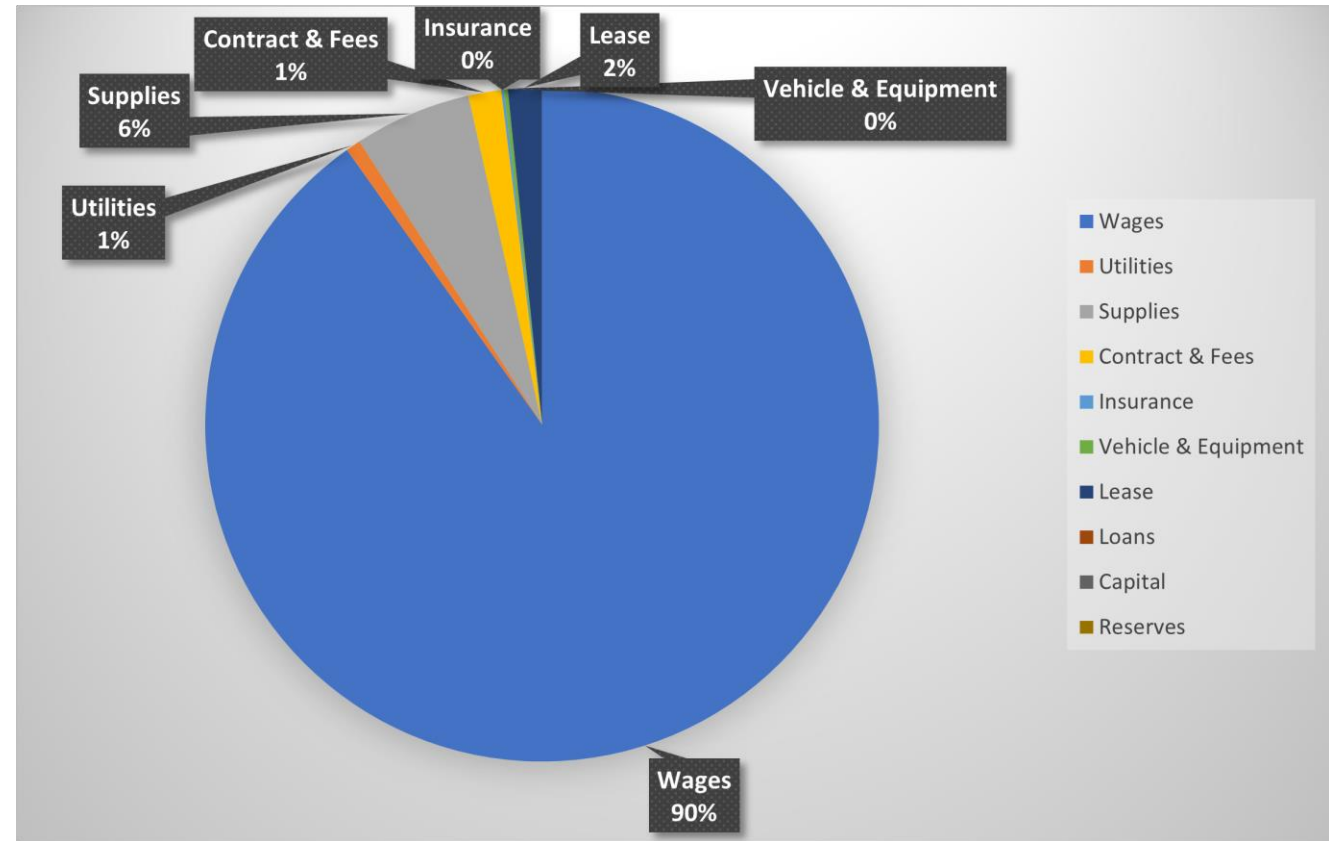
- Increases to food line and program supplies.

Draft Budget Summary



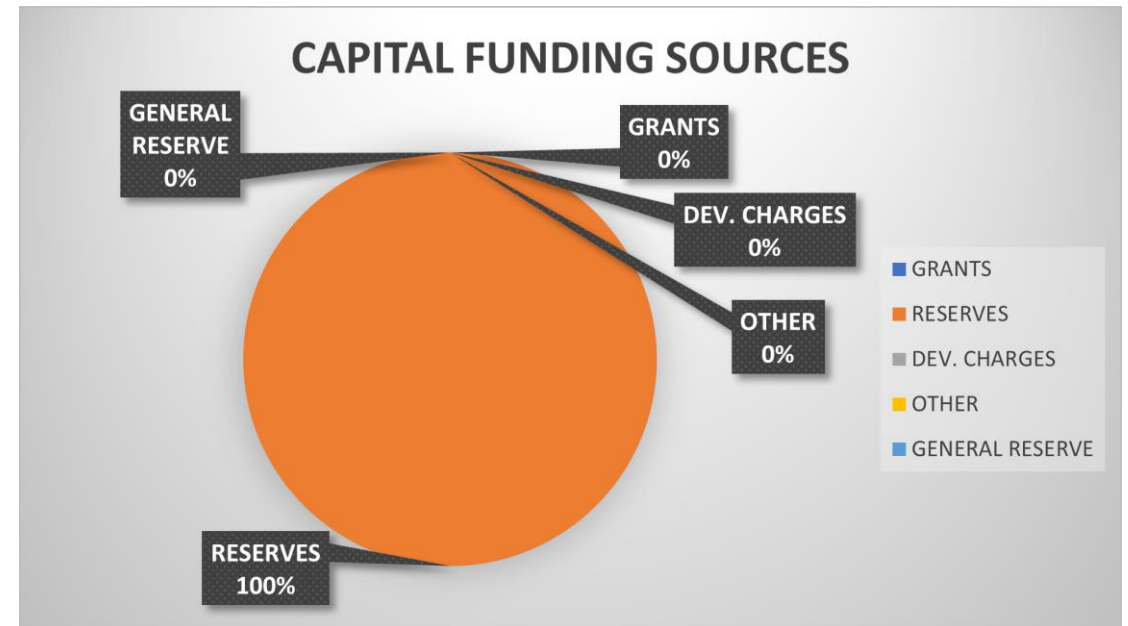
Draft Operating Budget

Wages	2,878,169
Utilities	22,696
Supplies	179,170
Contract & Fees	50,365
Insurance	3,943
Vehicle & Equipment	6,000
Lease	52,000
Loans	
Capital	
Reserves	
Subtotal	\$ 3,192,343

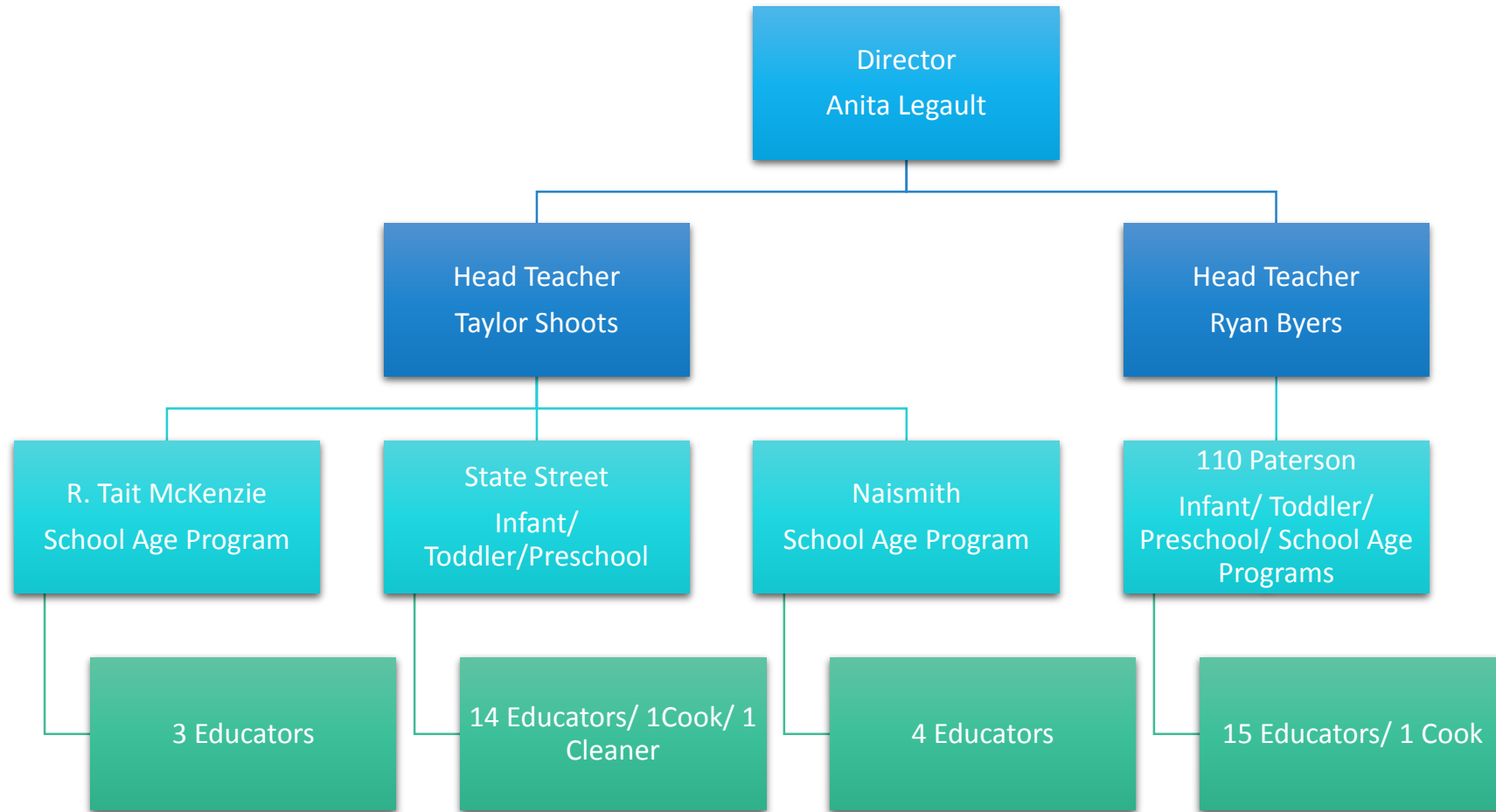


Draft Capital Budget

CAPITAL BUDGET ITEM		TOTAL COST
CHILDCARE		
ASSESS NEEDS FOR EXPANSION		30,000
BUILDING REPAIRS - STAIR TILES FLOORING PRESCHOOL ROOM		21,000
STATE ST CUPBOARDS		10,000
LOWER ROOF REPLACEMENT		15,000
TOTAL CHILDCARE		\$76,000



Organization Chart / Staffing





Mississippi
Mills



Mississippi
Mills

Committee of the Whole

2023 Operating and Capital Budget

Recreation and Culture Department
Calvin Murphy – Recreation Manager

January 12, 2023

Agenda

- .Department Overview
- .Recent Accomplishments/Investments
- .Draft Budget Highlights
- .Draft Budget Summary
- .Draft Operating Budget
- .Draft Capital Budget
- .Staffing

Recreation Overview

- Responsible for the maintenance of 20 (plus) park areas throughout Almonte, Pakenham, Appleton, Clayton.
- Responsible for programming for adults, seniors, youth and children that includes a wide variety sports and activities including; volleyball, basketball, pickleball, aerobics classes, senior shuffleboard, recreational hockey, soccer, public skating, line dancing and babysitting courses. A portion of the programming is completed in local schools through a reciprocal agreement with the Upper Canada District School board.
- Responsible for the operation of 2 arena facilities, 3 community halls, 1 curling facility, 2 skateparks, 4 ball diamonds, 1 splashpad, 1 Lawn bowling facility, 3 outdoor tennis courts, 2 beaches, 5 outdoor basketball courts and 10 soccer pitches.
- Responsible for the coordination of various events throughout the year, which include St. Patrick's Day dance, 2 Canada Day Celebrations, 2 Santa Claus parades, and Light Up The Night.

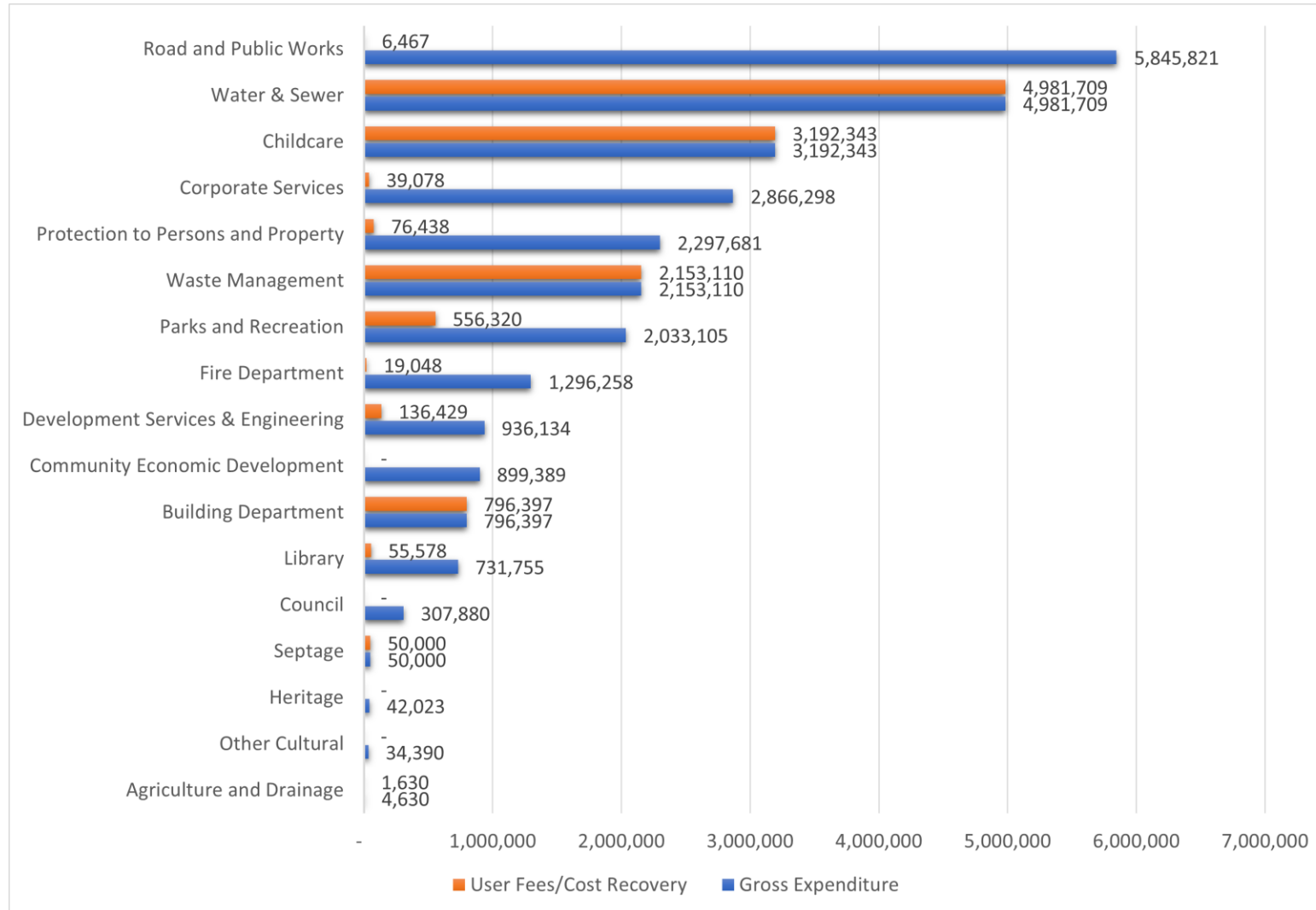
Recent Accomplishments in 2022

- .Almonte Cenotaph fence replacement - \$10,000
- .Almonte Tennis Court refurbishing plans - \$6,000
- .Mechanical room furnace replacement Stewart Community Centre -\$10,000
- .Lawn Mowing equipment - \$36,000
- .Picnic table replacement for parks - \$10,000
- .Almonte Curling refrigeration plant replacement (Commencement plans) - \$250,000
- .Community Services Survey - \$80,000
- .Boat dock (Riverfront Estates park)- \$2,500

2023 Draft Budget Highlights

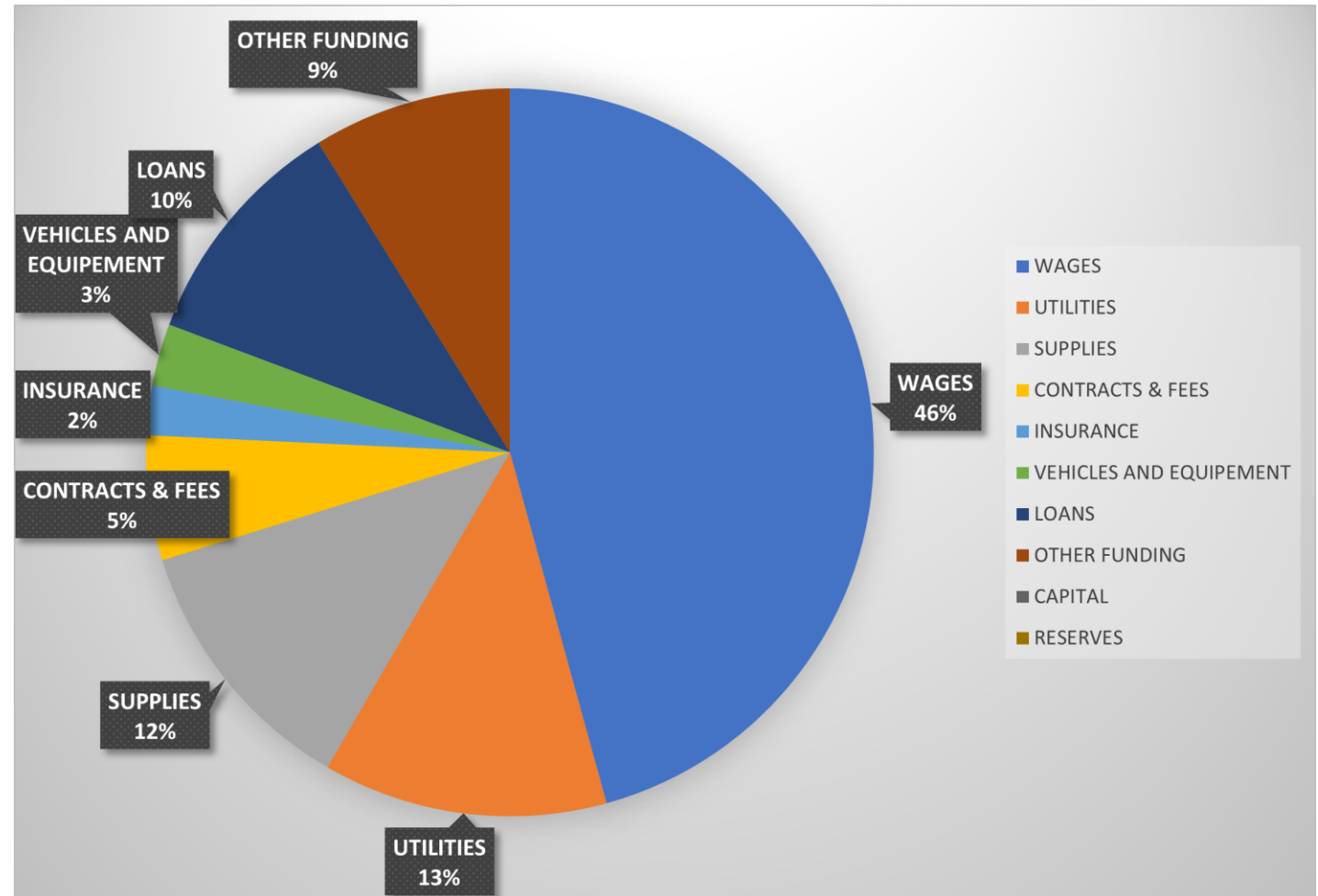
- Almonte Curling refrigeration plant replacement (additional - \$250,000)
- John Levi Community Centre lobby furnace and hot water tank replacement - \$32,000
- Dehumidifiers (Almonte arena) - \$100,000
- Dock improvements (Riverfront park)- \$3,500
- Pakenham Ball diamond fence work - \$15,000
- Compressor overhaul work (arenas) - \$20,000
- Almonte Lawn Bowling Club Facility upgrades- \$25,000
- Pickle Ball Court Lining – \$5,000
- Appleton Soccer Fence replacement \$10,000
- Wellness Fitness trail equipment \$10,000

Draft Budget Summary



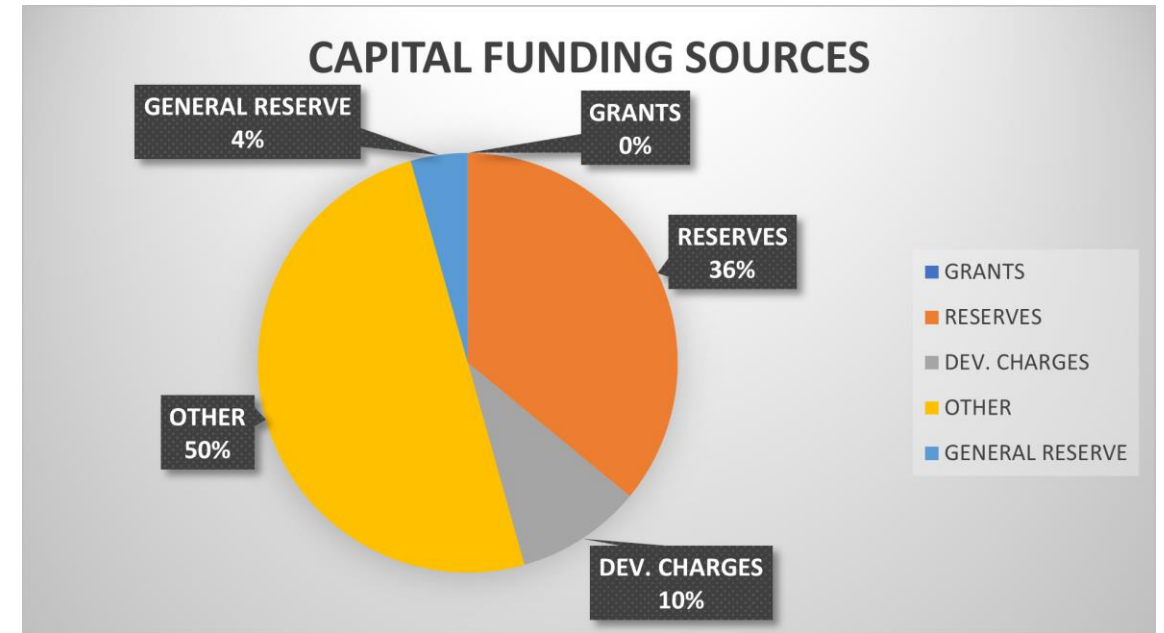
Draft Operating Budget

WAGES	929,522
UTILITIES	256,880
SUPPLIES	241,018
CONTRACTS & FEES	112,691
INSURANCE	44,599
VEHICLES AND EQUIPEMENT	56,150
LOANS	212,958
OTHER FUNDING	179,286
CAPITAL	
RESERVES	
SUBTOTAL	\$ 2,033,105

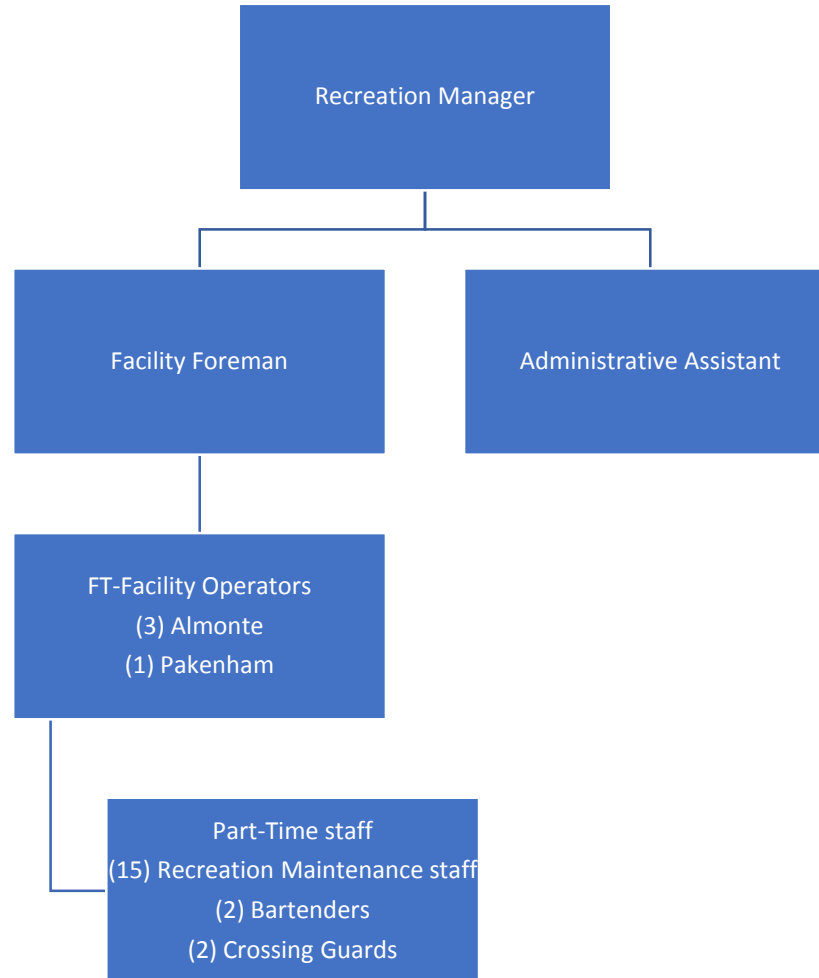


Draft Capital Budget

CAPITAL BUDGET ITEM	TOTAL COST
PARKS & RECREATION	
PICKLE BALL COURT LINING	5,000
COMPRESSOR OVERHAUL ALMONTE	20,000
APPLETON SOCCER FENCE REMOVAL/REPLACEMENT	10,000
PAKENHAM BALL DIAMOND FENCE WORK	15,000
DOCK IMPROVEMENTS RIVERFRONT ESTATES	3,500
TREES FOR PARKS	10,000
ALMONTE LAWN BOWLING CLUB FACILITY UPGRADES	25,000
DEHUMIDIFIERS - ALMONTE ARENA	100,000
PICNIC TABLES FOR PARKS	10,000
ALMONTE ARENA HOT WATER TANK REPLACEMENT	17,000
JOHN LEVI COMMUNITY CENTRE FURANCE REPLACEMENT LOBBY	15,000
WELLNESS FITNESS TRAIL EQUIPMENT	10,000
CURLING CLUB CHILLER/BRINE PUMP MOTOR	250,000
JOHN LEVI COMMUNITY CENTRE ROOF REPAIRS	10,000
TOTAL PARKS & RECREATION	\$ 500,500



Organization Chart / Staffing





Mississippi
Mills



Mississippi
Mills

Committee of the Whole

2023 Operating and Capital Budget

Economic Development & Culture

Tiffany MacLaren, Manager, Community & Economic Development

January 12, 2023

Agenda

- Department Overview
- Recent Accomplishments/Investments
- Draft Budget Highlights
- Draft Budget Summary
- Draft Operating Budget
- Draft Capital Budget
- Staffing

(Community &) Economic Development



Mississippi Mills embraces the link between Community Development and Economic Development

The Manager of Community and Economic Development reports directly to the Chief Administrative Officer. This department is responsible for several activities which includes the coordination of matters pertaining to community and economic development within the Municipality.

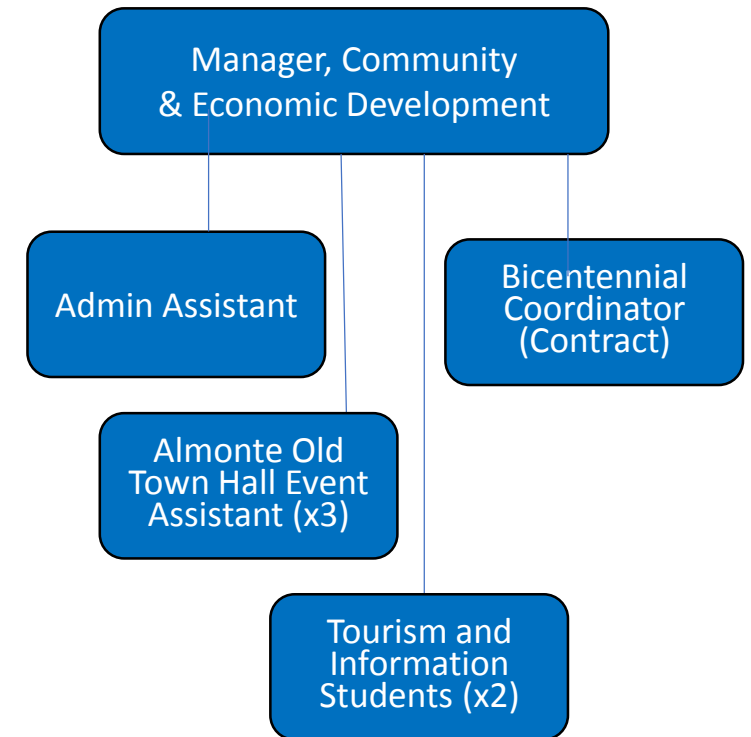
Community Economic Development's purpose is to revitalize communities, promote sustainability, attract investments, build wealth, encourage entrepreneurship, and create jobs.

What is the meaning of community development?

Community development is **a process where community members are supported by agencies to identify and take collective action on issues which are important to them.** Community development empowers community members and creates stronger and more connected communities.

What is Community Economic Development?

"It's a process - a community uses resources to attract capital and increase physical, commercial and business development and job opportunities for its residents." OMAFRA



Recent Department Accomplishments

- Mississippi Mills Community Builder Awards – New process and first event held in 2022!
- Bicentennial Planning – committees and staff in place for 2023
- Successful Return of Business Breakfasts – fall 2022
- Return of Visitor Guide – Full Tourism Season
- Sale of lots in new phase of business park, planning begins with new (tentative) owners
- Support of communication with downtown business owners through construction project



2022 Community Support Initiatives



- \$32,950 in support was provided directly to community organizations through the Mississippi Mills Municipal Grant process.

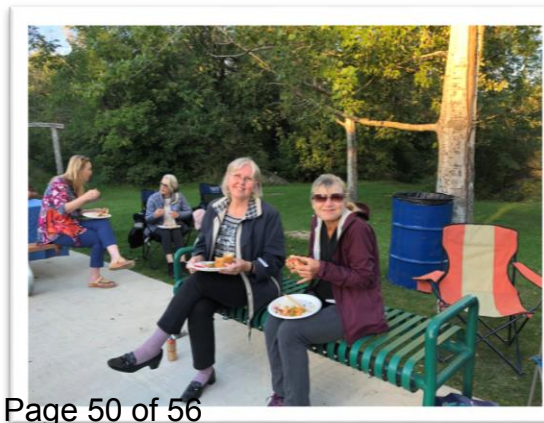
Recipients included: Pakenham Frost Fest, All My Relations, Almonte Legion Pipe Band, Almonte in Concert, Mississippi Lakes Association, Puppets Up 2022, North Lanark Agricultural Society, Almonte Celtfest, Pride Mississippi Mills, Folkus Concert Series

- \$1800 was awarded to grassroots community groups – through 12 Neighbourhood Micro

Events included: 2 Neighbourhood Music Events (Clayton Fest and Augusta Street Park), 6 Community BBQs, 3 block/street parties and 1 cookbook club event.



- \$110,505 was provided in direct support of Mississippi Mills Museum operations
- \$43,500 in funding was provided to Carebridge Community Support and The MM Youth Centre in support of programming for Seniors and Youth in Mississippi Mills
- \$20,000 in combined support was provided to non-municipally owned recreation facilities in Ramsay (Clayton Community Centre and Union Hall)

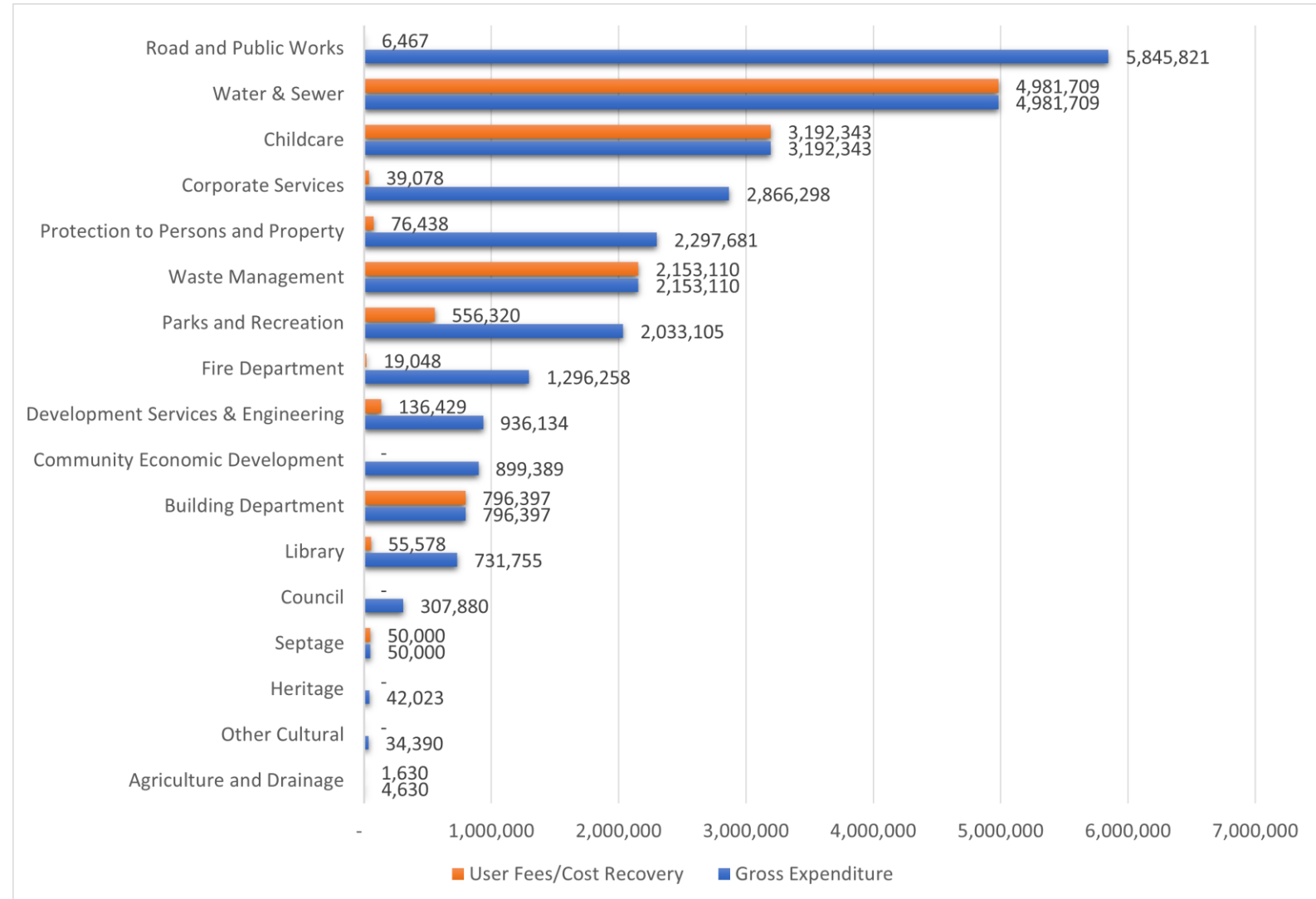


2023 Draft Budget Highlights

- Economic Development Plan 2023-2027
(to be funded from reserves from sale of assets
– June 2022 Council decision)
- \$112,706 funding for MM Museums (2% increase)
- \$34,390 for MM Municipal Grants (2% increase)
- \$44,630 Promotion and Tourism (0% increase)
- \$20,000 Ramsay Recreation Facilities
non-municipally owned(0% increase)
- \$40,000 Business Park Signage (grant & reserves)
- \$142,250 for Municipal Events (includes \$83,000 for
Bicentennial activities)

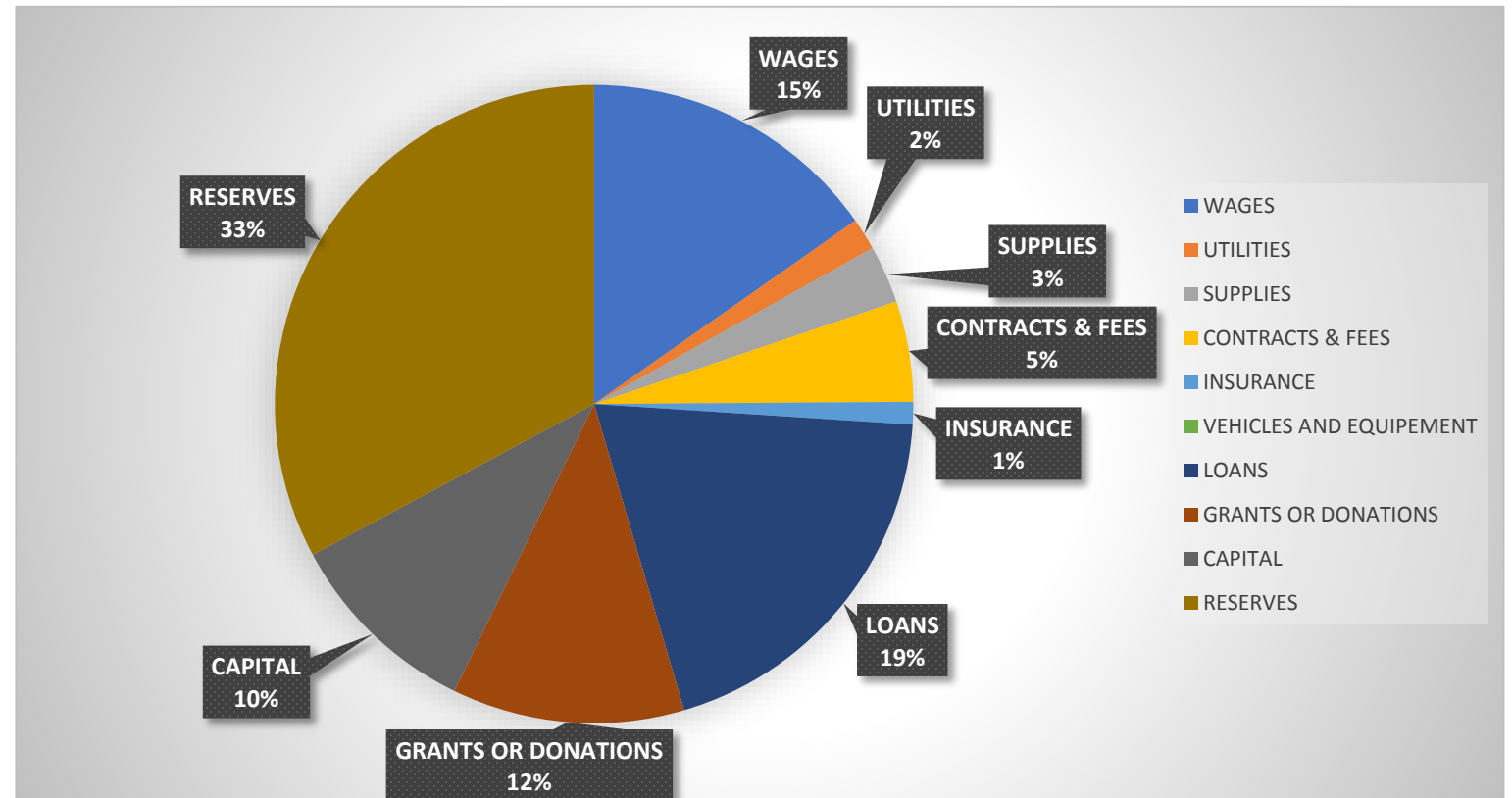
*Staff recommend a full review of community funding
(including museum funding) be included the Community
Services Plan and 4-5 year funding agreements should be
put in place to begin 2024*

Draft Budget Summary



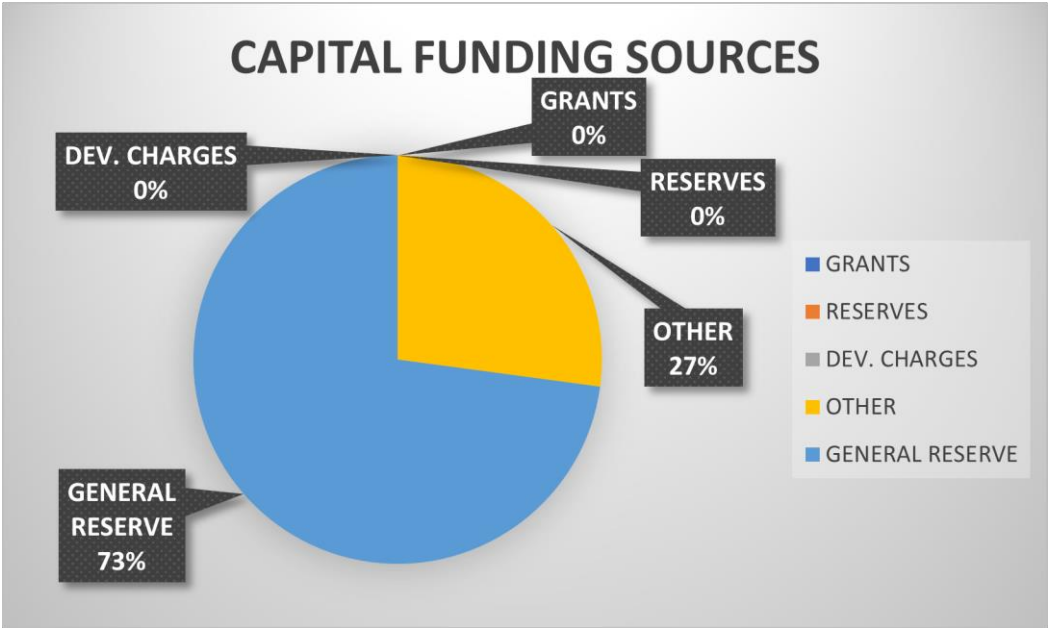
Draft Operating Budget

WAGES	232,258
UTILITIES	24,705
SUPPLIES	44,423
CONTRACTS & FEES	77,630
INSURANCE	17,341
VEHICLES AND EQUIPEMENT	
LOANS	295,663
GRANTS OR DONATIONS	179,286
CAPITAL	151,500
RESERVES	500,000
SUBTOTAL	\$ 1,522,806



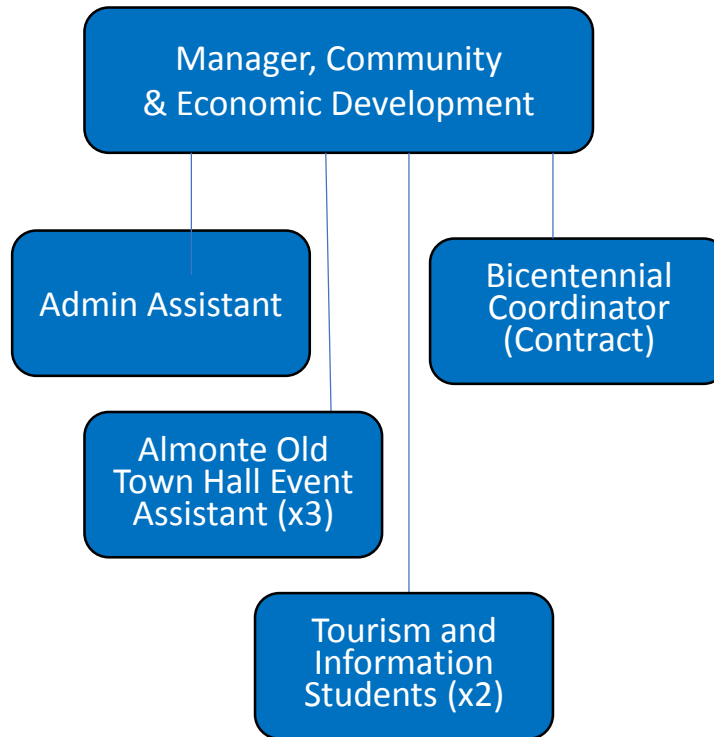
Draft Capital Budget

**In previous years beautification was reflected under Culture and Economic Development. In 2023, this will be shifted over to Public Works, to better align with current practice.



CAPITAL BUDGET ITEM	TOTAL COST
COMM. ECONOMIC DEVELOPMENT	
BEAUTIFICATION	
FLOWER BASKETS (ANNUAL)	10,000
SUBTOTAL	10,000
MARKETING THE MILLS	
TODS/SIGNS (ANNUAL)	5,000
WELCOME SIGNS	8,000
EVENT TENTS	4,500
TABLES & CHAIRS	2,000
SUBTOTAL	19,500
TOTAL COMM. ECONOMIC DEVELOPMENT	\$ 29,500

Organization Chart / Staffing





Mississippi
Mills