



ARNPRIOR

Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, July 10th, 2023

Time: 6:30 p.m.

Location: Council Chambers – 105 Elgin Street West, Arnprior

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 – June 26, 2023** (Page 1-9)
8. **Awards / Delegations / Presentations**
 - a) **Delegation**
 - i) **Arnprior Workforce Development**, Eric Burton (Page 10-18)
 - b) **Presentation**
 - i) **Certificate of Appreciation**, Mike Marcil
 - ii) **Update on Cultural Night Market**, Emily Stovel, Manager of Culture / Curator

9. Public Meetings

10. Matters Tabled / Deferred / Unfinished Business

11. Notice of Motion(s)

12. Staff Reports

- a) **Awarding of Tender REC-2023-03 (Growing Outdoor Play at Legion Park and Caruso Park)**, Graeme Ivory, Director of Recreation (Page 19-23)
- b) **Awarding of Contract for Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing**, John Steckly, General Manager, Operations (Page 24-28)
- c) **Proclamation for National Drowning Prevention Week (July 16 to 22, 2023)**, Jane Dowd, A/ Aquatic & Facility Services Supervisor (Page 29-51)
- d) **Request for Municipal Concurrence - Proposed Telecommunications Tower (Xplornet Communications Inc.)**, Robin Paquette, CAO (Page 52-79)

13. Committee Reports and Minutes

- a) **Mayor's Report**
- b) **County Councillor's Report**
- c) **Committee Reports and Minutes**

14. Correspondence & Petitions

- a) **Correspondence**
 - i. Correspondence Package I-23-July-13
 - ii. Correspondence Package A-23-July-11

15. By-laws & Resolutions

- a) **By-laws**
 - i) **By-Law Number 7404-23** – Award Tender Legion/Caruso Parks (Page 80)
 - ii) **By-Law Number 7405-23** – River Crossing Part 2 Design (Page 81)

b) Resolutions

- i. **Municipal Grant Application:** Arnprior-Braeside-McNab Highland Dancing Association (Page 82)
- ii. **Municipal Grant Application:** Community Living Renfrew County South (Page 83)
- iii. **Municipal Grant Application:** Community Living Renfrew County South (Page 84)
- iv. **Municipal Grant Application:** Gateway Church (Page 85)
- v. **Municipal Grant Application:** Arnprior Agricultural Society (Page 86)
- vi. **Resolution of Support:** Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) (Page 87)

16. Announcements

17. Media Questions

18. Closed Session

One (1) matter regarding personal matters about an identifiable individual including municipal or local board employees pursuant to Section 239(2)(c) of the Municipal Act, 2001, as amended (Commemorative Naming).

19. Confirmatory By-law

By-law No. 7406-23 to confirm the proceedings of Council

20. Adjournment

Please note: 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
June 26th, 2023 6:30 PM**

Town Hall, Council Chambers – 105 Elgin St. W. Arnprior, ON.

Council and Staff Attendance

Council Members Present (In-Person):

Mayor Lisa McGee
County Councillor Dan Lynch
Councillor Lynn Grinstead
Councillor Tom Burnette
Councillor Chris Toner
Councillor Billy Denault
Councillor Chris Couper (7:40 p.m.)

Council Members Present (Electronic):

Council Members Absent:

Town Staff Present

Robin Paquette, CAO
Maureen Spratt, Town Clerk
Jennifer Morawiec, GMCS / Treasurer
Graeme Ivory, Director of Recreation
John Steckly, GM Operations
Ryan Wall, Engineering Officer
Alix Jolicoeur, Manager of Community Services / Planner
Oliver Jacob, A / Deputy Clerk
Jen Eve, Manager of Finance
Rick Desarmia, Fire Chief
Shelley Mackenzie, Town Clerk

1. Call to Order

Mayor Lisa McGee 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 with the exception of Councillor Couper who arrived at 7:40 p.m.

3. Land Acknowledgement Statement

Mayor Lisa McGee 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 217-23
Moved by Billy Denault
Seconded by Lynn Grinstead

Be It Resolved That the agenda for the Regular Meeting of Council dated Monday, June 26th, 2023 be adopted.

Resolution Carried

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5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 218-23

Moved by Dan Lynch

Seconded by Tom Burnette

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted.

Resolution Carried

8. Awards/Delegations/Presentations

i) Retirement – Maureen Spratt, Town Clerk

Mayor McGee thanked Maureen for her time with the Town and recognized her accomplishments during her career as Town Clerk. Council presented Maureen with a gift as a token of their gratitude and wished Maureen success in the next chapter of her life.

Maureen thanked Council, past and present, as well as all staff she has worked with over the years.

ii) Recreation and Parks Master Plan – Public Engagement, Graeme Ivory, Director of Recreation

Graeme Ivory, Director of Recreation presented to Council an update on the Recreation Master Plan. The plan is currently in Phase 1 and will be moving to Phase 2 in the coming weeks.

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

Tabled By-law No. 7108-20 (Council Code of Conduct)

Resolution Number 219-23

Moved by Lynn Grinstead

Seconded by Billy Denault

That By-law Number 7108-20 deferred by Council at their meeting of December 14, 2020 be and it is hereby enacted and passed.

Resolution LOST

11. Notice of Motions

None

12. Staff Reports

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a) Draft Council Code of Conduct

Resolution Number 220-23

Moved by Lynn Grinstead

Seconded by Billy Denault

That Council receive report number 23-06-26-01 as information; and

That Council adopt an updated Code of Conduct for Council and Local Boards By-law.

Resolution Carried

b) Recreation User Fees and Charges - Ringette Rate

Resolution Number 221-23

Moved by Dan Lynch

Seconded by Chris Toner

That Council offer the Arnprior McNab Ringette Association (AMRA) an option for a specific Ringette Rate, due to their unique participant make-up, set at \$175.00 for 2023: and

That should AMRA wish to proceed with the specific Ringette Rate that a by-law be brought forward to implement the new proposed fee under Schedule K – Recreation Facility Use & Programs of the User Fees and Charges By-Law.

A recorder vote was requested by Councillor Grinstead.

Councillor Billy Denault	NO
Councillor Chris Toner	YES
Councillor Tom Burnette	NO
Councillor Lynn Grinstead	NO
County Councillor Dan Lynch	NO
Mayor Lisa McGee	NO

Resolution Lost

Resolution Number 222-23

Moved By Billy Denault

Seconded By Dan Lynch

That Council request that staff review the AMRA registration and fee structure and return with a report in one (1) year time.

Resolution Carried

c) Official Plan Amendment 6 and Zoning By-law Amendment 1/23 (Winner's Circle)

Resolution Number 223-23

Moved by Lynn Grinstead

Seconded by Billy Denault

That Council receives an application for an amendment to Official Plan of the Town of Arnprior and an application for an amendment to Zoning By-law 6875-18, for two vacant properties along Winners Circle. The applications request to redesignate and rezone the

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subject properties to permit a retirement home as a permitted residential use in the Mixed Use Commercial/Employment Designation and Mixed Use Commercial/Employment (MUCE) zone.

That pursuant to Section 34 (12) of the Planning Act, Council holds a public meeting on Monday, August 28, 2023, regarding the proposed amendments, to allow for public review and comment.

Resolution Carried

d) Baskin Drive Subdivision Agreement (47-T-19004)

Resolution Number 224-23

Moved by Lynn Grinstead

Seconded by Chris Toner

That Council adopt a by-law to authorize the Mayor and Clerk to enter into a Subdivision Agreement for the Baskin Drive Subdivision (47-T-19004) with the final form and content of the Agreements being to the satisfaction of the CAO, in consultation with the Town Solicitor.

Resolution Carried

e) Awarding of Design Proposal No. 23-1025A (Design of Edey Street and MacDonald Street Reconstruction)

Resolution Number 225-23

Moved by Dan Lynch

Seconded by Chris Couper

That Council award the MacDonald Street and Edey Street Reconstruction Design and Engineering assignment to Jp2g Consultants Inc, at a cost of \$163,519.48 including HST and;

That upon the CAO's approval of the final form of the documents, Council authorize the CAO to enter into a contract agreement with Jp2g Consultants Inc.

Resolution Carried

13. Council Committee Reports and Minutes

a) Mayors Report

Mayor McGee reported on the following:

- Attended Housing Needs Assessment facilitated discussion with stakeholders and developers
- Attended meeting with First Baptist Church and Lepine Development on the Church lands on Division Street
- With Councillor Couper, attended St. Joe's Grade 7/8 class
- Attended Grand Opening of Koti 28 / Oh-el-la Café, bringing congratulations and cutting the ribbon with County Councillor Lynch
- Attended the Airport Fly-in Breakfast, which was a big success with 600 breakfasts served

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- Assisted with the Valley Has Heart Golf Tournament with County Councillor Lynch and ARH CEO Leah Levesque, which raised over \$40,000 for ARH
- Attended the Lionette's 50th Anniversary celebration with Councillor Denault

b) County Councillor's Report

County Councillor Lynch reported on the following:

- Jenny Blake of Soups for Good, through support of Enterprise Renfrew County, who operates Soups for Good in Killaloe, has been accepted into the Circular Opportunity Innovation Launchpad (COIL) program. Through the program, Soups for Good has received a \$3,000 grant to help grow its socially motivated business which in turn supports local food banks across Renfrew County.
- 2023 Summer Company Participants had seventeen (17) students indicating an interest, six (6) applications were received with five (5) being accepted for program funding. Of note no participants from Arnprior. The companies created include jewelry making, custom painting, pottery, blacksmith, and 3D printing. Each company will receive up to \$3000.00 in grants.
- Silver Chain Challenge is "On". Warden Emon has requested residents register in this Challenge. Information pertaining to registration can be found on the County of Renfrew website.
- County Councillor Lynch provided an update on Arnprior housing statistics for 2022 and year to date. County Councillor Lynch updated on the current housing prices compared to a few years ago. Housing prices have dropped.
- County Councillor Lynch updated Council on his county highlights over the last two weeks. He updated with the following information.
- County Planning updates:
 - Subdivisions submitted – Under Review – 672 units
 - Draft Approved Subdivisions – 88 units
 - Final Approved Subdivision – 275 units
- On June 13th the Operations and Development & Property Committees met in the Township of McNab\Braeside and visited the Men's Shed.

c) Committee Reports and Minutes

None

14. Correspondence & Petitions

a) Correspondence Package – I-23-JUNE-12

Resolution Number 226-23

Moved by Billy Denault

Seconded by Tom Burnette

That the Correspondence Package No. I-23-JUN-12 be received as information and filed accordingly.

Resolution Carried

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County Councillor Lynch noted the following items:

- The Ontario governments has committed \$6.4 billion to build more than 30,000 new beds. Locally the redevelopment of Marianhill in Pembroke will be completed in three phases. The first phase is expected to start welcoming its first new residents in winter 2025, and the final phase welcoming residents in summer 2026. Once complete, the home will provide 160 modern long-term care beds in Pembroke.
- Are you a Francophone and want to become a nurse. The Ontario government's plan to train more health care professionals it is expanding French-language nursing education, with the launch of Collège Boréal's new stand-alone four-year Bachelor of Science in Nursing degree at its Sudbury and Toronto campuses.
- The Ontario government is expanding strong mayor powers to the mayors of 26 large and fast-growing municipalities that have committed to a housing pledge as part of the province's work to build 1.5 million homes by 2031. Unfortunately, Arnprior was not one of 26.
- If there any residents in our community who like to fish for free; then to celebrate Canada Day next month, you can fish for free during Family Fishing Week (July 1-9).
- There are new incentives for LED lighting upgrades in municipal facilities. Councillor Lynch asked Robin Paquette, CAO if we have any facilities that could qualify for this savings? She indicated that most of our facilities already have been upgraded but we'll verify that all are included.

Councillor Billy Denault noted the following items:

- Ontario Attracts Historic Number of People to Skilled Trades – The Ontario government increased apprenticeship registrations by 24% last year from 21,971 to 27,319.
- As more people decide to pursue rewarding well-paying careers in the skilled trades. In addition to this the second year of the province's highly popular skilled trades career fairs for students will be expanding to even more cities around the province. On question of Councillor Denault, the CAO confirmed that in Ottawa in late November, there is a fair to entice local students and members of the community to encourage participation into the trades.
- Ontario Building a Resilient Economy to attract investments and jobs. – Vic Fedeli, Minister of Economic Development, job creation and trade, issued this statement following June 9th's monthly employment release that showed Ontario saw an increase of 20,100 manufacturing jobs. "At a time when our country is still facing inflationary pressures, our government continues to build a resilient economy that can weather any storm."

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b) Correspondence Package – A-23-JUNE-10

Resolution Number 227-23

Moved by Lynn Grinstead

Seconded by Billy Denault

That the Correspondence Package Number A-23-JUN-10 be received, and

That the recommendation(s) outlined be brought forward for Council's consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 228-23

Moved by Lynn Grinstead

Seconded by Chris Toner

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

- By-law Number 7400-23 – Design and Engineering Proposal No. 23-1025A (Design of Edey Street and MacDonald Street Reconstruction)
- By-law Number 7401-23 – Council Code of Conduct
- By-law Number 7402-23 – Subdivision Agreement – Baskin Drive West

Resolution Carried

b) Resolutions

Resolution Number 229-23

Moved by Dan Lynch

Seconded by Tom Burnette

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from the Terry Fox Foundation; and

Whereas the organizers of the local Terry Fox run are a group of volunteers who work in unison on raising funds for the Terry Fox Foundation to fund cancer research.

Therefore Be It Resolved That Council supports the Terry Fox Foundation request by providing in-kind support through waiving the rental fees for the Robert Simpson Park (value of approximately \$443.00) for their Terry Fox Run event to be held on September 17th, 2023;

Further That the Terry Fox Foundation be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the events.

Resolution Carried

16. Announcements

County Councillor Lynch made the following announcement(s):

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- County Councillor Lynch congratulated the Lionette's on their 50th anniversary.

Councillor Denault made the following announcement:

- The Airport Commission has not had an airport meeting, but I think I can remit some of the comments from members of the commission that they were very appreciative of members of council attending the fly in breakfast as well as the many members of the public, they served 600 breakfasts and for a first year back in action I think there's no other description for that then a clear success.

17. Media Questions

None

18. Closed Session

Resolution Number 230-23 (8:05 p.m.)

Moved by Chris Couper

Seconded by Tom Burnette

That Council meet in closed session to discuss one (1) matter(s) regarding personal matters about an identifiable individual including municipal or local board employees pursuant to Section 239 (2) (c) of the Municipal Act, 2001, as amended (Commemorative Naming Application).

Resolution Carried

Resolution Number 231-23

Moved by Chris Toner

Seconded by Lynn Grinstead

That Council resume to Open Session.

Resolution Carried

Resolution Number 232-23

Moved by Chris Couper

Seconded by Tom Burnette

That Council authorize Scharf Hall as the name for the new Library room.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 233-23

Moved by Tom Burnette

Seconded by Billy Denault

That By-law No. 7403-23 being a By-law to confirm the proceedings of the Regular Meeting of Council held on June 26th, 2023 be and it is hereby enacted and passed.

Resolution Carried

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20. Adjournment

Resolution Number 234-23

Moved by Dan Lynch

Seconded by Tom Burnette

That this meeting of Council be adjourned at 8:10 p.m.

Resolution Carried

Signatures

Lisa McGee, Mayor

Shelley Mackenzie, Town Clerk



COMMUNITY ACTION FOR

WORKFORCE DEVELOPMENT

ARNPRIOR ONTARIO

We acknowledge that the work proposed to be done within this project is on the traditional and unceded territory of the Algonquin and Anishinabe

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FACTOR5 GROUP

co-creating strong communities

Factor 5 Group is a consulting firm that works with municipalities, Indigenous communities, post-secondaries and the private sector to achieve excellence in community economic development through strategic planning, project design, research, marketing and communications. The five factors are economy, environment, culture, society and community.



The Canadian CED Network is made up of members throughout Canada, including organizations, networks, and individuals, who use participatory, democratic, innovative, and entrepreneurial strategies that challenge the status quo and build alternatives.

CCEDNET believes that people organize relationships in a place matters, and that local economies can be sites of transformation.

What is Community Economic Development (CED)?

The most resilient, equitable and effective strategies for communities to benefit and thrive draw on Community Economic Development approaches that:

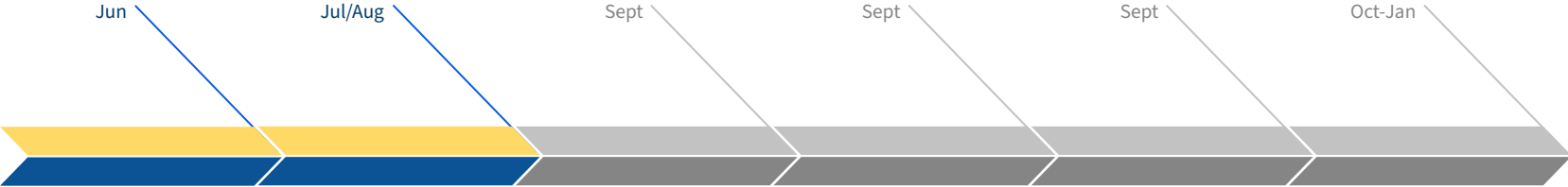
- Are **place-based**, strengthening **local ownership** and control
- Are **community-driven**, **community-led**, and **asset-based**
- Engage and build the **capacity of community members**, primarily those who are most affected by decisions, to be agents of their own future
- Protect and/or restore **local ecosystems**



Project Overview

- **Pilot** community-led workforce planning models
- **Engage** at least 10 small and medium enterprises in community workforce planning, training and work placements
- **Provide** training, wrap-around supports and work placements for at least 50 workers At least 75% of workers will be from designated under-represented groups
- **Develop** community workforce development data portal
- **Support** economic diversification strategies

Project Overview



Project Kick off

Research

Analysis

Labour Market Report

Community Plan

Implementation

Jun

Jul/Aug

Sept

Sept

Sept

Oct-Jan

- **Communications plan**
- **Community consultation**

- **Data collection and analysis**
- **Environmental Scan**
- **Document Review**
- **Resident Survey**
- **Business/org. Survey**
- **Interviews**

- Business workforce needs
- Workforce training needs
- Community Capacity
- Assess the barriers
- Workforce issues and options

- Labour market reports
- Stylization
- Dissemination to community

- Strategy concept
- Theory of Change
- Goals
- Org. Model
- Performance Framework
- Strat. Plan workshops
- Draft plans

- Internal workshop
- 3 year Action plan
- Community presentations

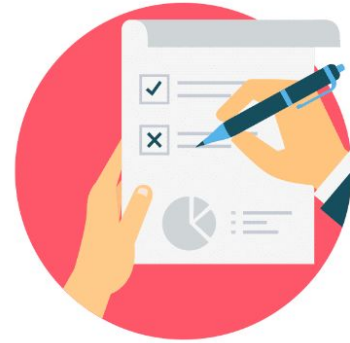


Your Priorities are the Priority

We want to work your economic development and workforce development priorities into our outreach and engagement phase.

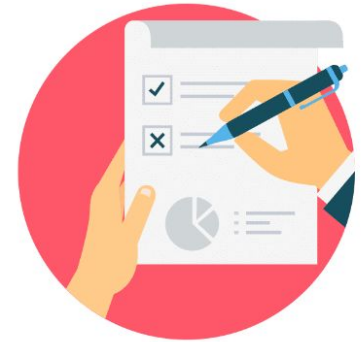
Next Steps...

1. **Community Consultation Session (July 27)**
2. **Business and Resident Surveys (August)**
3. **Community Strategic Planning Workshop (September)**
4. **Presentation of Workforce Plan (Fall 2023)**



Ways the Town can support the project

- 1. Voice your Support** - Pass a motion in support of the project to signal to the community that the Town is a supporting partner in workforce development, and allow use of Town logo on project communication material
- 2. Point of Contact** - Assign a point of contact for the project to coordinate future correspondence and information sharing with the Town
- 3. Boost Promotion** - Promote community events and activities through Town communication channels where possible
- 4. Meeting Space** - Allow the use of the Firehall for community meetings in July and September
- 5. Engage** - Participate in community engagement activities





Town of Arnprior Staff Report

Subject: Awarding of Tender REC-2023-03: Growing Outdoor Play at Legion Park and Caruso Park

Report Number: 23-07-10-01

Report Author and Position Title: Graeme Ivory, Director of Recreation

Department: Recreation

Meeting Date: July 10, 2023

Recommendations:

That Council adopt a by-law to award the Growing Outdoor Play at Legion Park and Caruso Park project to CSL Group Ltd, at a cost of \$517,440.22 including net HST; and

That the budgetary shortfall of \$147,440.22 be funded from the Parkland Reserve to a total of \$108,963.79 and the Development Charges to a total of \$38,476.43; and

That Council authorize the CAO to enter into the agreement and related documents with CSL Group Ltd. for the subject works.

Background:

The Town of Arnprior was successful in a pair of grant applications under the Investing in Canada Infrastructure Program (ICIP) – COVID-19 Resilience Stream receiving funding for upgrades to two outdoor parks. The applications, entitled 'Growing Outdoor Play in Arnprior', were submitted with the goal improving the accessible nature of outdoor recreation space in the community and enhancing outdoor recreational services and programming that meet the physical and mental wellness needs of the community and promotes inclusivity.

Legion Park

After a major upgrade in 2020 with the addition of the Sullivan Rink of Dreams, the application for Legion Park was to further expand the recreation amenities at this location with the installation of a play structure with accessible play features along with a rubber base that not only improves the safety of play but supports accessibility to the structure for all. Coinciding with this park upgrade is an asphalt pathway network making the park space (play structure, swings, outdoor rink/court) fully accessible.

The total grant amount received for Growing Outdoor Play at Legion Park is \$129,796.63.

Caruso Park

Already due for lifecycle replacement, the application for Caruso Park was to replace the existing structure and further enhance this park by adding a pathway and seating supporting the outdoor play of youth in this growing neighbourhood. The structure will be installed on an engineered wood fiber base that not only improves safety of play but supports accessibility of the structure.

The total grant amount received for Growing Outdoor Play at Caruso Park is \$59,486.47.

In total, the Town of Arnprior will receive \$189,283.10 split between the Federal (80%) and Provincial (20%) governments. As per the current Transfer Payment Ontario Agreement for funding our “Growing Outdoor Play in Arnprior” application, both projects are required to be completed by the end of 2023.

Staff requested a proposal, under the standing-offer agreement, for engineering services for both these park spaces. The Town received a proposal “21-1007H” from Jp2g Consultants Inc that would include detailed design (civil, electrical, structural and landscape architecture) and tender ready documents for these park spaces.

As staff and Jp2g worked through the preliminary design phase, it was determined that further funding, beyond the grant amounts, would be required to meet the needs of these community park spaces. As part of the 2023 capital budget, the total amounts for each park project were increased to \$250,000 (Legion Park) and \$120,000 (Caruso Street Park).

The additional funds for Legion Park came from Parkland Reserve (\$84,142) and Development Charges (\$36,061). The additional funds for Caruso Street Park also came from Parkland Reserve (\$51,437) and Development Charges (\$9,077).

Discussion:

Staff and the consultant worked through the design work through the first three months of 2023 and engaged with residents through a public open house and online survey for feedback on the play structure design options for each park. The tender for this project was published on MERX.com on May 26, 2023 and closed on June 20, 2023. The total budget for this project was \$370,000.00, less the \$38,140.01 plus HST for the engineering services of Jp2g of the design and tender specs.

There were a total of four bid submissions on this project. The bids, including HST, were as follows:

Vendor Name	Vendor Bid (Including HST)
Mopri Construction Inc.	\$576,948.62
CSL Group Ltd.	\$563,712.95
Excel Contracting Inc.	\$677,734.45
Strathmar Trenching Ltd.	\$706,341.03

As can be seen from the submissions, it was a competitive bidding process between these four vendors. Bidders were required to provide a breakdown of their costs as follows:

- Civil Works – Legion Park
- Landscape and Playground – Legion Park
- Civil Works – Caruso Park
- Landscape and Playground – Caruso Park
- General Items
- Provisional Items (Swing set at Legion Park)

CSL Group, the vendor with the lowest bid, had a project breakdown as follows:

Description	Total Amount
Civil Works – Legion Park	\$84,593.25
Landscape and Playground – Legion Park	\$218,743.83
Civil Works – Caruso Park	\$30,088.48
Landscape and Playground – Caruso Park	\$87,698.07
General Items	\$49,227.14
Provisional Items (swing set – Legion Park)	\$28,510.25
Sub-Total	\$498,861.02
HST (13%)	\$64,851.93
Total Tendered Amount	\$563,712.95

As this project has come in over budget, the following tables outline the cost of this project including the design and tender specs, followed by funding source options for the overages.

Project Work/Tender Costs	Legion Park	Caruso Park	Total
Design and Tender Specs	\$19,985.63	\$18,154.38	\$38,140.01
Civil Works	\$84,593.25	\$30,088.48	\$114,681.73
Landscape and Playground	\$218,743.83	\$87,698.07	\$306,441.90
General Items	\$29,536.28	\$19,690.86	\$49,227.14
Sub-Total	\$352,858.99	\$155,631.79	\$508,490.78
Net HST	\$6,210.31	\$2,739.12	\$8,949.44
TOTAL	\$359,069.30	\$158,370.91	\$517,440.22
Provisional Item w/ Net HST	\$29,012.03	----	\$29,012.03
TOTAL w/ Provisional Item	\$388,081.33	\$158,370.91	\$546,452.25

The total, including net HST, for both parks, but not including the provisional item, is \$517,440.22. With funding of \$370,000 this leaves a project funding shortfall of \$147,440.22.

Staff recommend that additional funding required to complete this project be sourced from Development Charges with the remainder from the Parkland Reserve.

Funding Source	Additional Funds Required
Parkland Reserve	\$108,963.79
Development Charges	\$38,476.43
Total	\$147,440.22

Options:

Council could choose to include the Provisional Item (swing set at Legion Park), at an additional \$29,012.03 of funding from the Parkland Reserve which would leave the Parkland Reserves balance at \$343,506. While staff feel it would be beneficial to replace the swing set being displaced because of the project, at this time, the additional funds are well above the budgeted project amount. This project will be brought forward for consideration by Council in the future during the long-range planning for additional park improvements.

Council could choose not to award the project. However, staff are not recommending this option as the project fits well with our Asset Management Plan, Long Range Capital Forecast and does not utilize levy generated funds.

Policy Considerations:

This project was solicited in accordance with the Town’s Procurement Bylaw and following a competitive tendering process.

Financial Considerations:

The 2023 Capital Budget includes \$370,000 for Legion Park and Caruso Park with \$189,283 coming from grant funding, \$135,579 from Parkland Reserves and \$45,138 coming from Development Charges.

Legion / Caruso Park	Budget	Project	Variance
Grant	\$ 189,283	\$ 189,283	\$ -
Parkland Reserve	\$ 135,579	\$ 244,543	-\$ 108,964
Development Charges	\$ 45,138	\$ 83,614	-\$ 38,476
Total	\$ 370,000	\$ 517,440	-\$ 147,440

As the amount of Development Charge funding is based on a percentage of the project costs less grant funding, the additional development charge funding would be an increase of \$38,476 for total DC funding of \$83,614. There are sufficient Development Charge reserves in the reserve fund to cover this additional funding amount.

To support this project, additional parkland reserve funding would be an increase of

\$108,964 for total Parkland Reserve funding of \$244,543. This would leave a balance \$372,518 in the Parkland Reserve Fund for future projects.

Meeting Dates:

Open House – April 12, 2023

Consultation:

N/A

Documents:

N/A

Signatures

Reviewed by Department Head: Graeme Ivory

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Shelley Mackenzie



Town of Arnprior Staff Report

Subject: Awarding of Contract for Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing

Report Number: 23-07-10-02

Report Author and Position Title: John Steckly, General Manager, Operations
Department: Operations Department

Meeting Date: July 10, 2023

Recommendations:

That Council award the Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing assignment to J.L. Richards and Associates Ltd. in the amount of \$162,407.50 plus HST; and

That Council authorize the CAO to execute the necessary documents to award the contract.

Background:

The Town of Arnprior has three watermain river crossings that connect the water system on the west side of the Madawaska River, where the Water Filtration Plant (WFP) is located, to the water system on the east side of the Madawaska River, where the Town's elevated storage tank is located. The largest, and most critical of these three watermains is the 400mm water main that connects from the WFP to Decosta Street, where the elevated storage tank is located, by way of a watermain that is submerged on the bottom of the Madawaska River. In 2017, the 400mm watermain broke prompting an inspection of the main, which emphasized the need to upgrade that main which is approximately 66 years old and has failed twice in its lifetime. The cost of the 2017 repair was approximately \$230,000.

Since the most recent failure, this critical watermain has been prioritized for replacement. The planned construction of this watermain replacement has been broken into two phases as illustrated on Document #1 attached. The first phase, being the highest priority, is the section of watermain from the WFP to the Town's unopened road allowance on the east side of the river. This phase of construction is currently forecasted for the year 2024 in the Town's Long Range Capital Forecast (LRCF) at an estimated cost of \$3,440,000.00 and has received funding approval under the ICIP Green Stream grant. The grant will cover 73.33% of the project cost up to a maximum of \$2,006,418.80.

The second phase of the project includes the replacement of the watermain along the Town's un-opened road allowance where it will be connected to the existing network at the intersection of Decosta Street and Hartney Street. Phase 2 is currently forecast for construction in the year 2029 at an estimated cost of \$1,500,000.00

In 2022, the Town awarded Phase 1 of the design and engineering required to replace the first phase of this watermain to JL Richards under the standing-offer agreement. This included the completion of the conceptual design, preliminary geotechnical, hydrogeological and environmental investigations to assess the feasibility of installing the watermain crossing via trenchless technologies through the existing soil and bedrock beneath the river. The results of the Phase 1 engineering assignment completed to date have not uncovered any information that would preclude the use of trenchless methods to install the new watermain, therefore staff requested a proposal under standing-offer agreement from JL Richards to undertake Phase 2 of the design and engineering.

Discussion:

J.L. Richards has provided a proposal to complete Phase 2 of the design and engineering required to reconstruct the watermain within the first phase of the project. This proposal scope includes completion of additional field investigations, preliminary design, and detailed design for the replacement of the 400mm watermain river crossing for a cost of \$162,407.50 plus HST. Their level of effort includes the following:

1. Project Management and Client Liaison
2. Field Investigations:
 - a. Stage 1 Archaeological Assessment including Indigenous Engagement
 - b. Geotechnical and Environmental Engineering Services
 - c. Ecological Constraints Assessment
3. External Approvals
4. Preliminary (66%) Design
5. Detailed (99%) Design

Following the completion of this design assignment, tender-ready detailed drawings will be provided at which time the Town can move to the next stage of the project which will include the preparation of tender specifications and release of construction tender documents to bidders.

Options:

Other options for the replacement of this critical watermain which were considered by staff in consultation with the Town's engineering consultants were as follows:

1. Suspension of new watermain from the County of Renfrew's recently inherited

Algonquin Trail bridge trestle (former CP Rail). Staff considered this option because the existing bridge structure is located in the same general area as the current watermain. This option is not recommended however for the following reasons. As the Town does not own this bridge asset, it would require a very involved agreement between the County of Renfrew and Town of Arnprior and a definitive commitment to maintain/rehabilitate/replace this bridge structure for the projected useful life of the new watermain (+/-75 years). At this time, it is not clear what the County of Renfrew's long-range policy will be with regards to asset management of these newly acquired bridge structures along the Algonquin trail. Due to the structure's current age and condition, and the uncertainty of its future, staff do not recommend this option.

2. Installation of a new watermain within the riverbed of the Madawaska River. This option was considered, however is not recommended for several reasons. While the current watermain is located along the riverbed, it is important to note that the pipe has catastrophically failed twice in its lifetime. Placing the new watermain within this narrow section of the Madawaska riverbed close to the OPG Generating Station places the new watermain in a turbulent environment. This area of the river is exposed to much higher and faster currents since the OPG Hydro Dam was constructed in the 1970's compared to when the watermain was first installed in the 1950s. In addition, climate change patterns appear to be leading to increased flows and flooding along the river each spring. This also creates a significant challenge for the Town to gain access to the watermain during the spring months should there ever be a failure or maintenance required, as OPG will not hold off flows at the generating station during the spring freshet. OPG has also stressed concerns in the past when the Town has made requests to repair and add granular cover material to the existing watermain, citing concerns with increasing drag along the river bottom which impacts their flows in this narrow section of river near the generating station. In addition, the east shore of the Madawaska River in this area is extremely unstable, particularly in the wet spring months. As a result, it places the watermain in a very challenging environment to not only install, but also gain access to repair or maintain in the future.

Policy Considerations:

The completion of this phase of the assignment supports the following visions and goals identified in the Town of Arnprior's 2020-2023 Strategic Plan:

- Built infrastructure to support future development and protect the environment with increased access to transportation options.
- Road/Linear Assets Rehabilitation including major reconstruction and rehabilitation projects.

Staff recommend this project be awarded under standing-offer in accordance with FS-AD-01 Procurement Policy which states that standing offers or multi-use lists of suppliers may be utilized as an efficient method of managing the delivery of goods and services. JL Richards and Associates Ltd. was approved to be included on the Town's engineering services standing offer list under Bylaw Number 7145-21.

Financial Considerations:

The 2023 Capital budget includes \$100,000.00 in addition to a Works in Progress (WIP) amount of \$65,313.00 from the first phase of the design assignment. When accounting for net HST the cost of this assignment is \$165,265.87, of which 66% will be funded by grant funding and 33% by the Water Reserve Fund.

Meeting Dates:

N/A

Consultation:

- JL Richards and Associates Ltd.

Documents:

Document #1: Conceptual Design Alignment and Phasing Plan

Signatures

Reviewed by Department Head: John Steckly

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Shelley Mackenzie



Town of Arnprior Staff Report

Subject: Proclamation for National Drowning Prevention Week (July 16 to 22, 2023)

Report Number: 23-07-10-03

Report Author and Position Title: Oliver Jacob, A/Deputy Clerk

Department: Client Services

Meeting Date: July 10th, 2023

Recommendations:

That Council proclaim July 16th to 22nd, 2023 as National Drowning Prevention 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 the event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 77 James Street Arnprior, ON K7S 1C9
Section 5.2.2 – Contact Person’s Name	Jane Dowd A/ Aquatics and Facility Services Supervisor jdowd@arnprior.ca
Section 5.2.3 – Name of Proclamation and Duration	National Drowning Prevention Week July 16 th to 22 nd , 2023

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

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 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 Text – National Drowning Prevention Week – July 16th to 22nd, 2023)
2. Request Letter

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: Shelley Mackenzie



**Town of Arnprior Proclamation
National Drowning Prevention Week**

July 16th to 22nd, 2023

Whereas in the Town of Arnprior, we are fortunate to have wonderful waterfront parks and beach and an indoor pool providing countless recreational opportunities for residents and visitors; and

Whereas drowning is a social equity issue that disproportionately affects children and adolescents in rural areas, with many countries around the world reporting drowning as the leading cause of childhood mortality and drowning being among the 10 leading causes of death globally for 5- to 14-year-olds; and

Whereas the mission of Lifesaving Society Canada is to prevent drowning throughout Canada and approximately 500 Canadians die in preventable water-related incidents each year;

Whereas most drownings are preventable in a Water Smart community, and only through Water Smart education and a healthy respect for the potential danger that any body of water may present can we genuinely enjoy the beauty and recreation opportunities offered by these bodies of water; and

Whereas the Town of Arnprior encourages families to supervise children who are in and around the water, to refrain from drinking alcoholic beverages while participating in aquatic activities, and to always wear a lifejacket when boating; and

Whereas Lifesaving Society Canada has declared July 16th to 22nd, 2023 as [National Drowning Prevention Week](#) to focus on the drowning problem and the hundreds of lives that could be saved this year;

Therefore Be It Resolved That I, Lisa McGee, Mayor, do hereby proclaim July 16th to 22nd, 2023 as “National Drowning Prevention Week” in the Town of Arnprior and encourages all residents and visitors to practice good water safety while enjoying our local waterways and aquatic amenities.

**Lisa McGee, Mayor
Town of Arnprior**



105 Elgin St. West
Arnprior, ON K7S 0A8

tel 613 623 4231
fax 613 623 8091

arnprior@arnprior.ca
www.arnprior.ca

Dear Mayor and Council;

Canada faces a major problem – and a preventable one: over 450 people die every year from drowning. In fact, the drowning burden is so great around the world that the United Nations General Assembly passed the UN Resolution on Drowning Prevention and designated July 25th of each year as World Drowning Prevention Day. On behalf of the Lifesaving Society – Town of Arnprior Branch, I am writing to ask that you proclaim July 16th – 22nd, 2023 as National Drowning Prevention Week in our municipality.

The Lifesaving Society is a national, charitable organization working to prevent drowning and reduce water-related injury through our training programs, Water Smart public education, drowning research and aquatic safety standards. The Lifesaving Society also certifies Canada's National Lifeguards.

National Drowning Prevention Week is one of the Society's leading public education initiatives, with events taking place across the country to focus media and community attention on the drowning problem and drowning prevention. During this week, the Society urges individuals to:

- Supervise children in and around the water.
- Refrain from drinking alcoholic beverages while participating in aquatic activities.
- Wear a lifejacket when boating.

If every Canadian followed these steps, we could greatly reduce Canada's drowning rate.

A Council proclamation signed by Mayor McGee would give greater exposure to our lifesaving efforts to residents of the Town of Arnprior. I hope you consider our request favourably.

If you have any questions, please do not hesitate to contact me by telephone at (613) 623-1792 or via e-mail at jdowd@arnprior.ca.

Sincerely,

Jane Dowd
Aquatic and Facility Supervisor
Town of Arnprior



ARNPRIOR
• WHERE THE RIVERS MEET •

National Drowning Prevention Week

Jane Dowd | A/ Aquatic &
Facility Services Supervisor

Graeme Ivory | Director of Recreation

Meeting Date: July 10, 2023



Background

National Drowning Prevention Week July 16-22, 2023

- The Lifesaving Society designates the third week in July as National Drowning Prevention Week (NDPW) to focus community and media attention on the drowning problem and drowning prevention.
- 7 key themes of NDPW are major risk factors that have been identified in the Drowning Reports from the past several years.
- Members of the public, community groups, and government are encouraged to promote and practice these key themes.



Background

7 Key Themes of National Drowning Prevention Week:

- 1) The Drowning Problem
- 2) Supervise Children
- 3) Boating Safety
- 4) Learn to Swim
- 5) Stay Sober In, On and Around the Water
- 6) Open Water Safety
- 7) You can save a life!

7 Key Themes

#1 - The Drowning Problem

- Over 400 Canadians die in preventable water-related incidents annually, drowning is the third leading cause of unintentional death among Canadians under 60+ years of age. Even one drowning is one too many.
- Over 236,000 people drown every year worldwide, NDPW leads into World Drowning Prevention Day on July 25th.



7 Key Themes

#2 – Supervise Children

- Always directly supervise children around the water - if you are not within arms' reach, you've gone too far.
- The majority of drownings in children under 5 years of age is due to a lack of supervision.
- Watch me, not your phone!
- Backyard Pool Safety
- Bathtub Safety

7 Key Themes

#3 – Boating Safety

- Choose it. Use it - always wear a lifejacket when in a boat.
- Get Trained – get your Pleasure Craft Operator Card.
- Be Prepared – know before you go. Check the weather and always have a safety kit on board.
- Never Alone – boating alone was a major risk factor in boating-related fatalities.
- Watch out for swimmers and other boaters

7 Key Themes

#4 – Learn to Swim

- In most drownings, the victim never intended to go in the water and was often close to safety – could you survive a sudden and unexpected fall into the water?
- Swim skills need to be taught; they are not innate.
- Basic swimming ability is a requirement of any meaningful attempt to eliminate drowning in Canada.
- Swim to Survive teaches the necessary skills to survive an unexpected fall into deep water. Meeting the Canadian Swim to Survive Standard is an important first step to being safe around water.

7 Key Themes

#5 – Stay Sober In, On and Around the Water

- Alcohol consumption is a factor in many water related fatalities. Both alcohol and cannabis use impair balance, judgment, and reflexes. Stay sober when in, on or around the water.
- Boat and Swim Sober – Don't Drink and Drown!
- Alcohol is the number one intoxicant contributing to drowning fatalities in Canada every year
 - Alcohol is a contributing factor to fatal drowning in 35% of boating fatalities and of 31% swimming fatalities every year in Canada.

7 Key Themes

#6 – Open Water Safety

- Make smart choices before going in, on or around the water.
- Never alone! Always swim with a buddy.
- On average, 70% of all fatal drownings in Canada occur in open water such as lakes, ponds, rivers, streams and ditches.
- Know before you go! Check weather and water conditions before heading out.
- Know what's below! Go in feet first the first time. Protect your neck and never dive into shallow water.

7 Key Themes

#7 – You Can Save a Life!

- You can save a life, yours, and someone else's. Take a learn-to-swim, lifesaving or first aid class today.
- Register yourself and your family in Lifesaving Society swimming lessons. Swimming is a life skill that lasts a lifetime.
- Take a Bronze medal, Lifesaving First Aid, or CPR course today.
- Learn about marine navigation, take a Pleasure Craft Operators course.
- Know your swimming ability and respect your limits.



Our Waterfront

- As the Town ‘Where the Rivers Meet’ we are fortunate to have beautiful waterfront space for our residents and visitors alike to enjoy.
- Our waterfront spaces include:
 - Robert Simpson Park
 - McLean Park
 - Hydro Park
 - Bell Park
 - Municipal Marina
 - Gillies Trail

Our Efforts

- The Beach at Robert Simpson Park is guarded 11:00am – 6:00pm daily, 7-days a week from Canada Day to Labour Day.
- Water Rescue Rings are stationed at Robert Simpson Park Beach, McLean Beach and the Municipal Marina.
- The Town of Arnprior offers swimming lessons year-round from parent and tots to adult lessons.
- Get comfortable around the water – come to a public swim, senior's swim or parent and tot swim.
- Follow signage – there are signs along our waterfront warning of places not to swim and where not to go.

Public Education

- Lifeguards educate pool and beach users on water safety and the key themes listed in this presentation.
- Lifeguards and staff will be distributing Water Smart Tip Cards at Robert Simpson Park Beach and the Nick Smith Centre as part of the National Drowning Prevention Week with a focus on Children under 5 and Children aged 5-12.
- Water Smart Activity Sheets, such as colouring sheets and word searches, will also be distributed.
- Requesting Council to declare July 16-22, 2023 National Drowning Prevention Week in the Town of Arnprior.



WATER SMART® TIPS

For Parents of Children
Under 5 Years of Age

DROWNING

Is Fast and Silent

Water Smart® Tips from
The Lifesaving Society
Canada's Lifeguarding Experts



A child can drown in as little as 10 seconds

Victims rarely call, wave
or signal for help because
they can't keep their heads
above water.

Parents! Actively Supervise Your Children

- Keep your eyes on them at all times around water. And stay close – within arms' reach.
- At the pool or beach, put them in lifejackets to keep their face out of the water.
- Stay beside the tub while your child is having a bath.
- Empty and turn over children's portable pools and buckets of water when not in use.

**ALL children should learn to swim.
We can teach them.**



For more information visit
www.lifesavingsociety.com
or contact your local pool



WATER SMART® TIPS

For Parents of Children
5 - 12 Years of Age

DROWNING

Is Fast and Silent

Water Smart® Tips from
The Lifesaving Society
Canada's Lifeguarding Experts



Parents, YOU are your child's lifeguard

- Enroll your children in swimming lessons. At a minimum, they should be able to achieve the Lifesaving Society's Swim to Survive standard – roll into deep water, tread for 1 minute and swim 50 m.
- Swim in areas supervised by lifeguards.
- Always have an adult watching children in areas without lifeguards. In the backyard pool, designate an adult to be "on guard".
- Insist your children always swim with a buddy, never alone.
- Make weak or non-swimmers wear lifejackets.
- Get the training. Ensure that family members learn lifesaving skills.

**ALL children should learn to swim.
We can teach them.**



For more information visit
www.lifesavingsociety.com
or contact your local pool



Drowning is fast and silent

A message from the Lifesaving Society and children everywhere.

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Resources

- Lifesaving Society
 - www.lifesaving.ca
 - #NDPW2023
 - www.lifesaving.ca/national-drowning-report.php
- Town of Arnprior
 - www.Arnrior.ca/Recreation to register or learn more about swimming lessons, swim programs and swims that you can sign up for.



ARNPRIOR

July 16-22, 2023

National Drowning Prevention Week

LIFESAVING SOCIETY

Questions?



• WHERE THE RIVERS MEET •

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Town of Arnprior Staff Report

Subject: Request for Municipal Concurrence - Proposed Telecommunications Tower (Xplornet Communications Inc.)

Report Number: 23-07-10-04

Report Author and Position Title: Robin Paquette, CAO

Department: Community Services Branch

Meeting Date: July 10th, 2023

Recommendations:

That Council receive Staff Report 2023-07-10-04, entitled "Request for Municipal Concurrence - Proposed Telecommunications Tower (Xplornet Communications Inc.)" for the lands municipally known as 0 Hartney Street.

And That Council direct the CAO to provide a statement of concurrence regarding the installation of the proposed telecommunication tower facility for the reasons outlined in this report and the Land Use Authority Recommendation Report prepared by CRINS-SINRC# 2302-0610-1127, dated July 5, 2023.

Background:

CRINS has received an application on behalf of the Town, for a proposed new radio-communications facility by Xplornet Communications Inc. (Xplornet) to be located on a property municipally known as 0 Hartney Steet. Xplornet proposes a 60m Self Support structure, with Ground Cabinet to house the Proponents equipment. As part of the process Xplornet would have to enter into an Agreement(s) with the Property Owner. For reference purposes, Simulation Photos provided by Xplornet with the Application which show what the tower would look like in the proposed location are attached as Document #2. The approximate location relative to the broader area is also shown in Figure 1 below.

Figure 1:

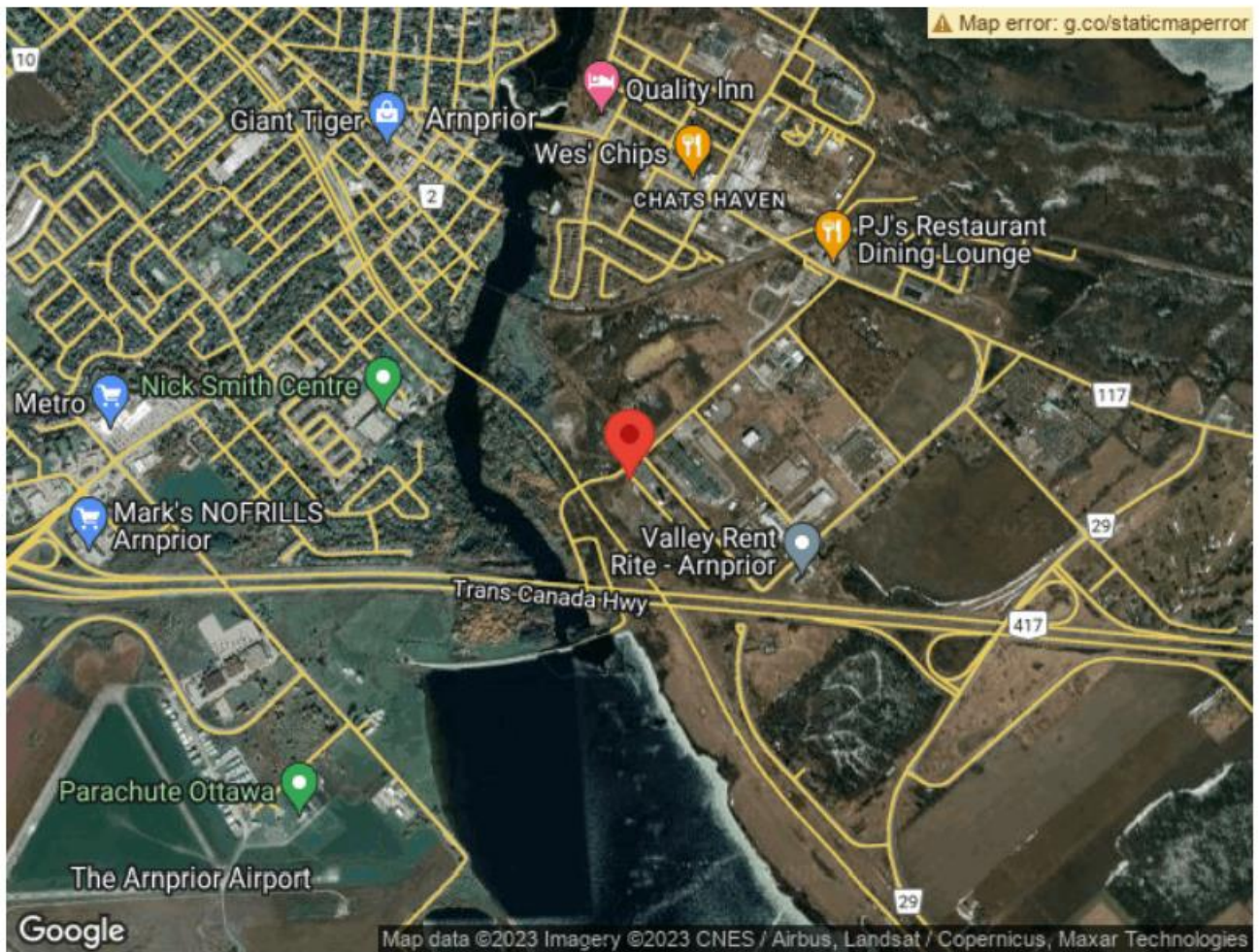


Figure 1 - Location Overview

The location of the structure is not subject to the Town Zoning By-law as this is a federally regulated process, however, there are aspects of the Zoning By-law and surrounding land use that are to be considered as part of the process for informing the Innovation, Science and Economic Development Canada (ISED) approval.

Discussion:

Role of CRINS on behalf of the Town:

In 2015, Council adopted the Canadian Radiocommunications Information and Notice Service (CRINS-SINRC) Antenna System Siting Protocol as the protocol for antenna system siting in the Town of Arnprior and became a participating member of CRINS-SINRC and in the Town's capacity as the Land Use Authority (LUA), as recognized by Industry Canada under Client Procedure Circular (CPC) 2-0-03, Issue 5 (2014), to utilize the services of

CRINS-SINRC as the designated representative of the Town of Arn prior to manage the processing of all radiocommunications applications within the Town's jurisdiction. CRINS reviews applications and completes the required public notification process on the Town's behalf. In the absence of an arrangement with CRINS, the Federal process requires the municipal planner to complete the process, whereas with CRINS, there is still a Land Use Authority role but the majority of the workload and technical review is carried out by CRINS on behalf of the Town as they provide the additional telecommunications expertise. This is a Federal process and the Land Use Authority role is not an approval role but rather assistance with facilitating the public consultation and to provide information input to the process.

As part of CRINS review of the application on behalf of the Town, a Land Use Authority Recommendation report is prepared for submission to the Applicant (Xplornet) which is then provided to ISED in support of their application filings. For Council's information, a draft copy of the Report is attached to this Report.

A further explanation of the role of the municipality in the telecommunication tower approval process is set out on page 5 of the CRINS protocol which is attached to this report for reference purposes. Also, to assist in further understanding of the municipal role (facilitated by CRINS) beyond consultation, the following provides some additional context.

Radiocommunications are considered to be "utility-like" in that they are considered fundamental infrastructure and their placement is dictated by engineering requirements which are not always compatible with LUA planning strategies. As a result, while zoning and bylaws are enforced for other developments, LUAs must use zoning and bylaws as guidelines only when considering a radiocommunications compatibility with the surrounding area. Instead, LUAs focus on working with proponents to have the proposed facility achieve a number of goals:

1. Reduce the visual impact of the proposed facility on the surrounding area as much as possible.
2. Ensure municipal services such as fire, police and public works are not adversely impacted by the proposed facility in relation to adjacent properties and structures and that the facility itself can be properly serviced by the LUA, as required.
3. Ensure that competent engineering resources have reviewed, or are committed to reviewing, the proposed installation design and operating parameters and have committed to compliance with the applicable Federal and Provincial regulations.
4. Ensure that appropriate federal authorities and co-operative agencies such as Transport Canada and NAV Canada are both aware of and in agreement with the proposed facility.
5. Ensure the proposed installation is not constructed in a way as to adversely affect a Community Sensitive Location.

Notwithstanding the specific proposal types that Innovation, Science and Economic Development Canada excludes from consultation with the public in Section 6 of its

procedural document CPC-2-0-03, it also says that exclusion criteria should be applied with consideration for local surroundings. To that end, proponents are expected to engage in a pre-consultation review with the LUA for all proposals, even where a proposed radiocommunications facility is likely to be excluded, to allow the LUA an opportunity to determine if the proposed facility falls within a Community Sensitive Location.

A Community Sensitive Location shall be defined as any area, which under the relevant LUA or provincial regulations: is currently designated as a Heritage Property; is an area of designated architectural significance; contains a site of archeological significance; or, is located on or adjacent to a natural conservation area. A proposed radiocommunications site shall be deemed within a Community Sensitive Location if any part of an area identified above falls within the notification radius for the proposed structure – such radius being the lesser of 120m, or three (3) times the height of the proposed structure from the structure center, or outermost supports. Without exception, the LUA will request that Innovation, Science and Economic Development Canada override their policy on radiocommunications facilities excluded from consultation, where a facility is proposed within a Community Sensitive Location for the purpose of reviewing the proposal according to this Protocol.

Public Consultation:

The purpose of consultation with the public is to explain the nature of the radio-communications site, describe what the site will look like, and to answer questions and concerns from the public about aspects of the site such as access routes, noise or delays caused during construction, lighting and painting of the structure, and often to address health concerns over electromagnetic energy (EME) exposure.

This information is provided for the sole purpose of conducting a public consultation with affected parties of the proposed installation. While many of the questions and concerns posed by the public are common questions and can be quickly addressed, local knowledge of the area allows the public to ask questions that may expose unique characteristics of the area surrounding a proposed radio communications site. These questions may give the proponent the opportunity to reflect on design choices such as the tower design or other visual amenity related aspects such as the type and color of fencing or vegetation around a structure. Two of the most prevalent concerns brought forward by the public regarding communications towers and antenna systems revolve around health and safety issues and visual amenity. Proponents are required to answer questions and respond to concerns expressed by the public during the consultation process. The timelines for posing questions/comments and the response timelines for proponents to respond are outlined in the LUA's consultation protocol.

The public consultation process is summarized on pages 15 to 16 of the attached draft CRINS report. The following excerpt from page 16 of the CIRNS Report provides the only comment received:

“Hydro One / Ontario Hydro requires prior notice for any construction activity which may impede their access to their roadway or site with 10 days advanced notice.”

Transport Canada and NAV Canada:

All radiocommunications facilities which are built either as a tower, or as an appendage to an existing structure or building (i.e. high-rise apartment, water tower, etc.) must make applications to both Transport Canada and NAV Canada and have their sites reviewed.

RECOMMENDATION:

Following the review of the report drafted by CRINS, to be signed off by the Municipal Planner per the federal legislative process, staff recommend that Council authorize the CAO to provide concurrence with the application and finalize the report.

Options:

Council could determine that the application is not deserving of support however, based on the draft report and public comments received, staff recommend Council provide concurrence.

Policy Considerations:

The Strategic Plan includes visions for the town including being known for open, exceptional and highly effective customer service delivery where our residents feel included in the process and decisions being made.

Financial Considerations:

There is no financial impact on the municipality.

Meeting Dates:

N/A

Consultation:

- Todd White, Executive Director, CRINS

Documents:

1. Town of Arnprior Land Use Authority Recommendation Report For Xplornet Communications, Inc. ON8400-"Arnprior" Prepared by CRINS, July 5, 2023.
2. Simulations 1 and 2 for proposed tower.
3. Page 5 of CRINS protocol – Issue 5.

Signatures

Reviewed by Department Head:

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Shelley Mackenzie



Town of Arnprior

Land Use Authority Recommendation Report
For

**Xplornet Communications Inc
ON8400-"Arnprior"**

July 05, 2023

CRINS-SINRC# 2302-0610-1127

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1. Introduction

The purpose of the *Land Use Authority Recommendation Report* is to detail the review process conducted for an application submitted through CRINS-SINRC to a participating Land Use Authority (LUA) for the siting and construction of an antenna system, as well as defining the participating LUA's expectations relating to the location and design of radiocommunications facilities.

This report is a deliverable resulting from the LUA's adoption of the CRINS-SINRC Reference Protocol, Issue 5 (2020) which applies to any proponent planning to install a new or modify an existing radiocommunications facility regardless of the type of installation or service. This includes, but not limited to:

- Personal Communications Services (PCS);
- Cellular operators;
- Fixed wireless operators;
- Broadcasting operators;
- Land-mobile operators;
- License-exempt operators; and,
- Amateur radio operators.

All new radiocommunications facilities are expected to follow this process to obtain either a Notice of Facility Exemption or a Notice of Completion relating to the consultation and the corresponding Land Use Authority (LUA) Recommendations Report.

2. Subject Property

The proposed installation is located at coordinates 45° 25' 24.820" N, 76° 20' 43.160" W on parcel [PIN 573120550] (292 Decosta , Town of Arnprior) and is designed as a 60m Self Support structure, with Ground Cabinet to house the Proponents equipment.

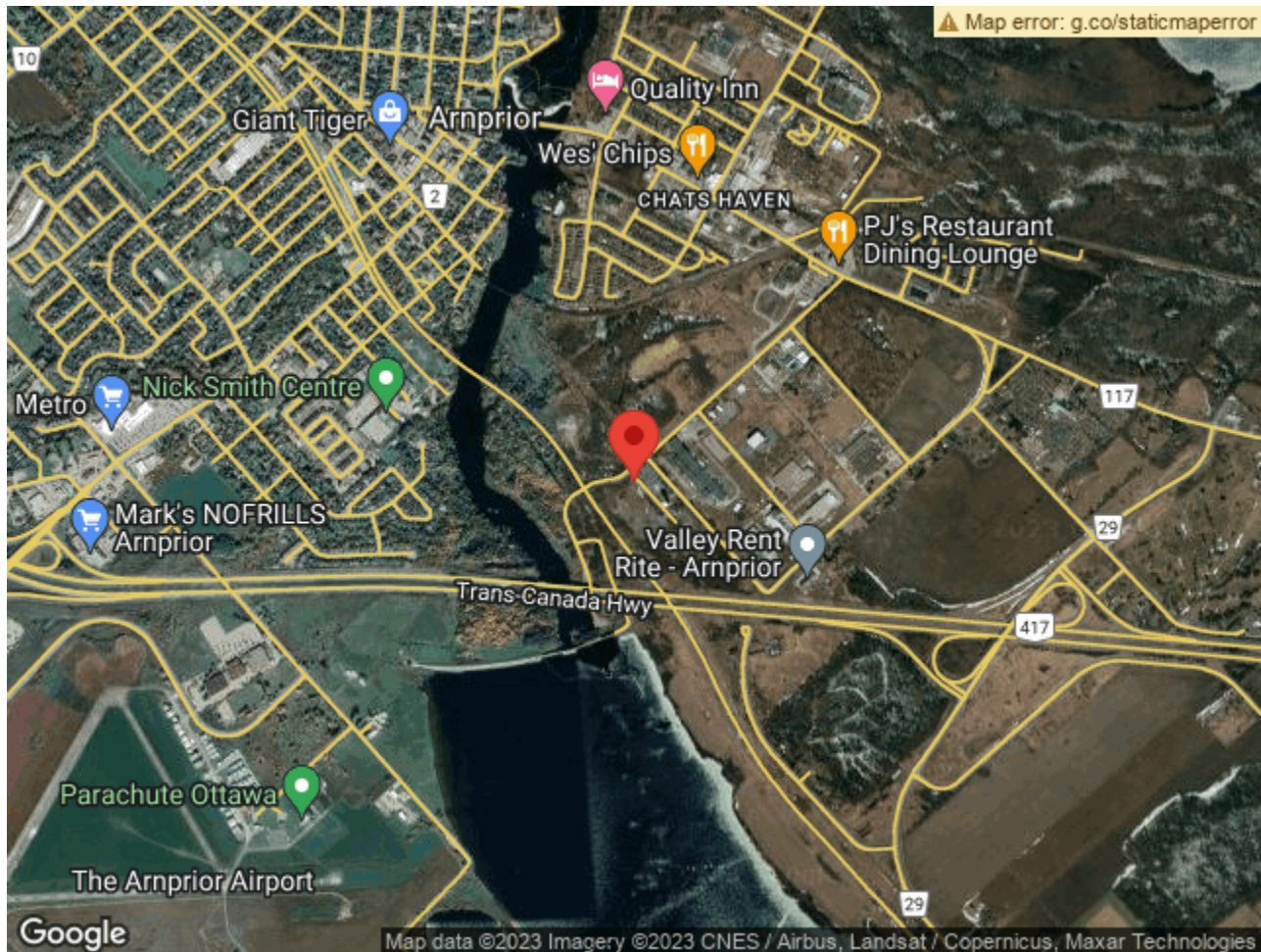


Figure 1 - Location Overview

2.1. Justification Statement by Proponent

This site is to replace an existing tower serving Xplornet clients in Arnprior. The former tower will be decommissioned and a new structure erected.



Figure 2- Example of Self Support Tower (Type S)

The Proponent is seeking a Notice of Completion for the installation.

3. Statement on Land Use

The LUA considers all proposals in the context of its existing Land Use Plans, as well as its mandate for ensuring the safety and security of persons and property which may be affected by a proposed development. The proposed radiocommunications site has been reviewed and the following sections represent the LUA's assessment of the proposed site relative to existing land use practices.

3.1. Community Sensitive Locations

While antenna systems have become common infrastructure in the public realm, some areas of a municipality may contain cultural, natural or historical assets which may be diminished by the introduction of antenna systems. ISEDC provides for exclusions from consultation for proposals which are deemed low impact in nature, or related to maintenance of existing structures. While in general terms, such exclusions are reasonable, there exists individual instances where such exclusions may have a disproportionate negative impact on the public realms.

The LUA will generally recognize an exclusion provided that the site is not located in a **Community Sensitive Location**.

If a proposed site is located in a *Community Sensitive Location*, the Proponent may be asked to proceed with a Public Consultation due to the sensitive nature of the site, even though it may otherwise qualify for exempt status. The LUA will advise both the Proponent, as well as Innovation, Science and Economic Development Canada, as to its concerns in these situations.

If a proposed site is a non-exempt facility and is located in a Community Sensitive Location, public consultation will be required in all cases, and the proponent should expect that a community sensitive location will invoke a "High" degree of visual change under ASDF Criteria.

A **Community Sensitive Location** is defined as being:

- 1) on or near a designated *Heritage Property*;
- 2) located in an *area of Architectural Significance*;
- 3) located in an *area of Archeological Significance*; or,
- 4) in a *Natural Conservation Area*.

In the case of the current proposal, we advise the Minister that the proposed antenna system:

	is not believed to have any adverse effects on a <i>Community Sensitive Location</i> according to the Protocol.	
	may impact an area deemed to be architecturally significant whether or not each of the individual properties/assets have received a federal, provincial or municipal Designation.	
	may impact properties that have received a federal, provincial or municipal Designation(s), and are registered in the <i>Canadian Register of Historic Places</i> .	
	may impact an area deemed to be a Natural Conservation area or park.	

3.2. Zoning and Compatibility with Existing Plans

The proposed site encompasses an **industrial zone**. Based on the allowable uses and in reference to the current proposal we advise the Minister that the proposed antenna system:

	is proposed in an area in which the current zoning by-laws of the Land Use Authority allow for industrial or commercial enterprises which have the potential for light, noise or other emissions. As such, an antenna system is consistent in nature with the allowable uses of the zone – even if not explicitly declared.	
	is proposed in a commercial, or other zoned area that does not include any residential uses.	
	is proposed in a mixed-use area with both commercial and residential uses.	
	is proposed within a residential, environmentally protected, or nature area.	

3.3. Fire Routing and Access – National Fire Code

We advise the Minister that the site layout for the proposed antenna system, per the submitted site plan:

	satisfies the needs of the Land Use Authority to provide emergency services to the site, including the protection of adjacent structures on the same property, or any adjacent properties.	
	requires modification to the site design to conform to the requirements of the Land Use Authority to be able to provide emergency services to adjacent structures on the same property, or adjacent properties	
	does not allow for the provision of emergency services including the protection of adjacent structures or properties.	

3.4. Health Canada Safety Code 6

All radiocommunication facilities, irrespective of the nature of the antenna system, or physical form is required to operate within the limits specified in the Health Canada guidelines for electromagnetic radiation emissions – Safety Code 6 - which has been adopted by Innovation, Science and Economic Development Canada for use with all radiocommunications facilities.

To that end, a Proponent is required to provide a statement attesting to the Proponent’s understanding and commitment to operate within the limits of Safety Code 6, and to identify a Professional Engineer who, either as a employee of the Proponent or as a service provider under contract to the Proponent, has agree to take responsibility for ensuring compliance of the antenna system.

With respect to the current proposal, we advise the Minister that:

	the Proponent provided an attestation from a Professional Engineer licensed in the province in which the site is proposed affirming that the antenna system will operate below the thresholds specified in Health Canada Safety Code 6.	
	the Proponent has provided a Statement of Liability and Insurance in the form required by CRINS and the Land Use Authority in lieu of an attestation.	
	the agent of the Proponent provided an attestation that the proposed antenna system will operate below the thresholds specified in Health Canada Safety Code 6. As the agent is not a Professional Engineer licensed in the province in which the antenna system is proposed, the Land Use Authority's concurrence with the proposal is subject to the Proponent engaging a Professional Engineer who is licensed to practice within the Province to confirm compliance with Safety Code 6 prior to construction.	
	the Proponent has made no attestation that the proposed antenna system is compliant with Safety Code 6.	

3.5. Structural Review – National Building Code

Radiocommunications facilities are constructed under the authority of the *Minister of Innovation, Science and Economic Development*. As such, these structures are deemed a *federal undertaking*, requiring Proponents to uphold the standards which apply to the construction of buildings and other infrastructure as if it were being constructed on behalf of the Government of Canada.

As such, the *Minister of Labour* has adopted the *National Building Code (NBC)* amongst many other federal standards in relation to any structure built under enabling federal legislation.

Part II of the *Canada Labour Code* (<http://laws-lois.justice.gc.ca/eng/acts/L-2/>) and the regulations made there under, set out the rules that apply to all federal undertakings, or workers enabled as a result of their work on such undertakings, including, but not limited to broadcasters and telecommunication carriers.

The obligations include ensuring that all permanent and temporary buildings and structures meet the prescribed standards in the *Canada Occupational Health and Safety Regulations* which apply to any federal undertaking. Section 2.2 (1) of the aforementioned regulations, reference the *National Building Code* as the applicable code to be used as the reference.

Also included is the requirement for broadcasters and telecommunication carriers, when constructing towers, to follow the *Canada Occupational Health and Safety Regulations, Division II, Section 2.19*, which refers to the Canadian Standards Association (CSA) Standard CAN/CSA-S37-94, entitled “*Antennas, Towers, and Antenna-Supporting Structures*”.

Legislation under *HRSDC (Human Resources and Skills Development Canada)* enforced by the *Minister of Labour* (who is one of the Ministers under the HRSDC portfolio) is responsible to enforce the provisions of the NBC and the CSA Standard, along with provincial legislation relating to the practice of professional engineering in each province.

In reference to the current proposal, we advise the Minister that:

	<p>the Proponent provided an attestation from a Professional Engineer licensed in the province in which the site is proposed affirming that the antenna system will be constructed according to the National Building Code, and CAN/CSA S37-18 as amended from time-to-time.</p>	
	<p>the Proponent has provided a Statement of Liability and Insurance in the form required by CRINS and the Land Use Authority in lieu of an attestation.</p>	
	<p>the agent of the Proponent provided an attestation that the proposed antenna system will be constructed according to the National Building Code, and CAN/CSA S37-18 as amended from time-to-time. As the agent is not a Professional Engineer licensed in the province in which the antenna system is proposed, the Land Use Authority's concurrence with the proposal is subject to the Proponent engaging a licensed Professional Engineer to confirm compliance with the National Building Code and CAN/CSA S37-18 prior to construction.</p>	
	<p>the Proponent has made no attestation that the proposed antenna system is compliant with the National Building Code, or CAN/CSA S37-18</p>	

4. Antenna Siting Design Framework (ASDF) Review

The Antenna Siting Design Framework (ASDF) is a quantitative scoring mechanism which assesses proposed installations by considering their design relative to the surrounding visual landscape.

This results in 3 specific metrics:

- A **Visibility Score** which provides a measurement of how visible the site is within the surrounding landscape (scored out of a possible 24 points).
- A **Design Compatibility percentage** which scores the proposed site design in terms of its visual elements (structure type, antenna mounts, equipment shelters, antennas and cables) relative to the surrounding landscape.
- A **Degree of Visual Change** calculation which assesses the visual effect of the site on the surrounding landscape.

The Degree of Visual Change is utilized to assess the level of public consultation required for Non-Exempt facilities.

For Exempt facilities, the Degree of Visual Change along with the design recommendations of the ASDF tool are provided to assist the Proponent to consider design choices which will improve the site’s compatibility with the surrounding landscape and uses.

For the current proposal, the following score has been assigned to this site design:





Design Compatibility/ Site Visibility	1 to 5	6 to 10	11 to 15	16 to 19	20 to 24
76 - 100%	Low	Low	Low	Medium	Medium
51 - 75%	Low	Low	Medium	Medium	High
26 - 50%	Low	Low	Medium	High	High
0 - 25%	Low	Medium	High	High	High

Visibility	13
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Compatibility (%)	96.9	Low
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4.1. Design Targets

The following table outlines the relevant design targets for the proposed site. Key design targets are highlighted below:

	 Poles and Towers	 Antenna Mounts	 Equipment Cabins	 Antennas and Cables
Land Use				
Industrial	Few restrictions due to operational character of the landscape. Select poles or towers that respond to the Topographic and Built form recommendations.	Minimize visual clutter and maintain consistent form to antenna mount. Develop structural forms that respond to the scale of built form.	Co-locate cabins with other buildings or service areas. Avoid isolated or prominent locations.	Maintain a consistent arrangement in relation to the height and size of antennas. Align cables and avoid complex connections.
Topography				
Undulating	Locate poles and towers in areas where the greatest topographic variations occur. Use topographic variations to offset height of pole relative to surrounding landscape.	Develop simple support structures that respond to the landscape character.	Avoid elevated areas. Locate units on level low lying ground ensuring that the foundation pad design is level with minimal stepping.	Maintain regular antennas and cables positions.
Built form				
Large scale / Industrial	Ensure that the height and profile of the poles and towers responds to the scale of the surrounding built form. Select poles and towers up to 25 m or a ratio of 1:1.5-1.8.	Consider rectangular structural forms. Limit cross bracing to maintain simple response to larger built form mass and scale.	Locate outdoor base units in close proximity to utility and service areas. Avoid visually sensitive areas particularly building entrances.	Minimal restrictions on the antenna height. Maintain consistent heights for antennas and avoid irregular positioning and clustering. Locate cable trays with other service runs.
Sky lining				
Variable	Review the dominant characteristics and proportions of the skyline (in relation to angle, pitch and slope) and locate poles and towers to respond to skyline character. Minimise vertical projections above or along the skyline.	Locate and align antenna mounts relative to skyline profile and/or roof angle. Reduce the complexity of the mounts to reduce the visual effect on the skyline in terms of structural members, cross bracing and fixtures.	Locate cabins with adequate setbacks to avoid any skylining in relation to prominent facades and viewpoints. Consider co-locations with more visible rooftop equipment or develop ground based site.	Maintain a consistent alignment relative to the roof or skyline. Limit vertical projections. Ensure a consistent alignment for cables, connections and cable trays

Containment				
Fragmented boundaries	Capitalise on the existing containment or consider increased setbacks to provide additional screening of the pole or tower. Avoid major view corridors. Maintain a consistent vertical profile to reduce the visual complexity of the tower.	Capitalise on the existing containment to provide additional screening or back screening. Avoid highly visible or open areas where containment is limited.	Design and locate outdoor base units that respond to the existing containment. Develop a compatible form, scale and materiality in relation to the surrounding enclosure.	Limit the impact of cables on the surrounding containment. Align cable runs and avoid complex directional changes. Locate with other service runs and ensure that cables do not project over the edge of the containment and/or building parapet.

Vegetation				
Tree groups	Assess the tree height and design responses relative to the canopy of the trees. Avoid vertical extensions that exceed a ration of 1:1.2 relative to the adjacent trees.	Select locations that capitalise on tree screening.	Use screening from tree groups. Avoid locations that impact on the tree canopy, structure or root plate.	Locate antennas, cables and cable runs to capitalise on screening potential of surrounding trees.

Existing Telcom-equipment (adjacent to site)				
Groups of elements	Respond to existing heights of infrastructure. Avoid significant variation in form and height. Select pole or tower with reference to the CPC 2-0-17 recommendations.	Establish a consistent height and form relative to surrounding infrastructure. Avoid significant variations in height, form or frequency.	Establish a consistent location and positional relationship with existing equipment cabins.	Cluster and position antennas as well as align and co-location cables with reference to existing infrastructure.

Colour				
Mixed (complimentary)	Identify prominent colours, colour match or select neutral colours to minimise of visual effect.	Identify prominent colours of roofscape or surrounding area and colour match or select neutral colours to maintain consistency in relation surrounding built form.	Colour match through applied paint finishes all surfaces in response to dominant colours of adjacent land use.	Colour match to surrounding landscape and built form. Select neutral colours if antennas or cables are elevated or sky lining.

4.2. Design Recommendations

Based on the design targets outlined above, the **Town of Arnprior** requests that **Xplornet Communications Inc** consider the following design recommendations prior to construction:

No recommendations.

5. Compliance with General Design Requirements

With respect to the current proposal, we advise the Minister that:

	the design of the proposed site is compliant with the general design requirements as outlined in the CRINS-SINRC Reference Protocol as amended.	
	the design of the proposed site demonstrates some deviation(s) from the general design requirements as outlined in the CRINS-SINRC Reference Protocol. However, the deviation(s) are deemed reasonable based on the specifics of the proposal and under the circumstances.	
	the design of the proposed site demonstrates some deviation(s) from the general design requirements as outlined in the CRINS-SINRC Reference Protocol. The Proponent has been asked to bring their proposal into compliance.	
	the design of the proposed site demonstrates substantive deviation(s) from the general design requirements as outlined in the CRINS-SINRC Reference Protocol. These deviations are not deemed reasonable by the Land Use Authority, and concurrence shall be withheld on that basis pending re-design by the Proponent.	

6. Siting of Facility Relative to Existing Use

The following requirements apply to antenna systems seeking concurrence:

The placement of any parking space or any component of an antenna system shall not create or cause a situation of non-compliance with any LUA Zoning By-law for any other use, building, or structure on the host or adjacent properties.

In the case of the current proposal, we advise the Minister that:

	The design of the proposed site does not create a situation of non-compliance with any LUA zoning by-law for any other use, building, or structure on the host and adjacent properties.	
	The design of the proposed site causes a situation of non-compliance with one or more LUA zoning by-laws for the current uses, buildings, or structures on the host property.	
	The design of the proposed site causes a situation of non-compliance with one or more LUA zoning by-laws for the current and or future uses, buildings, or structures on an adjacent property.	

7. Statement of Concurrence

The **Town of Arnprior** requests that the Proponent – **Xplornet Communications Inc** – comply with the design targets where possible as presented in Section 4.

No further Development or Planning approvals are required however the Proponent is required to comply with any and all conditions outlined in Section 9 as a requirement of obtaining and maintaining concurrence from the Land Use Authority. Failure to comply with the conditions as outlined in Section 9 shall render concurrence with the proposal null and void.

Where an undertaking from the proponent is required as part of the concurrence conditions, no work on the structure shall begin until the undertaking is received by CRINS-SINRC and the Land Use Authority.

Overall, the Land Use Authority position with regards to the proposal is that:

	The Land Use Authority concurs with the proposed antenna system, subject to any conditions outlined in Section 9.	
	The Land Use Authority requests an extension to the consultation period due to unresolved concerns after 120 days, as outlined in Section 8.5	
	The Land Use Authority requests the Minister instruct the Proponent to undergo a public consultation, even though the proposed antenna system is excluded from consultation under Section 6 of CPC 2-0-03, as it is our opinion that the proposed antenna system may damage the public realm, or is contrary to the public good and requires further review.	
	The Land Use Authority rejects (non-concurrence) the proposed antenna system as presented, for the reasons outlined in Section 8.5.	

8. Public Consultation

8.1 Consultation Participation Summary

Category	#	%
Total number of adjacent landowners notified:	8	100
Total number of adjacent landowners who had no comments after receiving the consultation information:	7	87.5
Total number of responses received:	1	100
Total number of adjacent landowners who provided comments:	1	100
Total number of public responses (if applicable):	0	0

8.2 Public Comments Summary

In addition to the questions posed in the survey, both priority stakeholders and the general public were provided an opportunity to provide free form comments. The following summarizes the themes that were represented in the comments:

Hydro One / Ontario Hydro requires prior notice for any construction activity which may impede their access to their roadway or site with 10 days advanced notice.

8.3 CRINS-SINRC Reporting Statement

CRINS-SINRC reviews each application for a proposed antenna system according to the guidelines set out by the Minister of Innovation, Science, and Economic Development (ISED) and identifies matters which the Minister has identified as relevant to the federal purpose pursuant to S. 5(1)(f) of the *Radiocommunications Act*. As the designated representative of the Land Use Authority, overseeing the consultation process, CRINS-SINRC presents the opinions of both the public and/or elected body as well as the evidence-based land use guidance of the planning and development staff in each Land Use Authority, as provided for in the procedures set out in the *Client Procedures Circulars (CPCs)* to inform the decision of the Minister.

Where there is non-concurrence between the public opinion and/or the elected body of a Land Use Authority regarding a proposed antenna system and the satisfactory compliance of a proponent proposal with the technical, planning and procedural requirements set out by the Minister, CRINS-SINRC maintains a fiduciary role to provide any information which ISEDC may request such that the Minister may make a final determination regarding a proposal taking into regard to the objectives of the Canadian telecommunications policy set out in Section 7 of the *Telecommunications Act*.

Where a proposal receives a non-concurrence statement, CRINS-SINRC shall identify for the Minister the matters which resulted in the statement of non-concurrence, and may provide independent narrative on those matters according to the criteria which the Minister has articulated in the policies and procedures which flow from the implementation of the *Act(s)*.

Where such narrative is required, CRINS-SINRC shall issue a Reporting Statement for the Minister's consideration which, when provided, shall be attached to this report as Schedule 'A'.

	CRINS-SINRC has not deemed it necessary to include a Reporting Statement for the Minister's review.	
	CRINS-SINRC has included a Reporting Statement as Schedule 'A' for the Minister's consideration.	

8.4 Statement by Council

Notwithstanding the technical and planning review by CRINS and LUA staff requested by the Minister, Council may deem it appropriate to issue a statement for the Minister's consideration which, when provided, shall be attached to this report as Schedule 'B'.

	Council has not deemed it necessary to include a statement for the Minister's consideration.	
	Council has provided a statement as Schedule 'B' for the Minister's consideration.	

8.5 Justification for Concurrence Statement

The Proponent has addressed all relevant concerns of the public, and the Land Use Authority has no further concerns about the proposal, subject to the Proponent's compliance with all conditions as may be set forth in Section 9.

9. LUA Confirmation of Report and Conditions

We hereby advise that the attached report accurately reflects the position of the **Town of Arnprior** with respect to the radiocommunications facility proposed by **Xplornet Communications Inc.**, designated **ON8400-"Arnprior" (CRINS-SINRC # 2302-0610-1127)**.

Our position with respect to the proposal is based on the following conditions being met:

- 1) *Confirmation by CRINS-SINRC that the Proponent has addressed all relevant concerns of the public according to the Protocol and that the above conditions have been met such that a Notice of Completion is warranted.*
- 2) *Application made for, and receipt of, all necessary permits prior to construction of the foundation of the tower and building to house proponent's equipment.*
- 3) *Submission of "as-built" drawings to CRINS-SINRC no later than 30 days after the completion of construction.*
- 4) *Receipt of the Safety Code 6 report by a Professional Engineer licensed in the Province which confirms compliance with Safety Code 6 prior to the commissioning of the tower.*
- 5) *Receipt of an attestation or stamped drawings by a Professional Engineer licensed in the Province which confirms compliance with the National Building Code and CSA S37-XX Standard prior to construction.*

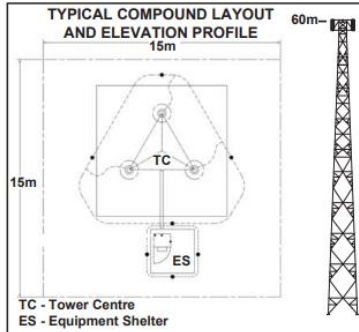
DATED this _____ day of _____, 20____

Robin Paquette
Chief Administrative Officer
Town of Arnprior

Simulation for Xplornet proposed tower.



Figure 2- Example of Self Support Tower (Type S)



FORBES BROS
INFRASTRUCTURE | CONSTRUCTION
482 South Service Road East, Suite 130
Oakville, Ontario L6J 2K6
www.forbesbros Ltd.ca

SITE SKETCH

THIS SITE SKETCH IS FOR INFORMATIONAL PURPOSES ONLY AND HAS NOT BEEN PREPARED FOR LEGAL, ENGINEERING OR SURVEYING PURPOSES

SITE: ARNPRIOR - ON8400

Proposed 60m Self-Support Tower
Telecommunications Site within
15m x 15m Premises

Address: Decosta Street,
Arnprior, Ontario.

PIN: 57312-0550(LT)

Property Description: PART LOTS 1 AND 2, CONCESSION B, MCNAB, PARTS 1 AND 3, PLAN 49R-17768 AND PART 2, PLAN 49R-19807 SAVE AND EXCEPT PART 3, PLAN 49R-19807 TOWN OF ARNPRIOR

TOWER CENTRE
Latitude: 45.423560N
Longitude: 76.345322W

- XPLORE PREMISES
- - - XPLORE ACCESS
- SUBJECT PROPERTY
- - - PROPERTY BOUNDARIES

***XPLORE HYDRO CONNECTION TO BE DETERMINED IN CONSULTATION WITH LOCAL DISTRIBUTION COMPANY

Date: 06-Feb-23

Scale: NOT TO SCALE



2 Jurisdiction and Interpretation

- 2.1 Wireless communications and broadcast operators in Canada are licensed by the Department of Innovation, Science and Economic Development (Innovation, Science and Economic Development Canada [ISED]) in accordance with the exclusively federal jurisdiction vested in the *Radiocommunications Act Section 5(1) (a) (i.1)*. Additionally, the broadcasting communication operator's activities are licensed separately by the *Canadian Radio-television and Telecommunications Commission (CRTC)*.
- 2.2 As a federal undertaking, radiocommunications sites must adhere **to all applicable federal regulations and guidelines** as if the site was being built on behalf of the Government of Canada itself, including but not limited to:
 - The National Building Code of Canada and the National Fire Code of Canada;
 - *Canadian Environmental Protection Act*;
 - Innovation, Science and Economic Development Canada's CPC-2-0-17 - *Conditions of License for Mandatory Roaming and Antenna Tower and Site Sharing and to Prohibit Exclusive Site Arrangements*;
 - Health Canada's "Limits of Human Exposure to Radiofrequency Electromagnetic Fields in the Frequency Range from 3 kHz to 300 GHz," 2013 ("Safety Code 6"); and,
 - Innovation, Science and Economic Development Canada's CPC-2-0-03 - *Radiocommunication and Broadcasting Antenna Systems, Issue 5, effective July 15, 2014.*
- 2.3 **Radiocommunications sites are not subject to either municipal or provincial land-use legislation including the *Planning Act* or the municipal governance act(s) of a province or territory. No formal development or planning agreements can be executed and registered on title with respect to radiocommunications facilities.**
- 2.4 For the purposes of this protocol, the Land Use Authority (LUA) shall be the municipal government, or in the case of land administered by the Crown, the relevant provincial government or federal government agency.
- 2.5 For radiocommunications facilities not excluded under this protocol, proponents are expected to satisfy the public consultation requirements of the applicable LUA. The role of the LUA is to provide input and comments to Innovation, Science and Economic Development Canada as part of that process.
- 2.6 This protocol is to be read in its entirety as a comprehensive and integrated policy framework to establish the site criteria and process leading to the issuing of a Notice of Completion or Notice of Facility Exemption, and a LUA Recommendations Report for a proposed facility.
- 2.7 For the purposes of this protocol, the only member of LUA staff having the authority to manage and exercise responsibilities under this protocol shall be the Director of Planning or his or her designate. No powers or privileges under this protocol shall at any time be interpreted to extend to any other member of staff.

**The Corporation of the
Town of Arnprior**

By-law Number 7404-23

A by-law to award a contract for Tender #REC-2023-03 (Growing Outdoor Play) for the civil works, landscaping and playground upgrades and installations at Caruso Park and Legion Park.

Whereas Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 provides broad authority on municipalities to enable municipalities to govern their affairs as considered appropriate and to enhance the municipality’s ability to respond to municipal issues, and;

Whereas on February 13th, 2023 Council passed By-law 7356-23 to adopt the 2023 Capital Budget which included the new pathways, furnishings, landscaping and upsized play structure at Caruso Park and new pathways, furnishings, landscaping and a new play structure with accessible rubber surface play area at Legion Park with a combined budget of \$370,000; and

Whereas in accordance with the Town’s Procurement Policy (By-Law 6942-19) the Town issued a Request for Tender #REC-2023-03 “Growing Outdoor Play” through a competitive public process; and

Whereas CSL Group Limited submitted the lowest acceptable bid of \$508,490.78 (plus HST) for the specified scope of work; and

Therefore, the Council of the Town of Arnprior enacts as follows:

1. **That** Council award Tender No. REC-2023-03 (Growing Outdoor Play) to CSL Group Limited, for a total of \$508,490.78 (plus HST).
2. **That** Council authorize the CAO to execute the agreements, and related documents with CSL Group Limited to complete the scope of work specified.
3. **That** any by-laws, resolutions or parts of by-laws or resolutions inconsistent with this by-law be hereby repealed.
4. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and passed this 10th day of July, 2023.

Signatures:

Lisa McGee, Mayor

Shelley Mackenzie, Clerk

**The Corporation of the
Town of Arnprior**

By-Law No. 7405-23

A by-law to award Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing assignment.

Whereas Section 8 of the Municipal Act, 2001, S.O. 2001, c.25 provides broad authority on municipalities to enable municipalities to govern their affairs as considered appropriate and to enhance the municipality's ability to respond to municipal issues, and;

Whereas on February 13th, 2023 Council passed by-law 7356-23 to adopt the 2023 Operating and Capital Budget Estimates which included a capital project with a budget of \$100,000 for the River Crossing 400mm Watermain Replacement, and passed by-law 7357-23 concerning Works in Progress (WIP) projects which included a project titled River Crossing 400mm Design with a budget of \$91,685, and

Whereas in accordance with the Town's Procurement Policy (By-Law 6942-19) the Town acquired a proposal for the design assignment from an engineering firm under standing offer; and

Whereas J.L. Richards and Associates Ltd. submitted a financial proposal for the Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing assignment, at a cost of \$162,407.50 plus HST.

Therefore the Council of the Town of Arnprior enacts as follows:

- 1. That** Council award the Town of Arnprior – Phase 2 Field Investigations, Preliminary Design, and Detailed Design for Replacement of the 400mm Watermain River Crossing assignment to J.L. Richards and Associates Ltd. for a total of \$162,407.50 plus HST; and
- 2. That** Council authorize the CAO to execute the necessary documents to award the contract; and
- 3. That** any by-laws, resolutions, or parts of by-laws inconsistent with this by-law be hereby repealed.

Enacted and Passed this 10th day of July, 2023.

Lisa McGee, Mayor

Shelley Mackenzie, Clerk



Municipal Grant Application: Arnprior-Braeside-McNab Highland Dancing Association – Waive Rental Fees for Robert Simpson Park Gazebo (2023 Highland Dance Competition)

Moved by _____

Seconded By _____

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from the Arnprior-Braeside-McNab Highland Dancing Association; and

Whereas Arnprior-Braeside-McNab Highland Dancing Association is a registered not-for-profit organization and runs in accordance with ScotDance Canada and the Royal Scottish Official Board of Highland Dancing, the regulatory body around the world; and

Whereas this event is in memory of Caitlin Stewart, a former highland dance student of this association, and contributes to the Town’s economy by bringing out-of-town competitors and their families, striving to contribute to keeping the Town’s Scottish culture alive;

Therefore Be It Resolved That Council supports the Arnprior-Braeside-McNab Highland Dancing Association request by providing in-kind support through waiving the rental fees for the Robert Simpson Park Gazebo, including chairs, tables, sound system, set up & tear down (value of approximately \$443.00) for their 2023 Highland Dance Competition event to be held on August 27th, 2023; and

Further That Council approves in-kind support through waiving the rental fees for the Nick Smith Centre Community Hall (value of approximately \$350.00) for use as a rain venue in the case of inclement outdoor weather at Robert Simpson Park; and

Further That the Arnprior-Braeside-McNab Highland Dancing Association be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the events.



Municipal Grant Application: Community Living Renfrew County South – Waive Rental Fees for Robert Simpson Park Gazebo (Music In The Park)

Moved by _____

Seconded By _____

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from Community Living Renfrew County South; and

Whereas Community Living Renfrew County South is a community-based, non-profit organization which provides services to those with development disabilities; and

Therefore Be It Resolved That Council supports the Community Living Renfrew County South request by providing in-kind support through waiving the rental fees for the Robert Simpson Park Gazebo including access to power box (value of approximately \$93.50) for their Music In The Park event to be held on August 24th, 2023;

Further That the Community Living Renfrew County South be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the events.



Municipal Grant Application: Community Living Renfrew County South – Waive Rental Fees for Robert Simpson Park Gazebo (Music In The Park)

Moved by _____

Seconded By _____

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from Community Living Renfrew County South; and

Whereas Community Living Renfrew County South is a community-based, non-profit organization which provides services to those with development disabilities; and

Therefore Be It Resolved That Council supports the Community Living Renfrew County South request by providing in-kind support through waiving the rental fees for the Robert Simpson Park Gazebo, including access to power box (value of approximately \$93.50) for their Music In The Park event to be held on August 31st, 2023;

Further That the Community Living Renfrew County South be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the events.



Municipal Grant Application: Gateway Church – Waive Rental Fees for Robert Simpson Park Gazebo (Sunday Service)

Moved by _____

Seconded By _____

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from the Gateway Church; and

Whereas Gateway Church is an eligible faith-based community organization which provides faith-based ministry to their congregation and the local community; and

Therefore Be It Resolved That Council supports the Gateway Church request by providing in-kind support through waiving the rental fees for the Robert Simpson Park Gazebo including access to power box (value of approximately \$93.50) for their Sunday Service event to be held on August 6th, 2023;

Further That the Gateway Church be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the events.



Municipal Grant Application: Arnprior Agricultural Society – Waive Use Fees for Landfill Vouchers and Provision of Town Resources (2023 Valley Agricultural Festival)

Moved by _____

Seconded By _____

That the Council of the Corporation of the Town of Arnprior receive the Municipal Grant Policy Application from the Arnprior Agricultural Society dated June 30th, 2023; and

Whereas the Arnprior Agricultural Society is an eligible community organization under the Municipal Grants Policy as it demonstrates a benefit to the community by running youth-based agricultural programming including the Valley Agricultural Festival (formerly known as the Arnprior Fair);

Therefore Be It Resolved That Council support the 2023 Valley Agricultural Festival by providing in-kind support as follows:

- Two (2) free dump passes in total (20 yard roll off boxes) for the Arnprior Waste Disposal Site (total estimated value of \$800.00);
- Use of Town picnic tables, bleachers, barricades and parking-related signage for the event (estimated value of approximately \$1,200.00 of staff time); and

Further That Council continues to stress the importance of recycling and reducing unnecessary waste going to the landfill; and

Further That the support, as described, is granted to the Arnprior Agricultural Society for the 2023 Valley Agricultural Festival (August 4th, 5th and 6th, 2023).



Resolution for Support: Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) – Requesting Municipal and School Board Election Day to be a Professional Activity (PA) Day across Ontario

Moved by _____

Seconded By _____

That the Council of the Corporation of the Town of Arnprior receive the correspondence from the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO); and

Whereas Municipal and School Board Elections are held once every four years as outlined in the *Municipal Elections Act*; and

Whereas AMCTO has been calling for a mandatory PA Days on election day for years since 2017 and Minister Lecce asked school boards to consider recognizing the election date; and

Whereas over 60% of school boards scheduled a Professional Activity (PA) Day on the 2022 Municipal and School Board election day, up 25% from the 2018 election;

Therefore Be It Resolved That Council supports AMCTO’s request that the Province of Ontario designate Election Day in Municipal and School Board Elections as a Professional Activity (PA) Day across Ontario as part of their review of Regulation No. 304; and

Further That a copy of this resolution be sent to the Honourable Stephen Lecce, Minister of Education; the Honourable Steve Clark, Minister of Municipal Affairs and Housing; and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO).