



Town of Arnprior

Regular Meeting of Council Agenda

Date: Monday, April 8th, 2024

Time: 6:30 p.m.

Location: Council Chambers – 105 Elgin Street West, Arnprior

- 1. Call to Order**
- 2. Roll Call**
- 3. Land Acknowledgement Statement**
- 4. Adoption of Agenda (Additions / Deletions)**
- 5. Disclosures of Pecuniary Interest**
- 6. Question Period**
- 7. Adoption of Minutes of Previous Meeting(s) (Except Minutes of Closed Session)**
 - a) [Regular Meeting of Council – March 25th, 2024](#) (Page 1-14)**
- 8. Awards / Delegations / Presentations**
- 9. Public Meetings**
- 10. Matters Tabled / Deferred / Unfinished Business**
 - a) [Official Plan Amendment No. 6 and Zoning By-Law Amendment No. 1-23 \(Winners Circle Drive\)](#), Jamie Batchelor of J. L. Richards and Associates (Page 15-36)**
- 11. Notice of Motion(s)**

12. Staff Reports

- a) **Bill 23 – Recommended Official Plan & Zoning By-law Amendments**, Robin Paquette, CAO and Saide Sayah, Fotenn Consultants (Page 37-46)
- b) **Tender Award – PW-2024-01 (One Ton Truck with Plow, Sander and Dump Box)**, Patrick Foley, Engineering Officer (Page 47-48)
- c) **Housing Enabling Water Systems Fund (HEWSF) Grant Application**, Ryan Wall, Engineering Officer (Page 49-54)
- d) **Proclamation for Earth Day (April 22nd, 2024)**, Oliver Jacob, Client Services Coordinator (Page 55-57)
- e) **Proclamation for 911 Dispatcher Awareness Week (April 14th to 20th, 2024)**, Oliver Jacob, Client Services Coordinator (Page 58-65)

13. Committee Reports and Minutes

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

14. Correspondence & Petitions

- a) **Correspondence**
 - i) Correspondence Package I-24-Apr-07

15. By-laws & Resolutions

- a) **By-laws**
 - i) **By-Law No. 7477-24 – Award Tender No. PW-2024-01 (One Ton Truck with Plow, Sander and Dump Box)** (Page 66)
 - ii) **By-Law No. 7478-24 – Encroachment Approvals (73 Carss Street)** (Page 67-69)
- b) **Resolution(s)**
 - i) **2023 Annual Integrity Commissioner Report** (Page 70-71)
 - ii) **Appointment of Chairs and Vice Chairs to Advisory Committees** (Page 72)

16. Announcements

17. Media Questions

18. Closed Session

- 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).

19. Confirmatory By-law

By-law No. 7479-24 to confirm the proceedings of Council

20. Adjournment

Please note: Please see the Town's [website](#) to view the live stream. The meeting recording will also 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

March 25, 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 Chris Toner
Councillor Chris Couper
Councillor Billy Denault

Council Members Present (Electronic):

Council Members Absent:

Councillor Lynn Cloutier
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
Graeme Ivory, Director of Recreation
John Steckly, General Manager Operations
Amy Dean, Environmental Engineering Officer
Scott Matthews, Waterworks Supervisor
Cassidy Marshall, A/Manager of Finance/Deputy Treasurer
Jacques Benoit, Chief Building Official
Lindsay Wilson, Marketing & Economic Development Officer

Also Present:

Jamie Batchelor of J.L. Richards and Associates

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 Lynn Cloutier and 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.

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4. Adoption of Agenda

Resolution Number 095-24

Moved by Chris Couper

Seconded by Billy Denault

Be It Resolved That the agenda, for the Regular Meeting of Council dated Monday, March 25, 2024 be adopted.

Resolution Carried

5. Disclosures of Pecuniary Interest

Councillor Chris Couper declared the following pecuniary interest on Item #12 (b) Marshall's Bay Meadows – Phase 4B Subdivision Agreement, of the last Regular Meeting of Council on March 11, 2024:

"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 096-24

Moved by Dan Lynch

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 11, 2024).

Resolution Carried

8. Awards/Delegations/Presentations

None

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motions

None

12. Staff Reports

a) Official Plan Amendment No. 6 and Zoning By-law Amendment No. 1-23 (Winners Circle Drive) – J.L. Richards and Associates

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

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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 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 Deferred

Discussion ensued among Members of Council resulting in the following Motion to Defer:

Resolution Number 098-24

Moved by Chris Couper

Seconded by Lisa McGee

That Council defer Resolution Number 097-24 until the next Regular Meeting of Council.

A Recorded Vote was taken by request of County Councillor Dan Lynch:

Councillor Chris Couper	Yes
Councillor Billy Denault	No
County Councillor Dan Lynch	No
Councillor Chris Toner	Yes
Mayor Lisa McGee	Yes

Resolution Carried

b) 2023 Drinking Water Quality Management System (DWQMS) Audits and Management Review Results/ OnWARN Program – Environmental Engineering Officer

Resolution Number 099-24

Moved by Billy Denault

Seconded by Chris Couper

That Council receive Report Number 24-03-25-02 authorizing the Chief Administrative Officer (CAO) and the General Manager, Operations on behalf of Top Management, and the Mayor, on behalf of Council, to endorse the QMS Commitment and Endorsement Policy, to meet the requirements of the Town of Arnprior Drinking Water Quality Management System Operational Plan.

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That Council adopt a by-law to authorize the Mayor and Clerk to execute the Agreement to participate in the Ontario Water / Wastewater Agency Response Network (OnWARN) program.

That Council authorize the General Manager, Operations to act as “Authorized Official” under the Agreement and to carry out the responsibilities of the Authorized Official as described in the Agreement, including the following:

- a) Request assistance,
- b) Offer assistance,
- c) Decline to offer assistance; or
- d) Withdraw assistance.

A Recorded Vote was taken at the request of County Councillor Dan Lynch:

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

Resolution Carried

c) 2023 Annual Reports – Arnprior Water Pollution Control Centre (WPCC) and Arnprior Drinking Water System (ADWS) – Waterworks Supervisor

Resolution Number 100-24

Moved by Billy Denault

Seconded by Dan Lynch

That Council receive this report for information and receive the following additional reports for information:

1. Arnprior Water Pollution Control Centre Summary Report 2023
2. Town of Arnprior Waterworks, Annual Report 2023
3. Arnprior Water Filtration Plant Summary Report 2023
4. WPCC Environmental Compliance Approval Issue date July 18, 2023
5. MECP Arnprior DWS 2023-24 Inspection Report # 1-207755721, dated January 18, 2024
6. MECP Inspection Rating Report (IRR), dated February 2, 2024

Further that a copy of the above noted reports be made available to the Public for review in hard copy format at the Town Hall and in electronic format on the Town’s website.

A Recorded Vote was taken at the request of County Councillor Dan Lynch:

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

Resolution Carried

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d) 2023 Economic Development Review – Marketing and Economic Development Officer

Resolution Number 101-24

Moved by Billy Denault

Seconded by Chris Couper

That Council receive Report No. 24-03-25-04 entitled the 2023 Economic Development Review as information.

Resolution Carried

e) 2023 Statement of Remuneration and Expenses Paid to Council and Local Boards – A/Manager of Finance/ Deputy Treasurer

Resolution Number 102-24

Moved by Chris Couper

Seconded by Dan Lynch

That Council receives as information the attached 2023 Statement of Remuneration and Expenses paid to Council and Local Boards.

Resolution Carried

f) Zoning By-law Amendment No. 1/24 – 10 William Street West (Temporary Use) – CAO

Resolution Number 103-24

Moved by Billy Denault

Seconded by Chris Couper

That Council receives an application for a Zoning By-law Amendment (ZBLA 1/24) for the property known municipally as 10 William Street West to rezone the subject property from “Mixed Use Residential/Commercial exception 3 (MU-RC*3)” to “Mixed Use Residential/Commercial exception 3 temporary 2 [MU-RC*3(T2)]”.

That pursuant to the Planning Act, Council holds a public meeting on Monday, April 22nd, 2024, regarding the proposed amendment, to allow for public review and comment.

Resolution Carried

g) Request for Encroachments – 73 Carss Street – CAO

Resolution Number 104-24

Moved by Chris Toner

Seconded by Dan Lynch

That Council adopts a by-law to permit the following encroachments at 73 Carss Street, as shown on a Surveyor’s Real Property Report prepared by Callon & Dietz, dated December 21, 2023:

- a)** A maximum of 0.83 metres for the existing 1 story single detached dwelling onto the McGonigal Street road allowance; and
- b)** A maximum of 2.99 metres for the existing deck and steps and, when in need of replacement, 1.2 metres for a replacement of the existing deck and steps onto the McGonigal Street road allowance;

And That Council deny the request for any encroachment of a shed with concrete pad on the McGonigal Street road allowance.

Resolution Carried

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h) Proclamation for Sexual Assault Awareness Month (May 2024)

Resolution Number 105-24

Moved by Chris Couper

Seconded by Dan Lynch

That Council proclaim May 2024 as Sexual Assault Awareness Month in the Town of Arnprior.

Resolution Carried

The Town Clerk read the following proclamation:

Whereas Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and impacts every community member; and

Whereas approximately 1 in 3 women and 1 in 6 men will experience sexual violence in their lifetime; and

Whereas most victims of sexual violence are under the age of 25, know the person who attacked them and do not report the crime to the police; and

Whereas the prevalence of all gender-based violence, including domestic violence and sexual assault, has tragically increased during the COVID-19 pandemic.

Whereas victims of sexual violence are some of the most vulnerable and silent people in society and it is always the right time to ask questions to learn about the services for victims and their families; and

Whereas no one person, organization, agency or community can eliminate sexual violence on their own and we must work together to educate our community about sexual violence prevention, supporting survivors, and speaking out against harmful attitudes and actions; and

Whereas the Women's Sexual Assault Centre of Renfrew County is a grassroots, community-run nonprofit organization that aims to support women who have been sexually abused through active listening, information sharing and providing connections to relevant resources across our region;

Now Therefore I, Lisa McGee, Mayor of the Town of Arnprior, do hereby proclaim May 2024 as Sexual Assault Awareness Month in the Town of Arnprior and urge all residents of our community to learn more about sexual assault, abuse and violence and become active participants in eliminating these crimes.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee reported the following:

- In the last two weeks, I have heard from a half a dozen residents by phone, email, and through social media that they are concerned with speeding and enforcement. This seems to be a growing concern in all areas, not just Arnprior. I recently learned that speeding is an ongoing concern right in front of the Ottawa Police station located on Huntmar Drive, so we are clearly not alone. As always, I encourage residents to report the issue to OPP, and that they provide as much information as possible in doing so - including time of day, vehicle make/model,

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plate number if possible. Through this information, OPP are able to determine frequent flyers, hot spots, and to take appropriate action accordingly.

- Last week, I met with Ed Reid and a handful of other volunteers. Ed is leading the charge on a fundraising event for the Men's Shed, taking place April 6th at the parish hall, and he is calling it the "Do It for Glenn" campaign, since Glenn Arthur and he were leading the fundraising initiative for their new space and expanded programming.
- I had a great chat with Bill Gardner from the Arnprior Lions club. Bill is looking forward to their Walk for Guide Dogs, taking place a little earlier this year, on May 10th, in order to try and avoid the heat they experienced last year. He and the Lions are also hoping to move forward on their hope for Hydro Park and are looking forward to staff report. Finally, Bill mentioned that there were some issues with paint and one of the benches that they installed last year along Madawaska needs to have its legs replaced, and that this will happen under warranty.
- I spent many hours last week watching a couple of council meetings and special council meetings in small, neighbouring municipalities. There are always some great learning opportunities to be found in doing so. One interesting takeaway from one such meeting was learning that having an ad hoc committee of three members suddenly become quorum if a fourth member is in attendance and/or participates. While this seems obvious, I can understand the innocent nuance of having an interested council member present at a committee made up of residents and a handful of council members, especially if it is regarding an important issue. It is a good reminder that all of our communications and participation in dialogue as a council need to be mindful of the rule of 4.
- Finally, as County Councillor Lynch mentioned last week, the season premiere of Bryan Baeumler's 'All In' will happen Easter Sunday, March 31st on HGTV. He was a guest on Global yesterday, and there are some great shots of Arnprior in the footage.

Mayor Lisa McGee vacated her seat as chair of the meeting with Councillor Chris Toner assuming the duties of the Chair at 7:57 pm.

Mayor Lisa McGee resumed her seat as Chair of the meeting at 7:59 pm.

b) County Councillor's Report

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

- The Boards of Health for Renfrew County and District Health Unit (RCDHU) and the North Bay Parry Sound District Health Unit announced they would not seek provincial approval and funding to voluntarily merge.
- There is a Leadership Change at the Canadian Nuclear Laboratories, which includes: the President/CEO, Joe McBrearty, being replaced by Jack Craig Jr; Jan Preston, Dr. Stephen Busby, Vice-President of Science and Technology, and Janet Tosh, Vice-President of Human Resources.
- A reminder that the Algonquin Trail is not open until May 1st. Last week two individuals were seriously injured after losing control of their ATV on the trail.

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c) Committee Reports and Minutes

Councillor Chris Couper reported on the following:

- The Culture and Diversity Advisory Committee – Monday, March 4th, 2024
 - This was the first meeting of this Committee.
 - The committee was introduced and then proceeded to elect a Chair and Vice-Chair to the committee. The committee elected Michael Bradley as Chair and myself as Vice-Chair.
 - The committee heard a number of presentations and received the Culture and Diversity Advisory Committee Terms of Reference as well as the history and background of the Inclusivity and Diversity Advisory Committee.
 - The Committee received a presentation from Manager of Culture Emily Stovel on Cultural Planning at the Arnprior and District Museum.
 - A short round table discussion followed. I introduced the idea of extending an invitation to an Indigenous Elder or Knowledge Keeper and the committee agreed that we would like to gain more information to ensure that we are doing so in a respectful and meaningful manner.
 - Another item that came up during the roundtable was whether we could hold meetings outside of Council Chambers. While it was decided that this was the preferred location for meetings, the option to hold meetings at the Museum was discussed. We chose to hold the next meeting, on April 2nd, at the Museum; these meetings are open to the public.
- The Library Board - Wednesday March 20th, 2024
 - Chief Librarian Karen DeLuca is thrilled to report that construction of the library's lower level is complete and is now re-open. Equipment and furnishings are being assembled and the Library looks forward to welcoming patrons back into this space.
 - The contents insurance amount for some of the items lost in the flood came as a bit of a surprise, with the assessed replacement value of some items seeming to be very low. This was especially true for items like the electric fireplace that was lost; the insurer quoted an "extremely economical" electric fireplace from a big box retailer. The Board will be looking into ensuring future insurance coverage can include actual replacement values and not depreciated values.
 - The year end financials have not been completed, with the flood, March Break, and insurance cited as contributing factors for the delay.
 - Strategic planning was discussed, with the Board preferring to go with a full facilitated strategic planning process. The Board will be presenting ideas at our April meeting for content to be included in a survey. We discussed the value of having varied ways of conducting the survey, with online, paper, and in-person options; the idea of a contest to help encourage participation in the survey was also discussed.
 - The Board discussed the official naming of Scharff Hall, which has been delayed due to the lower level flood and is now expected to take place in Early May.
 - March break programming was a tremendous success; workshops were at capacity with a wait list, stressing the important role that March Break programming plays in the community.
 - Other topics discussed included the introduction of a seed library, where patrons can swap non-invasive local seeds, the Longer Table Vegetable Garden, and Solar Eclipse glasses: all pair that were received from "Let's

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Talk Science” were snatched up within minutes and the Library was ordering more ISO certified eclipse glasses from Telescopes Canada to be handed out upon receipt.

- Following some discussion of how to accommodate individuals who may not have a fixed address but wish to obtain books from the library, the Board approved the idea of establishing a small fund to cover the limited borrowing of two printed materials for these individuals.
- In New Business, the Board will be looking at the feasibility of introducing EV charging capabilities in the future. With ChargeON grants being currently closed, the idea was deferred until a later date.

Councillor Toner reported the following from the Seniors Active Living Centre meeting on Monday, March 18, 2024:

- The SALC Committee welcomed three new committee members:
 - Jennifer Powley (vice president of seniors care, long term care and community programs); and
 - Johanna Rolfe; and
 - Sandra Elliot.
- Arnprior SALC has an opportunity to receive grant funding from Eganville Echo Centre who received the revitalizing and reactivating communities grant from the federal government.
 - SALC will be participating in a Renfrew County wide bus trip to the tulip festival on May 13th. The trip cost is \$65 person and is subsidized by the grant money received by the Eganville Seniors Echo Centre.
- There was an enthusiastic brainstorming session to discuss and present ideas for male specific programming and there is now a long list of program and excursion ideas.
 - It was decided that a survey will be sent to current SALC male members to decide on which male specific programs to move forward with.
- Some new fun SALC programming ideas and social events were discussed and are in the early planning and feasibility analysis.
- The SALC will be partnering with the Galilee Centre to create an intergenerational cafe where local high school students will socialize with seniors.
- Membership renewal season is underway for 2024/25 and so far 130+ members have renewed. A challenge moving forward is the growing membership and a high participation rate creates sold out programming and capacity issues. Graeme and Dana will review and reimagine what the town’s “in-kind” services could look like to better suit this growing and active membership. Dana and Jennifer will also be doing a business case study for increasing programming capacity.
- On Thursday March 21st I attended the latest revitalizing and reactivating communities meeting hosted at the Renfrew Golden Age Activity centre. The Golden Age activity centre was in the spotlight and they presented what programming looks like at their centre. There was also marketing and branding discussion, social media strategies and training opportunities for all participating Senior Centres in the County.

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14. Correspondence & Petitions

a) Correspondence Package – I-24-Mar-06

Resolution Number 106-24

Moved by Billy Denault

Seconded by Chris Couper

That the Correspondence Package Number I-24-Mar-06 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 6 – It's Bear season. Bear sighting can be reported by calling the toll free number at 1-866-514-2327.
- Page 13 - The Ontario government is investing up to \$380,000 in Canadian Women & Sport's The Next Play program to create more opportunities for girls to be active.
 - In response to County Councillor Lynch the CAO noted she would speak to the Director of Recreation and determined if we have applied to this program.
- Page 23 - The Ontario government is investing \$750,000 this year to improve accessibility and support people of all ages and abilities throughout the province. Through the Inclusive Community Grants Program, 15 projects will receive funding to improve community life for older Ontarians and people with disabilities.
 - In response to County Councillor Lynch, the CAO noted she would speak to the Director of Recreation and determined if we have applied to this program.
- Page 71 - Attention New Home Buyers - The Affordable Homeownership Program can provide up to \$25,000 towards the purchase of a new home for qualified households. Applications are currently open and are available on the County of Renfrew website or can be requested by contacting a Community Services office. Last year new homeowners in the County received \$113,400. Of note, nobody from Arnprior received this funding.
- Page 71 - The Ontario Renovates Program can provide up to \$10,000 for essential household repairs or accessibility upgrades. Last year Renfrew County total was \$92,850.60. Of note, nobody from Arnprior received funding.
- Page 82 - The province is conducting a survey to inform the creation of a Rural Economic Development Strategy.
 - In response to County Councillor Lynch, the CAO noted that a staff member has taken part in this survey.

b) Correspondence Package – A-24-Mar-05

Resolution Number 107-24

Moved by Billy Denault

Seconded by Chris Couper

That the Correspondence Package Number. A-24-MAR-05 be received, and that the recommendation(s) outlined be brought forward for Council's consideration.

Resolution Carried

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15. By-laws & Resolutions

a) By-laws

Resolution Number 108-24

Moved by Billy Denault

Seconded by Dan Lynch

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

- i. By-law No. 7473-24 – Authorize Early Payment Agreement for Development Charges (12 Thomas Street)
- ii. By-law No. 7474-24 – Appoint Peter Anas to the Committee of Adjustment/ Property Standards Committee
- iii. By-law No. 7475-24 – Mutual Aid Assistance Agreement for Ontario Water/Wastewater Agency Response Network (OnWARN)

Resolution Carried

b) Resolutions

i. **Municipal Grants Application – Arnprior Lions Club Spring Vendor Market and 2024 Walk for Dog Guides**

Resolution Number 109-24

Moved by Billy Denault

Seconded by Chris Couper

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Lions Club; and

Whereas the Arnprior Lions Club is an eligible organization under the Municipal Grants Policy and raises funds for local community initiatives and programs;

Whereas the Spring Vendor Market is a fundraising event focused on supporting the programs and services of the Arnprior Lions Club;

Whereas the Walk for Dog Guides is an annual event that raises awareness and funds for the Lions Foundation of Canada's Dog Guide Program which, in turn, aims to provide service dogs to individuals with disabilities at no cost;

Therefore Be It Resolved That Council approve the request for:

- (a) Waiving Nick Smith Centre Community Hall rental fees (value of approximately \$170.00 plus HST) for the 2024 Spring Vendor Market to be held on April 29th, 2024; and
- (b) Waiving Robert Simpson Park Gazebo rental fees (value of approximately \$120.50 plus HST) for the 2024 Walk for Dog Guides to be held on May 11th, 2024; and

Further That the Arnprior Lions Club 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.

Resolution Carried

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ii. Municipal Grants Application – Arnprior-Braeside-McNab Seniors At Home Program Inc. (Christmas Craft Fair)

Resolution Number 110-24

Moved by Billy Denault

Seconded by Dan Lynch

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

Whereas the Arnprior-Braeside-McNab Seniors At Home Program Inc is an eligible organization under the Municipal Grants Policy and provides home support services, transportation services and social opportunities that act to enhance the quality of life of local seniors and individuals with special needs;

Whereas the Christmas Craft Fair is an annual fundraising event that contributes to the overall operations of Seniors At Home;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$357.50 plus HST) for the Christmas Craft Fair to be held on November 23rd, 2024; and

Further That the 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 their events.

Resolution Carried

iii. Request for Support – Arnprior Regional Health Foundation – Water Bill Insert in July/August 2024 Water Bills

Resolution Number 111-24

Moved by Billy Denault

Seconded by Chris Toner

That Council of the Corporation of the Town of Arnprior receive the correspondence from the Arnprior Regional Health Foundation; and

Whereas the Arnprior Regional Health Foundation has included a Community Update as a water bill insert in previous years to reach all local homes, share updates on their programming and provide an opportunity for local residents to give back to healthcare in a meaningful way; and

Further That Council approves the request from the Arnprior Regional Health Foundation to include a letter from the ARH Foundation in the July/August 2024 utility bill mailing to be delivered to homes in early September 2024 at no cost to the ARH Foundation.

Resolution Carried

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iv. Request for Support – Women’s Sexual Assault Centre of Renfrew County – 2024 “We Stand with Survivors” Campaign Banner

Resolution Number 112-24

Moved by Billy Denault

Seconded by Chris Toner

That the Council of the Corporation of the Town of Arnprior receive the correspondence from the Women’s Sexual Assault Centre of Renfrew County;

Whereas the Women’s Sexual Assault Centre of Renfrew County is continuing to work on a Status of Women Canada Project, creating a rural model for female survivors of sexual abuse/assault with the hope of sharing this model across Canada; and

Whereas one of the components of the completed model will be a yearly campaign entitled “We Stand with Survivors”, with this year being the 6th annual event; and

Therefore Be It Resolved That Council agrees to hang the “We Stand with Survivors” banner for the month of May 2024 in the municipality; and

Further That Council direct the CAO to work with Town staff to find the most suitable location to hang this banner; and

Further That this resolution be forwarded to the Status Project Coordinator of the Women’s Sexual Assault Center Renfrew County.

Resolution Carried

16. Announcements

County Councillor Lynch made the following announcement(s):

- Residents are reminded that there are two opportunities to comment on the Transportation Master Plans:
 - County of Renfrew – Tuesday March 26th, 2024 at 6pm
 - Town of Arnprior – Wednesday March 27th, 2024 at 6pm
 - Councillor Couper further noted the information for how to attend these sessions can be found on the Town’s website.
- The Steelheads & Strikes renovation project by Bryan Baeumler will be on HGTV and STACK TV airing on March 31 at 10:00 p.m.
- There is a “Let’s Do It For Glenn” fundraising dinner and dance on April 6, 2024 at 5 p.m. at the Parrish Hall. Tickets are available from Darrel O’Shaughnessy, Ed Reid, and Lori Van Wyk.

17. Media Questions

None

Minutes of Council Meeting

18. Closed Session

Resolution Number 113-24 (8:18 pm)

Moved by Billy Denault

Seconded by Dan Lynch

That Council move into Closed Session regarding:

- 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 (Senior of the Year Award); and
- One (1) matter pursuant to Section 239 (2) (c) of the Municipal Act, 2001 to discuss a proposed or pending acquisition or disposition of land by the municipality or local board (Land Purchase).

Resolution Carried

Resolution Number 114-24 (8:39 pm)

Moved by Chris Couper

Seconded by Billy Denault

That Council resume to Open Session.

Resolution Carried

Resolution Number 115-24

Moved by Chris Couper

Seconded by Dan Lynch

That Council direct staff to move forward as directed in Closed Session regarding the selection and presentation of the 2024 Senior of the Year Award to Paul Helm; and

Further That Council direct staff to proceed as directed in closed session in regard to the Land Purchase.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 116-24

Moved by Billy Denault

Seconded by Chris Toner

That By-law No. 7476-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on March 25, 2024 and it is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 117-24

Moved by Billy Denault

Seconded by Dan Lynch

That this meeting of Council be adjourned at 8:40 p.m.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



Town of Arnprior Staff Report

Subject: Official Plan Amendment #6, Zoning By-law Amendment 1/23 – Winner's Circle Drive

Report Number: 24-03-25-01

Report Author and Position Title: Jamie Batchelor, RPP, MCIP, Consultant Planner, J.L. Richards & Associates Limited

Department: Community Services Branch

Meeting Date: March 25th, 2024

Recommendations:

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 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.

Background:

The Town has received an application for an Official Plan Amendment and Zoning By-law Amendment. The application was deemed complete by the Town and was put on technical circulation and the Public Meeting was scheduled. The application was brought forward to Council on June 26th, 2023, to schedule a public meeting, which was scheduled for August 28th, 2023.

A public meeting was held on Monday, August 28th, 2023, regarding the proposed amendment, to allow for public review and comment. Oral submissions were received from members of the public at the public meeting (see the Monday, August 28th, 2023 meeting minutes). No additional written submissions were received from members of the public by email.

Owner: CP REIT Ontario Properties Limited

Description of Subject Lands: Vacant lands along Winners Circle Drive. (See Key Plan).

Legal Description: 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 (Document 1 is a Key Plan)

Area of Land: 6.3 ha

Existing Structures: Vacant lands

Official Plan: Mixed Use Commercial/Employment Area Subject to Section C5.8.4.

Zoning: Mixed Use Commercial/Employment (MU-CE)

The subject lands are part of a 6.3 hectare commercial landholding comprised of three parcels.

The two irregular shaped parcels are subject to this application. The total area of both parcels is 3.7 hectares. The parcels are located south of Daniel Street South, and west of Baskin Drive East. Winners Circle Drive transects the subject lands, dividing them into two separate parcels referred to as the "north lands" and "south lands" as shown on Document 1. The "north lands" are an area approximately 2.3 hectares in size, irregular shaped, with approximately 128 metres of frontage along Winners Circle Drive and approximately 180 metres of frontage along Baskin Drive East. To the immediate north-west of the site is a variety of non-residential uses including a gas station, pharmacy, auto body collision repair shop and car rental establishment. To the east across Baskin Drive East is vacant land currently designated Low/Medium Density Residential Area in the Official Plan, and zoned Future Development (FD). To the west of the site across Winners Circle Drive is a commercial plaza known as Winners Choice Plaza which contains No Frills, the LCBO, and a variety of other restaurants and retail services. To the south of the site, across Winners Circle Drive is the vacant "south lands" parcel.

The "south lands" are an area of approximately 1.4 hectares in size, irregular shaped, with approximately 175 metres of frontage along Winners Circle Drive and approximately 29 metres of frontage along Baskin Drive East. To the north-west of the site is the Winners Circle Plaza. To the south of the site is the Highway 417 Off-ramp. To the east of the site is vacant land and

to the north across Winners Circle Drive is the vacant “north lands”.

Summary of Applications

Official Plan Amendment

The purpose of the proposed amendment of the Official Plan is to amend the designation from ‘Mixed Use Commercial/Employment Area (MUCE)’ to “Special Designation - Mixed Use Commercial/Employment Area (MUCE) subject to C5.8.X”. The amendment will result with the addition of a policy to add 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.

Zoning By-law Amendment

The purpose of the proposed amendment to Comprehensive Zoning By-law 6875-18 is to amend the zoning of the subject property from ‘Mixed Use Commercial/Employment (MU-CE)’ to ‘Mixed use Commercial/Employment Exception XX (MU-CE*XX)’. The amendment would:

- add apartment dwelling and townhouse dwelling units with accessory uses occupied primarily by persons who are 55+ years of age as permitted uses
- provide site specific zoning provisions for a minimum rear yard setback of 7.5 m; and
- establish a minimum bicycle parking of 6 bicycle parking spaces.

Proposed Development

The proposed development consists of independent living apartments and townhouses dwellings, with accessory uses (restaurant, dining area, a bar, a personal service shop), occupied by person who are 55+ years of age. A total of 156 purpose-built rental dwelling units comprised of a mix of apartment and townhouse units. The development will be anchored around a central four (4) storey apartment building (13.8 metres in height) on the “north lands”, featuring 76 apartment-style dwelling units. The front entrance features accessible parking spaces, a drop off area, as well as various amenities including a restaurant, dining area, a bar, and a personal service shop. An outdoor sports facility, a fitness centre and two outdoor patios are proposed towards the rear of the building with connections to the ground floor amenities and services.

An additional 80 bungalow townhouse dwellings will fill the remainder of the two sites, each being one storey in height, 40 of them being one-bedroom units and 40 of them being two-bedroom units.

A total of 276 parking spaces are being proposed, 102 of which will be for the apartment units and 174 parking spaces for the townhouse units (2 spaces per townhouse unit). The total parking spaces include visitor and guest parking. A total of five (5) accessible parking spaces are proposed to service the central apartment building. One loading and waste collection space is proposed at the rear of the central mixed-use building. A series of 1.5 metre-wide sidewalks are proposed throughout the site to facilitate pedestrian circulation.

In support of the applications, the applicant submitted the following reports and plans, copies of which are available for review at the Planning Office:

- *“Comment Response Matrix”* dated January 4th, 2024, prepared by Fotenn Planning + Design.
- *“Revised D-6 Land Use Compatibility Assessment – 39 Winners Circle Drive, Arnprior, Ontario”* dated December 19th, 2023, prepared by Pinchin Ltd.
- *“Functional Servicing Report – Wellings of Arnprior, Proposed Senior Living Development, 39 Winners Circle Drive, Town of Arnprior”*, dated December 21st, 2023, prepared by The Odan Detch Group Inc.
- *“Conceptual South Site Grading Plan – Wellings of Arnprior, Proposed Residential Development, 39 Winners Circle Drive, Arnprior, Ontario”* dated December 21st, 2023, prepared by the Odan Detch Group Inc.
- *“RE: Wellings of Arnprior – Response to Comments”*, dated November 28th, 2023, prepared by Tate Economic Research Inc.
- *“Planning Justification Report – Official Plan Amendment & Zoning By-law Amendment, 39 Winners Circle Drive, Arnprior”* dated April 28th, 2023, prepared by Fotenn Planning + Design.
- *“Final Environmental Impact Study – 39 Winners Circle Drive, Town of Arnprior, Ontario”* dated May 9th, 2023, prepared by Pinchin Ltd.
- *“Comprehensive Review – Winners Circle Drive, Town of Arnprior”* dated April 24th, 2023, prepared by Tate Economic Research Inc.
- *“Geotechnical Investigation – Proposed Development, 39 Winners Circle Drive, Arnprior, Ontario”* dated May 8th, 2023, prepared by Paterson Group.
- *“RE: Review of Watson Economists Arnprior GMS Report”* dated April 24th, 2023, prepared by Tate Economic Research Inc.
- *“RE: Engineering Service – Traffic Brief, Proposed Residential Development, Wellings of Arnprior, town of Arnprior”* dated May 4th, 2023, prepared by Nexttrans Consulting Engineers.
- *“Stage 1 Archaeological Assessment – 39 Winners Circle Road, Part of Lot 3, Concession A, McNab Township, Renfrew County, Arnprior, Ontario”* dated December 20th, 2021, prepared by Golder Associates Ltd.
- *“Stage 2 Archaeological Assessment – 39 Winners Circle Road, Part of Lot 3, concession A, McNab Township, Renfrew County, Arnprior, Ontario”* dated October 19th, 2022, prepared by Golder Associates Ltd.
- *“Noise Impact Study – Wellings of Arnprior, Proposed Residential Development,*

Arnprior, Ontario” dated May 8th, prepared by Aeroustics Engineering Ltd.

- “*Noise Impact Study – Proposed Residential Development, Wellings of Arnprior, Arnprior, Ontario*” dated January 4th, 2024, prepared by Aeroustics Engineering Ltd.
- “*Conceptual Site Plan – Wellings of Arnprior*” (A101), dated February 2021 (revised December 20th, 2023), prepared by Speight, Van Nostrand & Gibson Limited.
- “*Conceptual North Site Servicing Plan – Wellings of Arnprior, Proposed Residential Development, 39 Winners Circle Drive, Arnprior, Ontario*”, (Drawing 1 of 4), dated December 2021 (revised December 21st, 2023), prepared by Odan Detech Consulting Engineers.
- “*Conceptual South Site Servicing Plan – Wellings of Arnprior, Proposed Residential Development, 39 Winners Circle Drive, Arnprior, Ontario*”, (Drawing 2 of 4), dated December 2021 (revised December 21st, 2023), prepared by Odan Detech Consulting Engineers.
- “*Conceptual North Site Grading Plan – Wellings of Arnprior, Proposed Residential Development, 39 Winners Circle Drive, Arnprior, Ontario*”, (Drawing 3 of 4), dated December 2021 (revised December 21st, 2023), prepared by Odan Detech Consulting Engineers.
- “*Conceptual South Site Grading Plan – Wellings of Arnprior, Proposed Residential Development, 39 Winners Circle Drive, Arnprior, Ontario*”, (Drawing 4 of 4), dated December 2021 (revised December 21st, 2023), prepared by Odan Detech Consulting Engineers.
- “*Geotechnical Response to Township Comments – Proposed Development, 39 Winners Circle Drive, Arnprior, Ontario*” dated December 1st, 2023, prepared by Paterson Group.

Should the amendments be approved by Council, the property owner will be required to submit a site plan control application under Section 41 of the *Planning Act*. Site plan review will include detailed review of the plans and studies, as well as technical review of the civil plans, and servicing and stormwater management report.

Discussion:

Provincial Policy Statement, 2020 (PPS)

The 2020 Provincial Policy Statement (PPS) provides direction on matters of Provincial interest related to land use planning and development. The PPS promotes efficient land use and development patterns that support strong, livable, and healthy communities, protect the environment and public health and safety, and facilitate economic growth. Section 2 of the *Planning Act* requires that decisions of Council be `consistent with` the PPS.

Section 1.1 of the PPS provides Policies for building strong and healthy communities. The proposed development is within close proximity to numerous services and businesses within

500 metres of the subject site which includes a grocery store, restaurants, pharmacies, dentists, a chiropractic clinic, and several professional services. The higher density of development will help mitigate climate change by promoting active transportation and reducing the dependency on automobiles. The proposed development also promotes the efficient use of urban lands.

The applicant's consultant planner has provided an opinion that the proposed development represents intensification on a vacant parcel of land which has remained vacant for over 2 decades. The proposed development is located in an area with existing municipal infrastructure while providing a synergy with nearby food retailers and other businesses. The higher density will also support the Ontario Northland bus service route, and better support any future public transit initiatives.

Section 1.2.6 requires approval authorities to consider Land Use Compatibility with respect to Major Facilities and sensitive land uses. The proposed land use is considered a sensitive land use as defined by the PPS. The only major facility identified within the vicinity of the site is Highway 417 which is considered a transportation corridor. The proposed use would not impact the long-term economic viability of the Highway.

Within the vicinity of the subject site, there have been some existing uses, such as an auto body collision repair shop, that would require the application of the D-Series Provincial Guidelines. There are also some permitted uses in the abutting lands that would require the application of the D-Series Guidelines. JLR had requested the applicant provide an analysis on the introduction of the new sensitive land uses on the existing uses on the abutting lands, as well as potential impacts to permitted uses on the abutting lands, specifically what limiting factors would be imposed upon the remaining adjacent lands both on the impact upon potential development restrictions on land mass and the D-Series Guidelines.

The applicant has provided an assessment completed by Pinchin Ltd. dated December 19th, 2023. The assessment examined all the nearby existing land uses which would require consideration under the D-6 Provincial Guidelines. Some small-scale businesses were identified in the vicinity of the subject site. The report concluded that there would be no risk to the proposed development. A Noise Impact Study has also been completed and has provided the necessary recommendations to mitigate against any noise nuisance, thereby addressing risk to public health and safety.

The applicant's consultant planner and Pinchin Ltd. did not provide any information on limiting factors that would be imposed to permitted uses on the abutting lands. It is JLR's opinion that the introduction of a sensitive land use on the subject lands will impose some development restrictions on certain permitted uses on the abutting lands. JLR also notes that the separation distance from the existing auto body shop and the proposed uses do not meet the recommended setback of 20 metres from a Class I Industrial Use as per the D-6 Provincial Guidelines. Should this application be approved, Council must be aware there will be some limiting factors on the expansion or development of certain permitted land uses on the abutting lands.

However, Pinchin Ltd. has addressed land use compatibility from existing land uses and therefore in our opinion, this application is consistent with Section 1.2.6 of the PPS.

Section 1.3.2 of the PPS provides Provincial direction for Employment Areas. The applicant's consultant planner has provided an opinion that the subject lands do not constitute Employment Lands as defined by the PPS. The following reasons have been provided:

- Permitted uses primarily consist of commercial land uses.
- The subject lands have been designated as 'Mixed Use Commercial/Employment Area' (MUCE) in the Town's Official Plan which are intended to be commercial areas.
- There is a separate distinct designation in the Official Plan for Employment Area which addresses industrial uses.
- The MUCE designation does not permit several industrial uses or major facilities.

In our opinion, the applicant's consultant planner has provided sufficient justification that the MUCE designation does not form part of an Employment Area as defined by the PPS. Therefore, in our professional opinion, the conversion policies within this Section of the PPS would not apply.

Section 1.4 of the PPS provides Provincial direction on housing. The applicant's consultant planner has provided an opinion that the proposed development will provide a range of mix of rental housing options for an anticipated market demand for the 55 + years age demographic. The proposed development provides a diverse range and mix of rental housing, specifically geared towards an aging demographic.

Section 1.5 of the PPS provides policies focused on healthy and active communities. The proposed development is within proximity to numerous facilities and amenities, and a wide range of businesses and services. There will be pedestrian linkages provided to the Choice Lands, and the applicant's planning consultant has indicated that the proposed development is within a 20–25-minute walk to the downtown core.

Section 1.6 of the PPS provides policy direction on the use of infrastructure and public service facilities. The proposed development is within proximity to nearby services, including grocery stores, pharmacies, restaurants, and various retail stores thereby promoting active transportation. Inter-regional public transit is available adjacent to the subject lands. The proposed development will connect to municipal sewage and water services and municipal storm sewers.

Section 1.7 of the PPS provides policy direction for long-term economic prosperity. The proposed development will utilize undeveloped lands. The applicant's consultant has identified that there will be approximately 30-40 long-term employment opportunities while providing support for local businesses, and ongoing tax revenue for the Town.

The subject property does not contain any natural heritage features deemed significant and does not contain any natural, or human made hazards.

In our professional opinion, the proposed Official Plan Amendment and Zoning By-law Amendment is consistent with the policy framework set out in the Provincial Policy Statement.

County of Renfrew Official Plan

Section 2 of the County Official Plan provides policies which require consideration for buffering and land use compatibility between sensitive land uses and existing commercial and industrial land uses. As noted in the summary for the PPS in this report, the applicant has provided an opinion from Pinchin Inc. concluding that there is no anticipated risk to the proposed development as a result of the existing uses.

No comments were received from the County.

Town of Arnprior Official Plan (6875-18)

The subject lands have been designated as Mixed-Use Commercial/Employment Area (MUCE) in the Town of Arnprior Official Plan.

The applicant has proposed a site-specific amendment to the Official Plan to add 'Apartment dwelling and townhouse dwellings, with accessory uses, occupied by persons who are 55+ years of age' as permitted uses on the subject lands. The proposed Policy Section to be added to the Official Plan is:

"C5.8.X C5.8.X 39 Winners Circle Drive

Notwithstanding policies contained in C5.3 Permitted Uses, for the lands shown to be subject to this Section on Schedule A, an Apartment Dwelling and Townhouse Dwellings with accessory uses, occupied primarily by persons who are 55+ years of age, shall be permitted (maximum height – 4 storeys)."

The proposed amendment will maintain all currently permitted uses on the subject lands for their long-term commercial potential.

The applicant's planning consultant has provided justification on all other relevant policies in the Official Plan in support of the application including A1, A3, B, and E.

Section A1 Vision of the Official Plan outlines the Town's priorities for guiding development. The proposed development introduces 156 new rental units geared towards seniors, while providing 30-40 long-term employment opportunities. The applicant has also submitted an analysis by Tate Economic Research (TER) which has concluded that the proposed development is well suited to balancing both the housing and employment needs of the Town.

Section A3 provides policies to implement the Town's strategic objectives to implement the Town's Vision. The proposed development includes pedestrian connections to promote active transportation. The proposed development includes a compact and higher density-built form on underutilized lands while providing a mixed-use pattern in the broader commercial area. The Town's 2022 Growth Management Strategy has concluded that there will be a sufficient supply of commercial and employment lands in the Town for the 2047 Planning horizon. The proposed development is proposed to be designed to support aging in place living and provide a full range of housing opportunities for a wide age demographic (55+ years).

Section B of the Official Plan outlines the Town's Growth Management Strategy. The proposed development as described by the applicant's consulting planner is built specifically for older adults and will provide housing in the mid-range affordability level, while providing various amenities to support active, social, and healthy lives for residents.

Section B also provides policies for the conversion of Employment Areas. The applicant's planning consultant has provided an opinion that the subject lands do not form part Employment Lands as contemplated in the PPS. Specifically, the conversion policies in the Official Plan specifically state they apply to the Employment Area designation and do not make reference to the 'Mixed Use Commercial/Employment Area' designation. JLR agrees with this interpretation and therefore is satisfied that the applicant's planning consultant has provided the necessary justification that the conversion policies of the Official Plan would not apply.

Section E provides policy direction for land use compatibility. As noted in the summary for the PPS in this report, the applicant has provided an opinion from Pinchin Inc. concluding that there is no anticipated risk to the proposed development as a result of the existing uses.

Zoning By-law Amendment Proposal

The subject site is currently zoned Mixed-Use Commercial/Employment (MU-CE). The proposed amendment is to amend the zoning to add apartment dwelling and townhouse dwellings, with accessory uses, occupied by person who are 55+ years of age as a permitted use and provide site specific zoning provisions for a minimum rear yard setback of 7.5 m, parking requirements for accessory uses and minimum bicycle parking to 6 bicycle parking spaces.

The following Table illustrates how the application meets or does not meet the required zone provisions.

Zoning Provision	Required	Proposed
Min Lot Frontage	30.0 m	30m +
Min Lot Area	1,858 m ²	"North Lands" – 23,000 m ² "South Lands" – 14,000 m ²
Min. Front Yard	6.0 m	6.0 m
Min. Rear Yard	12.0 m	7.5 m
Min. Exterior Side Yard	6.0 m	6.0 m
Min. Interior Side Yard	3.0 m	7.5 m
Maximum Height	14.0 m	13.8 m

Section 5.2.5 Size of Parking Space	2.75 m x 5.5 m	2.75 m x 5.5 m
Section 5.2.6 Width of Parking Aisle	6.0 m (two-way)	6.0 m
Section 5.2.7 Width of Access Ramps and Driveways	Access ramps and driveways accessing a parking area or parking lot shall be a minimum of 3.0 metres in width for one-way traffic and a minimum of 6.0 metres in width for two-way traffic.	6.0 m
Section 5.2.9 Permitted Locations for Parking	Notwithstanding any other provisions of this By-law, parking areas shall be setback a minimum of 1.2 metres from any building or structure.	>1.2 m
Section 5.4.1 Parking Requirements (select uses)	<p>Apartment – 1 spaces/unit, plus 0.25 spaces/ unit for visitors</p> <p>1 X 76 units = 76</p> <p>0.25 X 76 units = 19</p> <p>Total = 95</p> <p>Townhouse - 2 parking spaces per dwelling unit (tandem parking spaces permitted)</p> <p>2 x 80 units = 160</p>	<p>102 Apartment (includes visitor parking)</p> <p>174 Townhouse (includes visitors parking)</p> <p>*has assumed that garages count towards the parking space requirement.</p>
Section 5.5 Accessible Parking Spaces	51-75 required parking spaces = 1 Type A + 2 Type B accessible parking spaces.	5 accessible parking spaces
Section 5.5 Accessible Parking Space Dimensions	<p>Type A Space = 3.4 m wide, plus an access aisle that is 2.0 m wide</p> <p>Type B Space = 2.75 m wide, plus an access aisle that is 2.0 m wide.</p>	3.4 m width + 2.0 m access aisle
Section 5.7 Bicycle Parking	<p>a) In cases where 13 or more motor vehicle parking spaces are required in accordance with Table 5.3 and 5.4 of the by-law, the minimum number of bicycle parking spaces provided shall be 5% of the required number of motor vehicle parking spaces.</p> <p>b) Notwithstanding sub-section (a) above, the maximum number of</p>	6 Bicycle Parking Spaces

	<p>bicycle parking spaces required is 30 bicycle parking spaces.</p> <p>c) Bicycle parking spaces must have a minimum width of 60cm wide and a minimum length of 1.9 m long.</p> <p>d) Motor vehicle parking requirements may be reduced in any zone except R1, R2, R3 and R4 Zones at the rate of one motor vehicle parking space required for every 5 additional bicycle parking spaces beyond what is required in subsection a) provided the reduction does not reduce the number of required parking spaces by more than 10%.</p> <p>vehicle parking spaces X 0.5= 10.8 or 11 parking spaces</p>	
<p>Section 7.3.2</p> <p>Planting Strips</p>	<p>A minimum 3.0 m wide planting strip abutting the full length of a lot line is required on a lot in any Mixed-Use Zone except the Downtown Commercial/Residential Zone that abuts an interior side or rear lot line of a lot in any Residential Zone.</p> <p>A minimum 3.0 m wide planting strip abutting the full length of the lot line is required along the front and exterior side lot lines in any Mixed Use Zone, except the Downtown Commercial/Residential Zone.</p>	3.2 m

The proposed development can and will meet all other zoning provisions. The applicant has provided some additional wording as part of the Zoning By-law application to provide further clarity on the definition of apartment dwelling and townhouse dwellings, with accessory uses, occupied by person who are 55+ years of age for the subject lands. We do note that while the proposed reference to a specific age demographic is intended to provide clarity on the intent of the proposed development, the Human Rights Commission has ruled that you cannot prohibit a specific age demographic with respect to housing. The Town would not be able to enforce any such age demographic requirement, therefore Council may wish to remove the reference of 55+ from the proposed amendment.

Furthermore, the draft by-law will recognize medical office, personal service use and restaurant as permitted accessory uses which form part of the Wellings operation model. These permitted accessory uses will be tied to the apartment building and cannot be open to the public. The permitted accessory uses will be limited to a cumulative Gross Floor Area of 1000 m² in the apartment. The draft by-law also addresses the additional need for staff parking for the

permitted accessory uses and introduces a site-specific parking ratio of 1 parking space per 50 m² of Gross Floor Area.

In our professional opinion, the Zoning By-law Amendment meets all relevant Official Plan Policies not subject to the Official Plan Amendment.

Growth Management Strategy (2021)

In September of 2022, Town Council approved the Growth Management Strategy (GMS) prepared by Watson & Associates Economics Limited. The purpose of the report was to provide the Town with an update on population, housing, and employment projections for the purpose of providing background information for the Town's Official Plan review and update. As part of the application, the applicant has submitted its own analysis prepared by Tate Economic Research Inc. (TER) to support the application. TER has provided an opinion that the MUCE designation would not be considered Employment Lands as contemplated under the Planning Act.

While there were some differing opinions on the residential demand and its population forecast, TER agreed with the general conclusion from Watson that the Town will have a surplus of both residential and employment lands for the 2047 planning horizon.

Watson provided a peer review of the GMS analysis completed by TER. While there were some differences of opinion on how the population forecast was derived and what should be included/excluded, Watson did concur that there would be a surplus of both residential and employment lands for the 2047 planning horizon. However, Watson concluded that the quality of the site needs to be reviewed when considering the conversion of the subject lands to residential. Watson provided an opinion that the subject lands are more marketable for commercial and light industrial uses given their size, proximity to Highway 417, proximity to the Arnprior Airport and the proximity to the surrounding established commercial uses.

While Watson has provided some argument for the quality of the sites to be considered when reviewing this application, the Town's Official Plan does not provide policy direction for the evaluation of quality sites for commercial, but rather focuses more specifically on the land supply for commercial uses which both TER and Watson conclude will be surplus for the 2047 planning horizon.

Oral and Written submissions

Oral and written submissions were received from members of the public and review agencies. Written submissions received are included as documents. Oral submissions are captured in the meeting minutes of the public meeting held August 28th, 2023.

One oral submission was received. The main concern raised was the potential precedence that this application could set for individuals in the future to make similar requests to conversion commercial properties to residential uses.

Agency Comments Received

Enbridge Gas

- Enbridge does not object to the proposed application, however, they reserve the right to amend their development conditions.

MTO

- The subject lands are within the MTO's Permit Control Area. Ministry approvals and permits are required prior to the construction and/or alteration of any buildings and/or structures prior to the issuance of any municipal building permits or approvals as per Section 8.(2)(a) of the *Building Code Act*.
- MTO has no objection to the proposed Zoning By-law Amendment.
- MTO will require a 14 metre setback from the MTO highway property line. Therefore, all structures above and below ground must be outside this 14 metre setback.

Process

Notice of complete application and public meeting was circulated to hold a public meeting on Monday, August 28th, 2023, in accordance with the Planning Act regulations. Twenty days' notice of the public meeting was provided by mailing a notice to all landowners within 120 meters of the subject property and placing signage on the property.

The public meeting was held August 28th, 2023.

The proposed amendments are being brought to Council for consideration. Should Council pass the amending by-law or refuse to pass the by-law, a 20-day appeal period to the Local Planning Appeal Tribunal will apply.

The applicant has filed a concurrent application for Site Plan Control Approval for the subject lands, with all the supportive studies and plans included. The site plan control approval application is being reviewed concurrently but no agreement can be signed until the proposal meets the applicable zoning by-law provisions or the by-law is amended.

Based upon the review of the information provided we are satisfied that the applicant's request for zoning can be supported and the alterations are minor in nature and are in keeping with the OP; therefore we can support the zoning amendment as requested as shown in Option 1.

Based upon the technical information provided and discussed within this report, the change is appropriate and we see no objections from a technical perspective to the proposed alteration to the provisions. If Council is concerned with any of the changes, they may amend the approval of the zoning as shown in any of the options noted below.

Options:

Official Plan Amendment

1. Pass a By-law to adopt the Official Plan Amendment. The Official Plan amendment

will then be sent to County Council, approval authority.

2. Defer the application to the next meeting.

Zoning By-law Amendment

1. Pass a By-law to adopt the proposed Zoning By-law amendment as requested.
2. Pass a By-law to adopt the Zoning By-law amendment to add apartment dwelling and townhouse dwellings, with accessory uses, occupied by person who are 55+ years of age as a permitted use but not the requested site-specific zoning provisions for a minimum rear yard setback of 7.5 m; and a minimum bicycle parking of 6 bicycle parking spaces.
3. Pass a Zoning By-law to adopt the Zoning By-law Amendment to add apartment dwelling and townhouse dwellings, with accessory uses, occupied by person who are 55+ years of age as a permitted use (site specific definition), site specific zoning provisions for a minimum rear yard setback of 7.5 m but not the minimum bicycle parking of 6 bicycle parking spaces.
4. Pass a By-law to adopt the Zoning By-law Amendment to add apartment dwelling and townhouse dwellings, with accessory uses, occupied by person who are 55+ years of age as a permitted use (site specific definition), the minimum bicycle parking of 6 bicycle parking spaces but not the site-specific zoning provisions for a minimum rear yard setback of 7.5 m.
5. Not approve the proposed Zoning By-law amendment.

Policy Considerations:

As outlined in the Discussion section of this report.

Financial Considerations:

Not applicable.

Meeting Dates:

1. Public meeting – August 28th, 2023

Consultation:

- The Official Plan Amendment and Zoning By-law amendment application were pre-circulated to the County of Renfrew Planning Department, Renfrew county District School Board, Renfrew County Catholic District School Board, Enbridge Gas, Ontario Power Generation Inc., Hydro One Networks Inc., Township of McNab/Braeside, the City of Ottawa, the Ministry of Municipal Affairs and Housing, the County of Renfrew Public Works, and Engineering Department, Arnprior Fire Chief, the Arnprior Chief Building Official, Public Works Supervisor, Engineering officers, General Manager of

Operations, and CAO for comment.

Documents:

1. Key Plan
2. Aerial Photography of the site
3. Site Plan
4. Rendering
5. Draft Official Plan By-law
6. Draft Zoning By-law
7. Planning Justification report submitted by the applicant
8. Watson & Associates Economics Limited GMS Response
9. Tate Economic Research Inc. GMS Review
10. Agency submissions received
 - a. Email submission from Enbridge Gas
 - b. Email submission from MTO

Signatures

Prepared by:



Jamie Batchelor, MCIP, RPP
Planner
J.L. Richards & Associates Limited

Reviewed by



Tim F. Chadder, MCIP, RPP
Senior Consultant
J.L. Richards & Associates Limited

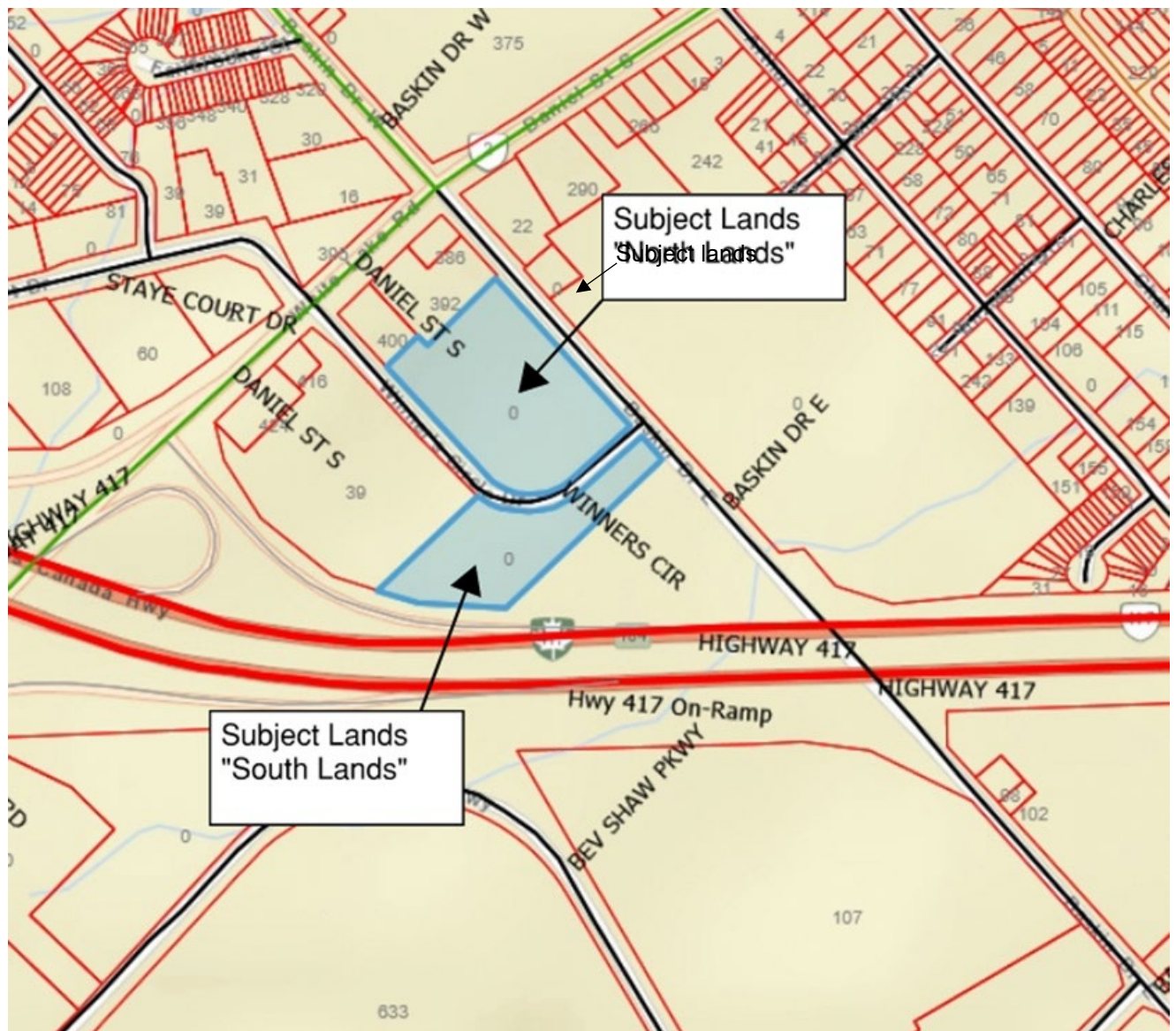
Reviewed by Department Head: Robin Paquette

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

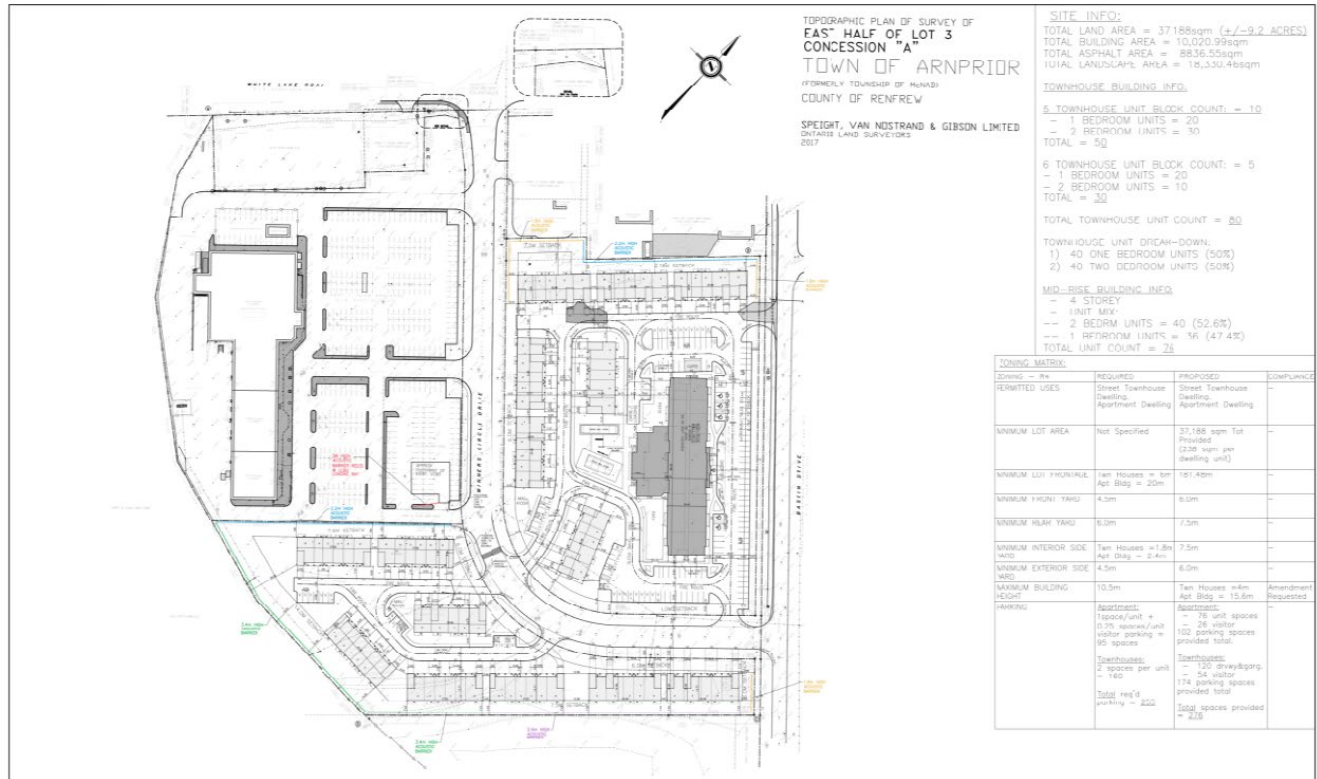
Document 1 – Key Plan



Document 2 – Aerial Photography of Subject Site



Document 3 - Site Plan



Document 4- Rendering



Figure 6: Rendering of proposed common patio space (source: Wellings of Arnprior Inc.).

The Corporation of the Town of Arnprior

By-law Number XXXX-24

A by-law to amend The Official Plan of the Town of Arnprior, as amended.

Pursuant to Section 17 of the Planning Act, 1990, the Council of the Town of Arnprior hereby enacts as follows:

1. **That** the Official Plan of the Town of Arnprior, as amended, is hereby further amended as follows:
 - a) Schedule “A” is amended by designating those lands known as East Half of Lot 3, Concession A, former Township of McNab, now in the Town of Arnprior, County of Renfrew, as Mixed Use Commercial / Employment Area “Subject to Section C5.8.X” as shown on the attached Schedule “A”
 - b) The following text be added to Section C5.8 of the Official Plan:
“C5.8.X 39 Winners Circle Drive
Notwithstanding policies contained in C5.3 Permitted Uses, for the lands shown to be subject to this Section on Schedule A, an Apartment Dwelling and Townhouse Dwellings with accessory uses occupied primarily by persons who are 55+ years of age shall be permitted (maximum height – 4 storeys).
2. **That** the Clerk of the Municipality is authorized and directed to submit this By-law and the required supporting materials to the County of Renfrew for approval.
3. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and Passed this ____ day of ____, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

The Corporation of the Town of Arnprior

By-law Number XXXX-24

A by-law to amend By-law Number 6875-18 of the Corporation of the Town of Arnprior, as amended.

Pursuant to Section 34 of the Planning Act, 1990, the Council of the Town of Arnprior enacts as follow:

1. **That** By-law number 6875-18, as amended, is hereby further amended as follows:
 - a. Schedule “A” is amended by zoning those lands East Half of Lot 3, Concession A, former Township of McNab, now in the Town of Arnprior, County of Renfrew, “Mixed Use Commercial/Employment Exception XX (MU-CE*XX)”, as shown on the attached Schedule “A”, and,
 - b. By adding exception XX to “Table 10.1: Exceptions” to read as follows:

Exception Number	Base Zone	Permitted Uses	Special Rules and/or Provisions that apply that are different than in Base Zone
XX	MU-CE Zone	Apartment Dwelling and Townhouse Dwellings with accessory uses, occupied primarily by persons who are 55+ years of age , in addition to all uses permitted in the MU-CE Zone.	Min Rear Yard = 7.5 m
			Min Required Parking: <ul style="list-style-type: none"> • Apartment Dwelling = 1 space per unit, plus 0.25 spaces per unit for visitor parking • Townhouse Dwelling = 2 spaces per unit • Accessory restaurant, medical office, and personal service uses = 1 space per 50 m² of GFA
			Min Bicycle Parking = 6 bicycle parking spaces
			Permitted accessory uses within an apartment building are medical offices, restaurants, and personal service uses. Amenities which are typically associated with an apartment building, such as (but not limited to) fitness rooms, lounges, games rooms, management offices, washrooms, concierge desks, and lobbies, shall not be considered as accessory uses and shall be permitted.

			Accessory uses within an apartment building shall be limited to a maximum cumulative GFA of 500 m ² .
--	--	--	--

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

Enacted and passed this ____ day of ____ 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

DRAFT

Supporting Documents

Please note that Documents 7 to 10 as included in the March 25th, 2024 Report to Council are available on the [Agenda and Minutes page](#) on the Town's website for reference (Pages 31 to 122).



Town of Arnprior Staff Report

Subject: Bill 23 – Recommended Official Plan & Zoning By-law Amendments

Report Number: 24-04-08-01

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

Department: Community Services Branch

Meeting Date: March 25th, 2024

Recommendations:

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 requirement 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.

Background:

In November 2022, the Provincial Government passed Bill 23, More Homes Built Faster Act, which is part of Ontario's Housing Supply Action Plan and aims to support the province's goal to add 1.5 million new homes in Ontario by 2031. Bill 23 amended 8 pieces of legislation: the *Planning Act*, the *Development Charges Act*, the *Ontario Heritage Act*, the *Conservation Authorities Act*, the *Municipal Act*, the *Ontario Land Tribunal Act*, *New Home Construction Licensing Act*, and the *City of Toronto Act*, as well as various regulations.

This review focuses on changes to the Planning Act that resulted from Bill 23, with an emphasis on those changes that are particularly relevant to the Town of Arnprior. The relevant changes included:

- / Additional Residential Unit (ADU) Requirements
 - / The Town is required to permit 2 residential units in a detached, semi-detached or townhouse dwelling, and 1 additional residential unit in an accessory building;
 - / The Town is required to permit 3 residential units in a detached, semi-detached or townhouse dwelling where there are no dwelling units in an accessory building;
 - / A maximum of 1 parking space can be required per residential unit;
 - / No minimum unit size can be imposed;
 - / Any current Official Plan policy that contravenes the changes is of no effect; and
 - / No appeal of additional residential unit policies is permitted.
- / Timelines for Updating of Zoning By-Laws
 - / Within 1 year of passing an Official Plan Amendment to include the required policies under the Act, all zoning by-laws must be updated.
- / Development Subject to Site Plan Control
 - / Cannot apply to residential developments of 10 or less units; and
 - / Land lease community homes are included in this exemption.
- / Limits on Scope of Site Plan Control Review
 - / Limits review of building construction to environmental standards;
 - / Limits exterior building design review to consideration of exterior access to an affordable housing development;
 - / Limits review of appearance of elements, facilities and works on the land or road, unless it impacts matters of health, safety, accessibility, sustainable design or the protection of adjoining lands; and
 - / Limitations on requirements to widen highways.
- / Parkland Conveyance Changes
 - / Reduces the amount of parkland conveyance required for affordable or attainable housing developments;
 - / Removal of parkland conveyance requirements for non-profit housing developments;
 - / Clarification of when the amount of land or cash-in-lieu of parkland is to be determined;
 - / Changes to type of parkland that is able to be conveyed; and
 - / Requirement for 60% of all cash-in-lieu funds to be allocated or spent at the beginning of each year.
- / Minor Variance and Consent Third Party Appeal Rights Removal
 - / Residents can no longer appeal minor variance or consent decisions unless they are the applicant; and
 - / Decisions can only be appealed by applicant, Minister, specified

person or public body.

- / Permitting Conveyance of Land in a Land Lease Community
 - / The amendment allows lease of lands in a land lease community where lease is between 21-49 years, and where the development is subject to site plan control.
- / Subdivision Approval – Removal of Public Meetings
 - / Public meetings are no longer required prior to a decision being made on a draft plan approval of a subdivision.

In February 2023 Council directed staff to proceed with a Town-initiated Official Plan amendment to permit additional dwelling units as prescribed in the Act, and to require parkland conveyance for development or redevelopment subject to site plan control or consent. Council also directed staff to proceed with a Town-initiated Zoning By-law Amendment, as part of a housekeeping amendment, to permit additional dwelling units as prescribed in the Act and to provide provisions for these types of units.

The Arnprior Official Plan is required to conform with the County of Renfrew's Official Plan. The County of Renfrew passed Official Plan Amendment Number 35 in January 2023 which was completed to implement policies resulting from Bills 109 and 23.

Purpose:

The purpose of this report is to begin the implementation of Council's February 2023 direction. Through the review of the Official Plan and Zoning By-Law staff have also identified an opportunity to include new private road policies within each document and to permit alternative public notice requirements given the loss of the local print community newspaper. The current Official Plan does not include policies specific to the creation of a private road whereas it can be common for condominium projects to develop private roads as a common element as part of their overall development. Similarly, while the Zoning By-Law defines a *Private Street*, it does not include provisions for the creation of such street, nor are there requirements for minimum setbacks to private streets for buildings and structures. Minimum setbacks to private streets are essential to address land use compatibility and safety concerns.

This report provides an overview of recommended Official Plan and Zoning By-Law amendments and ultimately recommends that Council direct staff to begin public consultation of the proposed amendments in accordance with the requirements of the Planning Act.

Proposed Official Plan Amendments:

- / B9 Housing Policies
 - / B9.1 c) - Replace the term "secondary suites" with "additional dwelling

- units".
- / B9.3 – Rename and revise section to reflect “additional dwelling units”.
- / B9.4 Affordable Housing
 - / Reconsider affordable housing targets (currently at 15% for projects that consist of 25+ units).
- / C1 Established Residential Area
 - / C1.2 – Revise section to permit a transition to higher density developments.
 - / C1.3 – Revise list of permitted uses to permit “Additional Dwelling Units”.
 - / C1.4.1 – Revise modest residential development provisions.
 - / C1.4.2 – Revise creation of new lots to allow for higher density residential developments.
 - / C1.4.3 – Revise Site Plan Control design provisions.
 - / C1.4.4 – Revise existing 2 storey height maximum due to resulting outcome which restricts creation of additional residential units.
- / C2 Low/Medium Density Residential Area
 - / C2.3 – Revise list of permitted uses to permit “Additional Dwelling Units”.
 - / C2.4.1 – Remove *Permitted Housing Mix* section which notes predominate form of housing to be single detached dwellings.
 - / C2.4.2 – Revise Integration of Different Housing Types section to reflect removal of permitted housing mix section.
 - / C2.6 – Revise *Need for a Comprehensive Development Plan* section to remove restrictions related to development of a variety of housing types.
- / E1.2 Conditions of Approval and Agreements & E1.4 Subdivision Review Considerations
 - / Revise to address private rights-of-ways for condominium developments.
- / E2.2 Road Network
 - / E2.2.1 & E2.2.2– Add private right-of-way to sections and establish a minimum road width for private rights-of-way. Creation of private rights-of-way limited to condominium development.
 - / E2.2.3 – Revise *Right-of-Way Widths and Road Widenings* section to reflect limitations on widening requests.
- / E6.6 Dedication of Parkland
 - / Revise to reflect non-profit housing exemptions and affordable/attainable housing reductions.
 - / Revise to reflect the type of land to be conveyed.
 - / Revise to confirm requirement for parkland dedications resulting from site plan control applications.
- / E6.8 Use of Moneys Received Through the Cash In Lieu Process
 - / Revise to reflect ability to use funds for “other public recreational purposes” as per the Act.
- / F4 Site Plan Control
 - / Revise uses subject to Site Plan Control to reflect restriction of applying SPC to under 10 residential units.
 - / Revise to address road widening and exterior design limitations.
 - / Revise to address staff delegation of authority for all site plan applications.

- / F6 Phasing of Development
 - / Review provision requiring provision of parkland prior to when 25% of lots have been developed.
- / F10 Public Participation and Consultation
 - / Consider revising to reflect public input limitations in Site Plan Control.
 - / Revise provision to permit “alternative public notice for Planning Act applications.

Proposed Zoning By-Law Amendments:

- / 3.0 Definitions
 - / Remove “Secondary Residential Unit” and introduce “Additional Dwelling Unit”.
 - / Revise definition of dwelling unit.
 - / Revise definition of “dwelling, triplex” and make associated changes throughout.
- / 4.12 Special Setbacks
 - / Add section after Section 4.12.2 (Setbacks from Other Roads) to include minimum setbacks to private streets.
 - / Include new minimum setback for a garage of 5.5 metres from a private road.
 - / Include a new minimum front yard setback of 4.5 metres.
 - / Include minimum width of 6 metres for a private road.
- / 5.3 Residential Parking Requirements
 - / Revise minimum parking space requirements to permit 1 parking space per dwelling unit.
 - / Revise “Secondary Residential Unit” term.
- / 6.3.1 Alternative notice policies for Planning Act applications
 - / Revise to permit up to 3 Additional Dwelling Units.
 - / Revise to remove floor area restrictions.
 - / Revise to implement OP policies.
- / 6.4.9 Dwelling Units
 - / Remove restriction that only permits one dwelling unit per lot.
- / 6.4.10 Encroachments into Required Yards
 - / Revise to address removal of Secondary Residential Units.
- / 6.5 R1 (Residential One)
 - / Revise permitted uses and standards to permit Additional Dwelling Units, and remove Secondary Residential Unit.
- / 6.6 R2 (Residential Two)
 - / Revise permitted uses and standards to permit Additional Dwelling Units, and remove Secondary Residential Unit.
- / 6.7 R3 (Residential Three)
 - / Revise permitted uses and standards to permit Additional Dwelling Units, and remove Secondary Residential Unit.
- / 6.8 R4 (Residential Four)
 - / Revise permitted uses and standards to permit Additional Dwelling Units,

and remove Secondary Residential Unit.

Policy Considerations:

With the exception of the private road policies, the proposed amendments result from Bill 23 changes to the Ontario Planning Act.

Private Roads

The following is a preliminary review of the existing planning policy framework that applies to the proposed private road amendments for them to be consistent with the Provincial Policy Statement and policies in the County of Renfrew's Official Plan.

The Provincial Policy Statement does not specifically address private roads, however there are policies within the document that provide overarching considerations for the creation of private roads for plans of condominium developments. The following policies have been considered in the review of the private road policies:

1.1 Managing and Directing Land Use to Achieve Efficient and Resilient Development and Land Use Patterns

1.1.1 Healthy, liveable and safe communities are sustained
by:

- a) promoting efficient development and land use patterns which sustain the financial well-being of the Province and municipalities over the long term; ...*
- e) promoting the integration of land use planning, growth management, transit-supportive development, intensification and infrastructure planning to achieve cost-effective development patterns, optimization of transit investments, and standards to minimize land consumption and servicing costs;*

1.1.3 Settlement Areas

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

1.6.7 Transportation Systems

1.6.7.1 Transportation systems should be provided which are safe, energy efficient, facilitate the movement of people

and goods, and are appropriate to address projected needs.

1.6.7.2 Efficient use should be made of existing and planned infrastructure, including through the use of transportation demand management strategies, where feasible.

1.6.7.3 As part of a multimodal transportation system, connectivity within and among transportation systems and modes should be maintained and, where possible, improved including connections which cross jurisdictional boundaries

1.7 Long-Term Economic Prosperity

1.7.1 g) providing for an efficient, cost-effective, reliable multimodal transportation system that is integrated with adjacent systems and those of other jurisdictions, and is appropriate to address projected needs to support the movement of goods and people;

The proposed amendments are considered consistent with the Provincial Policy Statement.

The County of Renfrew Official Plan has also been reviewed in regard to the proposed private road policies. The relevant Official Plan policies have been included below:

13.0 Transportation

13.1... Today, the road network is an integral component of the County's transportation system. It is extremely important for commerce and the mobility needs of residents of the County. Provincial highways, county roads and local roads form the network of public roads. Private roads and common element roadways in plans of condominiums form other types of vehicle access. The use and maintenance of these roadways are the responsibility of the abutting landowners, in the case of private roads, or the condominium corporation, in the case of common element roadways.

13.3 (4) A private road is one which provides access by means of a registered right-of-way to private property, the use and maintenance of which is the responsibility of the abutting owners. Private roads are not included as a Road Classification or identified on the Land Use Schedules. Another type of vehicle road access is a common element roadway in a plan of condominium, the ownership and maintenance of which is the responsibility of the condominium corporation.

Local municipalities are encouraged to develop standards for private road construction and maintenance which considers the following: minimum widths, surface materials, grading standards, turning circles requirements, demonstration of safe egress/ingress. Private roads should ensure appropriate access for emergency services (year round access if 4- season dwellings exist). Legal tools to achieve those objectives may vary depending on the specific circumstances of a development.

14.4 Plans of Subdivision/Condominiums

(6) ...Plans of condominium may be approved utilizing common access for the condominium owners, other than a public road.

The proposed amendments are considered in conformity with the County of Renfrew Official Plan. As such, a new subsection E2.2.2 Function of Roads to the Town of Arnprior Official Plan will be added to define and include private roads:

“Private roads will generally perform the same function as local roads except that they are privately maintained. Right-of-way widths shall be no less than 6 metres. The creation of new private roads shall only be permitted within a Plan of Condominium created under the Condominium Act, 1998 as amended. The design and construction of a private condominium road shall be to a standard acceptable to the Town, and the maintenance and ownership of such roads shall be governed and administered in accordance with the Condominium Act, 1998 as amended.”

Public Consultation Notification

With respect to the amendment to the public consultation policies, the County of Renfrew is undertaking Official Plan Amendment 44, to introduce alternative public notice policies for Planning Act applications by deleting the wording in Section 17.18 Public Consultation and replacing it with new Public Consultation wording which includes the following alternative notices:

- 1) Personal service or prepaid first class mail;
- 2) Newspaper notices (Print or E-version);
- 3) E-mail;
- 4) Public notice signs;
- 5) Surveys, electronic or mail-out;
- 6) Neighbourhood Open Houses and/or Public Information Centres;
- 7) Neighbourhood Working Groups or Focus Groups;
- 8) Information meetings;
- 9) Statutory Public meetings;
- 10) Website or internet engagement platforms (e.g. ZenCity); and/or;
- 11) Any other methods as deemed necessary by the approval authority and

established by amendment to this Plan.

It is currently recommended that staff follow the County OPA and refer to the amended county policy once approved and enacted.

Process:

Notice of public meeting will be circulated to hold a public meeting on Monday, May 13th 2024, in accordance with the Planning Act regulations. Twenty days' notice of the public meeting will be provided by placing a notice in the local newspaper and on the Township's website, and through providing the notice to all required agencies. 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.

The approval authority of the proposed official plan amendments is the County of Renfrew. If Council adopts the proposed official plan amendments, the adoption by-law and required additional information will be provided to the County for their consideration with a potential appeal period to the Ontario Land Tribunal to follow. The approval authority of the proposed zoning by-law amendments is the Town of Arnprior. If Council makes a decision on the proposed zoning by-law amendments they will be subject to a 20-day appeal period to the Ontario Land Tribunal.

Options:

Proceed to the public meeting to allow the public to review the proposed amendments. The amendments should proceed to the public meeting stage, required by the Planning Act. After the public meeting and prior to the passage of the amendments, Council will need to consider input from the public.

Financial Considerations:

Not applicable.

Meeting Dates:

1. Public Meeting – May 13th, 2024
2. Council Meeting – June 10th, 2024 for a decision

Consultation:

The amendments will be 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:

N/A

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 Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Request for Award – One-Ton Truck, Plow, Sander & Dump Box

Report Number: 24-04-08-02

Report Author and Position Title: Patrick Foley, Engineering Officer

Department: Operations

Meeting Date: April 8, 2024

Recommendations:

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.

Background:

As part of the 2024 capital budget, the procurement of a one-ton truck with sander, plow and dump box was approved by Council with a budget of \$110,000.

Discussion:

The Request for Tender (RFT) package was published to Merx.com on March 1, 2024, where it remained open to the public until March 27, 2024. Tender information was also posted on the Town's website and notification provided to local suppliers. At the March 27th, 2:00 PM deadlines, no eligible submissions were received.

After tender closing, Staff reached out to Donnelly Automotive Group who had been successful on multiple bids in the past to request a quote that would meet the tendered specifications. Donnelly provided a quote that meets the criteria for the Town's requirement at a value of 116,896.00 + HST.

Options:

Council may choose not to award this purchase, though Staff do believe that the costs are representative of current vehicle and equipment costs. The vehicle that is being replaced is at the end of its useful life and must be replaced for the Operations department to continue to meet the expected level of service.

Policy Considerations:

This project was tendered in accordance with Section 6.3 Request for Tender of the Town of Arnprior's Procurement Policy. Due to this process not resulting in receipt of any bids, negotiating with a single vendor is permitted under Section 6.5, Clause A which indicates:

Non-Standard Procurements may only be approved...where a standard procurement process conducted in accordance with this By-law and applicable procedures and protocols has not resulted in the receipt of any bids.

Town Staff feel that this criteria has been sufficiently met.

Financial Considerations:

The budget for the procurement of the one-ton truck with plow, sander and dump box is \$110,000.00. The quoted cost totals \$118,953.37 (incl. net HST) for procurement and delivery of the requested vehicle and equipment. This leaves an overall net budget shortfall of \$8,953.37 or 8.1%. It is recommended that the shortfall be funded from any surplus capital funds available at the end of the year, and if sufficient surplus funds are not available, that the shortfall be funded from the Capital Expenditure Reserve Fund (CERF):

Meeting Dates:

N/A

Consultation:

N/A

Documents:

N/A

Signatures

Reviewed by Department Head: John Steckly

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Grant Application: Housing-Enabling Water Systems Fund

Report Number: 24-04-08-03

Report Author and Position Title: Ryan Wall, Engineering Officer

Department: Operations

Meeting Date: April 8th, 2024

Recommendations:

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.

Background:

The Housing-Enabling Water Systems Fund (HEWSF) is a Provincial program, investing \$200 million in the expansion, repair and rehabilitation of core water, wastewater and stormwater projects to unlock housing opportunities. One key piece of criteria for a project to be eligible is that the applicant needs to demonstrate that completing the project will result in the municipality being able to service new housing construction by servicing new lands or adding capacity to its existing infrastructure to enable residential growth.

Funding will be dispersed over a three-year period and will flow to recipients through a milestone based approach.

The provincial share of funding can be 73% of eligible project costs, up to a maximum of \$35 million. The municipality is responsible for the remaining project cost. Stacking of provincial funding with other provincial programs such as the Building Faster Fund (BFF) and Ontario Community Infrastructure Fund (OCIF) are not permitted.

The deadline for applications is Friday April 19, 2024.

Table 1 presents the maximum cost-sharing percentages of total eligible costs under the HEWSF:

Table 1: HEWSF Cost Sharing Percentages

Value of Project	Provincial Contribution (73% max & \$35 Million max)	Municipal Contribution (27% min)
\$5 Million	\$3.65 Million	\$1.35 Million
\$48 Million	\$35 Million	\$13 Million
\$100 Million	\$35 Million	\$65 Million

The HEWSF is open to all municipalities that own water, wastewater and stormwater infrastructure. Each applicant can submit a maximum of one project for this intake. Joint projects between two municipalities will also be considered.

Eligible asset types:

- a. Drinking water
- b. Wastewater
- c. Stormwater

Eligible project types:

- a. Must enable housing development
- b. Rehabilitation
- c. Replacement/ upgrade
- d. Renewal
- e. Must not have started construction
- f. Must have defined start and end points
- g. Can be standalone project or parts of larger projects
- h. May include planning and design projects but must include capital component (construction)

Other Conditions Include:

- **Total number of housing units created:** Municipality must provide estimate of how many housing units will be enabled (by year) by the project.
- **Contract Award Date:** Contracts can be awarded and remain eligible, but construction cannot have started. All eligible costs must have been incurred after April 1, 2023. The project must be complete by March 31st, 2027.
- **Asset management plans [renewal/rehabilitation projects]:** Projects should be informed by an applicant's asset management plan. This means the proposed

project was identified based on the plan's prioritized lifecycle activities (e.g., construction, maintenance, renewal, rehabilitation, replacement, etc.) for the applicable asset category. For example, if an applicant has identified drinking water needs as a priority lifecycle activity within its asset management plan, then the submission of a drinking water project would be appropriate. If a proposed project does not align with the priorities identified within an applicant's asset management plan, a strong rationale must be provided in the application form.

- **Technical merit:** Must address environmental impacts (climate resiliency). Must address capacity constraints of current system or be an expansion of the system.
- **Financial Capacity:** Municipality must demonstrate their financial ability to support the project.
- **Housing Development Readiness:** Must address the status of proposed housing development and enable development to proceed.

Discussion:

The HEWSF is very specific in the criteria that needs to be met to maintain project eligibility. While there aren't currently any system expansion projects included in the Town's Asset Management Plan (AMP), the AMP as well as the Water/Wastewater (W/WW) Master Plan highlight some capacity constraints within the Town's current pipe networks which could impact the Town's ability to service growth. One notable portion of the Town's Wastewater network is the Daniel Street and Albert Street Sewer systems. The sewer mains on Daniel Street from Rock Lane to Albert Street are highlighted in the Town's W/WW Master Plan as being in need of replacing due to age/condition as well as there being a need to upsize this section to add capacity for future growth. The remaining sewer on Albert Street is shown in our AMP as being outside of its lifecycle, in poor condition and in need of replacement as well as sewer separation to remove storm sewer flows from the sanitary flows.

On September 8, 2023, the Town of Arnprior experienced a large rainfall event, where between 33mm and 43mm of rain fell in approximately 30 minutes. The Daniel/Albert sanitary sewer surcharged, resulting in a bypass event and a sewer backup at the Arnprior Library. This rain event further highlighted the need to increase capacity in the Daniel/Albert sewer trunk main which conveys a large portion of sewer flow from the South and West side of Town to the Water Pollution Control Centre (WPCC) on Albert Street. Further, the sewers on Albert Street are combined sewers, meaning that storm water is conveyed in the same pipe as sanitary flows, thus straining the sewer system during heavy rainfalls and contributing to bypass events.

This project will improve the Town's ability to service proposed development for a forecasted total of 2140 housing units.

Currently this project is shown as being due for construction in 2028 and 2029 per the Town's 2024 version of the 20-year Long Term Capital Forecast. With an estimated budget of \$4.6 million dollars.

Options:

Option 1 – Division Street Water and Sewer Infrastructure Extension:

Staff considered another option, being the extension of water and sewer infrastructure on Division Street from Elgin Street to service undeveloped lands on Division Street across from the intersection of Stadacona and Division streets. These lands are owned by the First Baptist Church who are looking at options to develop a mix of affordable housing, a new church, and market housing. This land is currently not serviced and would require a significant investment in the range of \$4 million to be made to extend water and sewer infrastructure up Division Street.

Staff are not recommending this potential project for the grant application for the following reasons:

- Tight timelines – work must be complete by March 31, 2027, however at this time, the church's plan to develop this land is still in a conceptual / information gathering stage.
- The unknown feasibility of developing the lands and uncertainty of unit count makes it difficult to appropriately size the sewer and water mains. There are currently vacant lands outside of Arnprior's boundaries on the west side of Division Street, which could also potentially benefit from the oversizing of water and sewer mains along Division Street, however there are currently no formal arrangements or agreements in place with McNab Braeside that would support such a significant investment of funds being made towards the servicing of these lands.
- Grant criteria relies heavily on the project being supported by the AMP, Long Range Capital Forecast (LRCF), climate resiliency, and increased ability to service more units. The Division Street option is not referenced in the Town's AMP or LRCF and does not specifically speak to climate resiliency, however it would assist in providing a limited amount of growth (unit counts) in a specific area.

Option 2 – Not Apply or Apply for Alternative Project

Council could choose not to direct staff to apply for the HEWSF grant. Council could also request staff to investigate an alternative project for the grant application. Staff do not recommend this option, as the recommended project meets all of the grant criteria.

Policy Considerations:

The proposed project is in line with the following Town of Arnprior plans and policies:

- Asset Management Plan

- Asset Management Policy
- Long Range Capital Forecast

Financial Considerations:

Currently the LRCF includes \$150,000 for design in 2027, \$2.225 million for construction in 2028 and \$2.225 million for construction in 2029 for this project (ending at Madawaska St. and Daniel St). To continue construction further south on Daniel Street to Rock Lane, it is estimated that the additional cost will be \$750,000. Total estimated cost for the project is \$5.35 million. Based on this estimate, the estimated funding breakdown, should the Town be successful in the grant application, would be as follows:

Year	Cost	Grant Portion (73%)	Town Portion (27%)
2024	\$150,000	\$109,500	\$40,500
2025	\$2,600,000	\$1,898,000	\$702,000
2026	\$2,600,000	\$1,898,000	\$702,000
Total	\$5,350,000	\$3,905,500	\$1,444,500

The majority of the Town's portion will require funding from Water/Wastewater Rate with (23%) Water and (36%) Wastewater Reserve Fund. The remaining portion being funded by Levy with (41%) Capital Expenditure Reserve Fund.

Meeting Dates:

N/A

Consultation:

- Jennifer Morawiec, General Manager, Client Services/ Treasurer
- John Steckly, General Manager, Operations
- Stantec Consulting

Documents:

None

Signatures

Reviewed by Department Head: John Steckly

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Staff Report

Subject: Proclamation for Earth Day (April 22, 2024)

Report Number: 24-04-08-04

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

Department: Client Services

Meeting Date: April 8th, 2024

Recommendations:

That Council proclaim April 22, 2024 as Earth 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 the event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior, Ontario, Canada K7S 0A8 www.earthday.org
Section 5.2.2 – Contact Person's Name	Amy Dean Environmental Engineering Officer
Section 5.2.3 – Name of Proclamation and Duration	Earth Day April 22 nd , 2024

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

Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – Earth Day (April 22nd, 2024)

Signatures

Reviewed by Department Head: Jennifer Morawiec

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Proclamation

Earth Day

April 22nd, 2024

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 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.

Lisa McGee, Mayor
Town of Arnprior



Town of Arnprior Staff Report

Subject: Proclamation for 911 Dispatcher Appreciation Week (April 14-20, 2024)

Report Number: 24-04-08-05

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

Department: Client Services

Meeting Date: April 8th, 2024

Recommendations:

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

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	OPSEU/SEFPO Local 449 PO BOX 40014 RPO Raglan, Renfrew, Ontario, Canada K7V 4G0 www.opseulocal449.ca
Section 5.2.2 – Contact Person's Name	Liam Vanderbraak, President president@opseulocal449.ca
Section 5.2.3 – Name of Proclamation and Duration	911 Dispatcher Appreciation Week April 14-20, 2024

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

Section 5.2.4 – Appropriate Wording for Proclamation	Yes
Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
Section 5.3.1 – Does not promote any commercial business	Complies
Section 5.3.2 – Does not promote hatred or illegal activity	Complies
Section 5.3.3 – Does not contain inappropriate statements	Complies

Documents:

1. Proclamation Document – 911 Dispatcher Appreciation Week (April 14-20, 2024)
2. Request Letter – Liam Vanderbraak, President of OPSEU/SEFPO Local 449

Signatures

Reviewed by Department Head: Jennifer Morawiec

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski



Town of Arnprior Proclamation
911 Dispatcher Appreciation Week
April 14th to 20th, 2024

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

Lisa McGee, Mayor
Town of Arnprior

Oliver Jacob

From: Vanderbraak, Liam (OPSEU/SEFPO) <liam.vanderbraak@opseulocal449.ca>
Sent: March 19, 2024 9:54 AM
To: Group-Clerks
Cc: David Danone
Subject: Request for Proclamation of National Public Safety Telecommunicators Week 2024
Attachments: NPSTW 2024 Proclamation_Arnprior.pdf; 20240318_NPSTW2024_MediaRelease.pdf

Good morning,

I hope this message finds you well. I am writing on behalf of OPSEU/SEFPO Local 449, to request that the Town of Arnprior consider proclaiming the week of April 14-20, 2024, as National Public Safety Telecommunicators Week (NPSTW).

National Public Safety Telecommunicators Week is an annual event that honors the men and women who serve as public safety telecommunicators, including the dedicated Ambulance Communications Officers (ACOs) at the Renfrew Central Ambulance Communications Centre (CACC). These professionals are the first point of contact in emergencies and play a crucial role in the response of police, fire, and emergency medical services.

The Renfrew CACC, serving an area of over 16,000 square kilometers, is a vital part of our community's emergency response system. The ACOs' expertise and dedication ensure the safety and well-being of our residents and the effective coordination of our emergency services.

In recognition of their unwavering commitment and significant contributions to our community, we believe it is important to officially acknowledge and celebrate their hard work and dedication during NPSTW. A proclamation from the Town would be a meaningful gesture of appreciation and support for these vital members of our public safety infrastructure.

Attached to this email, you will find a sample proclamation and a press release from our union that further highlight the critical role of Ambulance Communications Officers. These documents can serve as a reference for the council's consideration.

We kindly request that this proclamation be placed on the agenda for the next council meeting. If needed, I am available to discuss this request further and provide any additional information required.

Thank you for considering our request to honor these unsung heroes of our community. We look forward to the possibility of partnering with the Town to recognize the invaluable service of our Ambulance Communications Officers during National Public Safety Telecommunicators Week.

Regards,
Liam Vanderbraak

Liam Vanderbraak (pronouns: he/him)
President, OPSEU/SEFPO Local 449

T: [1-866-283-0557](tel:1-866-283-0557) ext. 1 | C: [613-316-8493](tel:613-316-8493) | F: 343-347-6788
PO BOX 40014 RPO Raglan, Renfrew, ON K7V 4G0
www.opseulocal449.ca | *"We stand together to win."*

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.



**ONTARIO PUBLIC SERVICE EMPLOYEES UNION
LOCAL 449 – RENFREW**

PO BOX 40014 RPO RAGLAN, Renfrew, ON K7V 0B8

1-866-283-0557 | www.opseulocal449.ca

We stand together to win.

FOR IMMEDIATE RELEASE

Celebrating the Heroes Behind the Scenes: National Public Safety Telecommunicators Week 2024

RENFREW, ON - March 18 2024 - In the vast expanse of over 16,000 square kilometres, nearly three times the size of Prince Edward Island, the Ambulance Communications Officers (ACOs) at Renfrew Central Ambulance Communications Centre (CACC) stand as the unsung heroes of public safety. OPSEU/SEFPO Local 449 is proud to highlight the critical work and dedication of these professionals during National Public Safety Telecommunicators Week (NPSTW), which is taking place from April 14 to 20, 2024.

With a sophisticated setup of 4 sets of widescreen monitors, 5 keyboards, and 5 mice, ACOs expertly manage 9-1-1 calls for two paramedic services and 15 fire departments, ensuring that emergency services are dispatched efficiently and effectively. Their coordination extends across 22 ambulance communications centres in Ontario, demonstrating a seamless network of care and response.

"Our local ACOs are the backbone of emergency response in the County of Renfrew, Township of South Algonquin, and the eastern part of Algonquin Park" says Liam Vanderbraak, President of OPSEU/SEFPO Local 449. "Their expertise and commitment ensure the safety and well-being of our community, regardless of the challenges they face."

The ACOs' capabilities are further enhanced by their ability to access translation services for over 150 languages, with some dispatchers fluent in French, German, and Arabic, ensuring no call for help goes unanswered due to language barriers.

Amid the evolving landscape of emergency medical services, Renfrew CACC is on the cusp of transitioning to the Medical Dispatch Priority System (MPDS). This advancement will further enhance their capability to deliver an elevated level of care and support to the community. "Our ACOs are more than ready for this transition; they have continuously demonstrated their readiness to adapt and excel, ensuring the highest standard of service in life-saving situations," states David Danone, Vice-President of OPSEU/SEFPO Local 449.

These professionals, with a cumulative experience of 149 years, are the unsung heroes behind the scenes. Treasurer of OPSEU/SEFPO Local 449 Katie Scheel notes, "The dedication and professionalism of our ACOs ensure that every second counts in emergency response. Their role is crucial in preserving life and property."

This NPSTW, OPSEU/SEFPO Local 449 encourages the community to recognize and appreciate the indispensable role of Ambulance Communications Officers. "We invite everyone to join us in expressing



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We stand together to win.

gratitude to these vital members of our emergency services. Your words of appreciation can be sent to hello@opseulocal449.ca," invites Vanderbraak.

As we celebrate NPSTW, let us honor the commitment and excellence of Renfrew CACC's Ambulance Communications Officers, who remain ever ready to respond, guide, and save lives.

About OPSEU/SEFPO Local 449

OPSEU/SEFPO Local 449 proudly represents over 75 public service employees in Renfrew and Fitzroy Harbour, Ontario. Our members serve essential roles across various provincial ministries, ensuring excellence in public service and fostering community development. As advocates for workers' rights and public sector integrity, we are committed to the prosperity and resilience of our communities.

For media inquiries, please contact:

Liam Vanderbraak, OPSEU/SEFPO Local 449 President

(866) 283-0557

president@opseulocal449.ca

###

PROCLAMATION

National Public Safety Telecommunicators Week (NPSTW)

April 14-20, 2024

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

WHEREAS the Public Safety Telecommunicators 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 Public Safety Telecommunicators skillfully dispatch paramedic services, fire departments, and police services, coordinating essential resources and personnel to manage crises 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, Public Safety Telecommunicators 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

WHEREAS, the community's trust and safety are continually enhanced by the tireless work and dedication of these outstanding professionals;

THEREFORE BE IT RESOLVED THAT that the Town of Arnprior hereby declares April 14-20, 2024, as National Public Safety Telecommunicators Week, and we call upon all citizens to acknowledge and celebrate the exceptional service and commitment of our local Public Safety Telecommunicators, whose work is essential in maintaining the safety and well-being of our community.

The Corporation of the Town of Arnprior

By-law Number 7477-24

A by-law to award a contract for the purchase of a One-Ton Truck with Plow, Sander and Dump Box.

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

Whereas on February 14th, 2024 Council passed By-law 7356-23 to adopt the 2024 Capital Budget which included the purchase of one One-Ton Truck with a Plow, Sander and Dump Box with a budget of \$110,000.00; and

Whereas in accordance with the Town's Procurement Policy (By-Law 6942-19) the Town issued a Request for Tender PW-2024-01 through a public process for the One-Ton Truck with Plow, Sander and Dump Box; and

Whereas No bids were received through the tender process; and

Whereas Donnelly Automotive Group submitted a quotation of \$116,896.00 (plus HST) for the supply of a One-Ton Truck with Plow, Sander and Dump Box; and

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

1. **That** Council awards the purchase of a One-Ton Truck with Plow, Sander and Dump Box Purchase, to Donnelly Automotive Group in the amount of \$116,896.00 (plus HST); and
2. **That** the budget shortfall of \$8,953.37 be funded through any 2024 capital surplus funds, if available, or the Capital Expenditure Reserve Fund; and
3. **That** the CAO is authorized to issue a purchase order to Donnelly Automotive Group, as well as execute such documentation as may be necessary to proceed with the purchase.
4. **That** any by-laws, resolutions or parts of by-laws or resolutions inconsistent with this by-law be hereby repealed.
5. **That** this By-law shall come into force and effect on the day of its passing.

Enacted and passed this 8th day of April, 2024.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

The Corporation of the Town of Arnprior

By-law Number 7478-24

A by-law to permit encroachments at 73 Carss Street in the Town of Arnprior.

Whereas Section 11(3) of the Municipal Act, R.S.O., 2001, Ch. M.45 authorizes councils of local municipalities to pass by-laws respecting highways; and

Whereas the owner of Part of Lot 36, Plan 96 requested permission for encroachments on part of the McGonigal Street road allowance;

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

1. **That** the Surveyor's Real Property Report dated December 21, 2023, prepared by Callon Dietz Incorporated, of the encroachments at Lot 38, Registered Plan 96, being 73 Carss Street in the Town of Arnprior, attached hereto as Schedule "A" form part of this By-law.
2. **That** the following encroachment as shown on the attached sketch has permission as follows:
 - a. Encroachment of the existing single detached dwelling building to encroach to a maximum of 0.83m in width into the McGonigal Street road allowance along the face of the existing building.
 - b. Encroachment of the existing deck and steps to encroach to a maximum of 2.99m in width into the McGonigal Street road allowance until such time as the deck and steps require replacing due to deterioration, at which time encroachment of any new replacement deck or steps to encroach to a maximum of 1.2 metres into the McGongial Street road allowance.
3. **That** the said encroachments as shown in Schedule "A" and identified in 1 and 2a. and b. be permitted to continue without charge so long as the structures remain standing in a reasonable state of repair.
4. **That** the Town is not responsible for damage to the encroachment due to any future municipal operations nor is the Town responsible or liable for any issues arising from use and location of the structures on municipal property.
5. **That** any removals, relocations or damage caused to municipal infrastructure or property shall be reinstated by the owner, to existing conditions or better.
6. **That** this By-law shall come into force and effect on the day of its passing.

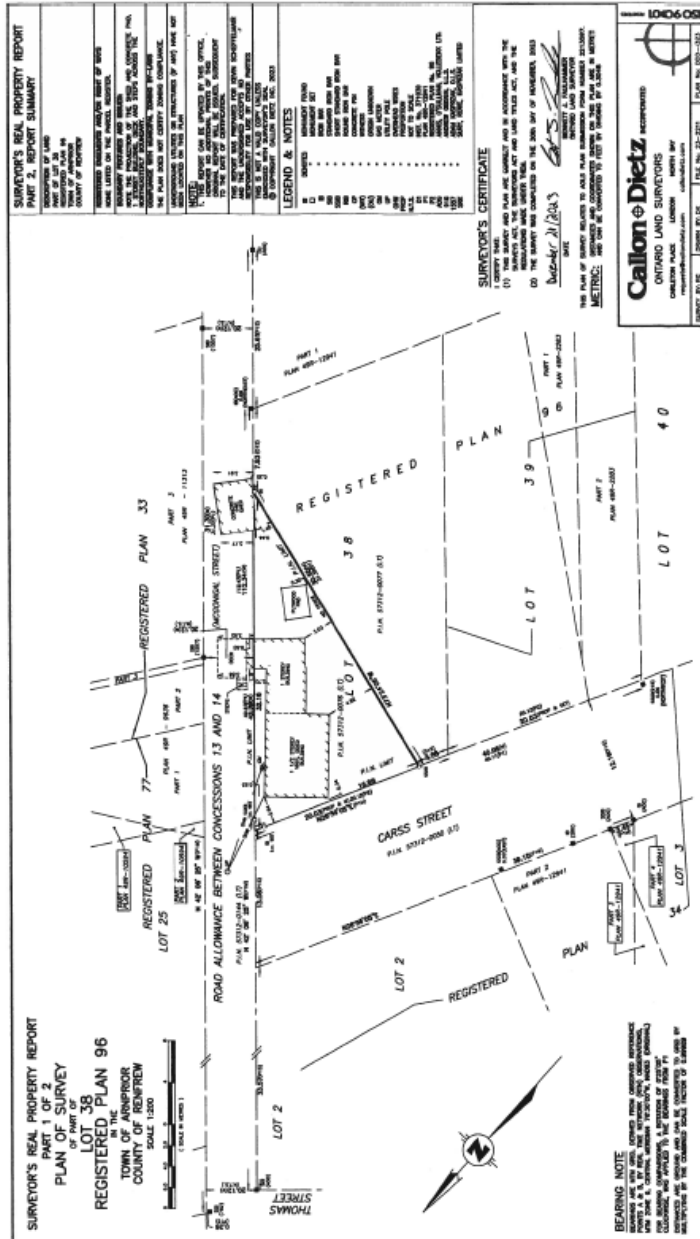
Enacted and **passed** this 8th day of April, 2024.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

Schedule 'A'



This is Schedule 'A' to By-law Number 7478-24

Passed this 8th day of April, 2024.

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



Resolution – 2023 Integrity Commissioner/ Closed Meeting Investigator Annual Report

Moved By _____

Seconded By _____

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.

William R. Hunter
Integrity Commissioner

BY E-MAIL

Match 24, 2024
Our File No.:2024-005
E-Mail: bill.hunterarbitrations.ca

Dear Ms. Kaila Zamojski (Town Clerk):

RE: Integrity Commissioner Report – 2023

Please be advised that for the calendar year of 2023 there were no Integrity Commissioner complaints or investigations relating to the Town of Arnprior.

Best Regards,


William R. Hunter
Integrity Commissioner



Resolution – Appointment of Chairs and Vice Chairs to Advisory Committees

Moved By _____

Seconded By _____

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
 - 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