



**ARNPRIOR**

**Town of Arnprior**

**Regular Meeting of Council Agenda**

**Date: Monday, February 12, 2024**

**Time: 6:30 p.m.**

**Location: Council Chambers – 105 Elgin Street West, Arnprior**

**Call to Order**

- 1. Roll Call**
- 2. Land Acknowledgement Statement**
- 3. Adoption of Agenda (Additions/ Deletions)**
- 4. Disclosures of Pecuniary Interest**
- 5. Question Period**
- 6. Adoption of Minutes of Previous Meeting(s) (Except Minutes of Closed Session)**
  - a) **Regular Meeting of Council – January 29, 2024** (Page 1-12)
  - b) **Special Meeting of Council – February 5, 2024** (Page13-17)
- 7. Awards/ Delegations/ Presentations**
  - a) **Fam Fest**, Lucas Power, Program and Events Coordinator (Page18-28)
- 8. Public Meetings**
- 9. Matters Tabled/ Deferred/ Unfinished Business**
- 10. Staff Reports**
  - a) **Authorize WFP Filter Media and Underdrain Replacement**, John Steckly, General Manager, Operations (Page 29-32)
  - b) **Elevator Rescue – Fire Department Response**, Cory Nicholas, Deputy Fire Chief (Page 33-35)

- c) **Arnprior Municipal Marina – Capacity and Pier 6 Usage**, Graeme Ivory, Director of Recreation (Page 36-38)
- d) **Zoning By-Law Amendment – Pegasus Village Creek Block 139**, Robin Paquette, CAO (Page 39-50)
- e) **Proclamation – Rare Disease Day (February 28<sup>th</sup>, 2024)**, Oliver Jacob, Client Services Coordinator (Page 51-54)

**11. Committee Reports and Minutes**

**12. Notice of Motion(s)**

**13. County Councillor’s Report from County Council**

**14. Correspondence & Petitions**

**a) Correspondence**

- i. Correspondence Package I-24-Feb-03
- ii. Correspondence Package A-24-Feb-03

**15. By-laws & Resolutions**

**a) By-laws**

- i. **By-law Number 7460-24** – Appointment of Town Clerk (Page 55-56)
- ii. **By-law Number 7461-24** – Adopt 2024 Operating and Capital Budgets (Page 57-61)
- iii. **By-law Number 7462-24** – Adopt 2023 Works In Progress (WIP) (Page 62-63)
- iv. **By-law Number 7463-24** – Adopt 2024 User Fees and Charges By-law (Page 64-92)
- v. **By-law Number 7464-24** – Amend By-Law No. 7102-20 (Elevator Rescue) (Page 93-94)
- vi. **By-law Number 7465-24** – Authorize WFP Filter Media and Underdrain Replacement (Page 95)

## **b) Resolutions**

- i. 20 Year Long Range Capital Forecast (2025-2044)** (Page 96)
- ii. Seniors Active Living Centre (SALC) – In-Kind Contribution** (Page 96)
- iii. Arnprior Airport Grant** (Page 97)
- iv. Arnprior Public Library – Development Charges** (Page 97)
- v. Resolution for Support** – Association of Municipalities of Ontario – AMO Social and Economic Prosperity Review (Page 98)
- vi. Resolution for Support** – Township of Clearwater – Cemetery Transfer, Abandonment, Administration and Management Support (Page 99)
- vii. Resolution for Support** – Township of Asphodel-Norwood – Rising Insurance Costs for Municipalities (Page 100)
- viii. Municipal Grant Application** – The Dementia Society of Ottawa and Renfrew County – Daisy Café Pilot Program (Page 101)

## **16. Announcements**

## **17. Media Questions**

## **18. Closed Session**

One (1) matter pursuant to Section 239 (2) (b) of the *Municipal Act, 2001* to discuss personal matter about an identifiable individual, including municipal or local board employees (Striking Committee – Community Members).

## **19. Confirmatory By-law**

By-law No. 7466-24 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  
January 29<sup>th</sup>, 2024 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  
Kaila Zamojski, Deputy Clerk  
Graeme Ivory, Director of Recreation  
Oliver Jacob, Client Services Coordinator  
John Steckly, GM Operations  
Patrick Foley, Engineering Officer  
Rick Desarmia, Fire Chief

**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 013-24**

Moved by Lynn Cloutier  
Seconded by Billy Denault

**Be It Resolved That** the agenda for the Regular Meeting of Council dated Monday, January 29<sup>th</sup>, 2024 be adopted as amended to include a new By-law 7457-24 (ICIP Transfer Payment Amending Agreement), as well as an amended Confirmatory By-law number to be 7458-24.

Resolution Carried

**5. Disclosures of Pecuniary Interest**

Councillor Chris Couper declared the following pecuniary interest:

“I Councillor Chris Couper declare a pecuniary interest in item 15(a)(i) on the January 29, 2024 Council Agenda. I am making this declaration because I live in close proximity to the subject lands.”

**6. Question Period**

None

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

**Resolution Number 014-24**

Moved by Chris Couper

Seconded by Dan Lynch

**That** the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – January 8, 2024).

Resolution Carried

**8. Awards/Delegations/Presentations**

**a) Presentations**

**i) Retirement – Steven Staye, Volunteer Fire Fighter**

Mayor McGee thanked Steve for his service of 25 years as a member of the Arnprior Fire Department. Council presented Steven with a token of appreciation and wished him and his family a very bright and fulfilling future in the years ahead.

**9. Public Meetings**

None

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

None

**11. Notice of Motions**

Councillor Couper brought forward a notice of motion at the Regular Meeting of Council on January 8, 2024. The following motion is being put forward for Council consideration:

**Resolution Number 015-24**

Moved by Chris Couper

Seconded by Tom Burnette

**Whereas** the month of December sees additional demand for overnight parking due to visitors and holiday parties; and

**Whereas** there is currently no overnight municipal parking available, on roads or in municipal lots, in the Town of Arnprior, between the hours of 2am -7am, from December 1<sup>st</sup>– March 31<sup>st</sup> each year; and

**Whereas** there are sometimes extended periods of time between snowfall events and winter clean up events; and

**Whereas** the Town of Arnprior has a limited number of bylaw services hours; and

**Whereas** the Town of Arnprior supports strategies to stop impaired driving; and

**Whereas** on-call transportation services in Arnprior are often limited or unavailable; and

**Whereas** the Town of Carleton Place, City of Ottawa and City of Kingston do have provisions to allow for overnight winter parking when there is no weather event and/or make accommodations for overnight parking in prescribed areas.

**Therefore, be it resolved that** Town of Arnprior staff be directed to undertake a review of the Traffic and Parking By-Law No. 6357-14, section 14, and report back to Council, prior to the next winter season, with possible modifications and/or accommodations for conditional overnight winter parking in the Town of Arnprior.

Resolution Carried

Discussion ensued among Members of Council, beginning with Councillor Couper, providing an overview of his reasons for bringing this motion forward. The CAO noted staff will bring forward a report, for Council consideration, prior to the next winter season.

## 12. Staff Reports

### a) Draft 2024 User Fees and Charges By-law – General Manager of Client Services/Treasurer

#### Resolution Number 016-24

Moved by Dan Lynch

Seconded by Chris Couper

**That** Council pass a by-law at the February 12, 2024 Council meeting to implement the proposed changes to the User Fees and Charges By-law.

Resolution Carried

### b) Electrical Vehicle (EV) Charging Stations – Engineering Officer

#### Resolution Number 017-24

Moved by Chris Couper

Seconded by Lynn Grinstead

**That** Council direct Staff to apply to the EV ChargeON Program for a single level 3 charging unit at the municipal parking lot located at 60 Madawaska Street.

**That** Council authorize \$40,000 in funding from the Capital Expenditure Reserve Fund (CERF) be allocated in the 2024 Capital Budget.

Resolution Lost

Councillor Couper put forward the following motion, where no seconder was received:

Moved by Chris Couper

**That** Council move forward with Option #2 noted in the staff report, whereas Council direct staff to apply for the grant to establish four (4) level two (2) chargers, with a total Town Capital Cost being \$31,129.

Further discussion ensued among Members of Council, resulting in the following motion:

**Resolution 018-24**

Moved by Dan Lynch

Seconded by Billy Denault

**That** Council direct staff to pause on this EV Charger initiative and grant funding opportunity until the market becomes more predictable with the intent to reinvestigate within 2 years time.

Resolution Carried

**c) Revised 2024 Calendar of Meetings – Client Services Coordinator**

**Resolution Number 019-24**

Moved by Chris Toner

Seconded by Lynn Cloutier

**That** Council approve the attached Revised 2024 Calendar of Meetings.

Resolution Carried

**d) Proclamation for Black History Month (February 2024)**

**Resolution Number 020-24**

Moved by Billy Denault

Seconded by Chris Toner

**That** Council proclaim February 2024 as Black History Month in the Town of Arnprior.

Resolution Carried

**e) Proclamation for Wear Red Canada Day (February 13, 2024)**

**Resolution Number 021-24**

Moved by Dan Lynch

Seconded by Chris Couper

**That** Council proclaim February 13<sup>th</sup>, 2024 as Wear Red Canada Day in the Town of Arnprior.

Resolution Carried

## 13. Council Committee Reports and Minutes

### a) Mayor's Report

Mayor McGee reported the following:

- Rural Ontario Municipal Association Conference Highlights
  - Met with Dave Smith, MPP and Parliamentary Assistant to the Minister of Tourism, Culture and Sport and were joined by MPP John Yakabuski for this meeting. The meeting discussed the importance of increasing provincial sustainable funding to support recreation and culture programming, particularly for small and rural municipalities.
  - Met with Minister Jones, Minister of Health and was joined by Mayor Mackenzie of McNab/Braeside and City of Ottawa Councillor Kelly, as all communities are primarily served by the Arnprior Hospital. Shared the concerns of residents who received letters after accessing alternative healthcare services, such as VTAC, and were guided to use Emergency by their Family Doctors, to avoid having VTAC services charged back to their family doctor, which of course impacts our already struggling emergency department. VTAC is a valued service, and we want continue to be able to provide this service to members of the community. Prior to this delegation Mayor McGee had met with Chief Paramedic Mike Nolan, to gain a full understanding of the funding model for VTAC.
  - Had the opportunity to also catch up with many other municipalities and have discussions on many similar issues that we are all facing, including but not limited to: wastewater, P3s, swimming pools, Council-Staff Relations.
  - Tradeshow floor provided many vendors with different solutions for municipalities. This included Uber Reps, who are looking at changing their model of service, which may allow for some enhanced support for places like Arnprior, when our local taxis are out of service or at capacity.
- Breakfast meeting with the CEO of Arnprior Regional Health
  - Provided the CEO with a debriefing of the meeting with the Minister of Health as well as discuss some of initiatives she is hoping to move forward with as she prepares for her retirement.
- Working recently with Members of the Men's Shed who are seeking grant funding, from outside sources, to support their next phase.



## b) County Councillor's Report

County Councillor Lynch provided the following report on the January 29, 2024 County Council Meeting:

- Canadian Nuclear Laboratories (CNL) received approval for an amendment to their site licence for a Near Surface Disposal Facility.
- Town of Arnprior Cell Tower Information:
  - The Cell Tower in the Town of Arnprior, located on the land in front of the OPP\Fire Hall, may be sold in the near future. The County of Renfrew will be making a decision on the sale of this property on January 31, 2024.
- Land Use Agreement – Town of Arnprior Information:
  - A Land Use Agreement for encroachment on the Algonquin Trail lands by the Town of Arnprior for the purposes of a new below grade watermain crossing was discussed, as well as the costs associated with this encroachment being waived. The County decision on this item will take place on January 31, 2024.
- The 2024 Taste of the Valley series are scheduled for:
  - August 10 – Barry's Bay Railway Station
  - September 7 – Killaloe Municipal Parking
  - September 28 – Petawawa Civic Centre
  - October 12 – Cobden Fairgrounds
  - December Holiday Edition – date and location to be confirmed
- The County of Renfrew has applied for a grant through the EV ChargeON Program to have a charging station installed at the County of Renfrew Administration Building and Renfrew County Place.
- The production of the 2024 Ottawa Valley Road and Cycling maps is now complete. The 2024 road map will be distributed to all households in Renfrew County via Canada Post.
- The Ministry of Economic Development, Job Creation and Trade's Associate Minister of Small Business, Nina Tangri, has confirmed the extension of the Enterprise Renfrew County's Starter Company Plus financing. Of note the 2023 Fall Session concluded with nine dedicated entrepreneurs earning a total of \$32,000 in grant funding.
- County Budget:
  - County of Renfrew Non-Union employee's will see a Cost of Living Allowance (COLA) adjustment of 4.7% raise in pay.
    - Of note my motion to waive the County Councillor (Non Union) COLA of 4.7% raise was defeated.
  - The resolution to Approve the 2024 Budget Levy set at 5.47% was carried.
- 2024 Rural Ontario Municipal Association Conference

- The County had delegations with:
  - Municipal Modernization Fund – Rob Flack
  - Community Well Being Program – Robin Martin
  - Ministry of Transportation – Vijay Thanigasalam
  - Ministry of Tourism – Laura Smith
  - Solicitor General – Michael Kerzner
  - Ottawa Cross Border Billing – Sylvia Jones

## 14. Correspondence & Petitions

### a) Correspondence Package – I-24-JAN-02

#### Resolution Number 022-24

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** the Correspondence Package Number I-24-JAN-02 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 9 - The Ontario government has created a new Investigations Unit to ensure every long-term care resident lives with dignity and experiences the quality of care they deserve. Supported by an investment of \$72.3 million, the new 10- person unit will be an effective deterrent and tool when escalated enforcement is needed to improve compliance and ensure resident safety.
  - For interest, it was noted at the ROMA Conference that this money could be better used in Long Term Care budgets.
- Page 17 - Minister Thompson announced the opening of the 2024/2025 Rural Economic Development (RED) Program applications. Municipalities, Indigenous communities and not-for-profit groups have until February 21, 2024 to apply for cost-share funding for projects that will drive economic growth.
  - In response to County Councillor Lynch, the CAO noted we are investigating projects that may be eligible for this funding opportunity.
- Page 17 - The Housing-Enabling Water Systems Fund is an application-based program that will provide \$200 million over three years for the repair, rehabilitation and expansion of core water infrastructure to protect communities and enable new housing development. Ontario's Housing Enabling Water Systems Fund allows municipalities to nominate water infrastructure projects for funding (up to \$35 million). Applications and information webinars start early 2024. For details, e-mail [HEWS@ontario.ca](mailto:HEWS@ontario.ca).
  - In response to County Councillor Lynch, the General Manager of Client Services/Treasurer noted that staff have begun registering for these webinars and are investigating eligible projects for this funding opportunity.

- Page 25 - The province is conducting a survey to shape the development of a modular housing strategy. The survey on opportunities for modular and innovative home construction closes Feb 4, 2024. Of note, local business Metaligna was informed of this survey.

**b) Correspondence Package – A-24-JAN-02**

**Resolution Number 023-24**

Moved by Chris Couper  
 Seconded by Lynn Cloutier

**That** the Correspondence Package Number A-24-JAN-02 be received, and the recommendations outlined be brought forward for council consideration.

Resolution Carried

**15. By-laws & Resolutions**

**a) By-Laws**

Mayor McGee noted that we will look at each by-law separately, due to the declaration of pecuniary interest.

Councillor Chris Couper stepped away from the Council table at 7:54 pm.

**Resolution Number 024-24**

Moved by Lynn Cloutier  
 Seconded by Dan Lynch

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

- i) By-Law Number 7456-24 – Part Lot Control (Marshall’s Bay Meadows)

Resolution Carried

Councillor Couper resumed his seat at the Council table at 7:55 pm.

**Resolution Number 025-24**

Moved by Lynn Cloutier  
 Seconded by Billy Denault

**That** the following by-law be and is hereby enacted and passed:

- ii) By-Law Number 7457-24 – Transfer Payment Amending Agreement (ICIP - Legion and Caruso Park)

Resolution Carried

**b) Resolutions**

**Municipal Grants Application – Arnprior- Braeside- McNab Seniors At Home Program Inc. (Annual Butterfly Release)**

**Resolution Number 026-24**

Moved by Lynn Cloutier

Seconded by Tom Burnette

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from Arnprior-Braeside-McNab Seniors At Home Program Inc.; and

**Whereas** Arnprior-Braeside-McNab Seniors At Home Program Inc. is an eligible organization under the Municipal Grants Policy and provides supports services to local seniors and their families;

**Therefore Be It Resolved That** Council approve the request for waiving the Robert Simpson Park Gazebo rental fees (value of approximately \$280.50 plus HST) for the Annual Memorial Butterfly Release to be held on August 18<sup>th</sup>, 2024; and

**Further That** Arnprior-Braeside-McNab Seniors At Home Program Inc 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.

Resolution Carried

**Municipal Grants Application – Grace St. Andrew’s United Church (2024 Christmas Craft Market)**

**Resolution Number 027-24**

Moved by Billy Denault

Seconded by Chris Toner

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Grace St. Andrew’s United Church; and

**Whereas** the Grace St. Andrew’s United Church is an eligible organization under the Municipal Grants Policy; and

**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 Grace St. Andrew’s United Church to be held in late January 2024; and

**Further That** the Grace St. Andrew’s United 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 event.

Resolution Carried

## 16. Announcements

County Councillor Dan Lynch noted the following items:

- There is funding that exists for Veterans, their Widow or Widower, and the fund is called the Soldiers Aid Commission. For more information on this funding, contact the Royal Canadian Legion.
- Council wish two of our Special Olympians, Hannah Rochon (Snowshoeing) and Robert Reid (5 Pin Bowling) the best of luck, as they are going to Calgary, Alberta to compete in the 2024 Special Olympics Canada Winter Games. There is a fundraising basketball tournament on the weekend of February 17<sup>th</sup> to support this cause.

Councillor Billy Denault noted the following item:

- An overview of his attendance at the Rural Ontario Municipal Association Conference noting:
  - To add to the Mayor's comments earlier this evening - The Councillors present at the Conference made a delegation to the Ministry of Tourism, Culture, and Sport highlighting projects like the Nick Smith Centre rink redesign project, the Cultural Night Market, and the Waterfront Masterplan as well as the importance of sustainable funding in completing these projects.
  - I attended sessions on housing, economic development, and energy projects. Along with various speakers and panels ranging from municipal finance, healthcare and more.
  - I will highlight the AMO Social and Economic Prosperity Review Report which outlined the creep of provincial responsibility into the municipal realm and its impact on taxpayers.
  - All in all, it was a great opportunity to discuss with other municipal partners both near and far about the issues and challenges facing many small towns, as well as the solutions that innovative communities are undergoing. As always, I will write a report for members of council to share as much information as I can.

Councillor Chris Couper noted the following items:

- An overview of his attendance at the Rural Ontario Municipal Association Conference:
  - There were many excellent speakers and presentations at this Conference, as noted by my fellow Members of Council this evening.
  - I would like congratulate Mike Nolan, of Renfrew County for being a great ambassador for Renfrew County, when discussing a lot of the challenges that small and rural municipalities are seeing with health care.

- Residents may be receiving phone calls from what seems to be from the Ontario Energy Board, in relation to them coming into your home to do a review in order to receive rebates. I encourage residents to exercise caution if they receive any phone calls like this, as the Ontario Energy Board has put out a statement, saying that these calls are rebate scams for the most part. Most times people will find themselves in a situation where there is lean that is put on your home, and you don't discover this until you try to sell the home. Often the equipment being provided in these situations is being charged well above market value. Please be cautious in receiving phone calls where you did not initiate the call coming through.

The CAO noted that the Town is still looking for citizen members to put their names forward to sit on our newly established Advisory Committees. We encourage people to put their names forward if they have an interest, and haven't already done so. The Application Form can be found on the Town's website.

## 17. Media Questions

None

## 18. Closed Session

### **Resolution Number 028-24 (8:01 pm)**

Moved by Tom Burnette

Seconded by Chris Couper

**That** Council move into Closed Session regarding one (1) matter, pursuant to Section 239 (2) (b) to discuss a personal matter about an identifiable individual, including Municipal or Local Board Employees (Striking Committee – Members of Council).

Resolution Carried

### **Resolution Number 029-24 (8:19 pm)**

Moved by Billy Denault

Seconded by Lynn Cloutier

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

Resolution Carried

### **Resolution Number 030-24**

Moved by Dan Lynch

Seconded by Lynn Cloutier

**That** Council direct staff to prepare an appointment by-law(s) appointing Members of Council to the Advisory Committees, as directed in Closed Session.

Resolution Carried

**19. Confirmatory By-Law**

**Resolution Number 031-24**

Moved by Tom Burnette  
Seconded by Dan Lynch

**That** By-law No. 7458-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on January 29<sup>th</sup>, 2024 be and it is hereby enacted and passed.

Resolution Carried

**20. Adjournment**

**Resolution Number 032-24**

Moved by Billy Denault  
Seconded by Lynn Cloutier

**That** this meeting of Council be adjourned at 8:19 p.m.

Resolution Carried

**Signatures**

Lisa McGee, Mayor

Kaila Zamojski, Deputy Clerk



**Minutes of Special Council Meeting  
February 5, 2024 5:00 PM  
105 Elgin Street West, 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 Chris Couper  
Councillor Billy Denault

**Council Members Present (Electronic):**

**Council Members Absent:**

**Town Staff Present:**

Robin Paquette, CAO  
Jennifer Morawiec, General Manager, Client Services / Treasurer  
Kaila Zamojski, Deputy Clerk  
Graeme Ivory, Director of Recreation  
John Steckly, GM, Operations  
Rick Desarmia, Fire Chief  
Cassidy Marshall, A/Manager of Finance  
Emily Stovel, Manager of Culture, Curator  
Oliver Jacob, Client Services Coordinator  
Cory Nicholas, Deputy Fire Chief  
Steve McLean, Supervisor, Roads & Services  
Scott Matthews, Waterworks Supervisor  
Taylor Giffen, Operations Supervisor  
Patrick Foley, Engineering Officer, Facilities & Assets  
Ryan Wall, Engineering Officer, Civil  
Amy Dean, Environmental Engineering Officer  
Lucas Power, Program & Events Coordinator  
Kasia Trautrim, Aquatics & Facility Services Supervisor

**1. Call to Order**

Mayor Lisa McGee called the Special Council Meeting to order at 5:00 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.



# Minutes of Council Meeting

## 4. Adoption of Agenda

### Resolution Number 033-24

Moved by Billy Denault

Seconded by Chris Toner

**Be It Resolved That** the agenda, for the Special Meeting of Council dated Monday, February 5, 2024 be adopted.

Resolution Carried

## 5. Disclosures of Pecuniary Interest

None

## 6. Awards/Delegations/Presentations

### a) Presentations

- i) 2024 Draft Operating Budget
- ii) 2024 Draft Capital Budget
- iii) Supporting Documents
- iv) 2025-2044 Long Range Capital Forecast (LRCF)

The General Manager Client Services, Treasurer provided a Budget Recap, attached as Appendix A and forming part of these minutes, highlighting key areas of the 2024 Draft Operating Budget, the 2024 Draft Capital Budget, Supporting Documents and the Long Range Capital Forecast (LRCF). Budget Memos dated January 9, February 4 and February 5, 2024 are attached as Appendix B and forming part of these minutes.

Following discussion on the proposed community grants, the following resolutions were brought forward for consideration:

### Resolution Number 034-24

Moved by Chris Couper

Seconded by Lisa McGee

**That** Council authorize an additional \$22,420 for the Arnprior Public Library, to cover costs for an additional Community Librarian position as well as additional operating costs, to be included in the 2024 operating budget; and

**Further That** while the additional funding is not contingent upon McNab/Braeside's agreement to proportionately fund the service level increase; that Town send communication to the Township of McNab/Braeside indicating that we look forward to their fair share being invested in this worthwhile position.

Resolution Lost

## Minutes of Council Meeting

### Resolution Number 035-24

Moved by Lynn Cloutier  
Seconded by Dan Lynch

**That** Council authorize an additional \$13,420 for the Arnprior Public Library, to cover costs for an additional Community Librarian position, be included in the 2024 operating budget; and

**Further That** while the additional funding is not contingent upon McNab/Braeside's agreement to proportionately fund the service level increase; that Town send communication to the Township of McNab/Braeside indicating that we look forward to their fair share being invested in this worthwhile position.

Resolution Carried

### Resolution Number 036-24

Moved by Lynn Cloutier  
Seconded by Tom Burnette

**That** Council authorizes grant funding for the Arnprior Regional Health Foundation's CT Scanner fundraising campaign of \$50,000 be included in the 2024 operating budget and commit reserves to fund the next two years at \$50,000 each (total \$150,000).

Resolution Lost

### Resolution Number 037-24

Moved by Dan Lynch  
Seconded by Lynn Cloutier

**That** Council authorizes grant funding for the Arnprior Regional Health Foundation's CT Scanner fundraising campaign of \$50,000 to be included in the 2024 operating budget.

Resolution Carried

### Resolution Number 038-24

Moved by Dan Lynch  
Seconded by Lynn Cloutier

**That** Council authorize grant funding for the Arnprior Airport of \$55,000 be included in the 2024 operating budget subject to conditions.

Resolution Carried

# Minutes of Council Meeting

## Resolution Number 039-24

Moved by Dan Lynch

Seconded by Billy Denault

**That** the \$55,000 grant for the Arnprior Airport be included in the 2024 budget with the following conditions:

- (a) 25% of the grant be issued by March 31, 2024 subject to completion of Audited Financial Statements for the 2022 fiscal year; and
- (b) For the remaining 75% of the grant funds, the Town of Arnprior reserves the right to issue in whole, in part or withhold, dependent upon the results of the 2022 and 2023 financial statements.

Resolution Carried

Discussion on the 2024 municipal tax rate increase ensued with the following motion being brought forward for consideration:

## Resolution Number 040-24

Moved by Dan Lynch

Seconded by Tom Burnette

**That** Council direct staff to prepare the 2024 Budget by-laws for consideration of adoption at the February 12, 2024 Regular Meeting of Council, including a municipal tax rate increase of 2.5%.

Resolution Carried

Mayor Lisa McGee vacated her seat at the Council Table at 6:37 pm and Deputy Mayor Lynn Cloutier took over as chair of the meeting.

Mayor Lisa McGee resumed her seat at the Council Table at 6:38 pm.

Mayor McGee and Members of Council thanked staff for their hard work on the 2024 Draft Budget, noting the quality of the budget document and efficiency of the process.

## 17. Confirmatory By-Law

### Resolution Number 041-24

Moved by Tom Burnette

Seconded by Chris Couper

**That** By-law No. 7459-24 being a By-law to confirm the proceedings of the Special Meeting of Council held on February 5, 2024 be and it is hereby enacted and passed.

Resolution Carried

# Minutes of Council Meeting

## 18. Adjournment

### Resolution Number 042-24

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** this meeting of Council be adjourned at 6:43 p.m.

Resolution Carried

## Signatures

Lisa McGee, Mayor

Kaila Zamojski, Deputy Clerk



**ARNPRIOR**  
• WHERE THE RIVERS MEET •

# **FamFest Event Monday February 19**

Lucas Power  
Program and Events Coordinator

Meeting Date: February 12, 2024

# Background

## Recreation Events

- The Town of Arnprior continues to host numerous events throughout the year celebrating different holidays, significant events and community building.
- A Family Day event, FamFest, was created in 2019 and has since been hosted in 2022 and 2023.
- This event is meant to create an inclusive space for families to gather and participate in free activities.



# FamFest 2024

## What's on the agenda?

- Pancake Breakfast
- Swimming and Skating
- Face Painting, Balloon Twisting, Crafting
- Snowman Competition
- Sledge Hockey "Try-It"
- Magic Show
- Arnprior Packers Game



# FamFest 2024

Time	Activity	Location
8:00-11:00am	Pancake Breakfast	Community Hall
10:00am - 1:00pm	Face Painting, Balloon Twisting, Crafting	Community Hall
10:00am 11:00am 3:00pm 4:00pm	Public Swimming (1 Hour)	Pool
10:00am 11:00am 4:30pm (post-game)	Public Skating	Bert Hall Arena
11:00am-2:00pm	Snowman Competition (Weather Permitting)	Outside (Lot beside James St)
12:00-1:00pm	Sledge Hockey Trial	Glenn Arthur Arena
2:00pm	Arnprior Packers Game	Bert Hall Arena
2:00pm	Magic Show	Community Hall





# Logistics

## Pancake Breakfast

- The breakfast is provided by the Arnprior Lions Club at a first-come, first-serve basis.
- While free, you are welcome to make a donation to the club at the event if you choose to.

## Swimming

- Multiple swimming times are scheduled to provide as many opportunities as possible.
- Pool capacity is in place and will be monitored by staff at the change room entrance.
- Swim admission standards apply.



# Logistics

## Skating

- Capacity limits are also in place
- Skate monitors are on the ice each skate to enforce safety rules.
- Our Lending Hub will be open with staff assisting the loaning of skates and helmets.

## Family Entertainment

- Both the Balloon Twister and Face Painters have been in high demand at all previous events. These artists will be offering basic designs to try and serve each child in line.
- Staff will also assist the line-ups and work with families on expected wait time.

# Logistics

## Snowman Competition

- Families will be able to check in at the registration desk outside and be given a number to stick on their masterpiece to be eligible to win the competition.
- This activity is weather permitting.

## Sledge Hockey

- Anyone is welcome to try out our sledge hockey equipment in a free play practice with our coaches. Equipment is provided.
- Staff will be around the building encouraging people to participate and assist with getting players on and off the ice.

# Logistics

## Arnprior Packers Game

- The Packers face the Perth Blue Wings at 2:00pm on Bert Hall Arena.
- The game is free to attend.

## Magic Show

- New this year, Kevin Smith Magic is putting on a 45-minute show starting at 2:00pm in the Community Hall
- This show is interactive and will use audience members to help create some of the acts.



# Sponsors

**This event would not be possible without:**

- Arnprior Packers
- Arnprior Lions Club
- Mark's No Frills
- Antrim Truck Stop
- Pacific Safety Products
- Jennifer Charlebois-Robillard (Desjardins Insurance)

# Stay In The Know

## How can residents learn more about FamFest?

- Full event details can be found at [Arnprior.ca/FamFest](https://Arnprior.ca/FamFest)
  - Any updates or changes will be posted on the webpage
- Event posters have been put up at the Nick Smith Centre and various locations around town.
- Town social media channels will also post updates and event lineup
  - Facebook - [@ArnpriorLife](https://www.facebook.com/ArnpriorLife)
    - Facebook Event – FamFest 2024
  - Instagram - [@ArnpriorLife](https://www.instagram.com/ArnpriorLife)
  - X - [@arnprior](https://twitter.com/arnprior)

# Questions?



• WHERE THE RIVERS MEET •



## Town of Arnprior Staff Report

**Subject:** WFP Filter #2 Media and Underdrain Replacement

**Report Number:** 24-02-12-01

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

**Department:** Operations

**Meeting Date:** February 12, 2024

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### Recommendations:

That Council authorize a by-law to award a project to Anthratech Western Inc. (AWI) for refurbishment of Filter #2 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$223,970.00 (plus applicable taxes).

Further that Council authorize the CAO to execute the agreements, and related documents with AWI to implement the defined scope of work.

### Background:

The Town's WFP currently has three open-top gravity, dual cell filters which are an integral part of the water filtration system. Each cell is approximately 5.5m wide by 3m long and contains 600mm depth of Puracite Filter Anthracite on top of 400mm of Angular Quartz Filter sand. As part of the filtration process, water is drawn down through the filter media material where it travels through a set of stainless-steel underdrains which are mounted on the bottom of the tank. The purpose of these underdrains is to act as a strainer with very small openings to prevent the filter media material from going into the clearwell. The water then travels through the flume (trough) in the bottom of the tank and out to the clearwells. On the outlet of each filter tank is a turbidity meter which monitors the amount of particulate that is in potable water.

Over the past several months there has been some relatively minor symptoms of small amounts of filter media present at the turbidity meter on Filter #2, however it has not been present in either of the other two filter tanks, nor has there been any issues with the turbidity



tests of the final treated water. It is important to note that the quality of the treated water has not been impacted and continues to be closely monitored.

In mid 2023, staff observed an area in Filter #2 which had experienced some settlement/washout of the media and subsequently conducted further investigations. These investigations revealed that portions of the media materials (sand and anthracite) had begun to mix in the tank and solidify in isolated locations. Despite these inconsistencies in the filter media, the turbidity meter readings typically remained acceptable while the filter was still in use.

Staff proceeded to update the budget estimate to complete the media replacement as part of the 2024 capital works program and in anticipation for this media replacement project, staff reached out to Anthratech Western Inc. (AWI) as the company who completed the initial filter media and underdrain design and fabrication. AWI attended the WFP in mid January to conduct an additional inspection of the filter media and upon further investigation, AWI technicians identified damage and wear to the underdrains which can allow filter media to pass through the expanded openings and into the underdrains. Staff subsequently removed Filter #2 from operation and proceeded to coordinate the removal of the filter media and underdrains.

### **Discussion:**

AWI has recommended complete replacement of the Filter #2 underdrains and media, however, should there be components of the underdrains that can be salvaged or reused, they can be stored on site to be used as future replacement parts should they be required in Filter #1 and #3. AWI has provided a detailed proposal for refurbishment of Filter #2 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media.

The WFP is currently operating on only two of the three filters. This does not cause any significant operational issues, however should the filter remain out of service into the summer months which typically see a higher water demand, the plant could struggle to produce the maximum daily water volumes.

Anticipated delivery timelines are currently 1-2 weeks to complete shop drawings for the new underdrains and up to 6 weeks to receive the new underdrains and filter media. Installation is estimated to take 5 working days to complete.

### **Options:**

Council could choose not to proceed with these repairs however this is not recommended as these undertakings have been identified as critical to the continued operation of the Town's WFP.

### **Policy Considerations:**

The Town of Arnprior 2024-2027 Strategic Plan includes Growth and Asset Management among the Town's five key priority areas and includes the following statement within the

Town's mission statement:

*The Town of Arnprior is dedicated to fostering sustainable growth and implementing effective asset management practices that enhance the quality of life for our residents and preserve the unique character of our community. We aim to foster sustainable development that enhances our community's prosperity while preserving our natural resources and heritage. Our commitment to growth and asset management is rooted in a vision that embraces economic progress, environmental stewardship, and the well-being of our residents.*

This recommended project is considered to be an effective asset management practice.

### **Financial Considerations:**

AWI has provided a proposal to supply and install new stainless-steel Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$223,970.00 (plus applicable taxes).

Staff recommend this project be awarded as a sole source procurement in accordance with FS-AD-01 Procurement Policy, Section 6.5 b) which states:

Non-Standard Procurements may only be approved in the following circumstances:

- b. Where only one Supplier is able to meet the requirements of a procurement in order to:
  - i. Ensure compatibility with existing products;
  - ii. Recognize exclusive rights, such as exclusive licenses, copyright and patent rights; or
  - iii. Maintain specialized products that must be maintained by the manufacturer or its representative;

AWI is the original manufacturer of the Town's WFP filter underdrains and media. Staff recommend sole sourcing this work to them based on their reputation, specialized familiarity with the Town's existing filter system and the anticipated extra cost that would be incurred to complete a redesign of the filter system in Filter #2. This would also potentially create inconsistency between the three filter tanks and would take much longer to address the issue, thereby increasing the risk of not having the filter up and running before high-water demand season. AWI is a very experienced and trusted contractor who specializes in water filtration filter design and installations and perform services for many large-scale water utilities and municipalities throughout Ontario and across Canada.

### **Meeting Dates:**

N/A

**Consultation:**

AWI

**Documents:**

N/A

**Signatures**

**Reviewed by Department Head:** John Steckly, General Manager, Operations

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

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Deputy Clerk:** Kaila Zamojski



## Town of Arnprior Staff Report

**Subject:** Elevator Rescue – Fire Department Response

**Report Number:** 24-02-12-02

**Report Author and Position Title:** Cory Nicholas - Deputy Fire Chief

**Department:** Fire Department

**Meeting Date:** January 29<sup>th</sup> 2024

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### Recommendations:

**That** Council adopt a by-law to amend “Appendix C” of By-Law No. 7102-20 to include “Elevator Rescue” at the “Operations Level” in the list of approved Fire Department core services.

### Background:

The Fire Protection and Prevention Act, 1997 creates the framework for fire protection in Ontario. This act addresses our municipal responsibilities for fire protection whereby the Town of Arnprior shall provide fire protection services as may be necessary in accordance with its individual needs and circumstances. The service types and level of technical expertise to which the Arnprior Fire Department performs these services is to be clearly defined in the municipality’s Fire Service Establishing and Regulating By-Law, being By-law 7102-20.

### Discussion:

With the recent addition of several multi-storey buildings, combined with the aging infrastructure in existing multi-storey buildings, the Arnprior Fire Department is seeing a notable increase in call volume for elevator rescue services. Another contributing factor to this increase in calls for emergency services are the lengthy wait times for contracted elevator technicians to arrive on site to assist trapped individuals. Historically the Arnprior Fire Department has received intermittent emergency page-outs to perform this service, averaging one (1) to three (3) calls per year. Last year the Arnprior Fire Department responded to nine (9) calls for persons trapped in elevating devices at multiple sites in our municipality.

During emergency response for elevator rescue, the Arnprior Fire Department performs “operations level” tasks in accordance with Ontario Fire Service Guidance Note 6-32 (GN 6-

32) which recommends training and procedures consistent with American Society of Mechanical Engineers standard A17.4-2015 -Guide for Emergency Personnel. GN 6-32 addresses the most common elevator rescue situations encountered in the field. It limits elevator rescue tasks to the removal of occupants from inside a disabled or stalled elevator car through the elevator doors by means of sequential steps developed to ensure responder and patient safety. Performing more uncommon and complex rescues using specialized equipment from elevator shafts, hoistways or through the top of the elevator car requires “technician” level training to NFPA 1006 Standard for Technical Rescue Personnel Professional Qualifications in accordance with Ontario Regulation 343/22 Firefighter Certification. When faced with these types of unique situations, the Arnprior Fire Department would ensure scene safety, mitigate incident escalation to the best of our response capabilities and await the arrival of a skilled technical rescue team and/or contracted elevator technician.

Considering the above noted response trends and fire department capabilities, the level of service provided should be contemplated, defined and incorporated into the Town’s Fire Department Establishing and Regulating By-Law. A by-law to amend the current By-law, 7102-20, by adding the required information, has been included on the agenda for Council consideration.

**Options:**

1. Do not amend “Appendix C” of By-Law No. 7102-20 to include “Elevator Rescue” at the “Operations Level” in the list of approved fire department core services. This is not the recommended option as it is an identified risk and staff have procedures, equipment and a training plan in place to mitigate this type of community risk at the operations level.
2. Amend “Appendix C” of By-Law No. 7102-20 to include “Elevator Rescue” at the “Operations Level” in the list of approved fire department core services. This is the recommended option as it is an identified risk and staff have procedures, equipment and a training plan in place to mitigate this type of community risk at the operations level.
3. Amend “Appendix C” of By-Law No. 7102-20 to include “Elevator Rescue” at the “Technician Level” in the list of approved fire department core services. This is the not recommended option as staff do not currently have the requisite training or equipment to perform complex rescues to mitigate this type of risk safely while performing technician level tasks.

**Policy Considerations:**

By-Law 7102-20 Establish and Regulate – Fire Department

**Financial Considerations:**

None

**Meeting Dates:**

N/A

**Consultation:**

- Fire Protection and Prevention Act, 1997
- ASME A17 .4-2015 Guide for Emergency Personnel
- Ontario Fire Service Guidance Note 6-32 Elevator Rescue

**Documents:**

N/A

**Signatures**

**Reviewed by Department Head:** Rick Desarmia, Fire Chief

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

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Deputy Clerk:** Kaila Zamojski



## Town of Arnprior Staff Report

**Subject:** Arnprior Municipal Marina – Capacity and Pier 6 Usage

**Report Number:** 24-02-12-03

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

**Department:** Recreation

**Meeting Date:** February 12, 2024

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### **Recommendations:**

That Council direct staff to proceed with returning Pier 6 to regular use with rentable slips in the Municipal Marina.

### **Background:**

Up until the 2021 season, the marina operated with 96 slips. Between 2017-2019 the town averaged 67 seasonal rentals plus monthly and transient (daily) renters – with the busiest day during any of those seasons seeing 78 slips filled. For the 2020 marina season had its largest volume of seasonal renters (73), with the busiest weekend seeing 85 slips filled, still 11 slips shy of full capacity.

For the 2021 marina season, a pilot project was launched converting Pier 6 into a public access dock providing free docking for up to 8 boats for a four-hour maximum to allow boaters to come off the water and explore Arnprior – from the revitalized downtown to shop or eat or venture down the path to Robert Simpson Park to take in music at Concerts in the Park.

This change in pier usage did reduce the volume of slips available for seasonal and transient rentals to 84 (note: damage to Pier 6 during the 2020 season reduced its capacity from 12 down to 8 slips).

Signage was posted on Pier 6 and information about its use was included on the Town's website.

## **Discussion:**

Since the 2021 season, the Arnprior Municipal Marina has been at full capacity on Piers 1-5, gated-access docks, as follows:

- 81 Slips for Seasonal Rentals
- 2 Transient Slips for Weekly Rentals
- 1 Slip for the Town's Dragon Boat

Following the 2021 season, staff brought a report to Council November 8, 2021 regarding marina operations to review user fees (resident vs non-resident fees) and allocation of space for residents. At that time the breakdown of marina slip usage was 49% Arnprior residents, 21% McNab/Braeside residents and 30% other. Council Resolution 345-21 implemented a 60% minimum of resident slip users and established a non-resident rate for marina users.

The marina has continued to remain at capacity since 2021 with a growing waitlist that has now reached 43 people – 15 residents and 23 non-residents – requesting a seasonal slip.

With marina renewals for 2024 in progress, the municipal marina remains at capacity for this season.

Since designating Pier 6 as a Public Access dock there has been limited uptake in the use of this space, despite it being at no cost. While the marina is only staffed Friday through Sunday, there is seldom more than 1 boat, if any that use the public dock in that Friday through Sunday period with the most usage coming on Canada Day / Canada Day long weekend.

With a growing waitlist for access to a seasonal slip, returning Pier 6 to regular marina operations would provide an additional 8 slips to be rented.

With the average boat bringing in \$650.00 for the season and 8 additional slips being added with Pier 6, this could bring in an additional \$5,200.00 in revenue.

## **Options:**

Council may choose to direct staff to maintain the use of Pier 6 as a public access dock with free daytime mooring.

Council may choose an alternative option.

Staff do not recommend these options as they do not support the increased need for access to municipal marina services.

## **Policy Considerations:**

Encouraging maximum use of the marina facility aligns with the Town's strategic plan priority area for Community Well-being and Financial Sustainability by providing amenities that encourage healthy lifestyles and is fiscally responsible.



## Financial Considerations:

With the average boat bringing in \$650.00 for the season and 8 additional slips being added with Pier 6, this could bring in an additional \$5,200.00 in revenue and would assist in lowering the growing waitlist for marina space.

### Marina Financials – Past 5 Years

Year	Revenues	Expenses
2024 (Budget)	\$89,300	\$88,500
2023*	\$82,648	\$95,305
2022	\$97,492	\$77,731
2021	\$88,071	\$76,446
2020^^	\$69,748	\$56,032
2019*	\$62,047	\$86,818

\* Denotes year where flood waters caused increased operational expenses

^^ Denotes COVID-19 Year resulting in delayed opening

## 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 Deputy Clerk:** Kaila Zamojski



## Town of Arnprior Staff Report

**Subject:** Zoning By-law Amendment - Pegasus Village Creek Block 139

**Report Number:** 24-02-12-04

**Report Author and Position Title:** Robin Paquette, CAO/Saide Sayah, Fotenn

**Department:** Community Services Branch

**Meeting Date:** February 12<sup>th</sup>, 2024

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### Recommendations:

**That** Council receives an application for an amendment to Zoning By-law 6875-18 for the Pegasus Village Creek Block 139 lands from R4(H1) to R3 (H1) with an exception to recognize the lands as one block for zoning purposes and alternative development standards as described in Document 5.

**That** pursuant to Section 34(12) of the Planning Act, Council holds a public meeting on Monday, March 11<sup>th</sup>, 2024, regarding the proposed amendment, to allow for public review and comment.

### Background:

**Owner:** Pegasus Development Corporation

**Legal Description:** Block 139, Registered Plan 49M-76 Geographic Township of Arnprior Part Lot 5, Concession A

**Area of Land:** 1.42 ha (3.5 acres)

**Existing Structures:** Vacant lands

**Surrounding uses:** The subject lands are on the western boundary of the Town of Arnprior and bound by Russet Drive to the north, Desmond Trudeau Drive to the east, and Campbell Drive to the west. Along Desmond Trudeau Drive to the south is the Village Creek subdivision as well as an undeveloped rural property with frontage on Campbell Drive. (Document 1, Location Plan)

### Current Designations:

**Official Plan:** Low/Medium Density Residential Area

## **Zoning Designation:** Residential Four, Holding Provision 1 R4 (H1)

The application is for a Zoning By-law Amendment to allow for a development consisting of 63 units in the Village Creek Subdivision in Arnprior. The owner, Pegasus Development Corporation, is proposing to develop a community of 63 units, consisting of 45 single-detached dwellings, 8 semi-detached dwelling units and 10 townhouse units. (Document 2, Proposed Site Plan). Document 3 provides dimensions for both the proposed single and semidetached dwellings followed by elevations for the single detached homes.

The applicant is seeking to change the zoning from R4 (H1) to a site-specific R3 (H1) zone to allow the mix of single-detached, semi-detached and townhouse dwellings, and to address relief required from other provisions of the Zoning By-law.

The Holding provision will remain as per Section 2.6 of the Zoning By-law as the development will also require Site Plan Control approval and Agreements following consideration of the Zoning By-law Amendment.

## **Discussion:**

At present, staff members are refraining from conducting a review of the application. Instead, they are suggesting advancing the application to a statutory public meeting before presenting a recommendation to Council. This approach enables the staff to uphold the established timelines outlined in the Planning Act through Bill 109, ensuring a thorough examination of the submission. While the policy discussion below is not exhaustive, its purpose is to offer pertinent background information to both the Council and residents.

### Zoning By-law Amendment Application

The Zoning By-law Amendment application serves a dual purpose: firstly, to transition the parent zone from R4 to R3, allowing for the inclusion of single and semi detached dwelling units; and secondly, to introduce alternative development standards. These proposed standards aim to address aspects such as the private road, building setbacks, and other performance criteria that do not align with the existing Zoning By-law.

As illustrated in Documents 2 and 3, the applicant is pursuing approval for a 6.7 meters wide private road. Additionally, they are seeking a reduction in front, side, and rear-yard setbacks for residential buildings, as outlined in Document 5.

The application also considers Zoning By-law provisions pertaining to the private road and the overall layout of the planned community. Staff are currently examining the proposed standards, setbacks and change of use. Following the completion of the public consultation process, a detailed report containing recommendations will be presented to the Council.

It is important to highlight that, in addition to the necessary amendments to the Town of Arnprior Zoning By-law, a future Site Plan Control application will be submitted. Subsequently, the intention is to seek Draft Plan of Condominium approval from both the County of Renfrew and the Town of Arnprior.

The Common Elements Condominium will be required to address the common elements proposed, including the private roadway, visitor parking, amenity areas, community mailboxes, garbage collection areas, and any utility installations.

## **Policy Considerations:**

The following is a preliminary review of the applicable planning policy framework that applies to the proposed Zoning By-law Amendment for it to be consistent with the Provincial Policy Statement and policies in the Town of Arnprior Official Plan.

### Provincial Policy Statement (2020)

The 2020 Provincial Policy Statement (PPS) offers policy guidance on matters of provincial interest related to land use planning and development. It mandates that all decisions influencing planning matters "shall be consistent with" policies issued under the authority of Section 3 of the Planning Act. This underscores the imperative for adherence to the policies set forth in the PPS when considering land use planning decisions.

Policy 1.1.1 of the PPS states that healthy, liveable and safe communities are sustained by promoting efficient land use patterns with a range and mix of uses arranged to minimize land consumption and servicing costs. Further, development patterns should avoid environmental or public health and safety concerns, conserve biodiversity, and consider the impacts of a changing climate.

Staff will be reviewing the dwelling types to determine if the application promotes diversity in the range of residential units available in the community while minimizing land consumption.

Policy 1.1.3.2 requires land use patterns within settlement areas to be based on: "densities and a mix of land uses which:

- a) efficiently use land and resources;
- b) are appropriate for, and efficiently use, the infrastructure and public service facilities which are planned or available, and avoid the need for their unjustified and/or uneconomical expansion;
- c) minimize negative impacts to air quality and climate change, and promote energy efficiency;
- d) prepare for the impacts of a changing climate;
- e) support active transportation;
- f) are transit-supportive, where transit is planned, exists or may be developed, and;
- g) are freight-supportive."

The proposal increases the density of an underutilized site located within the urban boundary of the Town of Arnprior. The change will not result in the loss of significant natural features and can be appropriately serviced utilizing available capacity in the municipal servicing network.

Policy 1.1.3.4 states that "appropriate development standards should be promoted which facilitate intensification, redevelopment, and compact form, while avoiding or mitigating risks to public health and safety."

Policy 1.4.3 states that “Planning authorities shall provide for an appropriate range and mix of housing options and densities to meet projected market-based and affordable housing needs of current and future residents of the regional market area...”

Section 1.6 of the PPS states that infrastructure shall be provided in a coordinated, efficient, and cost-effective manner to accommodate projected needs. The proposed development will connect to water, and sanitary sewer services provided by Arnprior.

Staff are in the process of reviewing the application to determine if it is within the policy framework set out in the Provincial Policy Statement.

### Town of Arnprior Official Plan

The Town of Arnprior adopted a new Official Plan in 2017, which was approved by the County of Renfrew on November 29, 2017 (herein referred to as the ‘Official Plan’).

The subject lands are designated as Low / Medium Density Residential Area in Schedule A of the Official Plan. The Official Plan states that “Lands designated Low/Medium Density Residential Area are the recently developed and vacant residential areas on the edges of the built up area of the Town, and which are planned for a variety of housing forms”.

Section A3.2 (Sustainable Development) of the Official Plan lists several strategic objectives aimed at meeting a goal “to promote and encourage sustainable forms of land use and development”:

- a) Minimize the Town’s ecological footprint and the impacts of growth by encouraging new development that is based on the principles of sustainable development;
- f) Promote a compact urban form and develop an energy-efficient mix of land uses, where appropriate, to provide livable, healthy communities;
- g) Encourage reductions in the use of private automobiles by promoting active transportation and the use of Transportation Demand Management measures, such as cycling and walking;
- h) Encourage efficient site design, and building design and construction techniques that minimize space heating and cooling energy consumption, and encourage the upgrading/retrofitting of existing buildings and facilities;

Section A3.4 (Community Character) lists objectives that direct new development to “*protect and enhance the character of the community*”:

- a) *Encourage the development of neighbourhoods which are: compact; provide for an integrated network of pedestrian-oriented streets, pathways and cycling facilities; and provide an appropriate mix of housing types, community facilities, commercial and service uses, and open spaces;*

Section C2.2 of the Official Plan states that the objectives of this designation are to:

- a) Provide for new housing opportunities to meet the Town’s projected housing needs;

- b) Provide for a range of housing types and forms to ensure accessible, affordable, adequate, and appropriate housing for all socio-economic groups;
- c) Achieve more compact forms of residential development in a manner that is compatible with the character and pattern of adjacent surrounding development;
- d) Ensure that new residential areas permit a variety of complementary and compatible land uses, including community facilities, open space areas; and,
- e) Establish a comprehensive set of design guidelines and policies for new residential development that fosters the establishment of an urban environment that is safe, functional, sustainable and attractive.”

Section C2.3 of the Official Plan establishes the list of uses permitted in the ‘Low/Medium Density Residential Area designation’. Uses permitted are:

- a) Single detached dwellings;
- b) Semi-detached dwellings;
- c) Townhouse dwellings;
- d) Low-rise apartments buildings (maximum height – 6 storeys);
- e) Secondary residential units in accordance with Section B9.3;
- f) Home businesses in accordance with Section C1.5.1;
- g) Bed and breakfast establishments in accordance with Section C1.5.2;
- h) Day nurseries and local institutional uses in accordance with Section C1.5.3.”

Section C2.4.1 of the Official Plan includes policies that are intended to promote the development of single-detached dwellings in all new large subdivisions. It is understood that the intent of these policies is to protect the historic residential character of the Town, which is predominately single detached older homes. To address this intention, the policies of Section C2.4.1 state,

- a) The predominant form of housing in new development areas shall be in the form of single detached dwellings and in this regard, no less than 50% of the new dwelling units in any contiguous development area that has more than 20 units be comprised of single detached dwellings.
- b) This policy also applies to existing contiguous development areas as well and if an application to re-lot an already registered Plan of Subdivision is received by the Town.
- c) An amendment to this Plan is not required if the Town determines that an alternative approach that is generally in keeping with this section of the Plan is appropriate.”

Section C2.4.2 (d) states “In order to ensure compatibility with existing development in the Established Residential Area designation, new development in the Low/Medium Density Residential Area designation should generally have a physical character that is compatible with development in the existing neighbourhood in terms of density, lot sizes, maximum building heights, and minimum setbacks.”

The proposed Zoning By-law Amendment is currently being reviewed within the policy framework set out in the Arnprior Official Plan with staff expected to provide a recommendation to Council on April 8<sup>th</sup>, 2024.

**Process:**

Notice of complete application and public meeting will be circulated to hold a public meeting on Monday, March 11th, 2024, in accordance with the Planning Act regulations. Twenty days' notice of the public meeting will be provided by mailing a notice to all landowners within 120 meters of the subject property and placing signage on the property. After the public meeting, a staff report will be brought forward to Council and will include options for consideration including passage of the amending by-law, proposed changes to the amending by-law, or refusal of the amending by-law.

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

**Options:**

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

**Financial Considerations:**

Not applicable.

**Meeting Dates:**

1. Public meeting – March 11<sup>th</sup>, 2024
2. Council meeting – April 8<sup>th</sup>, 2024 for a decision

**Consultation:**

The zoning by-law amendment were pre-circulated to the County of Renfrew Planning Department, the County of Renfrew Public Works, and Engineering Department, Arnprior OPP, Arnprior Fire Chief, the Arnprior Chief Building Official, Public Works Supervisor, Engineering officers, General Manager of Operations, and CAO for comment.

**Documents:**

1. Document 1: Site Location
2. Document 2: Proposed Site Plan
3. Document 3: Plans and Illustration
4. Document 4: Current Zoning Schedule
5. Document 5: Proposed Zoning Table

**Signatures:**

**Reviewed by Planning Consultant:** Saide Sayah, RPP

**Reviewed by Department Head:** Robin Paquette

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

**CAO Concurrence:** Robin Paquette

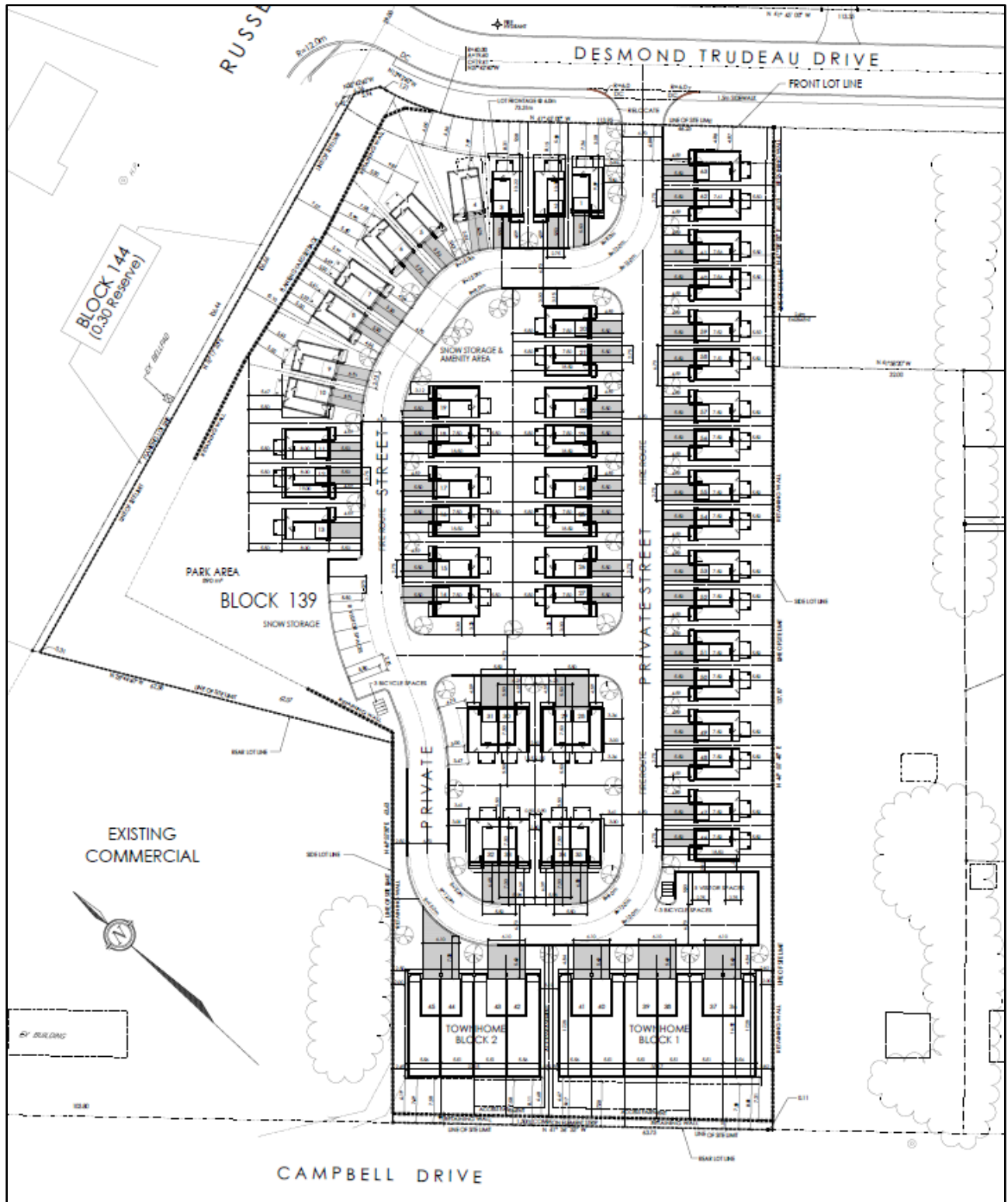
**Workflow Certified by Deputy Clerk:** Kaila Zamojski



Document 1: Site Location

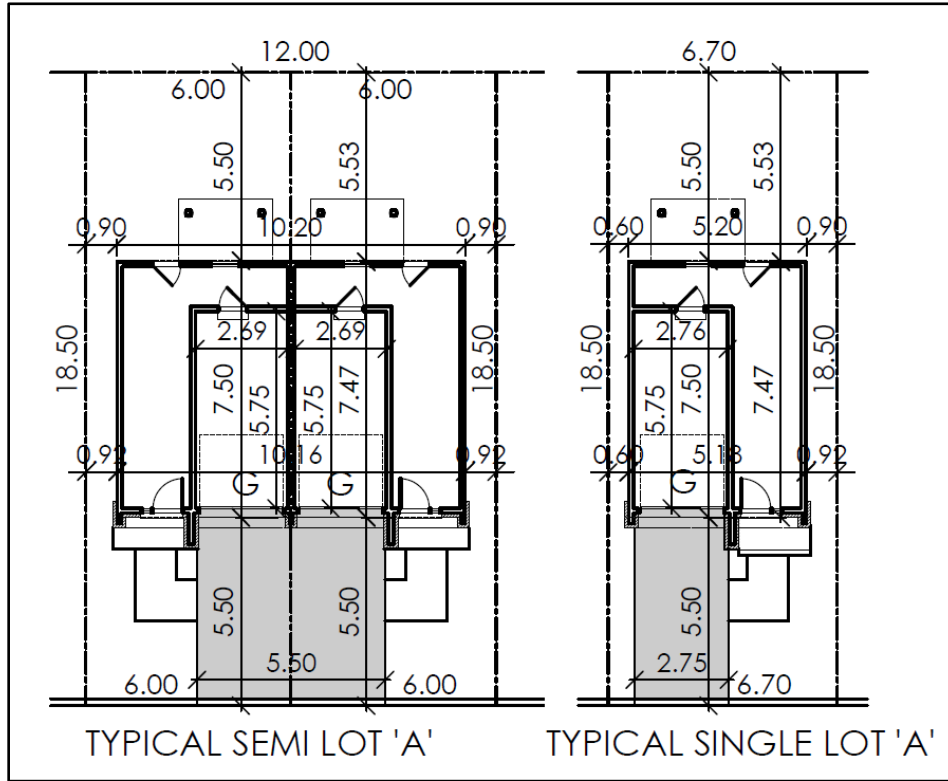


Document 2: Proposed Site Plan



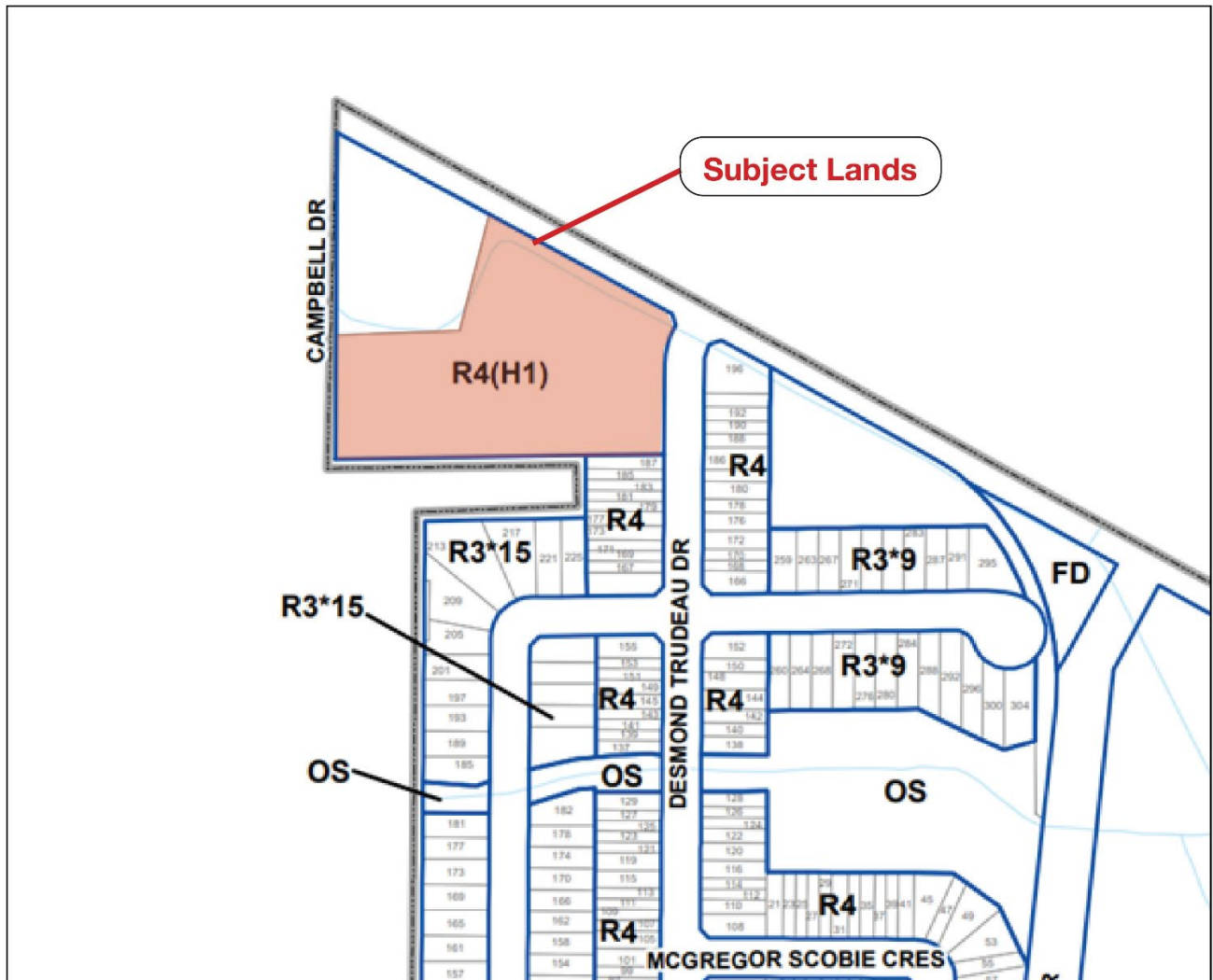
Document 3

Plans and Illustration prepared by David Blakely Architect on behalf of applicant.



**Document 4:** Current Zoning Schedule

The applicant is seeking to change the zoning from R4 (H1) to a site-specific R3 (H1) zone to allow the mix of single-detached, semi-detached and townhouse dwellings, and to address relief required from other provisions of the Zoning By-law.



**Document 5:** Proposed Zoning Table (provided by applicant)

The applicant is seeking to change the zoning from R4 (H1) to a site-specific R3 (H1) zone to allow the mix of single-detached, semi-detached and townhouse dwellings, and to address relief required from other provisions of the Zoning By-law as detailed in the table below.

<b>Proposed Zoning for</b>		
	<b>REQUIRED:</b>	<b>PROVIDED:</b>
<b>LOT FRONTAGE:</b>		73.31m
<b>MIN. LOT FRONTAGE:</b>		
SINGLES:	12.00 m	6.70 m
SEMI DETACHED:	7.50 m	5.98 m
TOWNHOME:	6.00 m	5.10 m
<b>MIN. FRONT YARD SETBACK:</b>		
SINGLES:	6.00 m	5.50 m
SEMI DETACHED:	6.00 m	5.50 m
TOWNHOME:	4.50 m	5.60 m
<b>MIN. SETBACK TO GARAGE:</b>		
SINGLES:	6.00 m	5.50 m
SEMI DETACHED:	6.00 m	5.50 m
TOWNHOME:	6.00 m	5.50 m
<b>MIN. REAR YARD SETBACK:</b>		
SINGLES:	6.00 m	5.50 m
SEMI DETACHED:	6.00 m	5.50 m
TOWNHOME:	6.00 m	6.19 m
<b>MIN. EXTERIOR YARD SETBACK:</b>		
SINGLES:	4.50 m	4.07 m
SEMI DETACHED:	4.50 m	3.36 m
TOWNHOME:	4.50 m	N/A
<b>MIN. INTERIOR YARD SETBACK:</b>		
SINGLES:	1.20 m	0.60 m
SEMI DETACHED:	1.20 m	0.90 m
TOWNHOME:	1.80 m	1.55 m
<b>MIN. DWELLING AREA:</b>		
SINGLES:	75.0 m <sup>2</sup>	96.9 m <sup>2</sup>
SEMI DETACHED:	65.0 m <sup>2</sup>	96.9m <sup>2</sup>
TOWNHOME:	N/A	157.6 m <sup>2</sup>
<b>MAX. BUILDING HEIGHT:</b>		
SINGLES:	10.50 m	9.14 m
SEMI DETACHED:	10.50 m	9.14 m
TOWNHOME:	10.50 m	8.33 m



## Town of Arnprior Staff Report

**Subject:** Proclamation for Rare Disease Day (February 28, 2024)

**Report Number:** 24-02-12-06

**Report Author and Position Title:** Oliver Jacob, Client Services Coordinator

**Department:** Client Services

**Meeting Date:** February 12<sup>th</sup>, 2024

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### Recommendations:

That Council proclaim February 28, 2024 as Rare Disease Day in the Town of Arnprior.

### Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	CDKL5 Canada PO Box 469 Clarksburg, ON N0H 1J0 <a href="https://www.rarediseaseday.org/contact-us/">https://www.rarediseaseday.org/contact-us/</a>
Section 5.2.2 – Contact Person’s Name	Natalie Ladly, President
Section 5.2.3 – Name of Proclamation and Duration	Rare Disease Day February 28, 2024
Section 5.2.4 – Appropriate Wording for Proclamation	Yes

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

Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No (Request to light up the Museum Clock Tower in Rare Disease Day Colours – Blue, Green, Pink and Purple)
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

**Documents:**

1. Proclamation Document – Rare Disease Day (February 28<sup>th</sup>, 2024)
2. Request Letter - CDKL5 Canada

**Signatures**

**Reviewed by Department Head:** Kaila Zamojski

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

**CAO Concurrence:** Robin Paquette

**Workflow Certified by Deputy Clerk:** Kaila Zamojski



## Town of Arnprior Proclamation

### Rare Disease Day

# February 28, 2024

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**Whereas** Rare Disease Day was established in 2008 and is coordinated by EURORDIS and 65+ national alliance patient organization partners; and

**Whereas** Rare Disease Day is the globally coordinated movement on rare diseases, working towards equity in social opportunity, healthcare, and access to diagnosis and therapies for people living with a rare disease; and

**Whereas** Rare Disease Day has played a critical part in building an international rare disease community that is multi-disease, global, and diverse, but united in purpose; and

**Whereas** there are more than 6,000 known rare diseases, including over 200 rare cancer types; and

**Whereas** up to 5.9% of the population has a rare disease with 79% of these diseases being classified as genetic disorders; and

**Whereas** [Rare Disease Day](#) takes place on the 28<sup>th</sup> of February each year and is recognized globally; and

**Whereas** the colours of Rare Disease Day are blue, green, pink, and purple. Various monuments around the world are lit up in these colours, on the last day of February each year, to show support for individuals living with rare diseases.

**Now Therefore** I, Lisa McGee, Mayor of the Town of Arnprior, do hereby proclaim February 28, 2024 as Rare Disease Day in the Town of Arnprior and note that the Arnprior and District Museum's clock tower will be lit up with the colours of blue, green, pink and purple to show our support.

**Lisa McGee, Mayor**  
**Town of Arnprior**



# CDKL5 Canada

PO Box 469, Clarksburg PO  
Clarksburg, ON N0H 1J0

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Office of the Clerks  
Town of Arnprior

January 15, 2024

## Request for Proclamation

Dear Council and/or City Clerk,

On behalf of the CDKL5 Canada, and the diagnosed individuals living in the Town of Arnprior, we are writing to request a proclamation for the month of June as CDKL5 Awareness Month.

CDKL5 Canada is a registered charitable corporation founded to pursue research into finding a CURE for CDKL5 disorder. [www.cdkl5canada.ca](http://www.cdkl5canada.ca)

CDKL5 Deficiency Disorder is a rare genetic mutation that prevents the body from making essential proteins needed for brain development. 90% of the individuals affected with this disorder will develop seizures before 3 months of age. They will also struggle to achieve basic motor, vision, and other basic developmental milestones.

CDKL5 Canada consists of volunteer board members across Canada. We are committed to pursue research into finding a cure and treatments for CDKL5 disorder, to raise public awareness of the disorder, while providing support to those affected by CDKL5 in Canada. We believe in the power of collaboration and helping to unite efforts in curing this devastating disease. We are dedicated to raise vitally needed public awareness, to advocate and provide support and information to all who deal with the hardships of this disorder.

This observance gives us a means to focus attention, which supports our goal of raising public awareness of CDKL5 in Canada. June is CDKL5 awareness month and we encourage communities to light up GREEN (lime green) to assist us with our mission. Jakob Ruest (local resident) passed away from this devastating disorder when he was just three years old. His family has created an awareness campaign ([jakobruestcdkl5.ca](http://jakobruestcdkl5.ca)) in his memory. They are working hard to raise vitally needed funds and awareness and this proclamation would support their efforts.

In addition to CDKL5 Awareness Month, it has come to our attention that Rare Disease Day is not recognized. We hoped we could also request a proclamation for February 28, 2024 as Rare Disease Day. Rare Disease Day is acknowledged globally and raises awareness to generate change for everyone living with a rare disease. CDKL5 Deficiency Disorder is a rare disease, and we celebrate this day February 28, 2024.

If you need anything further, please don't hesitate to contact me by email: [nlady@dkl5canada.ca](mailto:nlady@dkl5canada.ca)

Thank you for taking the time to consider recognizing and supporting CDKL5 Canada.

Sincerely,

Natalie Ladly  
President  
CDKL5 Canada

CDKL5 is a rare x-linked genetic disorder, resulting in early-onset refractory epilepsy and severe neurodevelopmental impairment.

# The Corporation of the Town of Arnprior

## By-law Number 7460-24

A by-law to appoint Kaila Zamojski, Clerk for the Town of Arnprior

**Whereas** Section 228(1) of the Municipal Act, 2001, S.O. 2001, c.25, as amended provides that a municipality shall appoint a Clerk; and

**Whereas** the Vital Statistics Act, R.S.O. 1990, c.V.4 provides that the clerk of every municipality is, by virtue of the office, the division registrar of the registration division and shall perform such duties and have such powers as prescribed in the Vital Statistics Act; and

**Whereas** Ontario Regulation 285 / 04 authorized clerks of local municipalities to perform civil marriages; and

**Whereas** Council of the Corporation of the Town of Arnprior adopted By-law Number 6252-13, as amended, authorizing the Clerk and Deputy Clerk to perform civil marriages; and

**Whereas** under the authority of the Alcohol and Gaming Commission of Ontario (AGCO) the municipality is authorized to license certain lottery events; and

**Whereas** the Clerk is the Lottery Licensing Officer for the municipality; and

**Whereas** Council deems it expedient to appoint Kaila Zamojski as Clerk of the Corporation of the Town of Arnprior.

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

1. **That** Kaila Zamojski be appointed Clerk of the Town of Arnprior effective February 12, 2024.
2. **That** the powers and duties of the Clerk shall be those of Division Registrar, Issuer of Marriage Licences, Wedding Officiant and Lottery Licensing Officer, for the Corporation of the Town of Arnprior and any other powers and duties as set forth in the Municipal Act, as amended and every other Act for a municipal clerk as well as any other duties assigned by the Town Council, Chief Administrative Officer or General Manager, Client Services / Treasurer.
3. **That** By-law number 7397-23 appointing Shelley Mackenzie as Clerk and any other by-law, resolution or parts of by-laws or resolutions that are inconsistent with this By-law are hereby repealed in their entirety.

4. **That** this By-law shall come into force and effect on February 12, 2024.

**Enacted and passed** this 12<sup>th</sup> day of February, 2024.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

**The Corporation of the  
Town of Arnprior**

**By-law Number 7461-24**

A by-law to adopt the 2024 Operating and Capital Budget Estimates.

**Whereas** Section 290(1) of the *Municipal Act, 2001*, S.O. 2001, c. 25, provides that a local municipality shall in each year or the immediately preceding year, prepare and adopt a budget including estimates of all sums required during the year for the purposes of the municipality; and

**Whereas** notice to adopt the budget was given in accordance with the *Municipal Act, 2001*, S.O. 2001, c. 25 and the Town's Notice By-law 6639-16 by being published on the Town's website and in alternate formats at least ten (10) days in advance of the meeting at which the budget will be considered for adoption; and

**Whereas** it is deemed necessary and expedient to adopt the capital and general operating budget estimates for the Town of Arnprior for the year 2024.

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

1. **That** the 2024 Operating Budget estimates attached as Schedule A forming part of this by-law be hereby adopted, approved and authorized; and
2. **That** the 2024 Capital Budget estimates, including total project costs for procurement purposes, attached as Schedule B forming part of this bylaw be hereby adopted, approved and authorized.
3. **That** this By-law shall come into force and effect on the day of its passing.

**Enacted and passed** this 12<sup>th</sup> day of February, 2024.

**Signatures:**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

## Schedule A - 2024 Operating Budget Estimates

Description	Revenues	Expenses	2024 Budget
<b>Taxation</b>			
Revenue from Taxation	\$12,513,882	\$0	\$12,513,882
Payments in Lieu of Taxation	130,000	0	130,000
<b>General Government</b>			
Council	0	232,100	(232,100)
Clerk	54,350	417,250	(362,900)
Corporate Management	450,750	1,128,200	(677,450)
Human Resources	0	132,850	(132,850)
Information Systems	9,452	325,450	(315,998)
<b>Protection to Persons &amp; Property</b>			
Fire Services	171,212	972,438	(801,226)
Police Services	0	1,773,859	(1,773,859)
Animal Services & By-Law Enforcement	33,032	104,500	(71,468)
Crossing Guards	5,300	44,250	(38,950)
<b>Public Works</b>			
Public Works	79,600	2,116,249	(2,036,649)
Vehicles and Equipment	600,800	269,400	331,400
Cemetery	118,000	118,000	-
<b>Environmental Services</b>			
Waterworks	3,727,179	2,599,843	1,127,336
Wastewater	2,689,580	2,150,700	538,880
Waste Management	1,119,450	1,072,500	46,950
<b>Parks and Recreation</b>			
Parks	6,800	442,850	(436,050)
Marina	89,300	88,500	800
Programs	237,300	460,300	(223,000)
Nick Smith Centre - Programs	1,025,900	870,250	155,650
Nick Smith Centre - Building	0	1,414,750	(1,414,750)
Buildings	0	396,750	(396,750)
<b>Community Services</b>			
Museum	43,780	312,850	(269,070)
Protection, Inspection & Control	341,500	341,500	0
Planning and Zoning	34,700	153,680	(118,980)
Marketing and Economic Development	6,500	224,750	(218,250)
Grants and Subsidies	2,456,695	475,240	1,981,455
To Reserves / Reserve Funds	0	7,306,053	(7,306,053)
<b>Total Operating Budget</b>	<b>\$ 25,945,062</b>	<b>\$25,945,062</b>	<b>\$0</b>

## Schedule B – 2024 Capital Budget Estimates

Capital Project	Department	Rationale	Total Project Cost	2024 Project Amount	Revenue Source				Reserve / Fund Name
					Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
<b>Linear Infrastructure</b>									
<b>Construction: River Crossing Phase I</b>	Operations - Engineering	LRCF / DC	5,400,000	1,350,000	483,272	262,021		604,708	ICIP Grant / Development Charges / Water Reserve
Description: 400mm river crossing watermain replacement									
<b>Construction: MacDonald St Reconstruction</b>	Operations - Engineering	LRCF / DC	4,200,000	4,200,000	1,097,195	231,066	1,984,467	887,272	DC (Provisional Sewer Upsizing), CERF 50%, Water 25%, WW 25%
Description: MacDonald St Reconstruction from McGonigal St to Edey St with sanitary sewer upsizing & separation, partial watermain and road reconstruction.									
<b>Construction: Sidewalks - Madawaska Blvd</b>	Operations - Engineering	LRCF / AMP	950,000	950,000		855,000	95,000		Development Charges 90% / Capital Expenditure Reserve Fund 10%
Description: 875 m of pathway and trees on Madawaska Blvd.									
<b>Construction: Rolling Road Rehab Program</b>	Operations - Engineering	LRCF / AMP	250,000	250,000			250,000		Capital Expenditure Reserve Fund
Description: Strategic patch work on roads & sidewalks (various locations).									
<b>Madawaska Blvd Street Pole Replacement</b>	Operations - Engineering	LRCF / DC	100,000	100,000			100,000		Capital Expenditure Reserve Fund
Description: Replacement of seven (7) streetlight poles on Madawaska Blvd including duct work									
<b>Design: Victoria Street Reconstruction</b>	Operations - Engineering	LRCF / DC	115,000	115,000		23,575	45,713	45,713	DC (20.5%), CERF 50%, Water 25%, WW 25%
Description: Design the full reconstruction of Victoria St from John to Elgin, 300mm watermain upsizing and replacement of sanitary sewer.									
<b>TOTAL Linear Infrastructure</b>			11,015,000	6,965,000	1,580,467	1,371,662	2,475,180	1,537,692	
<b>Land Improvements</b>									
<b>Construction: Fairview Park</b>	Operations / Recreation	LRCF	630,000	630,000		630,000			Development Charges
Description: Construction of Fairview Park including splash pad, play structure, pathways, seating and landscaping.									
<b>Construction: Marshall's Bay Meadows - Phase I Park Construction</b>	Operations / Recreation	LRCF	112,200	112,200		112,200			Development Charges
Description: Construction of new park including pathways, seating and landscaping.									
<b>Construction: CN Trail Park Rehabilitation</b>	Operations / Recreation	WFMP / LRCF	120,000	120,000		34,800	85,200		Development Charges / Parkland Reserve
Description: Rehabilitation of the CN Trail Park including paving pathways, lights, street furniture and exercise component.									
<b>Skate Park Design</b>	Operations / Recreation	NEW	25,000	25,000			25,000		Capital Expenditure Reserve Fund
Design: Complete design and tender ready specifications for future Skate Park Revitalization.									
<b>TOTAL Land Improvements</b>			887,200	887,200	0	777,000	110,200	0	

Capital Project	Department	Rationale	Total Project Cost	2024 Project Amount	Revenue Source				Reserve / Fund Name
					Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
<b>Facilities</b>									
<b>NSC Arena Slab Replacements</b>									
Description: Arena A & B Reconstruction: Replace Arena Floors, Header Trench, Rubber Flooring, Repaint Roof Trusses, Add Storage & 2nd Floor Mezzanine	Operations / Recreation	AMP / LRCF	6,340,000	1,585,000			1,585,000		Capital Expenditure Reserve Fund
<b>DA Gillies - Safety Improvements</b>									
Description: Replace existing fire escape, repair uneven stair risers, existing guards and handrails.	Operations - Buildings	BCA / LRCF	120,000	120,000			120,000		Capital Expenditure Reserve Fund
<b>WPCC Scada 3 PLC Processors</b>									
Description: Migration of existing, obsolete, PLC5 systems to new ControlLogix systems (Headworks, Main Plant, Chemical Building)	Operations - Environmental	CA / LRCF	250,000	250,000				250,000	Wastewater Reserve Fund
<b>WFP Filter Media</b>									
Description: Building and Process Structure (Filter Media) & clean out underdrains (Filter #2)	Operations / Environmental	W/WW MP	250,000	250,000				250,000	Water Reserve Fund
<b>WPCC Roof Replacements</b>									
Description: Replacement of Filter/Control Building Roof (1994) and Headworks Building Roof (1994)	Operations / Environmental	W/WW MP	125,000	125,000				125,000	Wastewater Reserve Fund
<b>Wastewater Facilities Anchor Points</b>									
Description: Installation of Fall Arrest Anchor Points with Davit Systems (various locations)	Operations / Environmental	H&S	30,000	30,000				30,000	Wastewater Reserve Fund
<b>TOTAL Facilities</b>			7,115,000	2,360,000	0	0	1,705,000	655,000	
<b>Machinery &amp; Equipment</b>									
<b>Information Technology - Server Upgrades</b>									
Description: Lifecycle replacement of full SCALE server and NSC Domain Controllers.	Client Services - IT	LRCF	160,000	160,000			160,000		Capital Expenditure Reserve Fund
<b>Fire Dept - Personal Protective Equipment</b>									
Description: Personal protective equipment for four (4) new hires and gloves & hoods (23) and helmets (6) for existing members.	Fire Department	DC / LRCF	27,500	27,500		17,500	10,000		Development Charges / Capital Expenditure Reserve Fund
<b>Thawing Machine (Thomson Steamer)</b>									
Description: Lifecycle replacement of #26 Thompson Steamer (Thawing Machine)	Operations - Roads & Services	LRCF	22,000	22,000			22,000		Capital Expenditure Reserve Fund
<b>Parks Mower Replacement</b>									
Description: Replace the Parks Kubota 3680 Mower (2009) - 72 inch deck 40 hp.	Recreation	LRCF	45,500	45,500			45,500		Capital Expenditure Reserve Fund
<b>Cemetery Mower Replacement</b>									
Description: Replace the Parks Kubota 3680 Mower (2014) - 60 inch deck 30 hp.	Operations - Roads & Services	LRCF	35,000	35,000			35,000		Cemetery Reserve

Capital Project	Department	Rationale	Total Project Cost	2024 Project Amount	Revenue Source				Reserve / Fund Name
					Grants	Development Charges	Reserves - Levy	Reserves - Water/WW	
<b>Parks Tractor Replacement</b>	Recreation	LRCF	105,000	105,000			105,000		Capital Expenditure Reserve Fund
Description: Replace the Parks New Holland Tractor Mower (2005). Replacement to include bucket & blower attachment.									
<b>TOTAL Machinery &amp; Equipment</b>			395,000	395,000	0	17,500	377,500	0	
<b>Vehicles</b>									
<b>Roads &amp; Services - 1 Ton Replacement</b>	Operations - Roads & Services	AMP / LRCF	110,000	110,000			110,000		Capital Expenditure Reserve Fund
Description: Replacement of 2012 (#8) 1 Ton Vehicle (plow & sander, dump box, single wheel)									
<b>TOTAL Vehicles</b>			110,000	110,000	0	0	110,000	0	
<b>Studies / Other</b>									
<b>Age-Friendly Community Plan Update</b>	Community Services Branch	LRCF	40,000	40,000	5,000		35,000		Capital Expenditure Reserve Fund
Description: Revitalize the 2016 plan and develop new goals and future targets.									
<b>TOTAL Studies / Other</b>			40,000	40,000	5,000	0	35,000	0	
<b>TOTAL CAPITAL</b>			<b>19,562,200</b>	<b>10,757,200</b>	<b>1,585,467</b>	<b>2,166,162</b>	<b>4,812,880</b>	<b>2,072,692</b>	



**The Corporation of the  
Town of Arnprior**

**By-law Number 7462-24**

Being a By-Law concerning Works in Progress (WIP) projects.

**Whereas** Sections 8, 9, and 11 of the *Municipal Act, 2001*, S.O. 2001, c. 25, authorize a municipality to pass by-laws necessary or desirable for municipal purposes, and in particular paragraph 3 of subsection 11(2) authorizes by-laws respecting the financial management of the municipality; and

**Whereas** implementation of capital projects often requires longer than a one-year period for substantive completion;

**Whereas** Council deems it necessary to carry forward Works in Progress (WIP) Projects from 2023 into 2024 and that the projects identified in Schedule A remain funded and active until completion.

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

1. **That** existing approved funding for the Works in Progress (WIP) Projects as listed in Schedule A shall carry forward into 2024; and
2. **That** upon project completion, the General Manager, Client Services/Treasurer shall return any residual capital funding to the original funding sources.

**Enacted and passed** this 12<sup>th</sup> day of February, 2024.

**Signatures:**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

## Schedule A – 2023 Works-In-Progress

Capital Project	Department	Cost Centre	WIP Balance
<b>2023 WIP Projects</b>			
Transportation / Pedestrian Master Plan	Operations - Engineering	2229	55,036
Daniel St Intersection Realignment & Culvert Replacement	Operations - Engineering	2301	99,469
Design: MacDonald St and Edey St	Operations - Engineering	2303	31,901
River Crossing 400mm Design	Operations - Engineering	2304	127,578
Design: Sidewalks McNab / Madawaska	Operations - Engineering	2306	38,221
Roads & Services - #6 Tandem Axle	Operations - R&S	2324	318,779
Albert St Columbaria	Operations - Engineering	2313	60,000
DA Gillies Building - Fire Alarm & Sprinkler Design	Operations - Engineering	2107	63,857
Nick Smith Centre - HVAC Replacement - RTU #1 (1993)	Operations / Recreation	2208	43,717
Stanley Tourangeau Centre - RTU#1 Replacement	Operations - Engineering	2315	24,864
Nick Smith Centre - Pool Dectron / Filtration	Operations / Recreation	2316	323,954
Nick Smith Centre - Arena Floors - Design	Operations / Recreation	2317	50,808
Design: Water Filtration Plant Clearwell Replacement	Operations - Environmental	2318	206,043
WPCC Building Condition Assessment (BCA)	Operations - Environmental	2319	62,550
WFP Building Condition Assessment (BCA)	Operations - Environmental	2320	50,268
Water and Wastewater Master Plan	Operations - Environmental	2141	21,994
Water / Wastewater Rate Study	Client Services / Operations	2140	15,000
Network Infrastructure / Server Upgrades	Client Services - IT	2321	21,578
Design: Fairview Park	Operations / Recreation	2221	14,067
Design: Marshall Bay Meadows Phase I & II	Operations / Recreation	2222	24,401
Construction: Waterfront Revitalization - Pathways	Operations / Recreation	2310	102,338
Waterfront Signage, Wayfinding & Interpretation Strategy	Recreation	2224	38,987
Construction: Legion Park	Operations / Recreation	2308	137,618
Design: CN Trail Park Rehabilitation	Operations / Recreation	2309	11,935
Design: Waterfront Revitalization - Robert Simpson Park	Operations / Recreation	2311	486,237
Marina Feasibility Study	Recreation / CSB	2312	50,000
Recreation Master Plan	Recreation	2230	23,649
Digitization of Arnprior & District Museum Collection	CSB - Museum & Culture	2234	121,811
Job Evaluation / Pay Equity - Unionized Employees	Client Services	2327	15,000
Employment & Industrial Gap Study	Economic Development	2328	49,924
Asset Management - Risk, Lifecycle & LOS Framework	Client Services / Operations	2329	25,000
Asset Retirement Obligations - Implementation	Client Services / Operations	2330	12,746
Culture Plan & Implementation Guide	Museum & Culture	2331	15,000
<b>TOTAL 2023 Works-In-Progress</b>			<b>2,744,329</b>

# The Corporation of the Town of Arnprior

## By-law Number 7463-24

A by-law to repeal and replace By-law No. 7357-23, as amended, a by-law to impose user fees or charges for services, activities or items for purchase.

**Whereas** in accordance with Section 11 (1) of the Municipal Act 2001, S.O. 2001, c. 25 as amended, a lower-tier municipality may provide any service or thing that the municipality considers necessary or desirable for the public; and

**Whereas** the Council of the Corporation of the Town of Arnprior has the authority to pass by-laws imposing fees or charges pursuant to Section 391 of the Municipal Act 2001, S.O. 2001, c. 25 as amended; and

**Whereas** these new and/or amended fees were tabled at the January 29<sup>th</sup>, 2024 Regular Meeting of Council for public review and comment; and

**Whereas** Council of the Corporation of the Town of Arnprior deems it expedient to amend the User Fees and Charges By-law for the municipality.

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

1. **That** Schedules A-L be repealed and replaced with new Schedules A-L, attached hereto and forming part of this by-law, setting out the user fees and charges of the Corporation of the Town of Arnprior for the activities and services enumerated therein.
2. **That** except where otherwise indicated, the fees or charges as indicated in this by-law do not include applicable taxes, which will be added to the fee or charge.
3. **That** unless otherwise stated any fees or charges set out in the by-law which are not paid when due, may be subject to late payment charges payable at the rate of 1.25% on the first day of default (15% per annum) and every 30 days thereafter on the principle amount owing.
4. **That** where all or part of a fee imposed by this by-law related to real property within the Town of Arnprior remains unpaid for more than 90 days, such fee or charge shall be added to the tax roll for the property, which is owned, in whole or in part, by the person upon whom the fee or charge is imposed and shall be collected in a like manner as municipal taxes.

5. **That** unless otherwise stated, except by legislation or regulation, all fees or charges set out in this by-law shall be non-refundable.
6. **That** payment of any fee or charge in this by-law shall be in Canadian currency.
7. **That** the Chief Administrative Officer is authorized to resolve any conflict or ambiguity regarding the interpretation or applicability of this by-law.
8. **That** a review of this by-law be undertaken annually.
9. **That** this By-law shall come into force and effect on the day of its passing.

**Enacted and passed** this 12<sup>th</sup> day of February 2024.

**Signatures:**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

## Schedule A – Administration and Finance Fees

Description	Fees
<b>General Administration and Finance Fees</b>	
Photocopies (per page)	\$0.20
Commissioner of Oaths - Resident	\$10.00
Commissioner of Oaths - Non-Resident	\$35.00
Meeting Room Rental Per Hour	\$12.50
Meeting Room Rental Half Day (3.5 hours)	\$25.00
Meeting Room Rental Full Day (7 Hours)	\$50.00
Lower Level Meeting Room – Hourly Evening Rental	\$12.50
Lower Level Meeting Room – Full Evening Rental	\$25.00
Tax/Water Certificate	\$63.00
New Tax Account	\$42.00
Ownership Change	\$20.00
Dishonoured Cheques	\$25.00
<b>Merchandise</b>	
Town Merchandise (Mugs, Hats, Shirts, Pins, Jackets, Sweaters, Etc.)	Cost Recovery + 5%
<b>Municipal Freedom of Information (MFOI) Requests and Routine Disclosure</b>	
MFOI Application Fee	\$5.00
MFOI Search and Preparation Time (each 15 minutes)	\$7.50
MFOI Photocopies (per page)	\$0.20
MFOI Computer Programming Time (per ½ hour)	\$30.00
MFOI external electronic media/ device – i.e. CD, USB, etc. (per device)	\$10.00
Note: MFOI Fees estimated at over \$100 require a deposit of 50% of estimate	

## Schedule A – Administration and Finance Fees

Description	Fees
<b>Licensing Fees</b>	
Marriage Licence - Resident	\$125.00
Marriage Licence – Non-Resident	\$150.00
Civil Ceremony – At Town Facility During Office Hours	\$175.00
Civil Ceremony – Outside Office Hours/ Off Site	\$300.00
Civil Ceremony – Officiant Attendance at Rehearsal	\$75.00
Civil Ceremony - Mileage	As per Canada Revenue Agency
Death Registrations (Burial Permit)	\$15.00
Death Registrations (Burial Permit) after hours	\$60.00
Lottery Licence (% of total prize value)	3%
Lottery Licence Amendments	\$10.00
Hawkers and Peddlers - Annual	\$500.00
Refreshment Vehicles/ Stands and Ice Cream Bicycle/Stand and Mobile Canteen	\$750.00 / year or \$62.50 / month
Old Gold and Precious Metal Dealer Annual Licence	\$200.00
Old Gold and Precious Metal Dealer Temporary Licence (1 week)	\$100.00
Pawnbroker Annual Licence (One Time Security Deposit of \$2,000 required to be held by the Municipality as per Pawnbrokers Act)	\$250.00
Clothing Donation Drop Box Annual Licence – Not For Profit/ Charity	No Charge
Special Event Licence (Municipal Property)	\$25.00 / day or part thereof, up to maximum of \$150.00
Market Vendor – Season (May 1 <sup>st</sup> to September 30 <sup>th</sup> ) - Farmer	<b>\$100.00</b>
Market Vendor – Season (May 1 <sup>st</sup> to September 30 <sup>th</sup> ) – Non-Farmer	<b>\$150.00</b>
Market Vendor – ½ Season (9 market minimum) - Farmer	<b>\$50.00</b>
Market Vendor – ½ Season (9 market minimum) – Non-Farmer	<b>\$100.00</b>
Market Vendor – Daily 1 to 5 Markets	\$15.00 per day

## Schedule A – Administration and Finance Fees

Description	Fees
Market Vendor – 6 to 10 Markets	\$10.00 per day
Market Vendor – 11 to 20 Markets	\$5.00 per day
Market Rotational Community Group Booth (1 use)	No Charge
Market Rotational Youth Booth (1 use)	No Charge
Market Vendor Access to a Generator (single connection) – fee subject to adjustment by the Treasurer for commodity price increases (fuel) and related costs	\$12.50 per day
Outdoor Sidewalk Patio Café (Non-Liquor Licensed) – Full Season	\$100.00
Outdoor Sidewalk Patio Café (Liquor Licensed) – Full Season	\$3.00 / square foot with a mandatory minimum fee of \$500.00 and up to a maximum fee of \$1,000.00
<b>Application and Other Fees</b>	
Property Standards Committee – Appeal Application	\$150.00
Business Licence Appeals Committee – Appeal Application	\$150.00
Licence Amendment/ Extension	\$25.00
Commemorative Naming Plaque, Signage, and/or purchase of Minor Asset (Bench/ Tree)	Cost Recovery + 5%
Initial Backyard Chicken Licence	\$50.00
Backyard Chicken Licence Annual Renewal	\$25.00

## Schedule B – Animal Control

Description	Fees
<b>Pet Tags (Cats and Dogs)</b>	
For January and February	No Charge
From March 1 <sup>st</sup> to March 31 <sup>st</sup> – Spayed or Neutered	\$25.00
From March 1 <sup>st</sup> to March 31 <sup>st</sup> – Not Spayed or Neutered	\$50.00
From April 1 <sup>st</sup> to December 31 <sup>st</sup> – Spayed or Neutered	\$50.00
From April 1 <sup>st</sup> to December 31 <sup>st</sup> – Not Spayed or Neutered	\$100.00
Replacement Tag	\$5.00
Pet Registration Mailing Fee	\$5.00



## Schedule C – Fire Services

Description	Fees
Fire Inspection Letter or Order, Fire Reports, Investigation Reports, Compliance Letters and Real Estate Records Search (plus MFIPPA fees where applicable)	\$100.00
Indemnification Technology – Per Fire Marque Agreement - Should the insurer pay the coverage to the property owner and/or policy holder, the property owner and/or policy holder is liable to remit these funds to the municipality or its representative	Current Ministry of Transportation (MTO) rate per hour per vehicle + personnel costs + any additional costs for each call
Water Rescue Services	Current MTO rate per hour per vehicle + personnel costs + any additional costs for each call
Water Rescue Services – Annual Agreement Administration Charge for Participating Municipalities	\$1,000.00
Provision of Emergency Services to a Municipality where there is no agreement for services in place	Current MTO rate per hour per vehicle + personnel costs + any additional costs for each call) multiplied by 1.5
False Alarm Fee (when there are more than 2 false alarms caused by a controllable factor within a 12 month period of time)	\$250.00
Supply and install smoke alarm, carbon monoxide alarm, and combination smoke/ carbon monoxide alarm	Plug-in CO Alarms \$30 Combination Alarms \$35 Smoke Alarms \$10

## Schedule D – Building Services

Description	Fees
<b>Building Fees</b>	
Minimum Permit Fee – Residential	<b>\$100.00</b>
Minimum Permit Fee – Commercial/ Industrial/ Institutional	<b>\$200.00</b>
Building Permit – Residential	\$0.95 per square foot
Building Permit – New Residential – Non Living Space	\$0.42 per square foot
Building Permit – Commercial/ Industrial/ Institutional	\$0.75 per square foot
Renovation to Residential or Commercial or Institutional or Industrial (includes finished basement area in new home)	\$0.25 per square foot
Patio Deck Permit Fee	\$55.00
Additional Inspection Fee	\$90.00
Demolition Permit – for 5000 square feet	<b>\$100.00</b>
Demolition Permit – for each additional 1,000 square feet	<b>\$50.00</b>
Conditional Permit – Regular Permit fee plus:	\$400.00
Change of Use	\$200.00
Plumbing Permit – minimum fee	<b>\$100.00</b>
Plumbing Permit – per fixture	\$10.00
Revision to permit (re-examination fee)	\$250.00
Transfer of permit	\$90.00
Administrative Surcharge – regular permit fee plus:	<b>100%</b>
Private Sewage System	\$500.00
Occupancy Permit	No Charge
Sign Permit	<b>\$100.00</b>
Private Swimming Pools	<b>\$100.00</b>

## Schedule D – Building Services

Description	Fees
<b>Wood Energy Technology Transfer (WETT) Inspections</b>	
For solid fuel burning appliance (includes report if compliant)	\$125.00
For 2 <sup>nd</sup> solid fuel burning appliance at the same time as 1 <sup>st</sup> appliance	\$50.00
Re-inspection of non-compliant appliance per inspection (includes report if compliant)	\$50.00
WETT Compliance Letter with existing building permit for solid fuel appliance – per appliance	\$25.00

<b>Schedule E – Planning and Economic Development</b>	
<b>Description</b>	<b>Fees</b>
<b>Planning Services Fees</b>	
Consent per new lot created, boundary adjustment or easement requested (not including retained parcel)	\$1,500.00
Minor Variance	\$1,500.00
Recirculation for Consent or Minor Variance	\$500.00
Deferral Fee for Consent or Minor Variance	\$300.00
Validation of Title / <b>Certificate of Cancellation</b>	\$500.00
If Peer Review of any study is required – Peer Review Costs (\$5,000 deposit required)	Actual Costs
Zoning Amendment	\$2,000.00
Zoning Lifting of Holding	\$1,500.00
OP Amendment	\$2,000.00
Site Plan Applications (Fees plus Legal and Engineering Costs) (\$5,000 Deposit Required)	\$2,000.00
Site Plan Agreement Amendment	\$550.00
Subdivision Agreement (Fees plus Legal and Engineering Costs) (\$10,000 Deposit Required)	\$3,000.00
Subdivision Agreement Amendment	\$1,100.00
Review of Red Line changes to Draft Plan	\$800.00
Release of Site Plan Agreement Fee	\$300.00
Development Agreement	\$1,100.00
Compliance Reports	\$125.00
Deeming by-law	\$325.00
Part Lot control (per by-law) or amendment to Part Lot Control By-law for extension	\$600.00
Lifting of 0.3 m reserve – per block	\$400.00

<b>Schedule E – Planning and Economic Development</b>	
<b>Description</b>	<b>Fees</b>
By-law Requests (Encroachment By-law, Sign By-law Exemption, etc.)	\$325.00
Vehicle agency letters	\$100.00
Cash-in-lieu of Parking Agreement	\$325.00
Cash-in-lieu of Parking – per parking space	\$1,600.00
Condominium Approval (Fees plus Legal and Engineering Costs) (\$10,000 Deposit Required)	\$3,000.00
Condominium - Exemption	\$1,500.00
Draft Plan Approval Extension (Required Annually)	\$800.00
Purchase and Sale Process Fee for Purchase of Town-Owned Lands	\$325.00
<b>Marketing and Economic Development Fees – Advertisements</b>	
Business Card (Size (WxH): 3.5 inch x 2 inch)	\$100.00
¼ Page (Size (WxH): 3.75 inch x 5 inch)	\$200.00
½ Page (Size (WxH): 7.5 inch x 5 inch)	\$400.00
Full Page (Size (WxH): 7.5 inch x 10 inch)	\$600.00
Cover Half Page (Colour) (Size (WxH): 7.5 inch x 5 inch)	\$500.00
Cover Full Page (Colour) (Size (WxH): 7.5 inch x 10 inch)	\$700.00
Event sponsorship packages and alternate advertising fees will be determined by the Marketing & Economic Development Officer in consultation with the CAO to allow flexibility for other ad sizes, formats <b>and ensure cost recovery.</b>	
<b>Marketing and Economic Development Fees – Nick Smith Centre Advertising</b>	
Nick Smith Centre Wall Ad – Annual	<b>\$275.00</b> (one arena) <b>\$375.00</b> (both arenas)
Nick Smith Centre Rink Board Ad – Annual - includes sponsorship of one public skate (one ad), two public skates (two ads)	<b>\$550.00</b> (one arena) <b>\$700.00</b> (both arenas)

## Schedule E – Planning and Economic Development

Description	Fees
Nick Smith Centre Ice Surface Ad – Annual - includes sponsorship of one public skate (one ad), two public skates (two ads) <i>*limited availability*</i>	\$825.00 (one arena) \$1200.00 (both arenas)
Display Screen Ad	\$40 / month, \$400 / year
Pool Wall Ad – Annual	\$250
Note: Advertiser is responsible for providing the physical signage.	

## Schedule F – Public Works – Waste Management

Description	Resident Fees	Non-Resident Fees
<b>Landfill Tipping Fees</b>		
Private Passenger Vehicle – Car, Mini-van, Small SUV	\$10.00	\$20.00
Up to ¾ Ton Pick-up, Full size van, large SUV, or Single-Axle Utility Trailer	\$30.00	\$60.00
Tandem-axle Trailer (Heavy Utility Trailer)	\$95.00	\$190.00
Single-axle Truck (Maximum 5 ton capacity)	\$300.00	\$600.00
Tandem-axle Dump Truck, or Single-axle Packer (i.e. garbage truck)	\$395.00	\$790.00
Tri-axle Dump Truck, Tandem-axle Dump Truck with pup, or Tandem-axle Packer (i.e. garbage truck)	\$690.00	\$1,380.00
Tractor-trailer	\$1,200.00	\$2,400.00
Roll-off Box (per cubic yard capacity)	\$10.00	\$20.00
Tipping Fee (per tonne)	\$80.00	\$160.00
Compacted Waste – per tonne or 2 times standard tipping fee	\$80.00	\$160.00
Tires – no rim	No Charge	No Charge
Tires – with rim	No Charge	No Charge
Freon Evacuation (items also require a disposal fee) (i.e: air conditioner, freezer, refrigerator, dehumidifier, water coolers)	\$40.00	\$80.00
Brush (i.e. shrubs, hedges, trees, large branches (over 1.5” diameter), stumps, roots, timber, and logs)	Tipping Fees Apply	Tipping Fees Apply
Leaf and Yard Waste (i.e. plants, flowers, compost, leaves grass clippings, small branches (less than 1.5” diameter), tree/shrub trimmings)	No Charge	Tipping Fees Apply
Blue Bin Recyclables (i.e. comingled, fiber and cardboard)	No Charge	Tipping Fees Apply
Christmas Trees (Expires January 31st after the Christmas Holiday)	No Charge	Tipping Fees Apply

## Schedule F – Public Works – Waste Management

Description	Resident Fees	Non-Resident Fees
Bulk purchases of 500 or more bag tags for registered charities or non-profit organizations. Re-sale or bag tags is prohibited (Residents Only)	\$1.50/tag	N/A
Electronic Waste (i.e. TV's, cell phones, printers, computer monitors, speakers)	No Charge	No Charge
Scrap Metals (Source Separated Metals)	No Charge	No Charge
Mattress or Boxspring (each)	Cost Recovery	2x Cost Recovery
Construction, Demolition, Renovation Waste	Cost Recovery	2x Cost Recovery
<b>Other Waste Management Fees</b>		
Requires a 'Bag Tag'	\$3.00	N/A
Recycling Blue Box Purchase – Residents Only (Note 4)	Cost Recovery	N/A
<b>Counter-Top Composter (Pilot Project) – Small / Large</b>	<b>\$150 / \$300</b>	N/A
Composter Purchase – Residents Only (Note 1)	Cost Recovery	N/A
Garbage & <b>Landfill</b> – Annual Fee (Note 2)	<b>\$170.00</b>	N/A
<b>Recycling &amp; Collection (ICI) – Annual Fee</b>	<b>\$182.00</b>	N/A
<p>Note 1: The General Manager, Client Services/Treasurer is delegated authority to adjust to fees as they pertain to Cost Recovery items listed.</p> <p>Note 2: The ratio of the annual fee that is Garbage Fee versus Landfill fee is established annually based on the current year budget and will be adjusted by the Treasurer to reflect contractual obligations*</p>		



<b>Schedule G – Public Works – Water / Wastewater</b>	
<b>Water Rates</b>	<b>As of March 1, 2024</b>
Commodity charge (per cubic meter) based on water rates multiplied by water consumption	\$1.80
Service Charge per month – 5/8” meter	\$22.98
Service Charge per month – 3/4” meter	\$31.41
Service Charge per month – 1” meter	\$54.65
Service Charge per month – 1.5” meter	\$97.10
Service Charge per month – 2” meter	\$157.26
Service Charge per month – 3” meter	\$283.05
Service Charge per month – 4” meter	\$655.28
Service Charge per month – 6” meter	\$1,271.47
Service Charge per month – 8” meter	\$2,019.10
<b>Wastewater Rates</b>	<b>As of March 1, 2024</b>
Commodity charge (per cubic meter) based on water rates multiplied by water consumption	\$1.24
Service Charge per month – 5/8” meter	\$17.28
Service Charge per month – 3/4” meter	\$23.61
Service Charge per month – 1” meter	\$41.09
Service Charge per month – 1.5” meter	\$73.00
Service Charge per month – 2” meter	\$118.23
Service Charge per month – 3” meter	\$212.81
Service Charge per month – 4” meter	\$492.66
Service Charge per month – 6” meter	\$955.64
Service Charge per month – 8” meter	\$1,518.02
<b>Description</b>	<b>Fee</b>
<b>Water/ Sewer Service Installation – Residential (main to property line to 30 feet)</b>	
Standard 5” Sanitary Service, Standard 4” Storm Service and 3/4” Water Service	Actual Cost

<b>Schedule G – Public Works – Water / Wastewater</b>	
<b>Oversized Residential</b>	
Installation of sanitary sewers, storm sewers and water lines to property lines	Actual Cost
Material, labour and machine costs for all installations	Actual Cost
<b>Water/ Sewer Service Installation – Commercial</b>	
Material, labour and machine costs for all installations	Actual Costs
<b>Water Meter and Related Appurtenance</b>	
New Water Meters	Actual cost
Replacement of Damaged Meters	Cost + 10%
Meter pit (excluding meter)	Cost + 10%
Relocation of Water Meter	Actual cost
Water Meter Accuracy Testing Deposit (for each test)	\$45.00
Water Disconnection Charge (For Delinquent Accounts Only)	\$75.00
Water Connection Charge (For Delinquent Accounts Only)	\$75.00
<b>Bulk Water</b>	
Annual Registration Fee	\$100.00
Bulk Water Consumption Rate (per cubic meter) - Resident Rate	\$4.05
Bulk Water Consumption Rate (per cubic meter) - Non-Resident Rate	\$6.08
Note: Bulk water consumption rate is charged at 2.25 times the residential/non-residential consumption rate	

<b>Schedule H – Public Works - Cemeteries</b>						
<b>Description</b>	<b>2024 Rate</b>			<b>2025 Rate</b>		
	<b>Lot</b>	<b>Care and Maintenance</b>	<b>Total</b>	<b>Lot</b>	<b>Care and Maintenance</b>	<b>Total</b>
<b>Sale of Plots – Resident Rate</b>						
1 Grave Plot	\$796.00	\$531.00	\$1,327.00	\$812.00	\$542.00	\$1,354.00
2 Grave Plot	\$1,592.00	\$1,062.00	\$2,654.00	\$1,624.00	\$1,084.00	\$2,708.00
3 Grave Plot	\$2,388.00	\$1,593.00	\$3,981.00	\$2,436.00	\$1,626.00	\$4,062.00
4 Grave Plot	\$3,184.00	\$2,124.00	\$5,308.00	\$3,248.00	\$2,168.00	\$5,416.00
Cremation Plot	\$541.00	\$361.50	\$902.50	\$552.00	\$368.50	\$920.50
<b>Sale of Plots – Non-Resident Rate</b>						
1 Grave Plot	\$1,194.00	\$796.50	\$1,990.50	\$1,218.00	\$813.00	\$2,031.00
2 Grave Plot	\$2,388.00	\$1,593.00	\$3,981.00	\$2,436.00	\$1,626.00	\$4,062.00
3 Grave Plot	\$3,582.00	\$2,389.50	\$5,971.50	\$3,654.00	\$2,439.00	\$6,093.00
4 Grave Plot	\$4,776.00	\$3,186.00	\$7,962.00	\$4,872.00	\$3,252.00	\$8,124.00
Cremation Plot	\$811.50	\$542.25	\$1,353.75	\$828.00	\$552.75	\$1,380.75

<b>Schedule H – Public Works - Cemeteries</b>						
<b>Description</b>	<b>2024 Rate</b>			<b>2025 Rate</b>		
	<b>Lot</b>	<b>Care and Maintenance</b>	<b>Total</b>	<b>Lot</b>	<b>Care and Maintenance</b>	<b>Total</b>
<b>Sale of Columbaria Niches – Resident Rate</b>						
Level A Niche	\$1,396.50	\$247.00	\$1,643.50	\$1,424.50	\$251.50	\$1,676.00
Level B Niche	\$1,269.50	\$224.50	\$1,494.00	\$1,294.51	\$229.00	\$1,523.50
Level C Niche	\$1,154.00	\$204.00	\$1,358.00	\$1,177.00	\$208.00	\$1,385.00
Level D Niche	\$1,049.00	\$185.50	\$1,234.50	\$1,070.00	\$189.00	\$1,259.00
Level E Niche	\$953.50	\$168.50	\$1,122.00	\$972.51	\$172.00	\$1,144.50
<b>Sale of Columbaria Niches – Non-Resident Rate</b>						
Level A Niche	\$2,094.75	\$370.50	\$2,465.25	\$2,136.75	\$377.25	\$2,514.00
Level B Niche	\$1,904.25	\$336.75	\$2,241.00	\$1,941.75	\$343.50	\$2,285.25
Level C Niche	\$1,731.00	\$306.00	\$2,037.00	\$1,765.50	\$312.00	\$2,077.50
Level D Niche	\$1,573.50	\$278.25	\$1,851.75	\$1,605.00	\$283.50	\$1,888.50
Level E Niche	\$1,430.25	\$252.75	\$1,683.00	\$1,458.75	\$258.00	\$1,716.75

### Schedule H – Public Works – Cemeteries Continued

Description	2024 Fee		2025 Fee	
<b>Interment Charges</b>	<b>Earth Burial</b>	<b>Niche</b>	<b>Earth Burial</b>	<b>Niche</b>
Interment - Adult (12+ Years)	\$806.50	N/A	\$822.75	N/A
Interment - Youth (Under 12 Years)	\$403.25	N/A	\$411.50	N/A
Interment - Cremated Remains	\$413.50	\$178.50	\$422.00	\$182.00
<b>Disinterment Charges</b>			<b>Earth Burial</b>	<b>Cremated Remains</b>
Disinterment and reburial in the same location/ removal from the cemetery			\$900.00	\$450.00
Disinterment and reburial in another location in the same cemetery			\$1,125.00	\$562.50
Disinterment and reburial in another Arnprior Municipal cemetery			\$1,350.00	\$675.00

## Schedule H – Public Works – Cemeteries Continued

Description	Fee
<b>Additional Cemetery Charges</b>	
Plot Transfer / Administration / <b>Late Fee</b>	\$100.00
Vaults or Outer Shells	\$123.00
Weekend/Holidays Interments	\$300.00
Double Depth (Where Possible)	\$300.00
Niche Lettering/ per Door	\$150.00
Niche Door Delivery/Pick-Up Charge	\$50.00
Future Niche Lettering Fee (i.e. DOD Date)	\$50.00
Staking Fee for Monument and Marker Installations	\$40.00
<b>Monument Care and Maintenance Fees</b>	
Flat Marker (under/or 439.42 sq. cm (173 sq. in.))	No Charge
Flat Marker (over 439.42 sq. cm (173 sq. in.))	\$100.00
Upright Marker (up to 1.22 meters (4ft.) or less in height)	\$200.00
Upright Marker (over 1.22 meters (4ft.) or more in height)	\$400.00

<b>Schedule I – Public Works – Equipment and Other Charges</b>	
<b>Description</b>	<b>Fee</b>
<b>Road Cut Permit Fees</b>	
Permit Fee	<b>\$25.00</b>
Inspection Fee	<b>\$75.00</b>
Sewer Camera Services Fee	\$100.00
Internal Equipment Rate	Rates as per current Ontario Provincial Standards (OPSS) internal rate schedule
External Equipment Rate	Rates as per current OPSS external rate schedule

<b>Schedule J – Public Works – Sewage Charges</b>	
<b>Description</b>	<b>Fee</b>
Hauled Waste Fees – Annual Permit Fee	\$285.00
Hauled Waste Fees – Annual Permit Revision Fee (per revision)	\$165.00
Disposal Fees – Hauled Liquid Waste (in accordance with Section 6 of Bylaw 6227-13 as amended) – (per cubic meter)	\$3.60
Discharge Fees – Biochemical Oxygen Demand – (per kg)	\$1.66
Discharge Fees – Suspended Solids – (per kg)	\$0.88
Discharge Fees – Phenolic Compounds – (per kg)	\$1.66
Discharge Fees – Kjeldahl Nitrogen – (per kg)	\$6.60
Discharge Fees – Phosphorous – (per kg)	\$2.66
Discharge Fees – Uncontaminated water from a source other than the municipal distribution – (per cubic metre)	\$2.37
Administration Fees – Temporary Discharge Agreement Fee (Fees plus Legal and Engineering Costs -\$5,000 Deposit Required)	\$1,107.00
Administration Fees – Sanitary Sewer Agreement Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$788.00
Administration Fees – Sanitary Sewer Agreement Revision Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$118.00
Administration Fees – Compliance Program Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$1,107.00
Administration Fees – Compliance Program Revision Fee (Fees plus Legal and Engineering Costs - \$5,000 Deposit Required)	\$238.00



## Schedule K – Recreation

### Nick Smith Centre

Description	Resident	Non-Resident
<b>Arena – Seasonal Contract &amp; Casual Rental Hourly Ice Rates</b>		
Junior A Packers	\$178.50	N/A
Winter Prime Time & All Summer Ice – Adults	\$190.00	\$285.00
Winter Prime Time & All Summer Ice – Minors & Seniors	\$136.75	\$205.25
Winter Non- Prime Time – Adults	\$157.75	\$236.75
Winter Non- Prime Time– Minors & Seniors	\$113.50	\$170.25
Winter Early Morning Ice (pre 8:30 a.m.)	\$85.00	\$127.50
<b>Ice Discounts</b>		
Last Minute (within 72 hours of rental, n/a on Early Morning Ice)	30%	30%
Late Ice (11:00 pm to midnight)	50%	50%
Tournament Rates – Ice (Daily) – Adults (up to 12 hrs)	\$1,900.00	\$2,850.00
Tournament Rates – Ice (Daily) – Minors & Seniors (up to 12 hrs)	\$1,367.50	\$2,052.50
Ice Contract Deposit (Non-Refundable) for contracts greater than 10 hours. 20% deposit of total value (Note: Does not apply to primary user groups)	20%	20%
<b>Slab Rental</b>		
Hourly Rate (No Set Up)	\$63.75	\$95.75
Daily Rate	\$637.50	\$956.25
Set-up / Tear Down - Daily Rate	Cost Recovery	Cost Recovery
Hydro Fees and Set Up - Daily Rate	Cost Recovery	Cost Recovery
Electrical Fees - Inside & Outside Panel Per Event	Cost Recovery	Cost Recovery

<b>Description</b>	<b>Resident</b>	<b>Non-Resident</b>
<b>Public Skating</b>		
Public Skating – Adult (16-60 Years)	\$3.00	\$4.50
Public Skating – Infants (0-2 Years)	No Charge	No Charge
Public Skating – Children (3-15 Years)	\$2.50	\$3.75
Public Skating – Seniors (60+ Years)	\$2.50	\$3.75
<b>Shinny Hockey</b>		
Shinny Hockey – Hourly Rate Per Person (16 Years & Over)	\$5.00	\$7.50
Jr. Shinny Hockey – Hourly Rate Per Person (15 Years & Under)	\$4.00	\$6.00
<b>Nick Smith Centre Community Hall</b>		
Hall Rental Fee - Hourly Rate	<b>\$42.50</b>	<b>\$63.75</b>
Hall Rental Fee - Daily Rate	<b>\$357.50</b>	<b>\$536.25</b>
Hall Rental Fee with Bar Services - Daily Rate	<b>\$460.00</b>	<b>\$690.00</b>
Hall Rental Fee with Bar Services – Hourly Rate (Minimum 3 hour rental)	<b>\$105.00</b>	<b>\$157.50</b>
Set Up/Tear Down Fee - Hourly Rate (Applied to any setup that is beyond setup of tables and chairs)	\$25.00	\$25.00
Security and Damage Deposit – Daily (Fee to secure rental and is fully refunded barring damages)	\$200.00	\$200.00

Description	Resident	Non-Resident
<b>Nick Smith Centre - Recreation Programs (Various)</b>		
NSC Program & Lending Hub fees are variable and set by Director of Recreation in consultation with the GMCS / Treasurer based on forecasted revenues / expenses & the annual Council approved operating budget.	Various Fees	Resident Fees x 1.5
<b>Swimming Pool Rental – Per Hour</b>		
Basic Hourly Fee	\$82.75	\$124.25
Staff Fee – Per Guard (1:30 Ratio; Minimum 2 guards @ all times)	\$32.00	\$32.00
Swim Club & School Rentals	\$72.00	N/A
<b>Lock Rentals Per Hour</b>		
Lock Rental (Single Day Only)	\$1.00 (\$5.00 rental fee; \$4.00 rebate upon lock return)	\$1.00 (\$5.00 rental fee; \$4.00 rebate upon lock return)
Swim Club Locker Rental (Members Only)	\$15.00 (season)	\$15.00 (season)
<b>Swimming Lessons</b>		
Children’s Lessons – Parents & Tots	\$90.00	\$135.00
Children’s Lessons – Pre-School	\$100.00	\$150.00
Children’s Lessons – Swimmer Level 1-3	\$100.00	\$150.00
Children’s Lessons – Swimmer Level 4-6	\$110.00	\$165.00
Children’s Lessons – Patrol Level	\$120.00	\$180.00
Children’s Lessons – Small Group Rates	\$128.00	\$192.00
Children’s Lessons – Semi Private Lessons	\$154.00	\$231.00
Children’s Lessons – Individual Private Lessons	\$190.00	\$285.00
Adult Lessons	\$116.00	\$174.00

<b>Description</b>	<b>Resident</b>	<b>Non-Resident</b>
Adult Lessons – Per Class	\$10.00	\$15.00
Aquafit – Full Session (10-Week Program) – Resident	\$90.00	\$135.00
Aquafit – Punch Card – 10 Classes – Resident	\$100.00	\$150.00
Aquafit – Drop In Cost Per Class	\$15.00	\$22.50
<b>Public Swimming</b>		
Public Swim Admission – Under 2 Years	No Charge	No Charge
Public Swim Admission – Children (Under 16 Years)	\$3.50	\$5.25
Public Swim Admission – Adults (16+ Years)	\$4.50	\$6.75
Public Swim Admission – Seniors (60+ Years)	\$3.50	\$5.25
Public/Lane Swim Punch Card (10 Swims) – Child (15 & Under) / Seniors (60+ years)	\$30.00	\$45.00
Public/Lane Swim Punch Card (10 Swims) – Adult (16+ Years)	\$40.00	\$60.00
<b>Seasonal Aquatic Programming</b>		
Aquatic Fitness / Therapeutic Classes – Per Class (Fee Varies Per Program – See Nick Smith Centre for Details & Specific Program Pricing)	\$8.50 - \$15.00	Resident Fees x 1.5
<b>Birthday Parties</b>		
Birthday Party: 1 hr swim	<b>\$150.00</b>	<b>\$225.00</b>
Birthday Party: 1 hr private skating	<b>\$136.75</b>	<b>\$205.25</b>
<del>Birthday Party: 1hr community hall</del>	\$40.00	\$60.00
Birthday Party: 1hr pool + 2hr community hall	<b>\$210.00</b>	<b>\$315.00</b>
Birthday Party: 1hr ice + 2hr community hall	\$190.00	\$285.00
Customized packages may be arranged. For booking please call at least 14 days in advance.	Variable Fee	Resident Fee x 1.5

Description	Resident	Non-Resident
<b>Hybrid User Groups - Non-Resident Surcharge</b>		
Major Groups (+200 rental hours)	N/A	\$200.00
Recreation Groups (+100 rental hours)	N/A	\$150.00
Limited Use Groups (+20 rental hours)	N/A	\$100.00

## Parks & Outdoor Amenities

Description	Resident	Non-Resident
<b>Robert Simpson Park</b>		
Use of Gazebo Only – Resident (4 Hours, includes access to power box)	\$95.50	\$143.25
Use of Gazebo Per Hour, Beyond 4 Hours (includes access to power box)	\$25.00	\$25.00
Use of Gazebo – Resident (4 Hours, including chairs, tables, sound system, set up & tear down)	\$525.00	\$787.50
Licensed Event	Negotiated Rate	Negotiated Rate
<b>Ball Diamonds</b>		
Adult Leagues – per hour	\$27.50	\$27.50
Minor Leagues – Recreation Affiliates – per hour	\$17.50	\$17.50
<del>Minor</del> Tournaments – per Day / per Diamond	\$160.00	\$160.00
<del>Minor</del> Tournaments – Friday-Sunday /per Diamond	\$240.00	\$240.00
<del>Adult</del> Tournaments – per Day/per Diamond	\$240.00	\$240.00
<del>Adult</del> Tournaments – Friday-Sunday /per Diamond	\$360.00	\$360.00
<b>Marina</b>		
Slip Rental for the season (per foot – 14 ft minimum)	\$32.50	\$45.50
Slip Rental for the month (per foot – 14 ft minimum)	\$17.00	\$23.80
Seasonal Slip Rental Deposit (Non-Refundable)	\$250.00	\$250.00
Daily Docking	\$15.00	\$21.00
Refundable Key Deposit	\$25.00	\$25.00
Daily Launch	\$10.00	\$10.00
Seasonal Launch Pass	\$100.00	\$100.00
<b>Recreational Programming</b>		
Recreation program and sports league fees are variable and set by Director of Recreation in consultation with the GMCS / Treasurer based on forecasted revenues / expenses and the annual Council approved operating budget.	Variable Fees	Variable Fees

### Schedule L – Museum Services

Description	Fee
Admission Fee	By Donation
School Groups Admission – Per Person	\$3.00
Photocopy of Archived Picture or Document	\$25.00
Reception Venue Rental	\$250.00
Special Event Venue Rental / Per Hour	\$50.00
Set Up/Tear Down Fee - Hourly Rate	\$25.00
Special Event Damage Deposit	\$200.00
<p>Museum program fees are variable and set by the Manager of Culture/Curator in consultation with the GMCS/Treasurer based on forecasted revenues/expenses and the annual Council approved operating budget.</p>	

# The Corporation of the Town of Arnprior

## By-law Number 7464-24

A by-law to amend By-Law No. 7102-20, being a by-law to establish and regulate a Fire Department (Elevator Rescue)

**Whereas** the *Municipal Act, 2001*, as amended, provides that a municipality has the capacity, rights, powers and privileges of a natural person for the purpose of exercising its authority under the Act; and

**Whereas** the *Municipal Act, 2001*, as amended, provides that a municipality may pass by-laws respecting the protection of persons and property, including consumer protection; and

**Whereas** the *Fire Protection and Prevention Act, 1997, S.O. 1997, c. 4* as amended, provides that the Council may establish, maintain and operate a fire department; and

**Whereas** Council adopted By-law No. 7102-20, being a by-law to establish and regulate a fire department, on October 26<sup>th</sup>, 2020; and

**Whereas** Council deems it expedient to amend By-law No. 7102-20 to include additional clauses related to elevator rescue services;

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

1. **That** the “Emergency Responses” table in Appendix C of By-Law No. 7102-20 be amended to include new provisions related to “Elevator Rescue” in the list of approved fire department core services:

	Service Type	Service Description	Service Level Provided
33	Elevator Rescue – Operations Level	Instances of emergency involving elevating devices. Response objectives will be to recognize and control the hazards and to identify the need to call for technical rescue teams and perform basic rescue operations involving the removal of occupants from inside a disabled or stalled elevator car through the elevator doors, while ensuring responder and patient safety, using specialized tools, proven techniques and personal protective equipment	Provide emergency response and operations.



	Service Type	Service Description	Service Level Provided
34	Elevator Rescue – Technician Level	Instances of emergency involving elevating devices. Response objectives will be to recognize and control the hazards and perform advanced high angle rescue operations involving the removal of occupants from inside the hoist way or through the roof of a disabled or stalled elevator car, while ensuring responder and patient safety, using specialized tools, advanced techniques and personal protective equipment	Do not provide this level of service.

2. **That** any By-laws and/or resolutions or parts of by-laws and/or resolutions that are inconsistent with the provisions of this By-law and the same are hereby repealed or rescinded insofar as it is necessary to give effect to the provisions of this By-law.

3. **That** this By-law shall come into force and effect on the day of its passing.

**Enacted and passed** this 12<sup>th</sup> day of February, 2024.

**Signatures:**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

# The Corporation of the Town of Arnprior

## By-Law No. 7465-24

A by-law to award the refurbishment of filter #2 at the Water Filtration Plant (WFP) to Anthratech Western Inc.

**Whereas** Section 8 of the *Municipal Act* S.O. 2001, CHAPTER 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 12<sup>th</sup>, 2024 Council adopted the 2024 Capital Budget which included a budget of \$250,000 for WFP Filter Media and Underdrain Replacement; and

**Whereas** in accordance with the Town's Procurement Policy (By-Law 6942-19) FS-AD-01 Procurement Policy permits non-standard procurements (sole source) under specific circumstances; and

**Whereas** Anthratech Western Inc. (AWI) is the original manufacturer of the Town's WFP filter underdrains and media and have specialized expertise and familiarity with the Town's existing filter system; and

**Whereas** Anthratech Western Inc. (AWI) submitted a proposal for refurbishment of filter #2 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$223,970.00 (plus applicable taxes)

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

1. That Council award a project to Anthratech Western Inc. (AWI) for refurbishment of filter #2 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$223,970.00 (plus applicable taxes); and
2. That Council authorize the CAO to execute the agreements, and related documents with AWI to implement the defined scope of work.

That this by-law come into force and take effect on the day of its passing.

**Enacted and Passed** this 12<sup>th</sup> day of February 2024.

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Lisa McGee, Mayor

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Kaila Zamojski, Town Clerk



## **20 Year Long Range Capital Forecast (2025-2044)**

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

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

**Whereas** the Long Range Capital Forecast is a snap shot in time of known future budget pressures, relies on master plan and asset management data, is subject to various changing factors and is set on a twenty-year timeframe to align with the nature and longevity of municipal infrastructure; and

**Whereas** the 20 Year Long Range Capital Forecast (2025-2044) was presented to Council on January 8, 2024 and further discussed on February 5, 2024;

**Therefore Be It Resolved That** Council approve the 20 Year Long Range Capital Forecast (2025-2044) as a financial planning tool, to be used to inform the annual budget process, as well as, other financial planning processes and documents; and

**Further That** staff continue to update the Long Range Capital Forecast as part of the annual budget process.

## **Seniors Active Living Centre (SALC) – In-Kind Contribution**

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

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

**Whereas** Council of the Town of Arnprior, at their budget meeting of December 6, 2023 received a request for \$12,500 of cash support and \$7,500 of in-kind support from the Seniors Active Living Centre (SALC); and

**Whereas** at the February 5, 2024 budget meeting, Council directed that cash support for the Seniors Active Living Centre be included in the 2024 budget at an amount of \$12,500;

**Therefore Be It Resolved That** the Council of the Corporation of the Town of Arnprior authorize \$7,500 of in-kind support for services including staff and facility use of the Nick Smith Centre.



## **Arnprior Airport Grant**

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

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

**Whereas** the Council of the Town of Arnprior at their budget meeting of December 6, 2023 received a request for a 2024 grant of \$60,000 from the Arnprior Airport; and

**Whereas** at the February 5, 2024 budget meeting, Council directed that the 2024 grant for the Arnprior Airport be included in the 2024 budget at an amount of \$55,000 with conditions;

**Whereas** the completion of audited annual financial statements helps ensure fiscal responsibility, appropriate internal controls and the identification any material misstatements;

**Therefore Be It Resolved That** the Council of the Corporation of the Town of Arnprior authorize the \$55,000 annual grant to the Arnprior Airport on following conditions:

- (a) 25% of the grant be issued by March 31, 2024 subject to completion of Audited Financial Statements for the 2022 fiscal year; and
- (b) For the remaining 75% of the grant funds, the Town of Arnprior reserves the right to issue in whole, in part or withhold, dependent upon the results of the 2022 and 2023 financial statements.

## **Arnprior Public Library – Development Charges**

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

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

**Whereas** Council of the Town of Arnprior, at their budget meeting of December 6, 2023 received a 2024 budget submission from the Arnprior Public Library which included a request for \$1,000 of Development Charges for Library materials; and

**Whereas** the Development Charges Background Study, By-Law 7368-23 includes a provision for Library materials.

**Therefore Be It Resolved That** the Council of the Corporation of the Town of Arnprior authorize a transfer \$1,000 from the Development Charges Reserve Fund to the Arnprior Public Library in 2024.



## **Resolution for Support – Association of Municipalities of Ontario (AMO) – AMO Social and Economic Prosperity Review**

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

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

**That** the Council of the Corporation of the Town of Arnprior receive the correspondence from the Association of Municipalities of Ontario (AMO), the Town of Orangeville and the Town of Hanover as information;

**Whereas** current provincial-municipal fiscal arrangements are undermining Ontario's economic prosperity and quality of life;

**Whereas** nearly a third of municipal spending in Ontario is for services in areas of provincial responsibility and expenditures are outpacing provincial contributions by nearly \$4 billion a year;

**Whereas** municipal revenues, such as property taxes, do not grow with the economy or inflation, and unprecedented population and housing growth will require significant investments in municipal infrastructure;

**Whereas** municipalities are being asked to take on complex health and social challenges like homelessness, supporting asylum seekers and addressing the mental health and addictions crises;

**Whereas** inflation, rising interest rates and provincial policy decisions are sharply constraining municipal fiscal capacity and property taxpayers, including people on fixed incomes and small businesses, can't afford to subsidize income re-distribution programs for those most in need;

**Whereas** the Town of Arnprior has experienced significant reductions in provincial transfer programs including a combined \$254,399 reduction in the Ontario Municipal Partnership Fund (OMPF) and Ontario Community Infrastructure Fund (OCIF) programs for 2024;

**Whereas** municipalities and the provincial government have a strong history of collaboration;

**Therefore Be It Resolved That** Council call on the Province of Ontario to commit to undertake a comprehensive social and economic prosperity review to promote the stability and sustainability of municipal finances, in partnership with the Association of Municipalities of Ontario (AMO) and all municipalities across Ontario;

**Further That** a copy of this motion be sent to the Premier of Ontario, Minister of Municipal Affairs and Housing, the Minister of Finance, the Association of Municipalities of Ontario (AMO) and the Member of Provincial Parliament (MPP) for Renfrew-Nipissing-Pembroke.



## **Resolution of Support – Township of Clearwater – Cemetery Transfer, Abandonment, Administration and Management Support**

Moved By \_\_\_\_\_

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

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from the Township of Clearwater, Township of Wainfleet, Town of Plympton-Wyoming and Municipality of Calvin as information;

**Whereas** the *Funeral, Burial and Cremation Services Act* (“Act”) regulates the establishment, operation, maintenance and abandonment of cemetery sites across the Province of Ontario;

**Whereas** the Act currently requires the local municipality in which a cemetery is located to become the owner and operator of cemeteries that are abandoned within their municipal borders;

**Whereas** the Town of Arnprior currently operates two (2) cemeteries, being the Albert Street Cemetery and the Malloch Road Cemetery, and the Town is aware of one additional privately owned and operated cemetery located within Town’s borders (Oblates Cemetery);

**Whereas** cemeteries are important infrastructure for local communities and the reasonable costs for interment rights, care and maintenance funds, burials, monument installations and administration charges do not sufficiently support the full operations of municipal cemeteries;

**Whereas** the interest earned from the care and maintenance funds of a cemetery do not provide adequate funding to maintain the cemetery with the rising costs of cemetery operations;

**Therefore Be It Resolved That** Council requests that the Province of Ontario, through the Ministry of Public and Business Service Delivery and the Bereavement Authority of Ontario (BAO), consider the following recommendations to assist in the long-term management of cemeteries:

- Provide stable and sustainable annual funding to municipalities to assist with the maintenance of active and inactive cemeteries; and
- Provide free training opportunities for municipalities regarding cemetery administration;

**Further That** a copy of this resolution be sent to the Premier of Ontario, Minister of Public and Business Service Delivery, the Bereavement Authority of Ontario (BAO), and the Member of Provincial Parliament (MPP) for Renfrew-Nipissing-Pembroke.



## **Resolution of Support – Township of Asphodel-Norwood – Rising Insurance Costs for Municipalities**

Moved By \_\_\_\_\_

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

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from the Township of Asphodel-Norwood as information;

**Whereas** the Ontario Municipalities are experiencing higher insurance rates at each renewal with limited access to insurance providers willing to quote on municipal insurance needs;

**Whereas** these annual increases are unsustainable and divert funds from critical municipal services as one of the most significant constraints in limiting yearly tax levy increases;

**Whereas** the Association of Municipalities of Ontario (AMO) have prepared several reports and papers on the [Future of Municipal Liability and Risk Management](#) over the years and AMO continues to advocate to the Government of Ontario for legislative changes that would help to reduce insurance costs for municipalities;

**Therefore Be It Resolved That** Council of the Town of Arnprior supports the work of the Association of Municipalities of Ontario (AMO) to call on the Province of Ontario to take action to reduce insurance costs for municipalities;

**Further That** a copy of this resolution be forwarded to the Premier of Ontario, Minister of Finance, Minister of Municipal Affairs and Housing, Association of Municipalities of Ontario (AMO) and the Member of Provincial Parliament (MPP) for Renfrew-Nipissing-Pembroke.



## **Municipal Grants Application – The Dementia Society of Ottawa and Renfrew County (Daisy Café Pilot Program)**

Moved By \_\_\_\_\_

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

**That** Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Dementia Society of Ottawa and Renfrew County; and

**Whereas** the Dementia Society of Ottawa and Renfrew County is an eligible organization under the Municipal Grants Policy and provides supports services to persons with dementia and their families in our community;

**Whereas** the Daisy Café is a community-based pilot program that provides a social setting for persons living with dementia and allows their caregivers to have a respite period;

**Therefore Be It Resolved That** Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$800.00 plus HST) for the Daisy Café Pilot Program to be held weekly on Wednesday afternoons between April 10<sup>th</sup>, 2024 and May 29<sup>th</sup>, 2024; and

**Further That** the Dementia Society of Ottawa and Renfrew County be advised that it is mandatory to carry sufficient liability insurance and have the Town of Arnprior added as an additional insured for their events.