



**Town of Arnprior**  
**Regular Meeting of Council Agenda**  
**Date: Tuesday, October 12, 2021**  
**Time: 6:30 p.m.**  
**Location: Via Electronic Participation**

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions/ Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Question Period**
- 7. Adoption of Minutes of Previous Meeting(s) (Except Minutes of Closed Session)**
  - a) **Regular Meeting of Council – September 27, 2021** (Page 1-9)
  - b) **Special Meeting of Council – October 1, 2021** (Page 10-11)

## **8. Awards/ Delegations/ Presentations**

### **a) Presentation of Youth and Volunteer of the Year Awards**

- i. Youth of the Year – Jack and Laura Couper
- ii. Volunteer of the Year – Pat Tait

### **b) Presentation of Years of Service – Arnprior Fire Department**

- i. Blaine Carr – 45 Years
- ii. Barry Burnette – 30 Years
- iii. Rick Desarmia – 25 Years
- iv. Jim Herbert – 25 Years
- v. Robert Phillips – 25 Years
- vi. Steve Styles – 25 Years

## **9. Public Meetings**

## **10. Matters Tabled/ Deferred/ Unfinished Business**

## **11. Staff Reports**

a) **Zoning By-law Amendment 5/21 – Phase 3 & 4 Marshall's Bay Meadows Subdivision**, Robin Paquette, CAO (Page 12-17)

b) **Proclamation – Local Government Week**, Kaila Zamojski, Deputy Clerk (Page 18-20)

c) **Proclamation – Waste Reduction Week**, Kaila Zamojski, Deputy Clerk (Page 21-23)

d) **Proclamation – Ontario Public Library Week**, Kaila Zamojski, Deputy Clerk (Page 24-26)

e) **Proclamation – Small Business Week**, Kaila Zamojski, Deputy Clerk (Page 27-29)

## **12. Committee Reports and Minutes**

a) **Corporate Services Advisory Committee Minutes – May 3, 2021** (Page 30-33)

b) **Operations Advisory Committee Minutes – May 17, 2021** (Page 34-37)

## **13. Notice of Motion(s)**

## **14. County Councillor's Report from County Council**

## **15. Correspondence & Petitions**

### **a) Correspondence**

c) Correspondence Package I-21-Oct-17

## **16. By-laws & Resolutions**

### **a) By-laws**

### **b) Resolutions**

**Whereas** Council approved the recommendation for the plan of subdivision proposed by T. Anas Holding Inc. in September of 2014 and indicated to the approval authority, the County of Renfrew, that the proposed draft plan of subdivision was not premature, that it met the intent of the Provincial Policy Statements and requesting the conditions of draft approval as outlined in the staff report; and

**Whereas** draft approval was given by the County of Renfrew on August 5, 201, with revised conditions issued on December 11, 2018, which will lapse on December 11, 2021 if not granted an extension by the County of Renfrew before the lapsing date; and

**Whereas** the applicant has requested that Council provide a resolution in support of a request for extension, as the development is proceeding in a phased approach with Phases 1 and 2 registered, and the developer actively working on finalizing Phases 3, 4 and 5.

**Therefore Be It Resolved That** Council supports the request by Madawaska Regional Inc. for a one-year extension to the draft approval of the Marshall's Bay Meadows Draft Plan of Subdivision (47-T-14002) and that this resolution be forwarded to the County of Renfrew for consideration of approval.

## **17. Announcements**

## **18. Media Questions**

## **19. Closed Session**

## **20. Confirmatory By-law**

By-law No. 7221-21 to confirm the proceedings of Council

## 21. Adjournment

Please note: Town Hall is following social distancing protocols that have been recommended by the federal and provincial governments to help protect the health and well-being of our community. Please see the Town's [Website](#) to view the live stream. The meeting will be uploaded to YouTube for future viewing.

The agenda is made available in the Clerk's Office at the Town Hall, 105 Elgin Street West, Arnprior and on the Town's [Website](#). Persons wishing to receive a print item on the agenda by email, fax, or picked up by hand may request a copy by contacting the Clerk's Office at 613-623-4231 ext. 1818. The Agenda and Agenda items will be prepared in an accessible format upon request.

**Full Distribution:** Council, C.A.O., Managers and Town Administrative Staff

**E-mail to:** Metroland Media; Oldies 107.7/My Broadcasting Corporation; Valley Heritage Radio; Ottawa Valley Business



**Minutes of Council Meeting  
September 27, 2021  
6:30 PM  
Electronic Participation – Via Zoom**

**Council and Staff Attendance**

**Council Members Present:**

Deputy Mayor Chris Toner  
County Councillor Dan Lynch  
Councillor Ted Strike  
Councillor Lynn Grinstead  
Councillor Tom Burnette  
Councillor Lisa McGee (6:43 pm)

**Council Members Absent:**

Mayor Walter Stack

**Town Staff Present:**

Robin Paquette, CAO  
Maureen Spratt, Town Clerk  
Kaila Zamojski, Deputy Clerk  
Jennifer Morawiec, General Manager,  
Client Services/ Treasurer  
John Steckly, General Manager,  
Operations  
Graeme Ivory, Director of Recreation

**1. Call to Order**

Deputy Mayor Chris Toner called the Regular Council Meeting to order at 6:30 PM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of Council being present, except Councillor Lisa McGee and Mayor Walter Stack.

**3. Land Acknowledgement Statement**

Deputy Mayor Chris Toner asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.

**4. Adoption of Agenda**

Resolution Number 331-21

Moved by Lynn Grinstead

Seconded by Tom Burnette

**Be It Resolved That** the amended agenda, for the Regular Meeting of Council dated Monday, September 27, 2021, be adopted.

Resolution Carried

**5. Disclosures of Pecuniary Interest**

None

**6. Question Period**

None

## 7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 332-21

Moved by Dan Lynch

Seconded by Lynn Grinstead

**That** the minutes of the Regular Meeting of Council listed under item number 7 (a) on the Agenda be adopted (Regular Meeting of Council – September 13, 2021).

Resolution Carried

## 8. Awards/Delegations/Presentations

None

## 9. Public Meeting

### a) Amendments to the Official Plan and Zoning By-law and Application for Plan of Subdivision for 640 White Lake Road (Tartan Homes Corporation)

Resolution Number 333-21 (6:33 pm)

Moved by Lynn Grinstead

Seconded by Tom Burnette

That Council move into a public meeting regarding the proposed amendments to the Official Plan and Zoning By-law as well as Application for Plan of Subdivision for 640 White Lake Road (Tartan Homes).

Resolution Carried

Deputy Mayor Toner called the meeting to order at 6:34 p.m., welcomed those present and the CAO noted requirements for oral or written submissions prior to adoption of the amendments and the draft plan of subdivision for the purposes of the Ontario Land Tribunal requirements.

Staff advised that written comments were received prior to the meeting and have been provided to Council.

Robin Paquette explained the applications as follows:

- Plan of Subdivision: The plan of subdivision is for the creation of a residential development. A total of 272 residential units are proposed including: 138 single detached units; 22 semi-detached units; and 112 townhouse units. The lots will be accessed through new internal streets. The proposed parkland block is 1.81 acres in area.
- Official Plan Amendment: An official plan amendment has been applied for to re-designate the lands from Mixed Use Commercial/Employment to Low/Medium Density Residential. The Official Plan Amendment is required to permit residential uses on the property.
- Zoning By-law Amendment: A zoning by-law amendment has been applied for to rezone the lands from Mixed Use Commercial/Employment – Holding 3 to:
  - Residential Three (R3): To permit single detached and semi-detached dwellings.
  - Residential Four (R4) Exception Zone: To permit townhouse dwellings with a private garage intended to occupy a single motor vehicle with a minimum width of 3.125 meters (By-law requires 3.2 meters).
  - Open Space: To permit the park block.

The floor was opened to the public for comment, with the following being a summary:

- 7 Wabalac Drive – Bryan Boudreau
  - Submitted a letter to both McNab/Braeside and Arnprior, regarding the overall concerns with this development.
  - Traffic noise and overall congestion continue to be an issue, and will only increase with a new development being placed in this area of Town.

**Councillor Lisa McGee assumed her seat virtually in the Council Meeting at 6:43 pm**

The public meeting was declared closed at 6:47 p.m.

Resolution Number 334-21 (6:47 pm)

Moved by Dan Lynch

Seconded by Lisa McGee

That Council resume to the Regular Meeting of Council.

Resolution Carried

## **10. Matter Tabled/ Deferred/ Unfinished Business**

None

## **11. Staff Reports**

### **a) Plan of Subdivision 47-T-14002 Revision Marshall's Bay Meadows Subdivision, Phases 3-5 - CAO**

Resolution Number 335-21

Moved by Ted Strike

Seconded by Lynn Grinstead

**That** Council receives on circulation from the County of Renfrew the Redline Revision of the Draft Approved Plan of Subdivision for Madawaska Boulevard (47-T-14002); and

**That** Council direct staff to advise the County that no revisions to draft conditions are required as a result of the redline revision proposed.

Resolution Carried

### **b) Servicing Beyond Arnprior Municipal Boundaries - CAO**

Resolution Number 336-21

Moved by Lynn Grinstead

Seconded by Dan Lynch

**That** Council accept this report for information; and

**That** Council direct staff to advise the Township of McNab/Braeside and Pegasus Development that their requests for consideration of servicing beyond the boundaries of the Town of Arnprior are considered premature until the Growth Management Study, as well as service capacity studies currently being undertaken, are completed and that their requests will be considered once these studies are completed.

Resolution Carried

**Councillor Lisa McGee vacated her seat at the virtual Council table at 6:55 pm and resumed her seat virtually at 6:57 pm.**

**c) Municipal Modernization – SCADA and PLC Software Upgrade – General Manager, Operations**

Resolution Number 337-21

Moved by Ted Strike

Seconded by Lynn Grinstead

That Council award a project to Capital Controls and Instrumentation Inc. to purchase, install and configure new SCADA and PLC software for the Water Filtration Plant (WFP) and Water Pollution Control Centre (WPCC) in the amount of \$101,295.33 (plus applicable taxes) to be funded with Municipal Modernization funds.

Resolution Carried

**d) Alternative Voting Method 2022 – Town Clerk**

Resolution Number 338-21

Moved by Lynn Grinstead

Seconded by Lisa McGee

**That** Council of the Corporation of the Town of Arnprior authorize the use of Internet/Telephone voting for the 2022 municipal election; and

**That** the Clerk be directed to bring forward a By-law to authorize the use of an alternative voting method; and

**That** the CAO be authorized to award the RFP for alternative voting services and execute any agreements necessary to implement internet/telephone voting.

Resolution Carried

**e) Proclamation – Fire Prevention Week – Deputy Clerk**

Resolution Number 339-21

Moved by Lynn Grinstead

Seconded by Tom Burnette

That Council proclaim October 3-9, 2021 as Fire Prevention Week in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

**Whereas**, the Town of Arnprior is committed to ensuring the safety and security of all those living in and visiting Arnprior, as fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

**Whereas**, Arnprior's residents should identify places in their home where fires can start and eliminate those hazards; and

**Whereas**, working smoke alarms cut the risk of dying in reported home fires in half; and

**Whereas**, Arnprior's residents should install smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home and should listen for the sound of the smoke alarm. When it sounds, respond by going outside immediately to the designated meeting place. Arnprior's residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

**Whereas**, Arnprior's first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and



**Whereas**, the 2021 Fire Prevention Week theme, “Learn the Sounds of Fire Safety!” works to educate everyone about the different sounds the smoke and carbon monoxide alarms make. Knowing what to do when an alarm sounds will keep you and your family safe. When an alarm makes noises – a beeping sound or a chirping sound – you must take action.

**Therefore**, I Deputy Mayor Chris Toner, do hereby proclaim October 3rd – 9th, 2021, as Fire Prevention Week throughout the Town of Arnprior, and I urge all the people of Arnprior to “Learn the Sounds of Fire Safety” and understand what to do when an alarm sounds. I also urge residents to plan and practice your escape by looking for available ways out in the event of a fire or other emergency, and to support the many public safety activities and efforts of Arnprior fire and emergency services during Fire Prevention Week 2021.

**f) Proclamation – RETT Syndrome Awareness Month – Deputy Clerk**

Resolution Number 340-21

Moved by Lisa McGee

Seconded by Dan Lynch

That Council proclaim October 2021 as Rett Syndrome Awareness Month in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

**Whereas** Rett syndrome is a rare genetic neurological disorder that occurs almost exclusively in girls and leads to severe impairments, affecting nearly every aspect of the individual's life. Rett syndrome occurs worldwide in 1 of every 10,000 female births and is even rarer in boys, but not impossible. Rett syndrome is usually recognized in children between 6-18 months of age as they begin to miss developmental milestones or lose abilities they had once gained;

**And Whereas** throughout their lives these courageous individuals will need total care and constant support from their family; they will combat many medical challenges. They may have seizures, osteoporosis, scoliosis, breath holding, hyperventilation, nutritional problems and so much more. Apraxia, which is the inability to motor plan, is one of the most challenging aspects of Rett Syndrome along with loss of speech;

**And Whereas** in 1999 it was discovered that Rett Syndrome is primarily caused by a sporadic mutation in the MECP2 gene on the X chromosome, and since this discovery there are many research projects taking place across Ontario and Canada;

**And Whereas** as there is no Canadian Rett Syndrome Association, the Ontario Rett Syndrome Association (O.R.S.A.) has members from many provinces across Canada and through donations and fundraising efforts have been able to fund finances the Canadian Rett Syndrome Registry, has funded over \$600,000 in Canadian Rett syndrome research, and support three Rett clinics in Ontario. The Rett syndrome clinics located at the Children's Hospital of Eastern Ontario, Ottawa, Holland Bloorview Kids Rehabilitation Hospital, Toronto and Thames Valley Children's Centre, London, provide direct critical support to the families and their loved one on care and management issues.

**Now Therefore**, I, Chris Toner, Deputy Mayor of the Town of Arnprior, **Do Hereby Proclaim October 2021 as Rett Syndrome Awareness Month** in the Town of Arnprior. I urge all citizens to make an effort this month to learn more about Rett Syndrome, fight stigma, light Canada purple and wear a purple ribbon to show support.

**12. Committee Reports and Minutes**

None

**13. Notice of Motions**

None

**14. County Councillor's Report from County Council**

County Councillor Lynch noted the following information from the County of Renfrew:

- Attendance at three meetings in September - the Algonquin Trail Committee, Operations and Development & Property Committee and Renfrew County Council scheduled for September 29<sup>th</sup>.
- The County is revamping its hourly rate for County Staff (HR, Planning, etc) that assist the lower tier municipalities.
- All sand for the County winter maintenance should be in the structures by October 1, 2021.
- County Councillors will now receive the Surplus equipment report.
- At the request of the County of Renfrew for Municipalities to make submissions regarding the County Growth Policy, only two municipalities responded to the request.
- Videos of Taste of the Valley are available on TOTV.ca
- With the retirement of Kevin Valiquette, the new County By-Law Enforcement Officer is Kevin Raddatz.
- The Housing market statistics for the County included as of end of August: 138 units have been sold in comparison to 135 in 2020; the average value for a home in 2021 is \$490,632 in comparison to \$375,000 in 2020.
- The Province has advised that no appeals have been lodged within the 20 day appeal period for the County Official Plan Amendment No. 31, as adopted and approved by the County of Renfrew on August 19, 2021. This Official Plan Amendment is now in full force and effect.

**15. Correspondence & Petitions****a) Correspondence Package – I-21-SEPT-16**

Resolution Number 341-21

Moved by Lynn Grinstead

Seconded by Dan Lynch

**That** the Correspondence Package Number I-21-SEPT-16 be received as information and filed accordingly.

Resolution Carried

County Councillor Dan Lynch noted the following items:

- Page 5 – It is official, Arnprior is now part of the Four Rivers Health Team which includes North Grenville, West Ottawa, Northern Lanark County, and McNab/Braeside.
- Page 87 – December 31, 2021 is the deadline for Accessibility for Ontarians with Disability Act. AMO is offering a webinar regarding year end requirements on October 7. In response to County Councillor Lynch the CAO noted the Deputy Clerk has registered for this webinar.
- Page 87 – On September 22, 2021 there was a webinar provided by M3RC dealing with proposed producer responsibility regulation for Hazardous & Special Products which take effect October 1, 2021. In response to County Councillor Lynch the CAO noted staff was able to obtain a recording of this webinar and are reviewing the information. She further noted it appears that it is a new regulation for “producers” of hazardous materials.

- Page 88 – September 29, 2021 is the last day for submissions to the Capital Stream of Funding through the Trillium Grant Foundation to repair, renovate, or retrofit existing sport and recreational facilities to address community needs or public health requirements dealing with COVID-19. The minimum amount which will be awarded, should applicants be successful, is \$10,000 and the maximum is \$50,000. In response to County Councillor Lynch the CAO noted staff will be submitting an application for this grant for the replacement of two desiccants at the Nick Smith Centre. These desiccants (essentially dehumidifiers) are currently scheduled for replacement in the Long Range Capital Forecast for 2022 at \$80,000 each.
- Page 90 – Municipalities can apply for intake three of the Municipal Modernization Program until October 19, 2021. Webinars to assist with applications will be announced shortly. In response to County Councillor Lynch the CAO noted the Town is getting low on our original funding received and staff are looking at potential projects for this intake.

## 15. By-laws/Resolutions

### a) By-laws

Resolution Number 342-21

Moved by Lynn Grinstead

Seconded by Dan Lynch

**That** the following by-laws be and are hereby enacted and passed:

- i. By-law Number 7212-21– Part Lot Control Blks 31-33 (Marshall's Bay Meadows)
- ii. By-law Number 7213-21– Appoint M. Shannon-Kolar – Arnprior Public Library Board
- v. By-law Number 7216-21– NSC Canteen Lease Agreement
- vi. By-law Number 7217-21 – Appointments to the Inclusivity and Diversity Advisory Committee (IDAC)
- vii. By-law Number 7218-21– Part Lot Control (Fairgrounds)

Resolution Carried

Resolution Number 343-21

Moved by Lynn Grinstead

Seconded by Lisa McGee

That the following by-law be and are hereby enacted and passed

- iii. By-law Number 7214-21– Licensing Backyard Chickens
- iv. By-law Number 7215-21– Amend User Fees and Charges By-law (Backyard Chickens)

## 16. Announcements

Councillor Lynn Grinstead made the following announcement:

- Arnprior Chiropractic Health Centre and Dr. Paul Sly is celebrating 25 years in service in Arnprior. Congratulations on 25 amazing years.

Councillor Ted Strike made the following announcement:

- There will be a plaque dedication ceremony taking place at the Arnprior Airport on September 30, 2021 at 2:00 pm. The event will unveil a plaque donated by Douglas Woolings, to the airport in honour of his good friend Russell Bannock, who was chief instructor at No. 3 Flying Instructor School in Arnprior, ON. One of three instructor schools operated as part of the British Commonwealth Air Training Plan during WWII. Mr. Bannock's inspiring leadership as an instructor and fighter pilot in WWII, his unusual skills as a test pilot, and his corporate business leadership have all been of outstanding benefit to Canadian Aviation.

- Anyone interested in reading more about the history and career of Russell Bannoch please visit: <https://cahf.ca/Russell-bannock>. Due to COVID-19 protocols, this event will be by invitation only.

County Councillor Dan Lynch made the following announcements:

- McNab/Braeside's Recreation Director Geoff Patterson is now a Canadian Certified Playground Inspector.
- Badham's Machine Shop and Welding Ltd. is now officially closed after 40 years.
- Prior Tire has sold their business.
- Circle K now has new owner in Town.
- The Cupboard restaurant is now owned by 1 brother instead of 2 brothers.
- Boswell Flooring has been sold to Valley Heating and Cooling.
- The Greater Arnprior Chamber of Commerce Golf Tournament has been cancelled.
- Renfrew County Victim of Crimes Golf Tournament is Saturday, at the Oaks Golf Course in Cobden.
- The Arnprior Catch the Ace, is up to \$4,692.00.

Deputy Mayor Chris Toner made the following announcement:

- Reminder to the residents of Arnprior, Sept 30<sup>th</sup> is Thursday, and will be the first National Day of Truth and Reconciliation. This day honours the lost children and survivors of residential schools, their families and communities. Public Commemoration of the tragic and painful history of residential schools and their ongoing impact, is a vital component of the reconciliation process. On Thursday, the Town of Arnprior at 8:00 am will be raising the Every Child Matters Flag at Town Hall. Members of the public are welcome at this outdoor event. Attendees are encouraged to wear orange. Also, from 12:10 – 1:10 pm excerpts from the Russel Moses Residential School Memoir Presentation will be available on Zoom, through the Town of Arnprior website.

## **17. Media Questions**

None

## **18. Closed Session**

Resolution Number 344-21 (7:42 pm)

Moved by Lisa McGee

Seconded by Lynn Grinstead

That Council move into closed session regarding:

- One matter pursuant to Section 239 (2)(f) of the Municipal Act, 2001 advice that is subject to solicitor-client privilege including communications necessary for that purpose (Vaccination Policy)
- One matter pursuant to Section 239 (2)(b)(f) of the Municipal Act, 2001 to discuss a personal matter about an identifiable individual including municipal or local board employees; advice that is subject to solicitor-client privilege including communications necessary for that purpose (Staffing Update)

Resolution Carried

Resolution Number 345-21 (9:18 pm)

Moved by Lynn Grinstead

Seconded by Dan Lynch

That Council resume to Open Session.

Resolution Carried

Resolution Number 346-21

Moved by Tom Burnette

Seconded by Lynn Grinstead

That Staff bring a vaccination policy forward to Council for consideration.

Resolution Carried

Resolution Number 347-21

Moved by Lynn Grinstead

Seconded by Lisa McGee

That Staff proceed as directed in closed session with regards to a staffing update.

Resolution Carried

**19. Confirmatory By-Law**

Resolution Number 348-21

Moved by Tom Burnette

Seconded by Dan Lynch

**That** By-law No. 7219-21 being a By-law to confirm the proceedings of the Regular Meeting of Council held on September 27, 2021 be and it is hereby enacted and passed.

Resolution Carried

**20. Adjournment**

Resolution Number 349-21

Moved by Lynn Grinstead

Seconded by Lisa McGee

**That** this meeting of Council be adjourned at 9:20 pm.

Resolution Carried

**Signatures**

Walter Stack, Mayor

Maureen Spratt, Town Clerk



**Minutes of Special Council Meeting  
October 1, 2021  
8:30 AM  
Electronic Participation – Via Zoom**

**Council and Staff Attendance**

**Council Members Present:**

Mayor Walter Stack  
County Councillor Dan Lynch  
Councillor Ted Strike  
Councillor Tom Burnette  
Councillor Chris Toner  
Councillor Lisa McGee

**Council Members Absent:**

Councillor Lynn Grinstead

**Town Staff Present:**

Robin Paquette, CAO  
Kaila Zamojski, Deputy Clerk

**1. Call to Order**

Mayor Walter Stack called the Regular Council Meeting to order at 8:30 AM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of Council being present, except Councillor Lynn Grinstead.

**3. Land Acknowledgement Statement**

Mayor Walter Stack asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.

**4. Adoption of Agenda**

Resolution Number 350-21

Moved by Tom Burnette

Seconded by Chris Toner

**Be It Resolved That** the agenda, for the Special Meeting of Council dated Friday, October 1, 2021, be adopted.

Resolution Carried

**5. Disclosures of Pecuniary Interest**

None

**6. Closed Session**

Resolution Number 351-21 (8:31 am)

Moved by Lisa McGee

Seconded by Dan Lynch

That Council move into Closed Session regarding one (1) matter to discuss labour relations or employee negotiations pursuant to Section 239 (2)(d) (Tentative Collective Agreement).

Resolution Carried

Resolution Number 352-21 (9:04 am)  
Moved by Lisa McGee  
Seconded by Chris Toner  
That Council resume to Open Session.

Resolution Carried

Resolution Number 353-21  
Moved by Tom Burnette  
Seconded by Dan Lynch  
**That** Council approves the proposed amendments to the CUPE Collective Agreement; and

**Further That** Council authorizes the Mayor, Clerk and CAO to execute the Collective Agreement; and

**Further That** pursuant to past practice and in accordance with the same Cost of Living Adjustment (COLA) provisions included in the new CUPE Collective Agreement covering the period May 1, 2021 to April 30, 2025, that Council approve a general wage increase for non-union staff and Members of Council to be adjusted annually, effective January 1st for the years 2021 to 2025; and

**Further Be It Resolved That** Council authorizes the Treasurer to adjust the non-union salary grid based on the approved increases.

Resolution Carried

## 7. Confirmatory By-Law

Resolution Number 354-21  
Moved by Lisa McGee  
Seconded by Chris Toner

**That** By-law No. 7220-21 being a By-law to confirm the proceedings of the Special Meeting of Council held on October 1, 2021 be and it is hereby enacted and passed.

Resolution Carried

## 8. Adjournment

Resolution Number 355-21  
Moved by Lisa McGee  
Seconded by Ted Strike

**That** this meeting of Council be adjourned at 9:06 am.

Resolution Carried

## Signatures

Walter Stack, Mayor

Kaila Zamojski, Deputy Clerk



## **Town of Arnprior Staff Report**

**Subject:** Zoning By-law Amendment 5/21 – Phase 3 and 4, Marshall's Bay Meadows Subdivision

**Department:** Community Services Branch

**Report Number:** 21-10-12-01

**Report Author:** Robin Paquette

**Meeting Date:** October 12, 2021

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### **Recommendations:**

That Council pass a resolution in support of the extension to the Draft Plan of Subdivision Approval for the Marshall's Bay Meadows Subdivision (47-T-14002) and forward to the County of Renfrew for consideration of approval.

That Council receives an application for amendment to Zoning By-law 6875-18 for the lands known as Phases 3 and 4, Marshall's Bay Meadows Subdivision, the zone designation to permit land uses associated with a Draft Plan of Subdivision, as detailed in this report; and

That pursuant to Section 34(12) of the Planning Act, Council hold a public meeting on Monday, November 8th, 2021, regarding the proposed amendment, to allow for public review and comment.

### **Background:**

**Owner:** Madawaska Regional Inc.

**Description of Subject Lands:**

**Legal Description:** Part Lot 1, Concession C&D and part of Road Allowance Between Concession C & D, Geographic Township of McNab

**Area of Land:** 24.06 ha (59.45 acres)

**Existing Structures:** Vacant lands

**Surrounding uses:** Industrial, Environmental Protection, Commercial

**Current Designations:**

**Official Plan:** Mixed Use Residential/Commercial Area and Low/Medium Density Residential Area

**Zoning Designation:** Future Development (FD)



**Draft Approval Extension:**

The developer has requested an extension to Draft Approval which is scheduled to expire on December 11<sup>th</sup>, 2021. After that date, if conditions are not fulfilled, the approval is considered to be lapse and the developer must reapply for the approval. In the case of Marshall's Bay Meadows, the developer received draft approval for the entirety of the lands, however registration of plans of subdivision has occurred through a Phased approach. Phases 1 and 2 have been registered and the developer is actively preparing for Phase 3 registration. By requesting an extension to the draft approval, the developer will ensure that the current approval will not lapse before the final phases can be completed.

The Planning Act, 2001, Section 51(33) allows the approval authority to provide extensions to draft approval. While the original draft approval must be for at least three years, there is no provision for the length of time for an extension. While the owner's request does not indicate a timeframe for the extension, the County of Renfrew has enacted a by-law requiring extensions of no more than one year. Therefore at this time, staff recommends that a Council resolution be passed in support of an extension to the draft plan approval and that this resolution be forwarded to the County of Renfrew for consideration of approval.

**Proposed Zoning Amendment:**

The Zoning By-law amendment application will accommodate development of the proposed third and fourth phases of the site into a residential subdivision. The developer has applied for revised draft approval of a residential subdivision with a range of housing forms, including 115 single detached, 98 semi-detached dwellings, 128 townhouses, and approximately six apartment blocks of 180 apartments for a total of 521 dwelling units (See Document #2 – Draft Plan – Proposed Phasing). Two community park blocks are included, as well as storm water management ponds and a pump station. The proposed development plan also creates a new roadway network with two links to Madawaska Blvd.

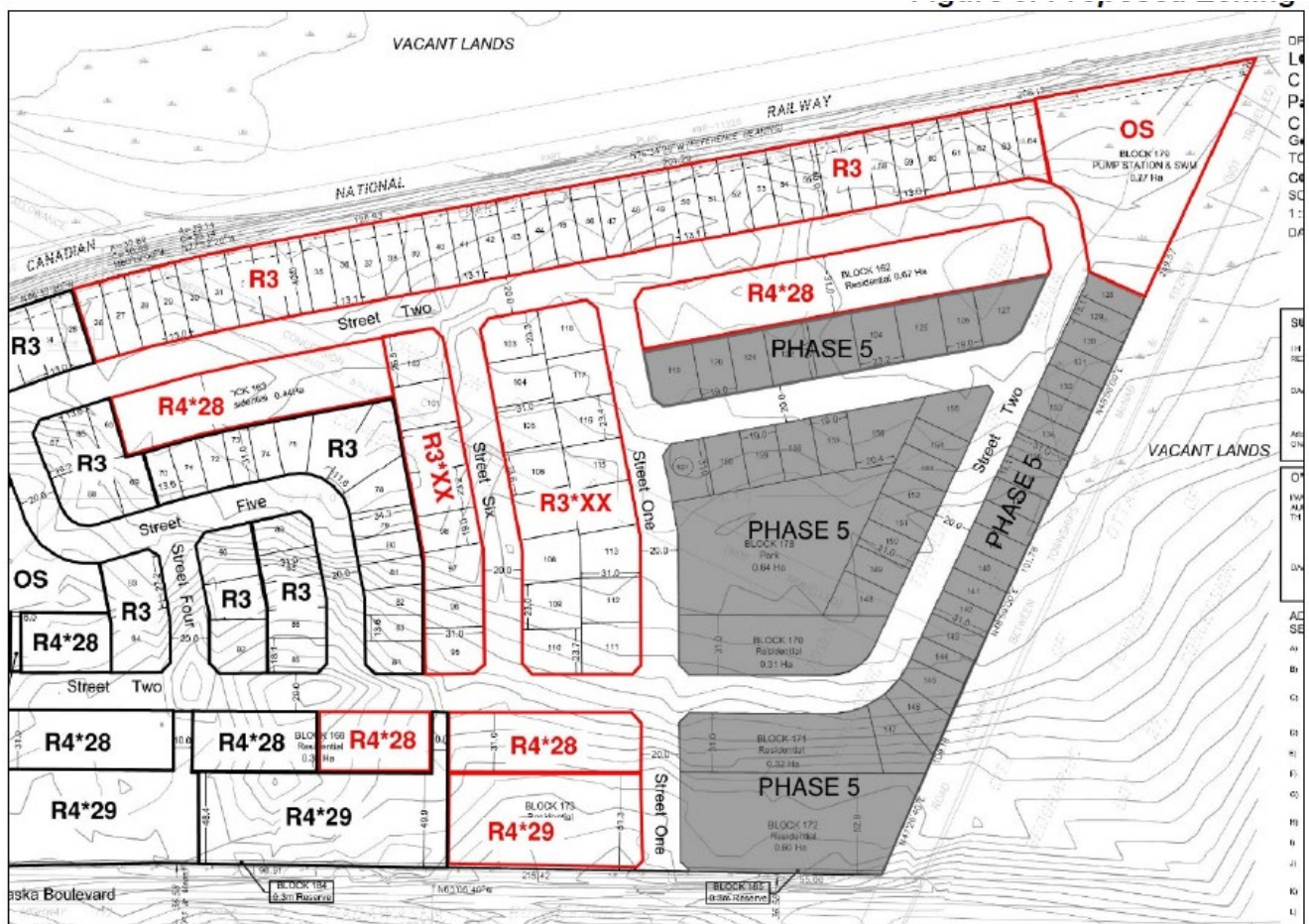
Phases 3 and 4 of the subject property are currently zoned Future Development (FD). This zone is reflective of the premise that the lands are designed for residential use by the Town's Official Plan but that the appropriate residential zones will be contemplated now that the draft Plan of Subdivision is approved for the site.

The application requests the following zones within the Phase 3 and 4 lands:

- Residential Three (R3) to allow for single detached dwellings;
- Residential Three – Exception X (R3\*X) zoning to allow for semi-detached residential uses with an exception to the requirement of Section 6.4.3g) of the By-law which requires that individual driveways accessing the two semi-detached dwellings be paired;
- Residential Four – Exception 28 (R4\*28) zoning to allow for townhouse dwellings with a minimum interior side yard of 1.2m;

- Residential Four – Exception (R4\*29) zoning to allow for back-to-back street-town homes or apartment dwellings with a maximum building height of 15.5m; and
- Open Space (OS) zoning to allow for the location of a stormwater management plan.

### Proposed Zoning Schedule:



### Discussion:

#### Provincial Policy Statement, 2020

The Provincial Policy Statement (PPS) provides direction on matters of provincial interest related to land use planning and development.

The proposed plan of subdivision is “consistent with” the PPS (2020). The proposed development supports one of the primary goals of the Provincial Policy Statement, which is to promote cost-effective development patterns that stimulate economic growth. The PPS provides significant direction on the issue of appropriate densities and a mix of land uses which efficiently use land and resources and avoids the need for their unjustified and/or uneconomical expansion.

Through the PPS, planning authorities are bound to provide for an appropriate range of housing types and densities (Policy 1.4.3). Consistent with the PPS, the proposed development will contribute to the range of housing available in Arnprior. The development proposes multiple forms of urban residential dwelling types which promotes diversity in the range of residential units available in the community while minimizing land consumption. The proposed development as a whole includes recreational space in the form of community parks and sidewalks to promote healthy lifestyles. The Subject Property does not have any environmental features deemed significant and does not contain any natural, manmade or potential hazards.

The proposed zoning amendment is consistent with the policy framework set out in the Provincial Policy Statement. The proposed development promotes efficient use of land within the urban area with no impact to natural environmental features, agricultural resources, mineral and aggregate resources, or cultural heritage.

### Official Plan Policies

According to Schedule A of the Town's Official Plan, the lands are designated 'Low/Medium Density Residential Area'. Policy C2 specifically sets out the policy framework for the Low/Medium Density Residential Area designation. The draft Plan of Subdivision meets the objectives of the Policy framework, as reviewed during the approval of the draft Plan.

Section C2.3 outlines the permitted uses on lands designated Low/Medium Density Residential Area. The proposed subdivision development conforms to Section C2.3 Permitted Uses. The proposed apartment dwellings along Madawaska Boulevard are expected to be in the 3-4 storey range, conforming with the policies in the Official Plan.

A mix of uses are proposed within the subdivision as a whole, including the approved zoning for commercial development and open space in Phase 1.

Based on the draft approved plan of subdivision, the zoning amendment conforms to the policies of the Town's Official Plan.

## **Zoning By-law Amendment Proposal**

### Exceptions

1. R3\*X - Pairing of Driveways for Semi-detached Dwellings:  
The R3 Zone permits the development of semi-detached dwellings. The exception requested seeks relief of Section 6.4.3 (g) of the Zoning By-law which requires that individual driveways accessing two semi-detached dwellings shall be paired.

The purpose of seeking relief is to avoid situations where driveway pairings would create grading problems for units that are staggered in elevation due to existing ground elevations. Lots fronting onto Streets One and Six are subject to existing grades that will require paired units to be constructed at varying heights. As a result, pairs of semi-detached dwellings are likely to be constructed such that the finished floor elevations between paired units will be staggered.

This would result in the need for retaining walls between driveways to accommodate the change in grades which is undesirable and challenging to maintain. The general intent for the provision of requiring paired driveways is being maintained in this circumstance as the wider units will increase the amount of space available to provide greenspace, snow storage and on-street parking between driveways.

Having consideration of the request, staff recommend that Council consider this recommendation acceptable and support the established exception zone.

2. R4\*28 - Minimum Interior Side Yard Setback for Townhouses:  
The applicant submitted a planning rationale with the revised plan of subdivision mid-2018, prior to the adoption of the new Zoning By-law in October of 2018. As Council may recall, several last-minute changes were made to the draft by-law prior to adoption, including the increase in minimum interior side yard setback for the R4 zone from 1.2m to 1.8m for townhouses.

Council has passed amending bylaws, which reduced the minimum interior side yard setback for townhouses to 1.2m in Phases 1 and 2 and established the Residential Four – Exception 28 (R4\*28) zone. Planning staff recommend that Council consider this recommendation acceptable and support the established exception zone.

3. R4\*29 - Maximum Building Height for Apartment Buildings and Back-to-back Townhouse as a permitted use:

The current maximum height for apartment or multiple unit dwellings in the R4 zone is 10.5m. This provision was set to establish the standard. The Town's Official Plan provisions for Low/Medium Density Residential Area designation, allow for medium and high residential uses up to 6 storeys. It is anticipated that for each site where a greater maximum height could be considered, a review and site-specific amendment to the zoning would be considered to allow for up to 6 storeys. In this case, the proposed apartments of up to 15.5 m (approximately 4 storeys) would conform to the Town's Official Plan policies and would be considered appropriate development for the location of units which will front onto Madawaska Blvd and provide a barrier from the County Road to the residential units to the rear of the site.

Staff note that the exception #29 specifically lists the permitted use to be 'apartment building' and therefore interprets the permitted uses differently than the applicant who considers this to include 'back-to-back' townhouse units. Staff will include the request to permit these types of units in the notice of public meeting to ensure the potential use is provided to the public for comment.

## Process

Notice of complete application and public meeting will be circulated to hold a public meeting on November 8<sup>th</sup>, 2021. Twenty days' notice of the public meeting will be provided by mailing a notice to all landowners within 120 meters of the subject property and placing signage on the property. A courtesy notice will also be posted in the local newspaper.

Subsequent to the public meeting, a staff report will be brought forward to Council and will include options for consideration including passage of the amending by-law, proposed changes to the amending by-law, or refusal of the amending by-law.

Should Council pass the amending by-law or refuse to pass the by-law, a 20 day appeal period to the Local Planning Appeal Tribunal will apply.

### **Options:**

Proceed to the public meeting to allow the public to review proposed zoning by-law amendment: The application should proceed to the public meeting stage, required by the *Planning Act*. Subsequent to the public meeting and prior to the passage of the necessary zoning by-law amendment, Council will need to consider input from the public. If Council passes an amending by-law, it will be subject to a 20 day appeal period.

### **Policy Considerations:**

As outlined in the Discussion section of this report.

### **Financial Considerations:**

Not applicable.

### **Meeting Dates:**

1. Public Meeting – November 8, 2021

### **Consultation:**

- Required agencies under the *Planning Act*

**Documents:** n/a

### **Signatures**

**Reviewed by Department Head:** Robin Paquette

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Maureen Spratt



## Town of Arnprior Staff Report

**Subject:** Proclamation – Local Government Week (October 18-24, 2021)

**Report Number:** 21-10-12-02

**Report Author and Position Title:** Kaila Zamojski, Deputy Clerk

**Department:** Client Services

**Meeting Date:** October 12, 2021

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### Recommendations:

That Council proclaim October 18-24, 2021 as Local Government Week in the Town of Arnprior.

### Background:

#### Assessment of the Proclamation Request from the Town of Arnprior Proclamations Policy No. ADMIN-C-2.05

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior ON K7S0A8
Section 5.2.2 – Contact Person's Name	Maureen Spratt, Town Clerk <a href="mailto:mspratt@arnprior.ca">mspratt@arnprior.ca</a>
Section 5.2.3 – Name of Proclamation and Duration	Local Government Week October 18-24, 2021
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No

**Assessment of the Proclamation Request from the Town of Arnprior  
Proclamations Policy No. ADMIN-C-2.05**

Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

**Documents:**

1. Proclamation Document – Local Government Week – October 18-24, 2021

**Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Maureen Spratt



# Town of Arnprior Proclamation

## Local Government Week

### October 18-24, 2021

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**Whereas** the week of October 18-24, 2021 will be celebrated in Ontario as Local Government Week; and

**Whereas** the municipal level of government performs the functions that significantly impact the day to day life of citizens throughout the world; and

**Whereas** the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), the Ontario Ministry of Municipal Affairs and Housing and the Association of Municipalities of Ontario (AMO) acknowledge and celebrate the significant role that municipal governments play in helping to define the character, priorities, physical make up and quality of life of communities across Ontario; and

**Whereas** the Town of Arnprior will be holding a Local Government Week contest, that asks students in grades 1, 5, and 10 "What does it mean to be a good citizen?" Students will be asked to submit a drawing, photo, video, or short essay answering this question. Prizes will be given out to the top three submissions.

**Now Therefore**, I, Walter Stack, Mayor of the Town of Arnprior, Do Hereby Proclaim October 18-24, 2021 as Local Government Week in the Town of Arnprior.

**Walter Stack, Mayor**  
**Town of Arnprior**





## Town of Arnprior Staff Report

**Subject:** Proclamation – Waste Reduction Week (October 18-24, 2021)

**Report Number:** 21-10-12-03

**Report Author and Position Title:** Kaila Zamojski, Deputy Clerk

**Department:** Client Services

**Meeting Date:** October 12, 2021

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### Recommendations:

That Council proclaim October 18-24, 2021 as Waste Reduction Week in the Town of Arnprior.

### Background:

#### Assessment of the Proclamation Request from the Town of Arnprior Proclamations Policy No. ADMIN-C-2.05

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior ON K7S0A8
Section 5.2.2 – Contact Person's Name	John Steckly, General Manager, Operations <a href="mailto:jsteckly@arnprior.ca">jsteckly@arnprior.ca</a>
Section 5.2.3 – Name of Proclamation and Duration	Waste Reduction Week October 18-24, 2021
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No

**Assessment of the Proclamation Request from the Town of Arnprior  
Proclamations Policy No. ADMIN-C-2.05**

Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

**Documents:**

1. Proclamation Document – Waste Reduction Week – October 18-24, 2021

**Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Maureen Spratt



# Town of Arnprior Proclamation

## Waste Reduction Week

### October 18-24, 2021

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**Whereas** the week of October 18-24, 2021 is Waste Reduction Week in Canada; and

**Whereas** Waste Reduction Week is a national environmental campaign that builds awareness around issues of sustainable and responsible consumption, encourages choice for more environmentally responsible products/services, and promotes actions that divert more waste from disposal and conserves natural resources; and

**Whereas** as a municipality we are committed to waste reduction, resource conservation, and community education for sustainable living; and

**Whereas** we realize that losing waste to disposal and as litter are local and global threats to the environment; and

**Whereas** we as a municipality will take action to reduce our waste and support the circular economy.

**Now Therefore**, I, Walter Stack, Mayor of the Town of Arnprior, Do Hereby Proclaim October 18-24, 2021 as Waste Reduction Week in the Town of Arnprior and urge residents to choose more environmentally responsible products/services and divert more waste from disposal and conserve natural resources.

**Walter Stack, Mayor**  
**Town of Arnprior**



## Town of Arnprior Staff Report

**Subject:** Proclamation – Ontario Public Library Week (October 17-23, 2021) **Report Number:** 21-10-12-04

**Report Author and Position Title:** Kaila Zamojski, Deputy Clerk

**Department:** Client Services

**Meeting Date:** October 12, 2021

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### Recommendations:

That Council proclaim October 17-23, 2021 as Ontario Public Library Week in the Town of Arnprior.

### Background:

#### Assessment of the Proclamation Request from the Town of Arnprior Proclamations Policy No. ADMIN-C-2.05

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Arnprior Public Library 21 Madawaska Street, Arnprior ON K7S 1R6
Section 5.2.2 – Contact Person's Name	Karen DeLuca, Chief Librarian 613-623-2279
Section 5.2.3 – Name of Proclamation and Duration	Ontario Public Library Week October 17-23, 2021
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No

**Assessment of the Proclamation Request from the Town of Arnprior  
Proclamations Policy No. ADMIN-C-2.05**

Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

**Documents:**

1. Proclamation Document – Ontario Public Library Week – October 17-23, 2021

**Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Maureen Spratt



# Town of Arnprior Proclamation

## Ontario Public Library Week

### October 17-23, 2021

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**Whereas** October 17-23, 2021 is being celebrated across the province as Ontario Public Library Week; and

**Whereas** during this week, libraries and library partners raise awareness of the valuable role libraries play in our lives; and

**Whereas** the Arnprior Public Library serves as a center for lifelong learning and plays a vital role in helping citizens of all ages access the information and tools that they need to live, learn and work; and

**Whereas** the board, staff and volunteers of the Arnprior Public Library provide a vital service to our community; and

**Whereas** this year the theme for Ontario Public Library Week is “One Card, One Million Possibilities; and

**Whereas** in a world undergoing constant change, public libraries provide enduring connections to the past and future of our communities, nations and civilizations.

**Now Therefore**, I, Walter Stack, Mayor of the Town of Arnprior, Do Hereby Proclaim October 17-23, 2021 as Ontario Public Library Week in the Town of Arnprior and encourage residents to show their support for their public library, not just this week, but all year long, and utilize the services they have to offer.

**Walter Stack, Mayor**  
**Town of Arnprior**



## Town of Arnprior Staff Report

**Subject:** Proclamation – Small Business Week (October 17-23, 2021)

**Report Number:** 21-10-12-05

**Report Author and Position Title:** Kaila Zamojski, Deputy Clerk

**Department:** Client Services

**Meeting Date:** October 12, 2021

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### Recommendations:

That Council proclaim October 17-23, 2021 as Small Business Week in the Town of Arnprior.

### Background:

#### Assessment of the Proclamation Request from the Town of Arnprior Proclamations Policy No. ADMIN-C-2.05

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin St. W. Arnprior ON. K7S 0A8
Section 5.2.2 – Contact Person's Name	Lindsay Wilson, MEDO <a href="mailto:lwilson@arnprior.ca">lwilson@arnprior.ca</a>
Section 5.2.3 – Name of Proclamation and Duration	Small Business Week October 17-23, 2021
Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
Section 5.3.1 – Does not promote any	Complies

**Assessment of the Proclamation Request from the Town of Arnprior  
Proclamations Policy No. ADMIN-C-2.05**

commercial business	
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

**Documents:**

1. Proclamation Document – Small Business Week – October 17-23, 2021

**Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Town Clerk:** Maureen Spratt





# Town of Arnprior Proclamation

## Small Business Week

### October 17–23, 2021

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**Whereas** Small Business Week has been recognized since 1981 as an opportunity to celebrate the small business owners who provide essential services, local jobs, and an invaluable touchpoint in our communities.

**And Whereas** the Business Development Bank of Canada organizes Small Business Week in Canada to pay tribute to Canadian entrepreneurs;

**And whereas** this year's theme is resiliency. This theme celebrates the hardworking Canadian entrepreneurs who have shown their courage and adaptability in the face of the COVID-19 pandemic.

**And Whereas** the Town of Arnprior recognizes the importance of small businesses to the growth and development of our Town and County.

**Now Therefore**, I, Walter Stack, Mayor of the Town of Arnprior, **Do Hereby Proclaim October 17-23, 2021 as Small Business Week** in the Town of Arnprior and encourage Arnprior residents to shop and support their local small businesses.

**Walter Stack, Mayor  
Town of Arnprior**



## **Minutes of Corporate Services Advisory Committee Meeting**

**May 3, 2021**

**6:30 PM**

**Electronic Participation – Via Zoom**

### **Committee and Staff Attendance**

#### **Committee Members Present:**

Chair, Ted Strike  
Vice Chair, Lisa McGee  
Chris Couper, Committee Member  
Andy Tamas, Committee Member  
Darrel O'Shaughnessy, Committee Member

#### **Committee Members Absent:**

Caitlin Robillard, Citizen Member  
Lori Van Wyk, Citizen Member

#### **Town Staff Present:**

Maureen Spratt, Town Clerk  
Kaila Zamojski, Deputy Clerk  
Jennifer Morawiec, General Manager Client Services/Treasurer  
Estelle Moynes, Manager of Finance & Support Services  
Graeme Ivory, Manager of Recreation

### **1. Call to Order**

Chair Ted Strike called the Corporate Services Advisory Committee meeting to order at 6:30 PM and welcomed those present.

### **2. Roll Call**

The roll was called, with all Members of the Committee being present, except Caitlin Robillard and Lori Van Wyk.

### **3. Land Acknowledgment**

Chair Ted Strike asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

I would like to begin by acknowledging that the land on which we work and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.

### **4. Adoption of Agenda**

Resolution Number 008-21

Moved by Andy Tamas

Seconded by Darrel O'Shaughnessy

**Be It Resolved That** the agenda for the Corporate Services Advisory Committee Meeting of dated Monday, May 3, 2021, be adopted.

Resolution Carried

**5. Adoption of Minutes of Previous Meeting(s)**

Resolution Number 009-21

Moved by Lisa McGee

Seconded by Andy Tamas

That the Corporate Services Advisory Committee approve the minutes of the previous meeting, as noted under item 5 (a) on the Agenda.

Resolution Carried

**6. Presentations/ Delegations****a) Off Leash Dog Park Update – Deputy Clerk & Manager of Recreation**

Resolution Number 009-21

Moved by Lisa McGee

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee further recommends to Council that the Town of Arnprior:

- Moves forward with an Off-Leash Dog Park at the Caruso Street Park location in 2021, in place of the previously proposed pilot project (McLean Ball Diamond #2), should funding be available from the community group.

Resolution Amended

Discussion ensued among Committee Members with the following being a summary of the discussion:

- Clarification on funding sources was provided noting that Development Charge Funding would qualify for majority of this project, with the remaining funding and ongoing maintenance required to be recuperated through licencing fees. These funding sources are not levy funded through the taxes, meaning there should not be any increase in taxes for this project.
- Free pet registration period was discussed, with Committee Members noting that not many other municipalities offer this.
- There are separate views on differing advisory committees, and ultimately Council will make the final decision taking all comments into consideration.
- Location of the dog park in the Caruso park was discussed, with it being noted that the proposed location is in the back of the park near where the ice rink has been placed in the past few years.
- Opportunity to keep the rink there still as well.
- There is an opportunity for additional parking, if more gravel was installed in the front of the park, in addition to on street parking available.
- Greater Arnprior Seniors Council and other seniors in the community have noted very positive feedback about moving forward with a Dog Park in Arnprior.
- Not necessary to re-survey people.
- Safety needs to be taken into consideration, with staff needing to look at appropriate fencing, parking, and separation from the play structure.

- Staff needs to take into consideration the consistent clean up of the dog park and install sufficient waste bag stations and garbage bins.

Resolution Number 010-21

Moved by Lisa McGee

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee amend resolution number 009-21 to remove the words "should funding be available from the community group"

Resolution Carried

Resolution Number 011-21

Moved by Lisa McGee

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee further recommends to Council that the Town of Arnprior:

- Moves forward with an Off-Leash Dog Park at the Caruso Street Park location in 2021, in place of the previously proposed pilot project (McLean Ball Diamond #2).

At the request of the Chair, a recorded vote was taken:

Chris Couper, Committee Member	Yes
Andy Tamas, Committee Member	Yes
Darrel O'Shaughnessy, Committee Member	Yes
Vice Chair, Lisa McGee	Yes
Chair, Ted Strike	Yes

Resolution Carried As Amended

## **7. Matters Tabled/ Deferred/ Unfinished Business**

None

## **8. Staff Reports**

### **a) 2022 Municipal Election – Town Clerk**

Resolution Number 012-21

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee receive report 21-05-03-01 as information.

Resolution Carried

The Town Clerk provided an overview of the report and responded to questions.

Discussion ensued among Committee Members with the following being a summary of the discussion:

- The shortened timeline being a potential problem. The Town Clerk noted that she does not feel there should be a major problem with this new change.

- Details of ward versus at large elections was discussed.

**b) Ad Hoc Committee Council Remuneration – Manager of Finance & Support Services**

Resolution Number 013-21

Moved by Chris Couper

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee establish an Ad Hoc Committee of Citizen Members, acting independently as the Council Remuneration Review Committee, to conduct a market review of council remuneration and to make recommendations to take effect for the 2022-2026 term of Council.

Resolution Carried

The Manager of Finance & Support Services provided an overview of the report and responded to questions.

Discussion ensued among Committee Members resulting in the appointment of a Chair for the Ad-Hoc Council Remuneration Committee:

Resolution Number 014-21

Moved by Andy Tamas

Seconded by Darrel O'Shaughnessy

That the Corporate Services Advisory Committee appoint Chris Couper to be the Chair of the Ad Hoc Council Remuneration Committee.

Resolution Carried

**9. New Business**

Citizen Member Andy Tamas noted he would like some research done on the initiative of introducing a welcome wagon for new comers to Arnprior. Citizen Darrel O'Shaughnessy noted that he feels the Greater Arnprior Senior's Council could potentially collaborate with the Town on bringing this type of initiative back to Arnprior.

The General Manager Client Services/Treasurer noted that she can take this information back to the CAO and Marketing and Economic Development Officer, to bring something forward.

**10. Adjournment**

Resolution Number 015-21

Moved by Lisa McGee

Seconded by Andy Tamas

That the Corporate Services Advisory Committee adjourns at 8:09 pm.



**Minutes of Operations Advisory Committee Meeting  
May 17, 2021  
6:30 PM  
Electronic Participation – Via Zoom**

**Committee and Staff Attendance**

**Committee Members Present:**

Chair Dan Lynch  
Vice Chair Chris Toner  
Philip MacLeod, Committee Member  
John Shane, Committee Member

**Committee Members Absent:**

David Coreau, Committee Member  
Emily Laprade, Committee Member

**Town Staff Present:**

Kaila Zamojski, Deputy Clerk  
John Steckly, General Manager, Operations  
Jeff Crawford, Fire Chief  
Cory Nicholas, Fire Prevention/Protection  
Officer/ Captain

**1. Call to Order**

Chair Dan Lynch called the Operations Advisory Committee meeting to order at 6:30 PM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of the Committee being present, except

**3. Adoption of Agenda**

Resolution No. 010-21

Moved by John Shane

Seconded by Phil MacLeod

**Be It Resolved That** the agenda for the Operations Advisory Committee Meeting of dated Monday, May 17, 2021, be adopted.

Resolution Carried

**4. Disclosures of Pecuniary Interest**

None

**5. Adoption of Minutes of Previous Meeting(s)**

Resolution No. 011-21

Moved by Chris Toner

Seconded by John Shane

That the Operations Advisory Committee approve of the minutes listed under item no. 5(a) on the Agenda (Operations Advisory Committee – March 15, 2021).

Resolution Carried

**6. Presentations/ Delegations**

**a) OPP Statistical Report – OPP Inspector (not present at this meeting)**

Resolution No. 012-21

Moved by Phil MacLeod

Seconded by Chris Toner

That the Operations Advisory Committee receive the OPP Statistical Report as information.

Resolution Carried

OPP Inspector Ferguson was not able to attend the meeting this evening. Chair Dan Lynch noted that if the Committee Members had any questions to please let the Deputy Clerk know and she would pass these on to the inspector.

Discussion ensued among Committee Members, with the following being a summary of the comments received:

- Vice Chair Toner provided an update to Committee Members on the Opioid Crises, as the Renfrew County and District Health Unit has issued a notice about the increasing number of overdoses in Renfrew County. This is a huge issue, and Vice Chair Toner noted he would be sending the news release to the OPP Inspector this evening.
- Chair Dan Lynch noted he would look at requesting statistics of opioids in the Arnprior community from the Health Unit, to provide to this committee.

Resolution No. 013-21

Moved by Chris Toner

Seconded by Phil MacLeod

That OPP be requested to provide ongoing information on the opioid crisis, for municipalities in the County of Renfrew.

Resolution Carried

**b) Emergency Management: Second Quarter – Fire Prevention/Protection Officer/ Captain**

Resolution No. 014-21

Moved by John Shane

Seconded by Phil MacLeod

That the Operations Advisory Committee, at their meeting held on May 17, 2021, acting in the capacity of the Town's Emergency Management Program Committee has reviewed the progress of emergency management program objectives for 2021 and supports the program direction as presented.

Resolution Carried

The Fire Prevention/ Protection Officer/ Captain reviewed the Emergency Management: Second Quarter presentation and responded to questions.

**c) Fire Department Report – Fire Chief**

Resolution No. 015-21

Moved by Phil MacLeod

Seconded by John Shane

That the Operations Advisory Committee receive the Fire Department Report as information.

Resolution Carried

The Fire Chief provided an overview of the Fire Department Report presentation, and responded to questions.

Committee Members congratulated the Fire Chief on his retirement

**d) 2021 Capital Budget Overview and Update – General Manager, Operations**

Resolution No. 016-21

Moved by Chris Toner

Seconded by Phil MacLeod

**That** the Operations Advisory Committee receive this presentation as information.

Resolution Carried

Discussion ensued among Committee Members, with the following being a summary of the comments received:

- The General Manager, Operations noted there are plans to link the sidewalk on James Street to the parking lot and main entrance at the Nick Smith Centre.
- Concern with cars speeding on newly paved roadways, in subdivisions.
- Discussion on disposal of surplus equipment and the process followed.
- ATV speeding issues on James and Thomas Street, noting that By-law Enforcement, the Algonquin Trail Committee and OPP are monitoring the trails and areas of Town.
- Discussion on the Edey and Daniel Street Intersection.
- Discussion on the water tower project, noting the process and timelines.
- Noting the new bicycle repair stations, near the Algonquin Trail and one near the Library at Daniel and Madawaska.

**7. Matters Tabled/ Deferred/ Unfinished Business**

None

**8. Staff Reports**

None

**9. New Business****a) Dog Park**

Chair Dan Lynch noted that the two other Advisory Committees received a report on the Dog Park, and this Committee did not. Chair Dan Lynch requested Committee Members to provide their feedback on whether or not they were in favour of a Dog Park in Arnprior. Discussion ensued among Committee Members, resulting in the following motion:



Resolution No. 017-21

Moved by John Shane

Seconded by Phil MacLeod

That the Operation Advisory Committee is in favour of a dog park as long as it is in a suitable location.

Resolution Carried

**10. Adjournment**

Resolution No. 018-21

Moved by John Shane

Seconded by Phil MacLeod

**That** this meeting of Council be adjourned at 7:47 pm.

Resolution Carried