



ARNPRIOR

**Town of Arnprior**

**Regular Meeting of Council Agenda**

**Date: Monday, November 27th, 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 – November 14th, 2023** (Page 1-13)
8. **Awards / Delegations / Presentations**
  - a) **Presentations**
    - i) **Waterfront Trail and 2023 Parks Project Update**, Graeme Ivory, Director of Recreation (Page 14-34)
9. **Public Meetings**
10. **Matters Tabled / Deferred / Unfinished Business**

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

- a) **Notice of Motion – Request for Support for the Further Development of the Arnprior Station Rest Stop**, County Councillor Lynch (Page 35-36)
- b) **Notice of Motion – Naming for Redeveloped Waterfront Trail**, County Councillor Lynch (Page 37-40)

## **12. Staff Reports**

- a) **Contract Award – Joint Solid Waste Collection Tender**, Amy Dean, Environmental Engineering Officer (Page 41-43)
- b) **Asset Retirement Obligations (ARO) Policy**, Jennifer Morawiec, GM Client Services / Treasurer (Page 44-45)
- c) **2024 Calendar of Meetings**, Oliver Jacob, A/Deputy Clerk (Page 46-50)

## **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-NOV-20
  - ii) Correspondence Package A-23-NOV-17

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

- a) **By-laws**
  - i) **By-Law Number 7441-23** – Award Joint Solid Waste Collection Tender (Page 51)
  - ii) **By-Law Number 7442-23** – Adopt Asset Retirement Obligations (ARO) Policy (Page 52-61)

- iii) **By-Law Number 7443-23** – Adopt 2024 Occupational Health and Safety Statement (Page 62-63)
- iv) **By-Law Number 7444-23** – Part Lot Control (Marshall’s Bay Meadows) (Page 64-65)

**b) Resolutions**

- i) **Municipal Grant Application** – Community Choir and Valley Concert Band (2024 Music! Music! Music! Event) (Page 66)
- ii) **Municipal Grants Application** – Arnprior and Area Physician Recruitment Committee (Doctors Dining Duel) (Page 67)
- iii) **Municipal Grants Application** – Arnprior Minor Hockey Association (Trivia Night and Dance Fundraiser) (Page 68)

**16. Announcements**

**17. Media Questions**

**18. Closed Session**

**19. Confirmatory By-law**

By-law No. 7445-23 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



ARNPRIOR

**Minutes of Council Meeting  
November 14<sup>th</sup>, 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 Cloutier  
Councillor Tom Burnette  
Councillor Chris Toner  
Councillor Chris Couper  
Councillor Billy Denault

**Town Staff Present**

Robin Paquette, CAO  
Jennifer Morawiec, GMCS / Treasurer  
Graeme Ivory, Director of Recreation  
Amy Dean, Environmental Eng. Officer  
Oliver Jacob, A / Deputy Clerk  
Shelley Mackenzie, Town Clerk  
John Steckly, GM Operations

**Council Members Present (Electronic):**

**Council Members Absent:**

**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.

**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 367-23**

Moved by Dan Lynch  
Seconded by Chris Couper

**Be It Resolved That** the agenda for the Regular Meeting of Council dated Tuesday, November 14<sup>th</sup>, 2023 be adopted.

Resolution Carried

**5. Disclosures of Pecuniary Interest**

None

**6. Question Period**

None

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

**Resolution Number 368-23**

Moved by Billy Denault

Seconded by Dan Lynch

**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**

None

**9. Public Meetings**

**Resolution Number 369-23**

Moved by Chris Couper

Seconded by Lynn Cloutier

**That** Council move into a public meeting to inform the public concerning one (1) planning application.

Resolution Carried

Mayor McGee called the public meeting to order at 6:33 p.m. and welcomed those present. The CAO noted that written submissions and a copy of the meeting minutes would be provided to the County of Renfrew prior to the granting of Draft Conditions.

**a) Westhaven Gate Subdivision Application 47-T-21004**

The CAO outlined the location and details of the property and advised Council and those in attendance at the public meeting that the County is the approval authority for plans of subdivision. The CAO also outlined that there have been provincial changes to the Planning Act under Bill 23 that have removed the requirements for public meetings to be held for subdivision applications and the Town of Arnprior staff recommend that these meetings still be held on subdivision applications received before the changes to the Planning Act.

The proposed plan of subdivision would consist of 64 single detached lots, 38 townhomes, and 4 semi-detached homes for a total of 106 dwelling units, on three internal public roads and including one stormwater management block and one pedestrian pathway link to Seventh Avenue.

The floor was opened to the public for comments:

<b>Name</b>	<b>Address</b>
Barb Dugal	45 Seventh Avenue
Julia Hall	78 Fourth Avenue
Maureen Meek	57 Seventh Avenue
Gerald Cantrell	157 Riverview Drive
Brenda Reed	74 Fourth Avenue
Devon St. John	96 Third Avenue

A summary of comments is as follows:

- Concerns over increased traffic and the single entrance/exit in the subdivision.
- Questions whether the development would cause odours from Pump Station #3 near the Madawaska Bridge.
- Concerns were voiced over construction noise.
- Will privacy measures such as fencing be installed for properties including the proposed pathway in the existing Hydro easement?
- Concerns raised regarding increased pedestrian traffic on the rear yards of existing properties on Riverview Drive.
- Concerns regarding stormwater management and drainage impacts on existing properties.

**Resolution No 370-23 (6:55 p.m.)**

Moved by Chris Couper

Seconded by Billy Denault

**That** Council resume to the Regular Meeting.

Resolution Carried

Mayor McGee called a short break at 6:55 p.m.  
Council resumed their meeting at 6:58 p.m.

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

None

**11. Notice of Motions**

County Councillor Lynch requested that two notices of motion come forward at the next Council meeting held on November 27<sup>th</sup>, 2023.

- a) Ask staff to draft a letter of support to the County of Renfrew regarding an Arnprior Station Rest Stop along the Algonquin Trail.
- b) Ask staff to create an online survey to request input for the naming of the Waterfront Trail.

**12. Staff Reports**

a) **2024-2027 Strategic Plan**

**Resolution Number 371-23**

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** Council approve and adopt the 2024-2027 Strategic Plan, and

**That** Council direct the CAO to report annually on the Action Plans for current year, as well as the Report Card for the previous year, and

**That** Council approve the following Advisory Committees / Working Groups being:

- (a) Environment
- (b) Culture and Diversity

- (c) Accessibility and Age-friendly
- (d) Economic Development

**That** Council direct the Client Services Department to prepare draft Terms of Reference for Council consideration.

Resolution Carried

b) **Official Plan Amendment No. 7 & Zoning By-Law Amendment No. 5/23 (Arthur Street)**

**Resolution Number 372-23**

Moved by Lynn Cloutier  
Seconded by Chris Toner

**That** Council passes by-laws to adopt Official Plan Amendment #7 and implementing Zoning By-law amendment (ZBLA-5/23) for the site municipally known as 0 Arthur Street to redesignate the lands from 'Environmental Protection Area' to 'Established Residential Area' and 'Environmental Protection – Exception 46' for the purpose of implementing a site-specific policy to reduce the required water setback from an existing watercourse from 30 metres to 15 metres.

Resolution Carried

c) **Zoning By-Law Amendment No. 6/23 (Temporary Use – 50 Carss St)**

**Resolution Number 373-23**

Moved by Lynn Cloutier  
Seconded by Dan Lynch

**That** Council refuses to adopt a by-law to allow for a Zoning By-law Amendment (ZBLA 6/23) for the property known municipally as 50 Carss Street to rezone the subject property from "Residential One (R1)" to "Residential One – Temporary Two (R1-T2)"; and

**Further that** the following reasons be provided to the applicant for the refusal:

1. The potential for environmental concerns with the operation of a contractor's yard;
2. The proposed use is not considered to be compatible with adjacent land uses and the character of the surrounding neighbourhood;
3. The proposed use may create traffic circulation problems within the area, and have an adverse effect on the volume and/or type of traffic serviced by the roads in the area;
4. The proposed use may not provide the necessary parking facilities required entirely on-site; and
5. The proposed use would not be considered beneficial to the neighbourhood or the community as a whole.

Resolution Carried

d) **FoodCycler Pilot Program**

**Resolution Number 374-23**

Moved by Chris Couper

Seconded by Dan Lynch

**That** Council directs staff to work with Food Cycle Science to implement a pilot program for food waste recycling for up to 100 residences in the Town of Arnprior.

**Further That** Council direct staff to include within the 2024 Waste Management Operating Budget, an additional \$11,200 net impact to subsidize the pilot program.

**Further That** Council directs staff to report back to Council by the end of 2024 on the status of the pilot program.

Resolution Carried

e) **Municipal Grant Application – Special Olympics Ontario – Arnprior Community**

**Resolution Number 375-23**

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** Council waive 100% of the user fees and charges for the Special Olympics Ontario – Arnprior Community municipal grant request for the use of the Nick Smith Centre Community Pool on Sunday mornings (from 12:00 p.m. to 2:00 p.m.) for the period of November 5, 2023 to May 26, 2024 and the McLean Ball Diamonds on Monday evenings (for two hours) for thirteen (13) dates for the period of May 27, 2024 to August 26, 2024 (total value \$4,101.00); and

**Further That** the Special Olympics Ontario – Arnprior Community be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured.

Resolution Carried

### 13. Council Committee Reports and Minutes

a) **Mayors Report**

Mayor McGee reported on the following:

Mayor McGee attended the following events during the last three (3) weeks

- In late October the Mayor was honoured to receive the first poppy of the season from the Arnprior Legion President
- Halloween at the Nick Smith Centre with children aged 5-12 where she participated in the Monster Mash dance and haunted house organized by the recreation team.
- Along with Councillor Denault and Councillor Burnette, Mayor McGee attended the Airport Committee meeting as their official Recording Secretary
- Together with Jennifer Charlebois Robillard and Adrian Moyes, Mayor McGee served as an official judge for the annual Chili Fest contest.



- Together with County Councillor Lynch, Councillor Cloutier and Councillor Denault, the Mayor attended the Nick Smith Centre to view and comment on the display boards for the Recreation Master Plan.
- 11 more sleeps until the Arnprior Santa Claus Parade and organizers are expecting more than 50 floats.
- Mayor McGee met with the Library Board Chair Josie Scott, to discuss current pressures and challenges for the Library.
- November 11<sup>th</sup> she was honoured to attend the Remembrance Day ceremony and represent the Town of Arnprior.
- Mayor McGee attended the official ribbon cutting ceremony to open the Arnprior Art Loft.
- Together with town staff, she attended a meeting at the Town Hall with the JK/SK classes from Walter Zado Public School to discuss garbage and recycling.

b) **County Councillor Report**

County Councillor Lynch reported the following:

- **Taste of the Valley** - Upcoming event dates include:  
Pembroke – December 16. Vendors are sold out.  
All events are held from 10:00 a.m. to 3:00 p.m.

Delegations at October County Council meeting included:

- Sarah Hall, Dean, and Jamie Bramburger, Manager of Community and Student Affairs, at the Algonquin College Pembroke Campus, provided an update on enrolment, college priorities and strategic initiatives. Colonel Jason Guiney, Commander of Garrison Petawawa, and Chief Warrant Officer Jimmy Cote, Formation Sergeant Major, provided an update on Garrison activities. The Garrison currently employs 5,500 Canadian Armed Forces personnel in addition to 1,000 civilians.
- Pembroke Mayor Ron Gervais and Councillor Troy Purcell appeared before County Council to discuss a warming centre in the city to provide a safe place for vulnerable members of the community during the winter months for 2023/24.

County Council approved the following 2024 ROMA Delegation:

- Minister of Municipal Affairs and Housing / Minister of Finance
- Solicitor General
- Ministry of Municipal Affairs and Housing
- Ministry of Health
- Ministry of Infrastructure / Ministry of Transportation
- Ministry of Tourism, Culture and Sport

As previously mentioned, the County is completing a Traffic Study that is expected to be completed by 2025. The County is requesting resident participation in the survey. The closing date for comments is December 1<sup>st</sup>, 2023. If you wish to participate you can go to the County of Renfrew website and search the Transportation Master Plan. The approximate time to complete the survey is 8 minutes.

At a Special Council meeting held on November 9<sup>th</sup>, the Agenda included:

- Asset Management - Finance staff will be providing updated statistics dealing with how to fund the 2024 Budget; The County will allot \$80,000 to the Grind Shelter in Pembroke; and the retirement of the Director of Corporate Services/Treasurer Jeff Foss.

November 14<sup>th</sup>, 2023 – Development & Property

- Delegation dealing with Frontenac Communal Service – a presentation was sent to Council and Staff
- The Province is now accepting applications for the EC Charge ON program. Deadline for applications is January 31<sup>st</sup>, 2024.
- The OVCATA AGM will be held on Dec 2, from 10am to 12pm at St. John's Lutheran Church in Arnprior.
- Development Charges – Warden and CAO will make a presentation in 2024.

November 14<sup>th</sup>, 2023 – Operations

- The County has developed a policy for the naming of bridges and culverts. Residents may wish to comment on this policy by contacting the Director of Public Works, Lee Perkins.

The next County Council Meeting will be held on November 29<sup>th</sup>, 2023.

c) **Councillor Denault Report**

Councillor Denault reported the following:

- On November 1<sup>st</sup>, 2023, he attended the Airport Commission Meeting which centered around the annual budget.

## 14. Correspondence & Petitions

### a) **Correspondence Package – I-23-NOV-19**

#### **Resolution Number 376-23**

Moved by Dan Lynch

Seconded by Tom Burnette

**That** the Correspondence Package Number I-23-NOV-19 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch reported on the following:

- Page 3 - Property owners should note the Ontario government is seeking public input on ways to address and reduce the harmful and inappropriate use of Notices of Security Interest (NOSIs) against unsuspecting consumers. A NOSI is a notice that can be registered on the land registry system by a business when it finances or leases certain equipment on a property such as an HVAC unit.

- Page 16 - Good news for low income families when it comes to electricity. The Ontario government is investing an additional \$50 million in the Ontario Electricity Support Program (OESP), and is increasing the income eligibility thresholds for the program by up to 35 per cent in order to provide thousands of additional low-income families access to the program's on-bill credits and help make electricity more affordable. The updated OESP income thresholds will come into effect on March 1<sup>st</sup>, 2024.
- Page 20 - Good news for residents – it looks like our hydro bill could be reduced by \$312.00 year. The Ontario government is keeping electricity costs down for families and small businesses by increasing the on-bill Ontario Electricity Rebate (OER) from 11.7 per cent to 19.3 per cent, reducing a typical household electricity bill by a total of \$26.00 a month – or \$312.00 a year.
- Page 36 - The Minister of Minister of Municipal Affairs and Housing, has made it a priority to review past decisions, including minister's zoning orders and official plans, to ensure that they support our goal of building at least 1.5 million homes in a manner that maintains and reinforces public trust. In reviewing how decisions were made regarding official plans, it is now clear that they failed to meet this test. In response to County Councillor Lynch, the CAO confirmed that the Ministry of Municipal Affairs and Housing did not make any amendments to the Town of Arnprior's Official Plan when it was adopted and the Town's Official Plan will not be part of this review
- Page 38 -The Ontario government is investing \$5 million to ensure communities across the province have the resources and equipment they need to prepare for natural disasters and emergencies. The government is now accepting applications for the new Community Emergency Preparedness Grant. In response to County Councillor Lynch, the CAO confirmed that staff are currently drafting an application for this grant to fund additional IT equipment in our emergency control centre.
- Page 49 - Good news for businesses - your WSIB payments will remain the same for 2024.
- Page 83 - LAS is pleased to announce it has secured a fixed hedge price for the 12-month term from January 1 to December 31, 2024, for the 145 participants in the program. County Councillor Lynch asked the General Manager of Finance if we are one of the 145 municipalities that participate, and the General Manager of Finance confirmed that we do participate in the program.
- Regional Market dealing with rent. County of Renfrew index for income designated to rent:
 

Income \$21K	\$520
Income \$27,400	\$680
Income \$37,100	\$930
Income \$46,800	\$1,170

And for present day monthly rates:

Bachelor	\$1,179
1 Bedroom	\$1,350
2 Bedroom	\$1,555
3 Bedroom	\$1,835

- County Councillor Lynch extended a congratulations and thanked Denise Johnston for organizing this years Terry Fox Run which exceeded its goal of \$5000 by \$3049.50.

**Councillor Denault noted the following items:**

- An Arnprior Airport Commission meeting was held on November 1<sup>st</sup> and they discussed the annual budget.

**b) Correspondence Package – A-23-NOV-16**

**Resolution Number 377-23**

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** the Correspondence Package Number A-23-NOV-16 be received, and the recommendation outlined be brought forward for council consideration.

Resolution Carried

**15. By-laws & Resolutions**

**a) By-Laws**

**Resolution Number 378-23**

Moved by Dan Lynch

Seconded by Chris Couper

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

- i) By-Law Number 7436-23 – Official Plan Amendment No. 7 (Arthur Street)
- ii) By-Law Number 7437-23 – Zoning By-Law Amendment No. 5/23 (Arthur Street)
- iii) By-Law Number 7438-23 – Official Plan Amendment No.8 (Norma and Charlotte)
- iv) By-Law Number 7439-23 – Zoning By-Law Amendment No. 6/23 (Norma and Charlotte)

Resolution Carried

**b) Resolutions**

**Request for Support- City of Cambridge and Catherine Fife, MPP (Bill 21 – Fixing Long Term Care Amendment Act (Till Death Do Us Part), 2022)**

**Resolution Number 379-23**

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from the City of Cambridge and Catherine Fife, MPP for Waterloo;

**Whereas** the care, support, and happiness of older adults in the Town of Arnprior is a priority for Council;

**Whereas** older adults deserve dignity in care and should have the right to live with their partner as they age;

**Whereas** within the Province of Ontario couples do not have the right to be accommodated together when entering long term care facilities;

**Whereas** the separation of spouses upon entering long term care facilities is a common occurrence across Ontario;

**Whereas** Bill 21, Fixing Long-Term Care Amendment Act (Till Death Do Us Part) was first introduced in the provincial legislature in 2019 and was re-introduced in 2022;

**Whereas** Bill 21 would amend the Residents' Bill of Rights set out in section 3 of *Fixing Long-Term Care Act, 2021* by adding the right of residents not to be separated from their spouse upon admission and to have accommodation made available for both spouses so they may continue to live together;

**Whereas** the Government of Ontario has indicated a willingness to bring forward a new Bill that, in principle, supports the intent of Bill 21 to fix the *Long-Term Care Amendment Act*;

**Therefore Be It Resolved That** Council supports any future Bill to fix the Long-Term Care Amendment Act to address the issue of partners being separated in long-term care settings and requests the provincial legislature enact any current and/or future proposed Bills to fix the *Long-Term Care Amendment Act, 2021*;

**Further That** a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario; the Honourable Stan Cho, Minister of Long-Term Care; and Catherine Fife, MPP for Waterloo.

Resolution Carried

**Request for Support – Town of Rainy River (Water Treatment Training Programs)  
Resolution Number 380-23**

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from the Town of Rainy River;

**Whereas** the Town of Arnprior employs licensed operators to operate the water treatment facilities, water distribution facilities, wastewater treatment facilities and wastewater collection facilities which service the residents of the Town of Arnprior;

**Whereas** the Town of Arnprior has been fortunate in obtaining a full staff compliment eager to take on the responsibilities of water treatment and distribution and wastewater collection and treatment operations;

**Whereas** all licensed water and wastewater operators require ongoing certification and training which is becoming increasingly difficult to obtain and procure;

**Therefore Be It Resolved That** Council support the Town of Rainy River's advocacy to the Province of Ontario to expand water treatment training opportunities for communities across Ontario;

**Further That** the training should be delivered in a method that is both flexible and affordable for small, rural and northern municipalities;

**Further That** the Province should consider utilizing existing networks for on-line exam preparation and exam supervision;

**Further That** a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario; the Honourable Andrea Khanjin, Minister of Environment, Conservation and Parks; and all Renfrew County municipalities.

Resolution Carried

**Request for Support – Association of Municipalities of Ontario (Social and Economic Prosperity Review)**

**Resolution Number 381-23**

Moved by Billy Denault

Seconded by Chris Toner

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from the Association of Municipalities of Ontario;

**Whereas** the Association of Municipalities of Ontario (AMO) has been advocating to the Government of Ontario to relieve the burden on municipal governments in areas of provincial responsibility;

**Whereas** in 2022, municipalities spent \$3.8 billion more than they received in areas of provincial responsibility like social housing, long-term care, land ambulance, social services, and child care as a result of current cost sharing arrangements;

**Whereas** the AMO Board has established a goal to co-develop a sustainable, accountable provincial-municipal relationship where both orders of government can fulfill their responsibilities, guided by the principles of:

- fiscal sustainability for both orders of government;
- fairness for taxpayers and affordability for residents;
- coordinated and timely infrastructure investment resilient to climate realities;
- increased housing supply and affordability;
- robust health and social services supporting increased economic participation;
- long-term economic development and prosperity for Ontario and its communities;
- modern, effective, and streamlined service delivery;

**Therefore Be It Resolved That** Council supports the Association of Municipalities of Ontario proposal for the development of a Social and Economic Prosperity Review, in collaboration with municipalities, to begin as soon as possible in an effort to address the fiscal imbalances between levels of government; and,

**Further That** a copy of this resolution be sent to the Honourable Doug Ford, Premier of Ontario; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable Peter Bethlenfalvy, Minister of Finance; and all Renfrew County municipalities.

Resolution Carried

**Public Notice for the 2024 Operating and Capital Budgets – Alternate Form of Notice  
Resolution Number 382-23**

Moved by Dan Lynch

Seconded by Tom Burnette

**Whereas** Appendix A of the Town of Arnprior's Public Notice Policy #AS-CP-08, passed by By-law No. 6639-16 as amended, outlines specific public notice requirements for the budget public consultation meeting and adoption of the annual operating and capital budgets; and

**Whereas** the specific public notice requirements related to the annual budget process include notice to be published once in a newspaper at least 10 days in advance of the public participation or Council meeting; and

**Whereas** the local public newspaper, the Arnprior Chronicle Guide, is no longer in circulation within the Town; and

**Whereas** section 3(b) of the Public Notice Policy #AS-CP-08 allows for Council to direct an alternate form of manner of public notice or deems that notice is not required;

**Therefore Be It Resolved That** Council authorize the alternate forms of public notice for the annual budget process including, but not limited to: Town website, social media, facility digital screens, online feedback form, winter edition of Arnprior Life, and posters on local message boards.

Resolution Carried

**c) Announcements**

Councillor Couper noted the following items:

- The Town of Arnprior is being featured on CTV News tonight – Rocky Mountain House joined Ottawa Valley Coffee to offer residents the opportunity to purchase food and beverage items and those in need can use the ticket to receive a free meal or beverage.

- Thank you to the offices of MPP John Yakabuski and MPP Caroline Mulroney for getting the four (4) electric charging stations up and running. The stations are located in the MTO Park and Ride (Highway 29 and Keatley Rd).
- Councillor Couper extended a happy 40<sup>th</sup> birthday to Audrey's Fashions on John Street.
- Steelheads and Strikes will be holding a "pay what you can day" on November 25<sup>th</sup> from 11am-3pm to celebrate their hard work with renovations.

**d) Media Questions**

None

**e) Closed Session**

None

**f) Confirmatory By-Law**

**Resolution Number 383-23**

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** By-law No. 7440-23 being a By-law to confirm the proceedings of the Regular Meeting of Council held on November 14th, 2023 be and it is hereby enacted and passed.

Resolution Carried

**g) Adjournment**

**Resolution Number 384-23**

Moved by Lynn Cloutier

Seconded by Tom Burnette

**That** this meeting of Council be adjourned at 8:16 p.m.

Resolution Carried

**Signatures**

Lisa McGee, Mayor

Shelley Mackenzie, Town Clerk





**ARNPRIOR**  
• WHERE THE RIVERS MEET •

# Waterfront Trail and Legion and Caruso Parks Update

Graeme Ivory | Director of Recreation

Meeting Date: November 27, 2023



# 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 a pair of outdoor parks.
- The applications entitled ‘Growing Outdoor Play in Arnprior’ were submitted with the goal improving the accessible nature of outdoor recreation spaces in the community and enhancing outdoor recreational services and programming that meet the physical and mental wellness needs of the community and promotes inclusivity.

# Background

- Grant Funds: Investing in Canada Infrastructure Program (ICIP) – COVID-19 Resilience Stream
  - Total grant funding received: \$189,283.00
- Jp2g was awarded the design work and contract admin for this project.
- CSL Group Ltd. was awarded the project for Growing Outdoor Play at Legion and Caruso Parks.
- Public consultation on the design for both parks occurred through a public open house and online engagement.



# Project Update

- Legion Park
  - Pathway intersecting the park connecting Edey Street and Wilfred Crescent is complete and open.
  - Improved entry and fencing at Wilfred Crescent entrance
  - Play structure installed. Rubber play base to be installed in Spring 2024 (awaiting adequate weather).
  - Swing sets installed. Will open alongside the play structure in Spring 2024.
- Caruso Park
  - New pathway installed from roadway into park space.
  - Play structure and EWF play base installed and inspected.
  - Park is now open to the public.
  - Elevation of play structure area supports improved drainage.
  - Waste receptacle and seating to be installed in 2024.



# Project Financials

Park	Grant Funding	Parkland Res.	DC Funding	Total
Legion Park	\$129,797	\$180,799	\$77,485	\$388,081
Caruso Park	\$59,486	\$84,052	\$14,833	\$158,371
Totals	\$189,283	\$264,851	\$92,318	\$546,452

# Legion Park





# Legion Park



# Legion Park





# Caruso Park



# Caruso Park



# Caruso Park



# Background

- The Waterfront Revitalization Project is the first project from the Waterfront Master Plan identified to be completed. The focus of this project was pathway surfacing improvements (enhancing accessibility), lighting and seating.
- Jp2g were awarded the design work and contract admin for this project.
- Goldie Mohr Inc. were awarded the contract to complete this project.
- In addition to public consultation through the Waterfront Master Plan, there was a public open house and online engagement for the design.



# Project Update

- Waterfront Revitalization
  - 1.2km of pathway (3m wide) from Madawaska Boulevard to Robert Simpson Park.
  - 50 lights that will illuminate the pathway (40), marina (7), marina parking lot (2) and weir (1).
  - 11 waste and recycling receptacles.
  - 10 benches: 5 standard and 5 with the third arm.
  - Lighting to be installed in December.



# Project Financials

	DC Funding	CERF	Total
Waterfront Revitalization	\$152,147.43	\$862,168.77	\$1,014,316.20



# Waterfront Trail





# Waterfront Trail





# Waterfront Trail





# Waterfront Trail





# Waterfront Trail



# Waterfront Trail



# Questions?



• WHERE THE RIVERS MEET •



## **Notice of Motion – Request for Support for the Further Development of the Arnprior Station Rest Stop**

Moved by County Councillor Lynch

Seconded By \_\_\_\_\_

**Whereas** the Council of the Town of Arnprior recognizes that the Algonquin trail provides recreational, health, economic and social benefits to our communities; and

**Whereas** Arnprior is proud to be part of the Algonquin Trail portion of the Ottawa Valley Rail Trail (OVRT) as a connecting link to the rest of the Algonquin Trail and the Lanark portion of the OVRT; and

**Whereas** on March 27, 2023 Council passed a resolution directing staff to send a letter to the County of Renfrew Algonquin Trail Advisory Committee requesting that the name "Arnprior Station:" be designated to identify the newly seeded Algonquin Trail land located on John Street South at Meehan Street; and

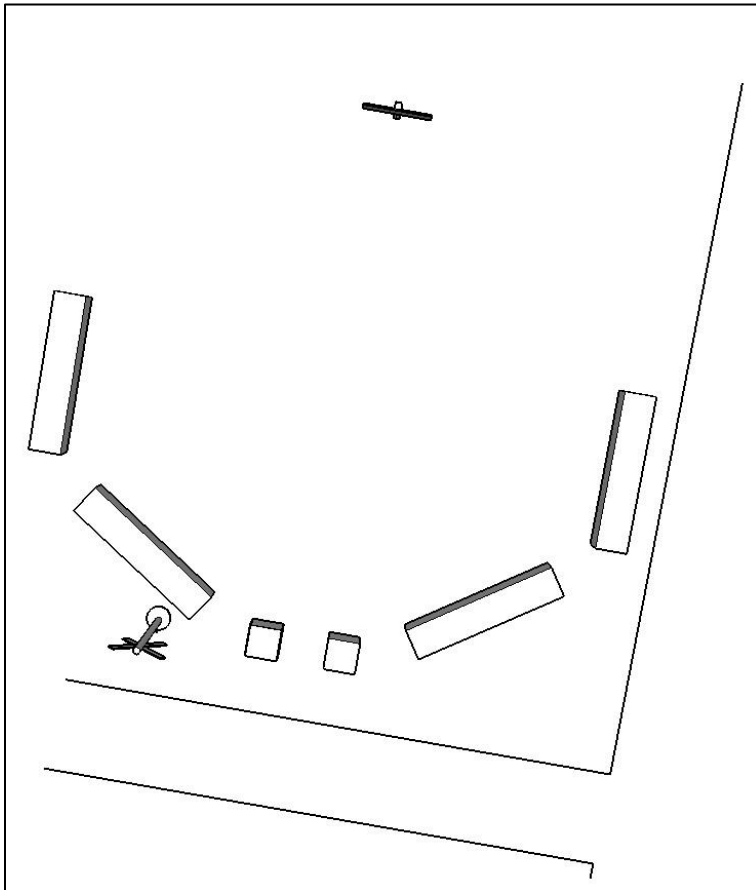
**Whereas** on August 30, 2023 the Development and Property Committee for the County of Renfrew granted approval to the Town of Arnprior to erect signage and additional trees along the Algonquin Trail for the purpose of identifying the Town's business centre and a park and further that the park name "Arnprior Station" be approved; and

**Whereas** further development, as outlined in Drawing A, of the "Arnprior Station" as a dedicated rest stop along the Algonquin Trail would be beneficial for trail users, encourage visitors to the Town's business centre and would be completed at little to no cost through volunteers and donations.

**Therefore Be It Resolved That** Council provide a letter of support to the County of Renfrew for the further development of an "Arnprior Station Rest Stop" on the Algonquin Trail at its intersection with John Street North.



## Drawing "A" – Arnprior Station Rest Stop



### Recommended:

- Rock Perimeter / Seating
- Restrictive entrance for bicycles, ATV, Side-by-sides
- Decorative railway crossing light
- Signage depicting Arnprior Station Rest Stop



## **Notice of Motion – Naming for Redeveloped Waterfront Trail**

Moved by County Councillor Lynch

Seconded By \_\_\_\_\_

**Whereas** one of the first Waterfront Master Plan projects completed is the waterfront pathway surfacing improvements which enhances accessibility, adds lighting and seating, from the intersection of Madawaska Street and the Madawaska Bridge, stretching along the western shore of the Madawaska River to Robert Simpson Park;

**And Whereas** while waterfront trails have existed in various forms for decades, the current trail layout was re-developed with support from the Government of Canada in 1999/2000 under the Canada Millennium Partnership Program;

**And Whereas** under this Millennium Project, three (3) walking trails were created at that time (Gillies Trail, McLachlin Trail and Heritage Trail) by a Millennium Ad Hoc Committee, who through outside consultation, informally adopted these trail names for the creation of maps and brochures; and

**Therefore Be It Resolved That** Council formally adopt the names formed by the Millennium Ad Hoc Committee for the three (3) walking trails (Gillies Trail, McLachlin Trail and Heritage Trail).





**ARNPRIOR**

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# Memo

**To:** Members of Council

**From:** Oliver Jacob, A/Deputy Clerk

**Date:** November 27<sup>th</sup>, 2023

**Subject:** **Background Information on the Waterfront Trail**

---

This memo is intended to provide background information on the newly redeveloped trail along the western shore of the Madawaska River between Robert Simpson Park and the Arnprior Public Library building as Council considers a notice of motion related to the naming of this Town asset.

## Background

While waterfront trails have existed in various forms for decades, the current trail layout was re-developed with support from the Government of Canada in 1999/2000 under the Canada Millennium Partnership Program. This grant funding supported the redevelopment of the trail from Robert Simpson Park (formerly the Municipal Park) to Madawaska Street. Under the Millennium Project, a total of three (3) walking trails were created at that time: Gillies Trail, McLachlin Trail and Heritage Trail.

### 1. Gillies Trail

The Gillies Trail started the intersection of Madawaska Street and the Madawaska Bridge at the then-Daniel McLachlin Park and Bell Tower. It stretched along the western shore of the Madawaska River along the Water Pollution Control Centre (WPCC), Marina and Robert Simpson Park before turning into the Galilee Centre property and the Gillies Grove.

### 2. Heritage Trail

The Heritage Trail explored the historic Downtown Core and various locations in the northern part of the Town including the Kirkman House, Arnprior and District Memorial Hospital and several local churches.

### 3. McLachlin Trail

The McLachlin Trail existed on the eastern side of the Madawaska River and traversed the sidewalks on Madawaska Boulevard, Riverview Drive, McLean Avenue and McNab Street. It also connected Hydro Park, Bell Park, and McLean Park.

This project was facilitated by the Town's Millennium Ad Hoc Committee which was a group of stakeholders, business leaders and community members who planned the Town's Millennium 2000 festivities. It was a collaborative effort amongst the Environmental Sub-Committee of the Millennium Ad Hoc Committee and the community (Rotary Club, Boy Scouts, Girl Guides, local business leaders, high school students and residents).

The Millennium Ad Hoc Committee operated at arms-length from Council in terms of its decision-making and its reports are only briefly recorded in Town Council minutes. Those documents suggest that the Millennium Ad Hoc Committee developed its trail names through outside consultation (specifically with students from Arnprior District High School) and adopted them informally as a group. They produced maps and brochures for distribution at that time as well as posters like the ones in our main stairwell. Apart from these outlets, the trail names do not appear to have been adopted by Town Council but rather informally used in marketing materials and used interchangeably with the Waterfront Trail since 2005.

### **Commemorative Naming Options**

In 2018, Council adopted By-Law No. 6884-18 which included the Town's [Commemorative Naming Policy](#). The Town's Commemorative Naming Policy is intended to outline the procedures through which applicants can submit the names of an individual, family, or organization for potential commemoration on either a major Town asset (i.e. street, park or facility) or a minor Town asset (i.e. tree or bench). Each application received under the policy is reviewed by staff and supported by biographical details and letters of support from the applicant(s). For major Town assets, Council holds the authority to accept or deny commemorative naming requests and once approved, names are added to the Index for future use.

Our current commemorative name index has the following commemorative names which have been approved by Council:

- Corb Stewart (street – earmarked for Baskin Drive subdivision)
- George Arthur "Art" Dodds (park – earmarked for Marshall's Bay Meadows)
- S. R. Rudd (street – earmarked for Marshall's Bay Meadows)
- Dr. A. H. Reid (street – earmarked for Marshall's Bay Meadows)
- Irvin Woermke (street – unassigned)
- Ted Strike (street – unassigned)

However, this process is intended to be used for fixed assets like parks or streets which can be easily identified and appropriately signed by the Town. It is not conducive for the commemoration of assets like walking trails and pedestrian pathways which go between multiple municipal sites. It could cause confusion for users to use commemorative names for such amenities and it would also not support the Town's potential tourism and economic development plans to the fullest extent possible. A thematic name would best serve this type of asset as it could be marketed as a destination and highlighted similarly to the Gillies Trail in the early 2000s.

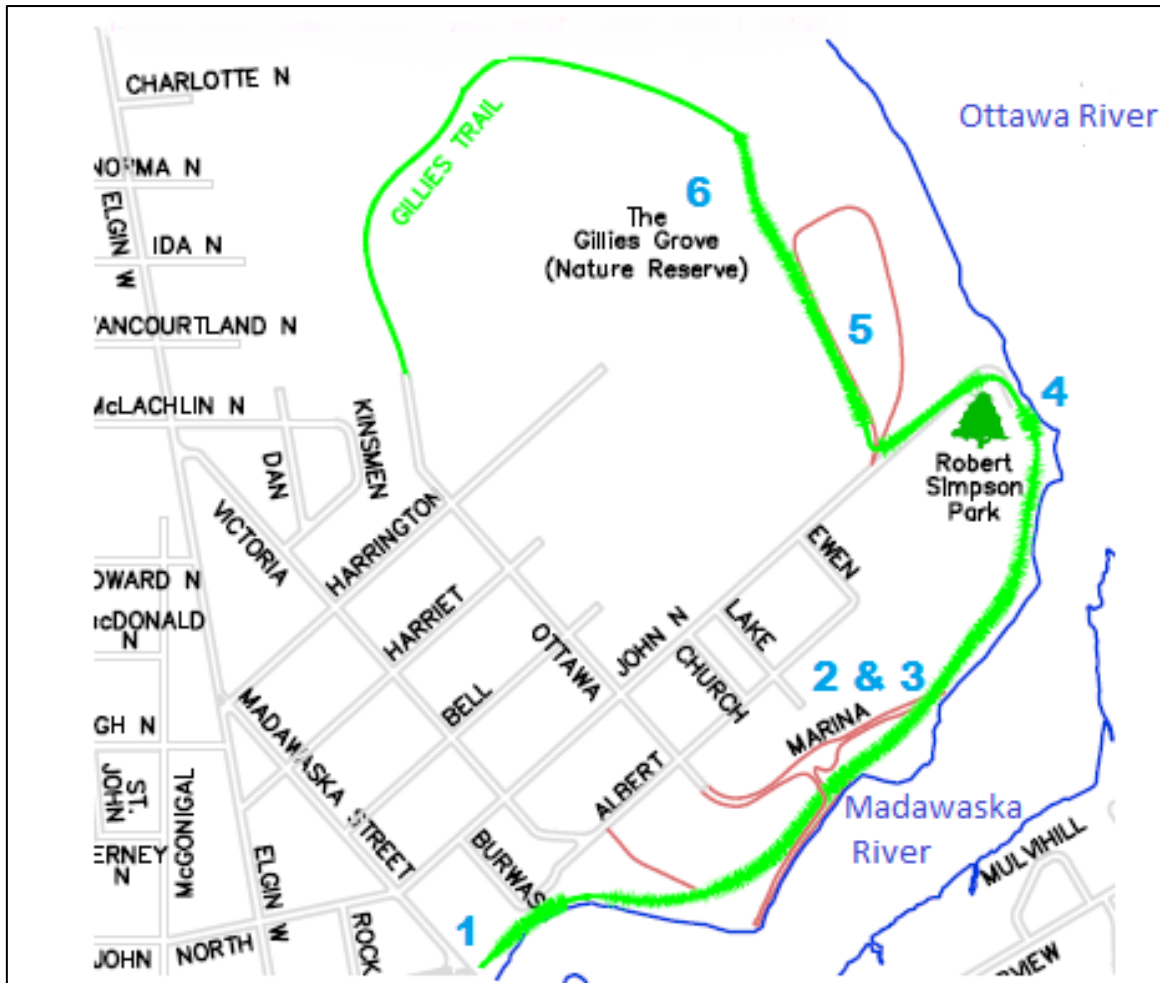
### **Conclusion**

Should Council wish for a public survey be conducted to identify potential names to rename the Gillies Trail, the Clerks' Office and the Marketing and Economic Development Officer (MEDO) could facilitate this process and report back to Council with options for consideration.

Sincerely,  
Oliver Jacob  
A/Deputy Clerk

**Attachment(s):**

- 1. Gillies Trail Map





## Town of Arnprior Staff Report

**Subject:** Contract Award – Joint Solid Waste Collection Tender

**Report Number:** 23-11-27-01

**Report Author and Position Title:** Amy Dean, Environmental Engineering Officer

**Department:** Operations

**Meeting Date:** November 27, 2023

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### Recommendations:

**That** Council award a five-year contract with the option of two one-year extensions for the Collection of Solid Waste in the Town of Arnprior to Topps Environmental Solutions (803836 Ontario Inc) with the amount of \$430,429.48 (including HST) for year one of the contract; and

**Further That** should the volume discount criteria be met, that the \$20,000 annual volume discount be applied; and

**Further That** Council direct staff to update the draft 2024 Waste Management Operating Budget and 2024 Waste Management User Fee Rate to reflect the results of this contract award.

### Background:

The Town of Arnprior in conjunction with the Town of Renfrew and Township of McNab Braeside, developed a tender document to request bids for a five-year contract, with the option of two one-year extensions for the Collection of Solid Waste for each of the Municipalities involved.

The Tender was structured to allow bidders to bid on one or all of the municipal contracts available and requested that bidders specify an annual volume discount should they be awarded the contract for all of the three (3) municipalities. Topps Environmental Solutions stipulated within their tender bid submission that they would provide an annual volume discount of \$20,000.00 to each municipality should the annual volume discount be applied.

## Discussion:

The Town of Arnprior received the following bid submissions:

Bidders	Total Annual Amount (HST Included)	Annual Volume Discount  (if same bidder is awarded all 3 municipalities)	Total Annual Amount minus Volume Discount  (HST Included)
Topps Environmental Solutions	\$430,429.48*	-\$20,000	\$410,429.48*
Emterra Environmental	\$1,415,580.64*	-\$591,973.91	\$823,606.73*
Canadian Waste Management	No Bid	N/A	N/A

\*Corrected.

### Bid Evaluations

The lowest bid received for Arnprior was Topps Environmental Solutions' (Topps') bid in the amount of \$410,429.48 (including HST). Staff have reviewed Topps' bid submission and deem it to be compliant with the tender requirements.

Staff reviewed Topps' Commercial Vehicle Operator's Registration (CVOR) rating which is currently listed as "Satisfactory Unaudited/ Acceptable" according to the Ministry of Transportation's (MTO) database. This confirms what has been indicated in their bid submission. Topps has provided acceptable service for the solid waste and recycle collection within the Town of Arnprior for the past 7 years as well as provided reputable services for various neighboring municipalities. Topps will continue with the current (weekly) route collection schedule.

The other bid submission was from Emterra Environmental (Emterra) in the amount of \$1,415,580.64 (including HST). The volume discount in the amount of \$591,973.91 is conditional on switching all three (3) municipalities to a five (5) day a week pick-up. Arnprior is not open to changing the route collection schedule at this time.

A bid submission was not received from Canadian Waste Management, as they provided a bid for the Town of Renfrew only.

### **Options:**

The Town could consider re-tendering the Solid Waste Tender, however, this would require a change in scope, which is not an option at this time. The Town does not anticipate receiving lower bids. This was evident in the Biddingo website, staff reviewed all bidders who downloaded/ reviewed the tender, a total of seven (7) bidders; however, due to the specialized nature of the service requested, only two (2) bids were received for the Town of Arnprior.

## **Policy Considerations:**

This project was tendered in accordance with section 5.4 Request for Tender of the Town of Arnprior's Procurement Policy.

## **Financial Considerations:**

The Contract Price for year 2 - 5 shall include a plus/minus adjustment for inflation/deflation based on CPI, changes in the number of stops, as well as adjustments for changes in the fuel price. Adjustments will be made annually on April 1<sup>st</sup> of each successive year.

Any addition or deletion of buildings which occur during the year shall be automatically serviced by the Contractor, but no change will be made to the payment for the number of units serviced until the adjustment is made. The Contractor is to service any new stop as soon as the stop is utilized by the property owner. Should the net increase in the number of stops during the year exceed 50, the Contractor may apply to the Town for an interim adjustment in the number of paid stops.

Currently, the cost for solid waste collection service in the Town of Arnprior is approximately \$218,000 per year. In comparison to the bid prices submitted by Topps, this will amount to an annual increase of approximately 88% (with annual volume discount) or 97% (without annual volume discount).

As the contract would begin in April 2024, the first three (3) months would be at the prior contract rate.

Staff will update the draft 2024 Waste Management Operating Budget and 2024 Waste Management User Fee Rate to reflect the results of this contract award.

## **Meeting Dates:**

N/A

## **Consultation:**

- Amanda Springer – Town of Renfrew
- Ryan Frew – Township of McNab/Braeside

## **Documents:**

N/A

## **Signatures**

**Reviewed by Department Head:** John Steckly

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

**CAO Concurrence:** Jennifer Morawiec (for CAO)

**Workflow Certified by Town Clerk:** Shelley Mackenzie



## Town of Arnprior Staff Report

**Subject:** Asset Retirement Obligations (ARO) Policy

**Report Number:** 23-11-27-02

**Report Author and Position Title:** Jennifer Morawiec, GM, Client Services / Treasurer

**Department:** Client Services

**Meeting Date:** November 27, 2023

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### **Recommendations:**

That Council enact a By-Law adopting Policy No. FS-CA-03 (Asset Retirement Obligations).

### **Background:**

The Public Sector Accounting Board (PSAB) has released a new accounting standard titled PS 3280 – Asset Retirement Obligations (ARO) which is in effect for all fiscal year ends beginning on or after April 1, 2022. For the Town of Arnprior, this new standard will be in effect for our January 1 to December 31, 2023 fiscal year.

This new standard addresses the accounting and reporting of legal obligations associated with the retirement of tangible capital assets (TCA) at the end of their useful lives, including activities such as the removal of asbestos, retirement of landfills, and contractual obligations. By including this information in the annual financial statements, the users of the financial information can discern information about these assets and their end-of-life obligations.

### **Discussion:**

Staff has been working with asset management consultants, Public Sector Digest on the transition for the Town of Arnprior to the new Asset Retirement Obligation accounting standard. A key part of this project with Public Sector Digest will be to update our asset management software (CityWide) for the tracking of AROs and to establish an audit trail demonstrating completeness of the implementation and valuation.

Implementation of an Asset Retirement Obligation policy will help define the processes by which asset retirement obligations (ARO) will be identified an ARO, when and how to recognize the liability, and how to measure a liability for the asset retirement obligation. The policy outlines the scope of applicable assets, roles and responsibilities, procedures for recognition, measurement and reporting.

## **Options:**

Council could choose to not adopt an ARO policy however that is not recommended as implementation of PSAB section 3280 is mandatory and an ARO helps provide transparency and direction on meeting this accounting standard.

## **Policy Considerations:**

The Town's Strategic Plan value of being accountable includes a commitment to transparency, responsibility and integrity in governance for decision-making for the community's needs. The ARO policy provides transparency for the Town's processes for measuring and calculating the financial statement liability.

The Strategic Plan also includes a key strategic initiative of Financial Sustainability and managing asset retirement obligations will help the municipality plan for this future financial obligation.

## **Financial Considerations:**

There is no financial impact to adopting the ARO policy. The implementation of the PSAB 3280 will result in a restatement of the opening balance for the January 1 to December 31, 2023 financial statements and these statements will include amounts to reflect the ARO liability.

## **Meeting Dates:**

N/A

## **Consultation:**

Public Sector Digest

## **Documents:**

[Draft Policy FS-CA-03 Asset Retirement Obligation](#)

## **Signatures**

**Reviewed by Department Head:** Jennifer Morawiec

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

**CAO Concurrence:** Jennifer Morawiec (for CAO)

**Workflow Certified by Town Clerk:** Shelley Mackenzie





## Town of Arnprior Staff Report

**Subject:** 2024 Calendar of Meetings

**Report Number:** 23-11-27-03

**Report Author and Position Title:** Oliver Jacob, A/Deputy Clerk and Client Services Coordinator

**Department:** Client Services

**Meeting Date:** November 27<sup>th</sup>, 2023

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### **Recommendations:**

That Council approve the attached 2024 Calendar of Meetings.

### **Background:**

Council Meeting dates are defined in advance to provide notice to the public of when their elected representatives will be making decisions on their behalf, demonstrating the municipality's commitment to conducting its business in an open and transparent manner.

As outlined in the Procedure By-Law, Council Meetings are generally held on the second and fourth Mondays of each month at 6:30 PM, with the exception of July, August, and December when meetings are held once per month. If the regularly scheduled date falls on a holiday, the meeting automatically takes place on the next business day at the same time (6:30 PM).

All Council meetings are open to the public except for matters considered in closed session in accordance with Section 239 of the *Municipal Act, 2001, S.O. 2001, c. P. 25* as amended.

### **Discussion:**

Each year, in accordance with the Town's Procedure By-law, the Clerk's Office provides Council with a report setting out the proposed calendar of meetings for the upcoming year as well as any proposed exceptions to the regularly scheduled Council and Advisory Committee Meetings that staff are recommending.

The proposed 2024 Calendar of Council Meetings allows the municipality to conduct its business in an open and transparent manner, while ensuring that there is an

appropriate level of public notice for meetings. The proposed Calendar of Council Meetings includes the meeting dates for all Regular and planned Special Meetings of Council known at the time of publication. The proposed calendar has been drafted pursuant to the Town's Procedure By-law. Special Meetings for budget consultations and deliberations have also been outlined for reference (highlighted in dark green).

As Council is currently deliberating on the creation of Advisory Committees and will consider the appointment of committee members in early 2024, staff intend to bring forward a revised 2024 Calendar of Meetings once Terms of Reference documents for each committee are finalized including details on meeting dates / times and frequency.

The proposed 2024 Calendar of Meetings includes one (1) proposed exception from the regular meeting rotation. It is proposed that the second Regular Meeting of Council in January be held on January 29<sup>th</sup>, 2024 (instead of January 22<sup>nd</sup>, 2024) as the ROMA conference will be occurring from January 21<sup>st</sup> to 23<sup>rd</sup>, 2024 in Toronto, ON with several Members of Council in attendance. Staff have confirmed that no other large municipal conferences conflict with the proposed 2024 Calendar of Meetings.

For reference, below is a listing of the municipal conference dates for 2024:

- Rural Ontario Municipal Association (ROMA) – January 21<sup>st</sup> to 23<sup>rd</sup>, 2024
- Ontario Small Urban Municipalities (OSUM) – May 1<sup>st</sup> to 3<sup>rd</sup>, 2024
- Federation of Canadian Municipalities (FCM) – June 6<sup>th</sup> to 9<sup>th</sup>, 2024
- Association of Municipalities of Ontario (AMO) – August 18<sup>th</sup> to 21<sup>st</sup>, 2024
- Ontario East Municipal Conference (OEMC) – September 11<sup>th</sup> to 13<sup>th</sup>, 2024

Upon approval by Council, the 2024 Meeting Calendar will be posted on the municipal website. Extenuating circumstances may cause meeting dates, times and/or locations to change; however, the [website events calendar](#) is kept up to date and linked into the Arnprior App. In addition to the events calendar, agendas for Council and Committee meetings are posted on the website the Thursday prior to the meeting date as well as sent to the local media for their information.

### **Options:**

Council could consider adopting an alternative schedule for Council Meetings.

### **Policy Considerations:**

As outlined herein, Council has adopted Procedure By-law No. 7364-23 to govern the proceedings of Council and its advisory committees.

### **Financial Considerations:**

N/A

**Meeting Dates:**

N/A

**Consultation:**

N/A

**Documents:**

1. [Document 1 – 2024 Dates and Times of Council & Committee Meetings](#)
2. [Document 2 – 2024 Calendar of Meetings](#)

**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

## Document 1 - 2024 Dates and Times of Council & Committee Meetings

<b>Date</b>	<b>Time</b>	<b>Meeting</b>
Monday, January 8, 2024	6:30 PM	Council
Monday, January 29, 2024	6:30 PM	Council
Monday, February 5, 2024	5:00 PM	Special Council – Budget Deliberations
Tuesday, February 6, 2024	5:00 PM	Special Council – Budget Deliberations (if needed)
Monday, February 12, 2024	6:30 PM	Council
Monday, February 26, 2024	6:30 PM	Council
Monday, March 11, 2024	6:30 PM	Council
Monday, March 25, 2024	6:30 PM	Council
Monday, April 8, 2024	6:30 PM	Council
Monday, April 22, 2024	6:30 PM	Council
Monday, May 13, 2024	6:30 PM	Council
Monday, May 27, 2024	6:30 PM	Council
Monday, June 10, 2024	6:30 PM	Council
Monday, June 24, 2024	6:30 PM	Council
Monday, July 8, 2024	6:30 PM	Council
Monday, August 26, 2024	6:30 PM	Council
Monday, September 9, 2024	6:30 PM	Council
Monday, September 23, 2024	6:30 PM	Council
Tuesday, October 15, 2024	6:30 PM	Council
Monday, October 28, 2024	6:30 PM	Council
Tuesday, November 12, 2024	6:30 PM	Council
Monday, November 25, 2024	6:30 PM	Council
Wednesday, December 4, 2024	6:00 PM	Special Council – Budget Consultations
Monday, December 9, 2024	6:30 PM	Council

# 2024 Calendar of Meetings

January						
S	M	T	W	T	F	S
	4	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29		

March						
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					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April						
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	4	2	3	4	5	6
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July						
S	M	T	W	T	F	S
	4	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
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		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Legend
Regular Council Meeting
Special Meeting (Budget)
Municipal Conferences
Holidays

Council Meetings are open to the public except for matters considered in closed session in accordance with Section 239 of the Municipal Act, 2001. Meetings are generally held at 6:30 PM in Council Chambers and meetings are livestreamed to the Town's YouTube page at [www.arnprior.ca/youtube](http://www.arnprior.ca/youtube). You can also find the meeting materials on the Town's website at [www.arnprior.ca/meetings](http://www.arnprior.ca/meetings).

**Disclosure Information:**  
 The Town of Arnprior conducts its business in an open and transparent manner; and therefore, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) may be duplicated and distributed in an agenda package which may be disclosed or made available to the general public. Accordingly, when providing such information; you shall be deemed to have consented to its use and disclosure unless such written submissions, documents, correspondence, e-mails or other communications is/are clearly identified to be a confidential matter.

# The Corporation of the Town of Arnprior

## By-law Number 7441-23

A by-law to award a contract for Solid Waste Collection Services to Topps Environmental Solutions (803836 Ontario Inc.).

**Whereas** Section 11 (3.3) of the Municipal Act, 2011 states a municipality may pass by-laws respecting matters under the waste management sphere; and

**Whereas** in accordance with the Town's Procurement Policy, By-law 6942-19, as amended, the Town issued a Request for Tender through a public process for the Collection of Solid Waste, and

**Whereas** the low bidder is Topps Environmental Solutions (803836 Ontario Inc.) for the Solid Waste Collection covering five (5) years with optional year six (6) and/or optional year seven (7), with a Year 1 annual bid price of \$430,429.47 including HST.

**Whereas** the Council of the Corporation of the Town of Arnprior finds it expedient and desirable to execute a contract agreement for the Collection of Solid Waste; and

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

1. **That** Council award the five year contract with two optional one year extensions for the Collection of Solid Waste to Topps Environmental Solutions (803836 Ontario Inc) with a year one bid price of \$430,429.47 including HST; and
2. **That** should the volume discount criteria outlined in the tender be met, that the \$20,000 annual volume discount be applied; and
3. **That** Council authorize the CAO to execute the agreements, and related documents with Topps Environmental Solutions (803836 Ontario Inc) to complete the defined scope of work.
4. **That** this By-law shall come into force and effect on the day of its passing.

**Enacted and passed** this 27<sup>th</sup> day of November, 2023.

### Signatures:

Mayor Lisa McGee

Shelley Mackenzie, Clerk

# **The Corporation of the Town of Arnprior**

## **By-law Number 7442-23**

A by-law to adopt Policy FS-CA-03 Asset Retirement Obligations.

**Whereas** Section 8 (1) of the Municipal Act, 2001 provides broad authority on the municipality to enable municipalities to govern their affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues; and

**Whereas** Public Sector Accounting Board (PSAB) section 3280 has introduced the legal obligations associated with retirement of tangible capital assets that are to be recognized as a liability; and

**Whereas** implementation of PSAB section 3280 is as of January 1, 2023 and will be reported in the annual audited financial statements; and

**Whereas** Council deems it expedient to adopt Policy FS-CA-03 Asset Retirement Obligations.

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


- 1. That** Policy No. FS-CA-03 (Asset Retirement Obligations) be adopted, as attached hereto and forming part of this By-law; and
- 2. That** this By-Law shall come into force and effect on the day of its passing.

**Enacted and passed** this 27<sup>th</sup> day of November, 2023.

### **Signatures:**

Lisa McGee, Mayor

Shelley Mackenzie, Town Clerk

	<b>The Corporation of the Town of Arnprior Corporate Policies and Procedures Manual</b>	
	<b>Section: Financial Services – Capital Assets</b>	<b>Policy #FS-CA-03</b>
<b>Policy Name: Asset Retirement Obligations (ARO)</b>		
<b>Effective Date:</b> Nov 27, 2023 <b>By-law No:</b> 7442-23	<b>Revised Date:</b> <b>By-law No:</b>	<b>Coverage:</b> Applicable Assets

## 1.0 Policy Statement

Existing laws and regulations require public sector entities to take specific actions to retire certain tangible capital assets at the end of their useful lives. This includes activities such as the removal of asbestos, and retirement of landfills. Other obligations to retire tangible capital assets may arise from contracts, court judgments, or lease arrangements.

The legal obligation, including obligations created by promises made without formal consideration, associated with retirement of tangible capital assets controlled by the Town of Arnprior will be recognized as a liability in accordance with the Public Sector Accounting Board (PSAB) Handbook, section 3280.

The Town of Arnprior will be adopting PS3280 starting January 1, 2023

Asset retirement obligations result from acquisition, construction, development, or normal use of the asset. These obligations are predictable, likely to occur and unavoidable. Asset retirement obligations are separate and distinct from contaminated site liabilities. The liability for contaminated sites is normally resulting from unexpected contamination exceeding the environmental standards. Asset retirement obligations are not necessarily associated with contamination.

## 2.0 Purpose

This policy stipulates the processes by which asset retirement obligations (AROs) will be recognized, measured, updated, and integrated into existing processes, and the related roles and responsibilities, so that users of the financial information can discern information about these assets, and their end-of-life obligations. The policy specifically addresses how to identify an ARO, when and how to recognize the liability, and how to measure a liability for the asset retirement obligation.



### **3.0 Scope**

This policy applies to all departments, units, branches, boards, and agencies that are within the reporting entity of the Town Arnprior, and possess asset retirement obligations related to the following assets:

1. Assets with legal title held by the Town of Arnprior.
2. Assets controlled by the Town of Arnprior
3. Assets reported in any entities that are consolidated with the Town for financial statement purposes.
4. Assets that have not been capitalized or recorded as tangible capital assets for financial statement purposes (unrecorded tangible capital assets)

The scope of applicability (decision tree) is attached to this policy as Appendix A.

### **4.0 Responsibility**

#### a) Council Responsibilities

Approving this policy and reviewing and monitoring its implementation and reporting in the annual audited financial statements.

#### b) Asset Management Team Responsibilities

The development of, and adherence to policies for the accounting and reporting of asset retirement obligations in accordance with Public Sector Accounting Board Section 3280.

This includes responsibility for:

- Maintaining an inventory of all asset retirement obligations and determining their proper accounting treatment under the terms of this policy.
- Consulting with other departments and experts to determine the existence and estimated cost of asset retirement obligations.
- Providing cost-effective projections of asset retirement obligations, by consulting with engineers, technicians, and other personnel familiar with the assets and conditional assessments.
- Reporting asset retirement obligations in the financial statements and other statutory financial documents.
- Managing processes related to Tangible Capital Assets including maintaining complete current and accurate information and records.
- Periodically reviewing legislation and agreements and updating the ARO process as required.
- Monitoring the application and compliance of this policy.

#### c) All Department Responsibilities

- Communicating with Asset Management Team on retirement obligations, and any changes in asset condition or retirement timelines.
- Assisting in the identification and preparation of cost estimates for retirement obligations.

- Inform the Asset Management Team of any legal or contractual obligations at inception of any such obligation.

## 5.0 Definitions

- a) Accretion Expense: The increase in the carrying amount of a liability for asset retirement obligations due to the passage of time.
- b) Asset Management: The coordinated activity of an organization to realize value from assets.
- c) Asset Management Team: A staff team led by the General Manager, Operations and the General Manager, Client Services / Treasurer to coordinate and implement the asset management program for the Town of Arnprior.
- d) Asset Retirement Activities: All activities related to an asset retirement obligation including (but not limited to):
  - a. Decommissioning or dismantling a tangible capital asset that was acquired, constructed or developed.
  - b. Remediation of contamination of a tangible capital asset created by its normal use.
  - c. Post-retirement activities such as monitoring.
  - d. Constructing other tangible capital assets to perform post-retirement activities.
- e) Asset retirement cost: The estimated cost required to retire a tangible capital asset, i.e. to meet the asset retirement obligations.
- f) Asset Retirement Obligation: A legal obligation associated with the retirement of a tangible capital asset.
- g) Controlled asset: An asset that is owned or controlled, directly or indirectly.
- h) Legal Obligation: A clear duty or responsibility to another party that justifies recognition of a liability. A legal obligation can result from:
  - a. Agreements or contracts,
  - b. Legislation, including legislation of another government; and, or
  - c. A promise conveyed to a third party that imposes a reasonable expectation of performance upon the promisor.
- i) Lifecycle Activities: Activities undertaken with respect to infrastructure assets over their service life, including constructing, maintaining, renewing, operating, and decommissioning, and all engineering and design work associated with those activities.

- j) Productive Use: Tangible capital assets held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance, or repair of other tangible capital assets.
- k) Professional Judgment: A reasonable estimate of the liability would require professional judgment based on the available information at year-end and could be supplemented by experience, third party quotes and, in some cases, reports of independent experts.
- l) Recovery: An Asset Retirement Obligation recovery can occur when the Town of Arnprior is able to recover asset retirement costs from a third party.
- m) Retirement of a Tangible Capital Asset: The permanent removal of a tangible capital asset from service. This term encompasses sale, abandonment, or disposal in some other manner but does not include temporary idling of the asset.
- n) Tangible Capital Assets: Non-financial assets having physical substance that:
  - a. Are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance, or repair of other Municipal tangible capital assets.
  - b. Have useful economic lives extending beyond one accounting period.
  - c. Are to be used on a continuing basis in municipality's operations.
  - d. Are not for sale in the ordinary course of operations.
- o) Threshold Amount: The minimum estimated cost of an individual asset retirement obligation to be recognized as a liability. The threshold is applicable to each type of asset retirement obligation (i.e., asbestos, lead, etc.) and not to the aggregate of each type of asset retirement obligation associated with an individual asset.
- p) Unrecorded Assets: Tangible capital assets with no recorded value or nominal value. Assets with no recorded value may arise from not meeting capitalization thresholds at the time of acquisition, construction, or development. Assets recorded at nominal value could be the result of no reasonable estimate of value at time of capitalization. In addition, assets used under an operating lease agreement would be considered unrecorded assets. These assets should be assessed for asset retirement obligations.

## 6.0 Procedures

### 6.1 Recognition

A liability should be recognized when all the following criteria are met as at the financial reporting date:

1. There is a legal obligation to incur retirement costs in relation to a tangible capital asset.
2. The past transaction or event giving rise to the liability has occurred.
3. It is expected that future economic benefits will be given up.
4. A reasonable estimate of the amount can be made.

The estimate of the liability will be based on requirements in existing agreements, contracts, legislation or legally enforceable obligations, and technology expected to be used in asset retirement activities.

The estimate of a liability will include costs directly attributable to asset retirement activities. Costs will include post-retirement operation, maintenance and monitoring that are an integral part of the retirement of the tangible capital asset.

Directly attributable costs will include, but are not limited to, payroll and benefits, equipment and facilities, materials, legal and other professional fees, and overhead costs directly attributable to the asset retirement activity.

Upon initial recognition of a liability for an asset retirement obligation, the Town of Arnprior will recognize an asset retirement cost by increasing the carrying amount of the related tangible capital asset (or a component thereof) by the same amount as the liability. In the case of a fully amortized asset an extension to the estimated useful life is required. Where the obligation relates to an asset which is no longer in service, and not providing economic benefit, The Town of Arnprior will establish a liability with a corresponding adjustment to accumulated surplus. Where the obligation relates to an asset not recorded by the Town of Arnprior, the asset retirement costs are established as a liability with an offset to accretion expense in the year of adoption.

The capitalization thresholds applicable to the different asset categories will also be applied to the asset retirement obligations to be recognized within each of those asset categories.

## **6.2 Subsequent Measurement**

The asset retirement costs will be allocated to accretion expense in a rational and systematic manner over the useful life of the tangible capital asset or a component of the asset.

On an annual basis, the existing asset retirement obligations will be assessed for any changes in expected cost, term to retirement, or any other changes that may impact the estimated obligation. In addition, any new obligations identified will also be assessed.

## **6.3 Recoveries**

A recovery related to an asset retirement obligation should be recognized when all three of the following criteria are met:

1. The recovery can be appropriately measured.
2. A reasonable estimate of the amount can be made.
3. It is expected that future economic benefits will be obtained.

A recovery should not be netted against the liability. A contingent recovery should be disclosed in accordance with PS3320 Contingent Assets.

## **6.4 Presentation and Disclosure**

The liability for asset retirement obligations will be disclosed in the financial statements.

## **6.5 Transitional Approach**

The Town of Arnprior is transitioning to PS 3280 using the modified retroactive approach. Under the modified retroactive approach, the Town will remove any existing asset retirement obligation and associated costs recognized to date from its financial statements as at the beginning of the year of adoption. Subsequently, a liability for any existing asset retirement obligations, adjusted for accumulated accretion to that date, is recorded using current assumptions. This would amount to the present value of the liability at the beginning of the year.

An asset retirement cost is capitalized as an increase to the carrying amount of the related tangible capital asset. The value of the asset is calculated as the value on the date the obligation existed from (i.e. asset acquisition date). Accumulated amortization represents the amortization that would have been recorded had this standard been in

effect. An adjustment to opening accumulated surplus is required. For any asset that is no longer in productive use, The Town of Arnprior will recognize the liability with a corresponding adjustment to opening accumulated surplus.

## **6.6 Discounting and Inflating**

PS 3280 notes that a present value calculation is often the best available technique with which to estimate an asset retirement liability when the cash flows required to settle or otherwise extinguish the liability are expected to occur over extended future periods. However, there is no requirement for a public sector entity to use a present value technique, or to apply discounting consistently across all assets.

The Town of Arnprior will inflate liabilities where appropriate. When determining the appropriateness of applying inflation, the Town will first consider if the asset is fully amortized. For assets that are not fully amortized inflation will be included. For assets that are fully amortized, the Town will consider the certainty of the extension of useful life as the key determining factor. If there is a high level of certainty in the extension of useful life the Town will apply inflation however, if there is a low level of certainty or no plan to retire a particular asset (historically or culturally significant facilities or facilities of substantial municipal importance) than the Town will not inflate the current value of the asset retirement obligation. Professional judgment will be used when assessing the appropriateness of inflation.

The Town of Arnprior will use the following discount and inflation rate at transition. Please note that rates and the methodology for selecting rates can change over time.

Discount Rate: Bank of Canada Overnight Rate for January 3, 2023 – 4.25%

Other acceptable discount rates could include, an effective borrowing rate if the obligation will be funded through debt, an investment rate if the obligation will be funded through internal resources, Government of Canada Bond Yields (Zero-Coupon or Marketable) or discount rates being used for other liabilities (such as landfills).

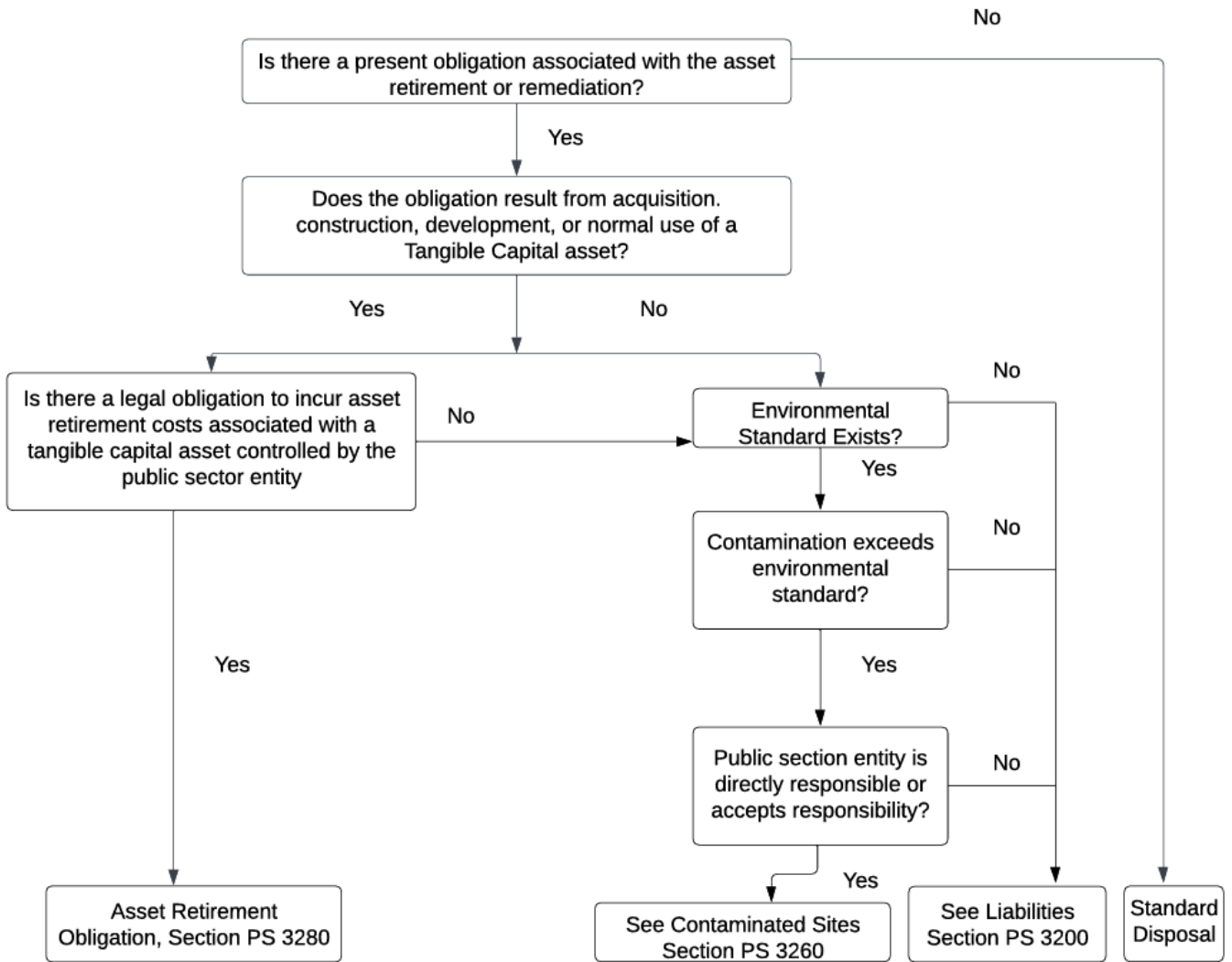
Inflation Rate: Non-residential Construction Price Index Ottawa Region Q1 2023 – 2%

Other acceptable inflation rates could include Consumer Price Index or other inflation rates currently being applied such as the rate being used for the landfill liability.

## **7.0 Appendices**

Appendix A: Decision Tree – Scope of Applicability

# Appendix A: Decision Tree – Scope of Applicability





**The Corporation of the  
Town of Arnprior**

**By-law Number 7443-23**

Being a By-law to repeal and replace By-law Number 7342-22 to review and approve the annual Occupational Health and Safety Policy written statement for the Corporation of the Town of Arnprior.

**Whereas** Sections 25(2) (j) & (k) of the *Ontario Occupational Health and Safety Act* requires an employer to prepare and review a written Occupational Health & Safety Policy written statement on an annual basis and post same in a conspicuous place in the workplace(s); and

**Whereas** the Joint Health and Safety Committees for the Town of Arnprior have reviewed and endorsed the attached annual written statement; and

**Whereas** the Council of the Corporation of the Town of Arnprior deems it expedient to approve the annual Occupational Health & Safety Policy written statement for issuance to the employees of the Corporation.

**Therefore**, the Council of the Corporation of the Town of Arnprior hereby enacts as follows:

1. **That** the Occupational Health & Safety Policy written statement, attached hereto as "Schedule A", is hereby adopted;
2. **That** By-law Number 7342-22 and any by-laws and/or resolutions inconsistent with the provisions herein are repealed;
3. **That** this by-law shall come into force and effect on the day of its passing.

**Enacted and Passed** on this 27th day of November 2023.

Lisa McGee, Mayor

Shelley Mackenzie, Clerk



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## **Schedule “A” to By-law No. 7443-23 The Corporation of the Town of Arnprior’s Occupational Health & Safety Policy Statement**

The Corporation of the Town of Arnprior recognizes that the health and safety of employees is of primary importance to all municipal operations. As a continuing objective, the Corporation will make every effort to prevent and/or minimize occupational injuries and/or illness for its employee(s), including volunteers, and contractors/subcontractors.

The Corporation and its Management team take our responsibility to provide a physically and psychologically safe and healthy workplace for all employees seriously. This policy is our commitment that we will comply with our duties under the *Ontario Occupational Health & Safety Act*, and take every reasonable precaution for the protection of workers in the workplace.

Supervisors are accountable for the health and safety of workers under their supervision and therefore are responsible to ensure that the workplace and equipment are safe. Each Supervisor shall ensure that workers follow established safe work practices, Town policies and procedures, receive and wear the appropriate Personal Protective Equipment (PPE); and receive adequate supervision and training in their specific work tasks.

Every worker must protect his or her own health and safety by working in compliance with the law, adopting safe work practices, adhering to Town policies and procedures, and by wearing the appropriate PPE established by the Corporation. Workers will receive information, training, appropriate PPE, and competent supervision in their specific work tasks to protect their health and safety.

It is in the best interest of all parties to consider health and safety in every activity. Commitment to health and safety must form an integral part of this organization, for all parties.

Sincerely,

Lisa McGee, Mayor  
Town of Arnprior  
November 27, 2023

**The Corporation of the  
Town of Arnprior**

**By-law Number 7444-23**

A by-law of the Town of Arnprior to designate certain lands in Marshall's Bay Meadows Subdivision (49M-115), as being exempt from Part Lot Control.

**Whereas** the Planning Act, R.S.O. 1990, c.P.13, as amended, (the "Planning Act") subsection 50(5) provides that all lands within a plan of subdivision are subject to part lot control; and

**Whereas** authority is vested in Council by the Planning Act, subsection 50(7) to enact by-laws which provide that subsection 50(5) does not apply to such lands as are designated in the by-law;

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

1. **That** subject to Section 2 hereof, the Planning Act, subsection 50(5) does not apply to the lands described as:
  - a. Block 48 on Plan 49M-115 designated as Parts 1 and 3 on Plan 49R-20499
  - b. Block 48 on Plan 49M-115 designated as Parts 2 and 4 on Plan 49R-20499
  - c. Block 49 on Plan 49M-115 designated as Part 1 on Plan 49R-20519
  - d. Block 49 on Plan 49M-115 designated as Part 2 on Plan 49R-20519
  - e. Block 50 on Plan 49M-115 designated as Part 1 on Plan 49R-20518
  - f. Block 50 on Plan 49M-115 designated as Part 2 on Plan 49R-20518
  - g. Block 53 on Plan 49M-115 designated as Part 1 on Plan 49R-20496
  - h. Block 53 on Plan 49M-115 designated as Part 2 on Plan 49R-20496
  - i. Block 54 on Plan 49M-115 designated as Part 1 on Plan 49R-20495
  - j. Block 54 on Plan 49M-115 designated as Part 2 on Plan 49R-20495
2. **That** this by-law shall be effective only to the extent necessary to permit:
  - (a) the creation of parcels for construction purposes and to permit such parcels to be charged and/or discharged;
  - (b) individual dwelling units, together with appurtenant rights and easements in land associated therewith, to be conveyed to each initial purchaser thereof, and to be charged and discharged; and

(c) any easements, including rights-of-way, as contained in the transfers to each initial purchaser of each individual dwelling unit; and this by-law shall not be construed as to permit the further severance or resubdivision of any such parcel.

3. **That** a conveyance or conveyances in favour of the Town of Arnprior shall not for the purpose of this by-law be considered to be a severance and this by-law shall also be deemed to permit the grant or release of easements held in favour of the Town on or with respect to the lands described above.
4. **That** this by-law shall become effective upon the endorsement by the Corporation of the County of Renfrew of its said approval of the by-law.
5. **That** no further subdivision of the aforementioned lands shall be undertaken upon completing of the original purpose for which this by-law is being passed and approved except by an application made pursuant to Section 50 of the Planning Act, R. S. O. 1990, as amended.
6. **That** this by-law shall expire and be of no further force and effect as of the 27th day of November, 2024.

**Enacted and Passed** this 27<sup>th</sup> day of November, 2023

**Signatures:**

Lisa McGee, Mayor

Shelley Mackenzie, Clerk



## **Municipal Grants Application – Arnprior Community Choir and Valley Concert Band (2024 Music! Music! Music! Event)**

Moved by \_\_\_\_\_  
Seconded By \_\_\_\_\_

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Community Choir and Valley Concert Band; and

**Whereas** the Arnprior Community Choir and Valley Concert Band has hosted the “Music! Music! Music!” event for the past six years and provides an opportunity to showcase and experience musical talent in the local community;

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$350.00 plus HST) for the 2024 “Music! Music! Music!” event on March 2<sup>nd</sup>, 2024; and

**Further That** the Arnprior Community Choir and Valley Concert Band be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.



## **Municipal Grants Application – Arnprior and Area Physician Recruitment Committee (Doctors Dining Duel)**

Moved by \_\_\_\_\_

Seconded By \_\_\_\_\_

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior and Area Physician Recruitment Committee; and

**Whereas** the Arnprior and Area Physician Recruitment Committee is an eligible organization under the Municipal Grants Policy with a mandate to support the recruitment of family physicians in the Greater Arnprior area;

**Whereas** the Doctors Dining Duel is one of the annual fundraising events which fund the attraction and retention of family physicians to support our community;

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$450.00 plus HST) for the Doctors Dining Duel on Thursday, April 25<sup>th</sup>, 2024; and

**Further That** the Arnprior and Area Physician Recruitment Committee be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for the event.



## **Municipal Grants Application – Arnprior Minor Hockey Association (Trivia Night and Dance Fundraiser)**

Moved by \_\_\_\_\_

Seconded By \_\_\_\_\_

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Minor Hockey Association; and

**Whereas** the Arnprior Minor Hockey Association is an eligible not-for-profit organization under the Municipal Grants Policy who support the participation of local youth in the sport of hockey by providing a fun and safe environment for all participants;

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$450.00 plus HST) for the AMHA Trivia Night and Dance Fundraiser on January 27<sup>th</sup>, 2024; and

**Further That** the Arnprior Minor Hockey 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 event.