



## Municipality of North Grenville

To: **Council**

Meeting Date: April 2, 2024

Subject: North Grenville Historical Society Heritage Reserve Fund Draw Request

Report No: FIN-2024-002

Prepared by: Dave Dancey, Deputy Treasurer

### Recommendation(s)

THAT Council:

1. Approve an additional payment to the North Grenville Historical Society in the amount of \$2113.89 for fifty percent (50%) of the additional 2024 rents at Alumni Hall at the Kemptville Campus;
2. Authorize staff to amend the Agreement between the Municipality of North Grenville and the North Grenville Historical Society to accept the additional rental space that the Historical Society will occupy commencing April 1, 2024 until the end of the lease in 2027; AND
3. Authorize the Mayor and CAO to execute the Amending Agreement.

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### Executive Summary

#### Purpose

- To approve an additional payment to the Historical Society in the amount of \$2,113.89 representing 50% of the additional rental space the society intends to occupy at the Alumni Building on the Kemptville Campus
- To authorize staff to amend the existing agreement with the Historical Society to reflect the additional space as well as the municipality's commitment to cover half the rent of all rented space at Alumni Hall for the remainder of the rental term

#### Key Findings

- The North Grenville Historical Society provides a pivotal service in our community through the housing of the historical archives, including some municipal archives

- Additional space was identified as needed by the Historical Society to continue to expand their archive in North Grenville which the Kemptville Campus is able to accommodate.

### Financial Implications

- The Municipality currently has an Agreement to cost share rents for the North Grenville Historical Society for properties at 148 Prescott Street and at the Kemptville Campus which has a term until 2027.
- The 2024 budget allocated \$26,000 to cover both leases.

## Background/Analysis

The Municipality of North Grenville has a long-standing support relationship with the North Grenville Historical Society, specifically in the financial support the Municipality provides for their rental spaces to house the historical archives of North Grenville.

The Historical Society has identified a need for additional spaces to expand their operations. The Kemptville Campus has additional space to provide to accommodate this request. As a result, the Historical Society is seeking additional support from the Municipality, as an extension of the current agreement, to cover fifty percent (50%) of the cost of the additional space.

## Relevance to Strategic Priorities

<b>Strategic Pillar</b>	2	A Strong, Connected, and Vibrant Community
<b>Goal</b>	2.1	Strengthen Community Engagement
<b>Key Action</b>	2.1.1	Foster engagement and partnerships among community organizations and leverage benefits of partner organizations, including on organizing events, art and culture, and improving face-to-face and digital town halls etc.

## Options and Discussion

1. Approve the recommendation. This would result in an overspending of the current line item for Cultural Cost Center, however, the Administrative Budget Adjustments Section of the Budgets and Financial Controls Policy allows for overspending within a line item of up to 25%, so long as it does not result in an overall budget increase of 1%, that can be reconciled at the end of the year with identified variances in the overall operating budget.
2. Council could authorize an alternative funding source, under the Heritage Reserve Fund given the archive is a program eligible under the Heritage Reserve Fund Policy. However, staff do not recommend authorizing a reserve draw for minor amount given the associated paperwork involved.

3. Do not approve the recommendation – this is not recommended. Without cost-sharing from the municipality, the Historical Society will not be able to expand into the additional space they require.

## Financial Impact

This item has been identified in the current budget: Yes ☐ No ☐ N/A

This item is within the budgeted amount: Yes ☐ No ☐ N/A

Staffing implications, as they relate to implementing Council's decision on this matter, are limited to the existing staff complement and applicable administrative policies as approved by Council.

The additional allocation of \$2,113.89 would result in an overspending of the current line item for Cultural Cost Center, however, the Administrative Budget Adjustments Section of the Budgets and Financial Controls Policy allows for overspending within a line item of up to 25%, so long as it does not result in an overall budget increase of 1%, that can be reconciled at the end of the year with identified variances in the overall operating budget.

## Internal/External Consultation

Senior staff have been consulted regarding the applicability of a reserve draw in relation to the adopted municipal policy for the reserve fund.

## Communications

Communication relating to the decisions of Council will be posted on the municipal website.

## Attachments

- None