



ARNPRIOR

Minutes of Council Meeting

April 8, 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 Chris Toner
Councillor Chris Couper
Councillor Billy Denault

Council Members Present (Electronic):

Council Members Absent:

Councillor Tom Burnette

Town Staff Present:

Robin Paquette, CAO
Kaila Zamojski, Town Clerk
Jennifer Morawiec, General Manager Client Services/Treasurer
Oliver Jacob, Client Services Coordinator
John Steckly, General Manager Operations
Patrick Foley, Engineering Officer
Ryan Wall, Engineering Officer

Also Present:

Jamie Batchelor, J.L. Richards & Associates
(Virtual Attendance)
Saide Sayah, Fotenn Consultants

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, except Councillor Tom Burnette.

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 118-24

Moved by Lynn Cloutier

Seconded by Chris Toner

Be It Resolved That the agenda, for the Regular Meeting of Council dated Monday, April 8, 2024 be adopted.

Resolution Carried

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5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 119-24

Moved by Chris Couper

Seconded by Billy Denault

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – March 25, 2024).

Resolution Carried

8. Awards/Delegations/Presentations

None

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

a) Official Plan Amendment No. 6 and Zoning By-law Amendment No 1-23 (Winners Circle Drive)

Resolution Number 097-24

Moved by Billy Denault

Seconded by Dan Lynch

That Council receive applications for amendment to the Town of Arnprior Official Plan and Zoning By-law 6875-18, for the lands known legally as PT E 1/2 LT 3, CON A, PT 2, 49R9552, EXCEPT PT 2, 49R14108 ; TOWN OF ARNPRIOR; PT E 1/2 LT 3 CON A PTS 4 & 7 49R9552; EXCEPT PT 1 49R9860, PTS 1 & 2 49R10750 & PT 1 49R14108; TOWN OF ARNPRIOR, to amend the OP designation and zoning.

That Council has considered all written and oral submissions received on this application, the effect of which has helped Council make an informed decision; and

That Council passes a by-law to adopt the Official Plan Amendment #6 for the subject sites known locally as 39 Winners Circle Drive to redesignate the subject lands from 'Mixed Use Commercial/Employment Area (MUCE)' to "Special Designation - Mixed Use Commercial/ Employment Area (MUCE) subject to C5.8.X" for the purpose of adding a site specific policy to permit apartment dwelling and townhouse dwellings with accessory uses, occupied by person who are 55+ years of age, as permitted uses, with a maximum height of 4 storeys.

That Council passes a by-law to adopt the Zoning By-law amendment (ZBLA-1/23) for the subject sites municipally known as 39 Winners Circle Drive, to re-zone the subject lands from 'Mixed Use Commercial/Employment (MU-CE)' to 'Mixed use Commercial/Employment Exception XX (MU-CE*XX)' for the purpose of implementing site specific provisions to add apartment dwelling and townhouse dwelling units, with medical office, restaurant and personal service use as permitted accessory uses, occupied primarily by persons who are 55+ years, provide for a maximum of 1000 m2 Gross Floor Area of permitted accessory uses in an apartment, provide for a minimum rear yard

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setback of 7.5 m; establish a minimum bicycle parking of 6 bicycle parking spaces and establish a minimum parking requirement of 1 parking space per 50 m² of Gross Floor Area for the permitted accessory uses. The By-law will come into full force and effect once OPA #6 has been approved by the County of Renfrew, that reflects the applicant's request for specific zoning for the site.

Resolution Amended

Discussion ensued among Members of Council resulting in the following motion:

Resolution Number 120-24

Moved by Chris Couper

Seconded by Billy Denault

That Council Amend Resolution Number 097-24 to replace the wording in paragraphs 1-4 with the following:

Whereas Council received an application for Official Plan Amendment #6 and Zoning By-law Amendment 1-23 for the lands fronting onto Winners Circle Drive, locally known as 39 Winners Circle Drive; and

Whereas staff were notified by the applicant that they have decided to withdraw their application in its entirety, in regards to the subject lands.

Therefore be it resolved that Council receive the Official Plan Amendment No. 6 and Zoning By-law Amendment No. 1-23 (Winners Circle Drive) staff report for information.

Resolution Carried

Resolution Number 121-24

Moved by Billy Denault

Seconded by Lynn Cloutier

That Council further amend Resolution Number 097-24 to add a new paragraph 5 as follows:

And Further That Council direct staff to include a Commercial Land Needs Analysis Study be completed in 2024 funded from the Marketing and Economic Development Reserve.

Resolution Carried

Resolution Number 122-24

Moved by Billy Denault

Seconded by Lynn Cloutier

Whereas Council received an application for Official Plan Amendment #6 and Zoning By-law Amendment 1-23 for the lands fronting onto Winners Circle Drive, locally known as 39 Winners Circle Drive; and

Whereas staff were notified by the applicant that they have decided to withdraw their application in its entirety, in regards to the subject lands.

Therefore be it resolved that Council receive the Official Plan Amendment No. 6 and Zoning By-law Amendment No. 1-23 (Winners Circle Drive) staff report for information.

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And Further That Council direct staff to include a Commercial Land Needs Analysis Study be completed in 2024 funded from the Marketing and Economic Development Reserve.

A recorded vote was taken at the request of Councillor Chris Couper:

Councillor Lynn Cloutier	Yes
Councillor Chris Couper	Yes
Councillor Billy Denault	Yes
County Councillor Dan Lynch	Yes
Councillor Chris Toner	Yes
Mayor Lisa McGee	Yes

Resolution Carried as Amended

11. Notice of Motions

None

12. Staff Reports

a) **Bill 23 – Recommended Official Plan & Zoning By-law Amendments – CAO and Fotenn Consultants**

Resolution Number 123-24

Moved by Billy Denault

Seconded by Lynn Cloutier

That pursuant to Sections 22 and 34 of the Planning Act, Council holds a public meeting on Monday, May 13th, 2024, regarding proposed amendments to the Town's Official Plan and Zoning By-law 6975-18 with regard to the requirements of Bill 23 and Private Road provisions, to allow for public review and comment; and

Further That pursuant to Section 14 of the Planning Act, Council direct staff to advertise the public meeting on the Town of Arnprior Website and other internet engagement platforms to meet alternative public notice requirements for these applications.

Resolution Carried

b) **Request for Award – One-Ton Truck, Plow, Sander & Dump Box – Engineering Officer**

Resolution Number 124-24

Moved by Chris Couper

Seconded by Dan Lynch

That Council enact by-laws to:

- a. Award a purchase of a One-Ton Truck with Plow, Sander & Dump Box to Donnelly Automotive Group, for a total of \$116,896.00 (plus HST); and
- b. Fund the shortfall of \$8,953.37 through any 2024 capital surplus funds and if none are available, through the Capital Expenditure Reserve Fund; and
- c. Authorize the CAO to execute the agreements, and related documents with Donnelly Automotive Group to supply and deliver the vehicles and equipment.

Resolution Carried

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c) **Housing Enabling Water System Fund (HEWSF) Grant Application – Engineering Officer**

Resolution Number 125-24

Moved by Billy Denault

Seconded by Lynn Cloutier

That Council direct staff to make an application to the Housing-Enabling Water Systems Fund (HEWSF) grant program, for the proposed replacement of the Daniel Street / Albert Street Sanitary Sewer from Rock Lane to Ewen Street, Sewer Separation of the Albert Street Sewer system and replacement of the Albert Street watermain.

Resolution Carried

d) **Proclamation for Earth Day (April 22, 2024) – Client Services Coordinator**

Resolution Number 126-24

Moved by Chris Couper

Seconded by Chris Toner

That Council proclaim April 22, 2024 as Earth Day in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas Earth Day is celebrated on April 22nd each year, and is a key time to unite our community and make a positive impact on the environment; and

Whereas the theme for Earth Day 2024 is “Planet vs. Plastics” which aims to emphasize our collective commitment to tackle the plastics crisis by reducing plastics production by 60% by 2040 and aspiring to forge a plastic-free future; and

Whereas Earth Day is known as the movement to change the business climate, political climate, and how we take action on climate change; and

Whereas climate change is being observed and experienced at an increasingly local level and needs to be taken seriously; and

Whereas local levels of government are finding themselves at the frontline of the battle against climate change; and

Whereas the mounting environmental challenges that we are facing will require our towns and cities to take a leading role in the fight for a more sustainable world; and

Whereas Mallard’s Milk Bar will be hosting the “Great Arnprior Trash Hunt” on Saturday, April 20th, 2024 as a community-wide initiative to clean up local streets, parks and open spaces; and

Whereas the Town of Arnprior will be providing park clean-up kits to local residents to use in local parks during the week of April 29th to May 5th, 2024 (Pitch-In Canada Week);

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim April 22nd, 2024 as

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Earth Day in the Town of Arnprior, and encourage all residents to participate in the Earth Day activities, learn more and understand their role in helping to combat climate change and make a positive impact on the environment on Earth Day and every day.

The CAO noted that in relation to Earth Day, the Town has partnered with Earth Day Canada to offer a free one (1) hour virtual workshop on reducing food waste, on April 22nd from 7:00—8:00pm, via Zoom, titled “I’m Reducing Food Waste”.

e) Proclamation for 911 Dispatcher Awareness Week (April 14th to 20th, 2024) – Client Services Coordinator

Resolution Number 127-24

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council proclaim April 14th to 20th, 2024 as 911 Dispatcher Appreciation Week in the Town of Arnprior.

Resolution Carried

The Town Clerk read the proclamation:

Whereas emergencies can strike without warning, necessitating immediate action and the involvement of well-prepared emergency services; and

Whereas the 911 Dispatchers of the Renfrew Central Ambulance Communications Centre, Ontario Provincial Police, and the Brockville Fire Department serve as the unsung heroes and vital first point of contact in these critical moments, acting with speed, precision, and empathy; and

Whereas 911 Dispatchers skillfully dispatch paramedic services, fire departments and police services, coordinating essential resources and personnel to manage crisis effectively and efficiently; and

Whereas their expertise and calm demeanor under pressure ensure the efficient coordination of life-saving services, bridging the gap between the community in distress and the swift response of emergency services; and

Whereas through their diligent efforts, 911 Dispatchers uphold the highest standards of public safety, contributing significantly to the protection of life and property; and

Whereas their role as the cornerstone of the emergency response system is characterized by a remarkable commitment to providing care and ensuring the safety of both the public and emergency responders; and

Whereas the professionalism, skill, and compassion exhibited by these dedicated individuals not only save lives but also provide reassurance and hope to those in urgent need; and,

Now Therefore, I, Lisa McGee, Mayor of Arnprior, do hereby proclaim April 14th to 20th, 2024 as 911 Dispatcher Appreciation Week in the Town of Arnprior and encourages all residents to acknowledge and celebrate the exceptional service and commitment of our local 911

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Dispatchers whose work is essential in maintaining the safety and well-being of our community.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee reported the following:

- I have had meetings with organizing committee for Men's Shed Fundraiser, and also attended the event with other Members of Council. The event was successful, with lots of funds raised for Men's Shed initiatives. It was a pleasure to team up with many community volunteers who helped to make this event happen. A special shout out to Ed Reid for organizing. During the event there was a live auction where a Bench and Picnic Table, built by the Men's Shed, were auctioned off. These items were won by Pilon Family Funeral Home, and have been donated back to the Town of Arnprior to commemorate the late Glenn Arthur. Thank you to Pilon Family Funeral Home for this commemorative donation.
- Last week I had a virtual meeting call with Kaitlyn Cox, Senior Manager from KPMG, the firm working on the municipal audit for the Town of Arnprior. As part of their audit process she wanted to discuss any administrative/ legislated concerns, and any concerns with changes in operations. I appreciated the opportunity, and I had a great discussion with her, and learned a lot. I was encouraged, but not surprised to hear that she had received nothing but full support from our finance team.
- It was a privileged to join members of the community, Council, and the Chief Librarian at the Biryani House restaurant, in celebration of the end of Ramadan. The owners provided an explanation of Ramadan and included their own symbolic interpretation of how they apply it to their lives. They also provided a wonderful celebratory meal as well connected with other residents.
- Things continue to get underway with the Police Services Board. I have now got my online account set up and now there is some mandatory training that needs to be completed to move forward.
- I attended a virtual meeting with staff from the Ministry of Tourism, Culture and Sport. They wanted share some great news in advance of the Provincial Premier and Finance Minister's Budget announcement. Specifically, a new funding stream has been created for sport and recreation facilities, recreational infrastructure, and repairs to existing facilities. Council will recall that several of us presented to Dave Smith, MPP and Parliamentary Assistant to the Minister of Tourism, Culture and Sport at the ROMA Conference back in January and in light of our presentation and the announcement it is easy to remain hopeful that the future Nick Smith Centre projects will be considered in this new funding stream.
- It has been an interesting couple weeks in regard to resident outreach. I received 5 calls and emails from new residents who have recently moved to Arnprior. Comments from these new residents included:
 - Where/ if the Town had an off leash dog park;
 - Comments surrounding the issue of speeding in various areas around Town; and
 - Requests for Council to consider dedicated bike paths in the future.

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b) County Councillor's Report

County Councillor Lynch reported the following from the County of Renfrew:

- On 26 March, the County hosted a Master Transportation Plan Public Zoom meeting that had 42 persons participating.
- Lorenz Kelo of North Algonquin Wilberforce was honoured with the County Volunteer Certificate that was presented by Warden Peter Emon.
- The 17th Annual Warden's Golf Tournament will take place Friday, June 7, 2024 at the Dragonfly Golf Links in the Township of Admaston/Bromley.
- On April 4, the County hosted an Affordable Housing Summit. This event brought together industry experts and potential partners to delve into opportunities of using vacant municipal land, innovating around existing properties, and fostering collaboration to tackle pressing housing needs.
- During the 2024 construction season, County Operations will be providing monthly updates on construction projects. Of note, Arnprior has no County construction projects.
- County Council passed a resolution to implement a \$750 fee for speed/traffic review requests generated outside of the Corporation of the County of Renfrew.
- A reminder that the Algonquin Trail is not open until May 1st.
- The Trails Advisory Committee is recommending that the Development and Property Committee recommend that County Council adopt a By-law to authorize Pro-tec 5, Pembroke, Ontario, to act, as a By-law Enforcement Officer on County of Renfrew owned Recreational Trails on behalf of the County of Renfrew.
- With the K&P Trail becoming part of the County Trail system a new By Law will be presented to Council. Of note, motorcycles and dirt bike will be permitted on Algonquin Trail providing they have insurance, drivers licence and plated.

c) Committee Reports and Minutes

Councillor Chris Toner provided the Arnprior and McNab/Braeside Archives Board Meeting Report – April 4, 2024:

- A New Archivist, Janis Hernandez has been hired and is eager and excited to start working. Her official start date is today, Monday, April 8th. She will be trained and assisted by former staff as she gets familiar with her new role. Thank you to Laurie and Emma for helping set Janis up for success.
- The repairs from the flood have now been complete and the Archives is open to the public, with all materials having been moved back into the space.
- Two historical walks planned are planned soon through the Archives "Walking Through the Decades" event:
 - Walk 1 – Canada Day Weekend and will focus on stories from the 1880s to 1899
 - Walk 2 – during the Town's Cultural Night Market and will look at stories from 1900 to 1920
 - You can visit the webpage at: www.adarchives.org or their Facebook page for more details as they become available.

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- Currently the Archives is posting pictures of our history on Facebook - through a series titled "Archives through the Alphabet." With today being letter "H" for the hill, depicting a picture of the house Daniel McLaughlin built and lived in. Today we know it as the house that makes up the Galilee Retreat Centre.
- Following the meeting, the Arnprior and McNab/Braeside Archives held their Annual General Meeting:
 - Approved the 2024 Board
 - Approved the 2023 financial reports and the 2024 budget.

14. Correspondence & Petitions

a) Correspondence Package – I-24-Apr-07

Resolution Number 128-24

Moved by Chris Couper

Seconded by Dan Lynch

That the Correspondence Package Number I-24-Apr-07 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 6 – Ontario is more than quadrupling its investment from \$200 million to \$825 million over three years to expand the Housing-Enabling Water Systems Fund, which will help municipalities repair, rehabilitate and expand drinking water, wastewater and stormwater infrastructure. Municipalities can still submit an application for the program until April 19, 2024.
- Page 27 – The Ontario government is increasing the minimum wage from \$16.55 per hour to \$17.20, effective October 1, 2024.
- Page 31 – Effective March 28, 2024 our local MPP, John Yakabuski, will be the Parliamentary Assistant to the Minister of Energy.

15. By-laws & Resolutions

a) By-laws

Resolution Number 129-24

Moved by Lynn Cloutier

Seconded by Billy Denault

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

- i. By-law No. 7477-24 – Award Tender No. PW-2024-01 (One Ton Truck with Plow, Sander and Dump Box)
- ii. By-law No. 7478-24 – Encroachment Approvals (73 Carss Street)

Resolution Carried

b) Resolutions

i. 2023 Annual Integrity Commissioner Report

Resolution Number 130-24

Moved by Dan Lynch

Seconded by Chris Toner

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Whereas Council of the Corporation of the Town of Arnprior has appointed an Integrity Commissioner as per Section 223.3 (1) of the Municipal Act, 2001 (the Act), as amended, whose function is to investigate in an independent and confidential manner, a complaint made to him by any person, as to whether a member of council or a member of a local board has complied with the Code of Conduct, or other ethics-related policies, rules or procedures, and to report on the investigation; and

Whereas Council of the Corporation of the Town of Arnprior has also appointed a Closed Meeting Investigator as per Section 239 (1) of the Municipal Act, 2001, S.O. 2001, as amended who has the function to investigate, in an independent manner, on a complaint made to him or her by any person, whether the municipality or a local board has complied with section 239 of a procedure by-law under section 238 (2) in respect of a meeting or part of a meeting that was closed to the public, and to report on the investigation;

Whereas Section 12.5 (d) of the Code of Conduct states the Integrity Commissioner / Closed Meeting Investigator shall report annually to Council on the number of complaints and investigations filed by way of a memo to Council; and

Whereas in 2023 the Integrity Commissioner / Closed Meeting Investigator has reported no complaints or investigations having taken place.

Therefore Be It Resolved That Council receive the attached 2023 Annual Report from the Integrity Commissioner / Closed Meeting Investigator as information.

Resolution Carried

ii. Resolution – Appointment of Chairs and Vice Chairs to Advisory Committees

Resolution Number 131-24

Moved by Lynn Cloutier

Seconded by Billy Denault

Whereas Council approved a new Advisory Committee structure and Terms of Reference in January 2024 which included provisions related to the appointment of Committee Chairs and Vice Chairs; and

Whereas the Chairs and Vice Chairs of each Committee were determined at the first meeting of each new Advisory Committee in March 2024, with the Vice Chair of each committee being a Member of Council in accordance with the Advisory Committee Terms of Reference; and

Whereas Section 4.6 of the Procedure By-law outlines the duties of the Striking Committee of Council and notes that the Appointment of Chairs is made by Council; and

Whereas each Advisory Committee has now had their first meeting and selected their Chair and Vice Chair accordingly;

Therefore Be It Resolved That Council receive and approve of the following Chair and Vice Chair Appointments for the Advisory Committees:

- **Accessibility and Age Friendly Advisory Committee**

- Chair – Tina MacLaren

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- Vice Chair – Councillor Lynn Cloutier

- **Culture and Diversity Advisory Committee**

- Chair – Michael Bradley
- Vice Chair – Councillor Chris Couper

- **Environmental Advisory Committee**

- Chair – Natalie Deveau
- Vice Chair – Councillor Chris Toner

Resolution Carried

16. Announcements

Councillor Chris Couper announced that he received an encouraging email from a resident enrolled in the Counter Composter Program, noting how effective this program has been in reducing their garbage.

County Councillor Lynch advised that the Annual Doctors Dining Dual, hosted by the Arnprior and Area Physician Recruitment Committee, will take place at the Nick Smith Centre on April 25th.

The CAO announced that the Town currently has a Business Retention Survey running online. The link to the survey can be found on the front page of the website. We would appreciate if people could take a short time out of their day to complete the survey.

17. Media Questions

None

18. Closed Session

Resolution Number 132-24 (8:10 pm)

Moved by Chris Couper

Seconded by Dan Lynch

That Council move into Closed Session regarding:

- a) Three (3) matters pursuant to Section 239 (2) (b) of the Municipal Act, 2001 to discuss personal matters about an identifiable individual, including municipal or local board employees (Youth of the Year Award, Library Audit, and T4s); and
- b) One (1) matter pursuant to Section 239 (2) (b) to discuss personal matter about an identifiable individual, including municipal or local board employees and Section 239 (2) (f) concerning advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Airport).

Resolution Carried

Resolution Number 133-24 (9:29 pm)

Moved by Lynn Cloutier

Seconded by Billy Denault

That Council resume to Open Session.

Resolution Carried

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Resolution Number 134-24

Moved by Chris Toner

Seconded by Dan Lynch

That Council direct staff to move forward as directed in Closed Session regarding the selection and presentation of the 2024 Youth of the Year Award to Rayyan Rehan Qureshi; and

Further That Council direct staff to proceed as directed in closed session.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 135-24

Moved by Billy Denault

Seconded by Lynn Cloutier

That By-law No. 7479-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on April 8, 2024 and it is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 136-24

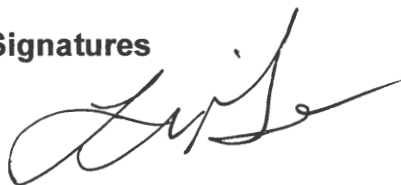
Moved by Lynn Cloutier

Seconded by Dan Lynch

That this meeting of Council be adjourned at 9:31 p.m.

Resolution Carried

Signatures



Lisa McGee, Mayor



Kaila Zamojski, Town Clerk