



**ARNPRIOR**

**Town of Arnprior**

**Regular Meeting of Council Agenda**

**Date: Monday, September 23, 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 – September 9<sup>th</sup>, 2024](#) (Page 1-12)**
- 8. Awards / Delegations / Presentations**
  - a) Delegations**
    - i) Marina Parking and Access to Marina Slips, Cheryl Grenier**
    - ii) 2024 Santa Claus Parade, Bill Greise**
- 9. Public Meetings**
  - a) [Zoning By-law Amendment 3/24 \(150 Staye Court Drive\)](#) (Page 13-14)**

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

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

**12. Staff Reports**

- a) **Zoning By-law Amendment 3/24 (150 Stave Court Drive)**, Alix Jolicoeur, Manager of Community Services / Planner (Page 15-49)
- b) **WFP Filter #1 and #3 Media and Underdrain Replacement**, John Steckly, General Manager, Operations (Page 50-53)
- c) **Recreation and Parks Master Plan**, Graeme Ivory, Director of Recreation (Page 54-200)
- d) **Proclamation for the National Day for Truth and Reconciliation (September 30<sup>th</sup>, 2024)**, Oliver Jacob, Deputy Clerk (Page 201-203)
- e) **Proclamation for Rett Syndrome Awareness Month (October 2024)**, Oliver Jacob, Deputy Clerk (Page 204-207)

**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 No. I-24-SEPT-16
  - ii) Correspondence Package No. A-24-SEPT-12

**15. By-laws & Resolutions**

- a) **By-laws**
  - i) **By-Law No. 7522-24 – Award WFP Filter #1 and #3 Media and Underdrain Replacement** (Page 208)
  - ii) **By-Law No. 7523-24 – Solid Waste Management** (Page 209-243)

- iii) **By-Law No. 7524-24 – Lift Reserve Blocks – Marshall’s Bay Meadows Subdivision – Phase 4** (Page 244)
- iv) **By-law No. 7525-24 – Zoning By-law Amendment (150 Stave Court Drive)** (Page 245-246)

**b) Resolutions**

- i) **Municipal Grants Application – Arnprior Special Olympics (2024 Annual General Meeting)** (Page 247)

**16. Announcements**

**17. Media Questions**

**18. Closed Session**

**19. Confirmatory By-law**

By-law No. 7526-24 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. 1840. 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



**ARNPRIOR**

**Minutes of Council Meeting  
September 9, 2024 6:30 PM**

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

**Council and Staff Attendance**

**Council Members Present (In-Person):**

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

**Council Members Present  
(Electronic):**

None

**Council Members Absent:**

None

**Town Staff Present:**

Robin Paquette, CAO  
Jennifer Morawiec, General Manager  
Client Services / Treasurer  
Kaila Zamojski, Town Clerk  
Oliver Jacob, Deputy Clerk  
John Steckly, General Manager  
Operations  
Rick Desarmia, Fire Chief  
Alix Jolicoeur, Manager of Community  
Services / Planner  
Ryan Wall, Engineering Officer  
Amy Dean, Environmental Engineering  
Officer

**1. Call to Order**

Mayor Lisa McGee called the Regular Council Meeting to order at 6:30 PM and welcomed those present.

**2. Roll Call**

The roll was called, with all Members of Council being present.

**3. Land Acknowledgement Statement**

Mayor Lisa McGee asked everyone to take a moment to acknowledge and show respect for the Indigenous Peoples as traditional stewards of the land we operate on, by stating:

“I would like to begin by acknowledging that the land on which we work, and gather is the traditional unceded territory of the Anishinaabe People. This Algonquin Nation have lived on this land for thousands of years, long before the arrival of the European settlers, and we are grateful to have the opportunity to be present in this territory.”

**4. Adoption of Agenda**

Resolution Number 285-24  
Moved by Dan Lynch  
Seconded by Tom Burnette

**Be It Resolved That** the agenda for the Regular Meeting of Council dated Monday, September 9, 2024 be adopted.

Resolution Carried



**5. Disclosures of Pecuniary Interest**

None

**6. Question Period**

None

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

Resolution Number 286-24

Moved by Billy Denault

Seconded by Lynn Cloutier

**That** the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – August 26, 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) Awarding of Design Proposal 21-1007P Design of Daniel Street – Albert Street Sewer Upsizing – Engineering Officer**

Resolution Number 287-24

Moved by Chris Couper

Seconded by Lynn Cloutier

**That** Council award the Daniel Street-Albert Street Sanitary Sewer Upsizing engineering design assignment to JP2G Consultants Inc, at a cost of \$212,737.19 including HST, to be funded 73% of the design being recovered through the HEWSF grant and the remaining 27% of the design cost be funded 25% from Wastewater Reserve, 25% from Water Reserve and 50% from Capital Expenditure Reserve Fund;

**Further That** upon the CAO's approval of the final form of the foregoing documents, Council authorize the CAO to enter into a contract agreement with JP2G Consultants Inc.

Resolution Carried

**b) Solid Waste Management By-law Update – Environmental Engineering Officer**

Resolution Number 288-24

Moved by Dan Lynch

Seconded by Chris Toner

**That** Council receive this report as information; and

**Further That** Council adopt a revised Solid Waste Management By-law, by repealing and replacing By-law No. 6394-14.

Resolution Carried

**c) Canada Mortgage Housing Corporation Housing Accelerator Fund Round 2 – Housing Action Plan – Manager of Community Services/ Planner**

Resolution Number 289-24

Moved by Lynn Cloutier

Seconded by Chris Toner

**That** Council receive Staff Report No. 24-09-09-03 as information; and

**Further That** Town Council approve the Housing Action Plan as outlined generally in Appendix 2 to this report and direct staff to submit the Housing Action Plan in support of the application under the Housing Accelerator Fund (HAF) – Round 2 to the Canada Mortgage and Housing Corporation (CMHC).

Resolution Carried

**d) Zoning By-law Amendment No. 3/24 (150 Staye Court Drive) - Manager of Community Services/ Planner**

Resolution Number 290-24

Moved by Chris Couper

Seconded by Chris Toner

**That** Council receives an application for an amendment to Zoning By-law 6875-18 for 150 Staye Court to rezone the subject property from “Mixed Use Commercial/Employment (MU-CE)” to “Mixed Use Commercial/Employment Exception XX (MU-CE\*XX)”.

**Further That** pursuant to Section 34(12) of the Planning Act, Council holds a public meeting on Monday, September 23rd, 2024, regarding the proposed amendment, to allow for public review and comment.

Resolution Carried

**e) Proclamation for Fire Prevention Week (October 6-12, 2024) – Deputy Clerk**

Resolution Number 291-24

Moved by Tom Burnette

Seconded by Chris Couper

**That** Council proclaim October 6<sup>th</sup> to 12<sup>th</sup>, 2024 as Fire Prevention Week in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

**Whereas** the Town of Arnprior is committed to ensuring the safety and security of all those living in and visiting Arnprior; and

**Whereas** fire is a serious public safety concern both locally and nationally, and homes are the locations where people are at greatest risk from fire; and

**Whereas** residents should identify places in their home where fires can start and eliminate those hazards; and

**Whereas** residents should install working smoke alarms in every sleeping room, outside each separate sleeping area, and on every level of the home; and

**Whereas** residents should listen for the sound of the smoke alarm and when it sounds respond by going outside immediately to the designated meeting place; and

**Whereas** residents who have planned and practiced a home fire escape plan are more prepared and will therefore be more likely to survive a fire; and

**Whereas** our first responders are dedicated to reducing the occurrence of home fires and home fire injuries through prevention and protection education; and

**Whereas** the 2024 Fire Prevention Week theme is “Smoke alarms: make them work for you!” and it aims to educate everyone about simple but important actions they can take to keep themselves and those around them safe;

**Therefore** I, Lisa McGee, Mayor, do hereby proclaim October 6th to 12th, 2024 as “Fire Prevention Week” in the Town of Arnprior and urge all residents and visitors to be aware of their surroundings, engage in fire safe practices and support the many public safety activities of the Arnprior Fire Department during Fire Prevention Week and all year long.

**f) Proclamation for Test Your Smoke Alarm Day (September 28, 2024) – Deputy Clerk**

Resolution Number 292-24

Moved by Tom Burnette

Seconded by Dan Lynch

**That** Council proclaim September 28th, 2024 as “Test Your Smoke Alarm Day” in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

**Whereas** "Test Your Smoke Alarm Day" marks the first day of action to promote installing and testing working smoke alarms in every home in Ontario;

**Whereas** in 2022, there were 133 fire fatalities in the Province of Ontario, the largest number of fire-related deaths in 20 years;

**Whereas** a working smoke alarm has been legally required to be installed on every storey of a residence in Ontario since 2006;

**Whereas** this awareness campaign is led by the Office of the Ontario Fire Marshall and supported by the Arnprior Fire Department each year;

**Therefore** I, Lisa McGee, Mayor, do hereby proclaim September 28th, 2024 as “Test Your Smoke Alarm Day” in the Town of Arnprior and urge all local residents to test the smoke alarms in their residence by pressing the test button, replacing the batteries and making sure that they are in good working order.

### **13. Committee Reports and Minutes**

#### **a) Mayor’s Report**

Mayor McGee reported the following:

- Hosted by the Arnprior Regional Health Foundation, Mayor McGee brought greetings on behalf of the Town at the groundbreaking ceremony for the CT Scanner. MP Cheryl Gallant, MPP John Yakabuski, ARH Board Members and donors were also in attendance and the first patients are expected to be served in late 2024. She also met new ARH President and CEO Jeremy Stevenson for their first time.
- Alongside Councillors Couper and Denault, Mayor McGee attended a presentation by the Save The Grove Again initiative. With CAO Robin Paquette, Mayor McGee will also be meeting with Cavanagh Communities to discuss their intentions for the Galilee lands and she requested that all parties approach this important topic with respect for all involved.
- On Saturday, September 7th, 2024, Mayor McGee brought greetings on behalf of the Town at the 40th anniversary celebrations for the MacNamara Field Naturalists’ Club.
- At the most recent meeting of the Renfrew Police Services OPP Detachment Board, the Board discussed their draft budget and compensation for Board Members.
- Mayor McGee congratulated graduates from the Arnprior Fire Department on their hard work and dedication alongside County Councillor Lynch and Councillors Burnette and Toner. She also recognized the role that the families of volunteer firefighters play in supporting their loved ones throughout their service to the local community.
- Mayor McGee met with a manufacturing company regarding their preliminary plans to establish a presence in the Town of Arnprior.
- Mayor McGee attended a meeting on emergency preparedness and threat management hosted by our local Member of Parliament (MP) Cheryl Gallant alongside Deputy Fire Chief / CEMC Cory Nicholas. She recommended that residents ensure that they maintain emergency kits for a period of longer than seventy-two (72) hours.
- Mayor McGee shared the proclamation for “Terry Fox Day” at the flag raising event that took place on the morning of September 9th, 2024 alongside Town staff and

Councillors Burnette and Toner. She also invited Members of Council and members of the public to participate in the Terry Fox Run on Sunday, September 15th, 2024.

## **b) County Councillor's Report**

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

- There is a new Member of Council representing Horton Township on the County of Renfrew Council. Ms. Dana Proctor was sworn in and has replaced Mayor Dave Bennett who is on leave.
- Delegations at County Council included:
  - Tahseen Alie, Fund and Volunteer Coordinator, East Region Autism made a presentation on Autism and received a cheque for \$2500.00 from Warden Golf Tournament.
  - Ottawa Valley Tourist Association (OVTA) Board of Directors Chair, Stefani Van Wijk, and Vice Chair, Meghan James, made a presentation on how valuable OVTA is to local businesses and encourage them to join at no cost. OVTA was also presented with a cheque for \$2500.00 from Warden Golf Tournament.
- Two new County Corporate Policies:
  - Criminal Record Check for Prospective Employees to be updated to align the requirements for vulnerable sector Criminal Record Checks with the Ontario Provincial Police's requirements; and
  - Bereavement Leave – Staff to examine the Bereavement Policy to include divorced or separated spouses
- Two items on the Agenda were deferred:
  - Municipal Services Corporation/Communal Servicing;
  - Regional Incentives Program that directs staff to undertake an Official Plan Amendment, to enable policies that would allow the County to provide grants/loans for local Community Improvement Plan (CIP) initiatives.
- County only has one member (Mayor Jennifer Murphy) on 2024\2025 ROMA board.
- The Renfrew County Housing Corporation Board of Directors approved an increase to rent in the amount of \$10.00 per month above the annual rent increase guideline of 2.5% for all units within all Renfrew County Housing Corporation that are below the Household Income Limits (HILs) rent rates for 2025.
- ROMA 2025 has included Municipal Fire Departments to their workplan due to the mounting legislation around apparatus and received support for Bonnechere Valley's Resolution to Exempt Emergency Vehicles from Emission Standards.
- The Ida Street subdivision (File #: 47T-22002) in Arnprior was draft approved and the developer now has three years to satisfy the conditions of approval. The draft approval is to create 55 new rowhouse dwellings.
- Renfrew County Food Guide Food producers and growers who offer on-farm, farm stand or roadside sales are encouraged to submit their free listing for inclusion in the guide by September 12, 2024, via <https://ovta.typeform.com/RCfoodguide>
- In Renfrew County there are almost 1,700 draft approved housing units – a five-year supply - waiting for the proponent to complete the conditions of approval and move forward. Some of these draft approvals date back to the early 1990's. These new planning statement policies would allow the municipality to cancel draft approval and

assign the servicing capacity to a different developer who would move quicker on the development.

Councillor Couper reported the following regarding the Culture and Diversity Advisory Committee Meeting:

- The Culture and Diversity Advisory Committee did not have quorum at their September 3rd, 2024 committee meeting and the agenda items will be tabled to the October 7th, 2024 committee meeting which will take place at 6:30 PM in Council Chambers at Town Hall.

## 14. Correspondence & Petitions

### a) Correspondence Package – I-24-SEPT-15

Resolution Number 293-24

Moved by Chris Couper

Seconded by Billy Denault

**That** the Correspondence Package Number I-24-SEPT-15 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 3 – Ministry of Municipal Affairs and Housing Office of the Minister have announced have a new Provincial Planning Statement (PPS 2024) under the Planning Act, coming into effect on October 20, 2024.
- Page 19 – Good news if you're looking for a gastrointestinal endoscopy in that the Ontario government has added approximately 60,000 gastrointestinal (GI) endoscopy procedures at community surgical and diagnostic centres across the province each year.
- Page 49 - Today, more than ever, there is a growing need to make the built environment more accessible for people with disabilities. Register now for our webinar on September 12 with RothIAMS to learn more about eliminating barriers in municipal facilities.
  - In response to County Councillor Lynch the CAO noted that we will have staff representation on this webinar.
- Page 51 - Attention local businesses - Throughout October, Enterprise Renfrew County is hosting a variety of workshops designed to elevate your business. These in-person events will be held at various locations across the County of Renfrew. Event Dates include:
  - October 7<sup>th</sup>: Calabogie Community Hall - 8:30 AM - 12:00 PM
  - October 9<sup>th</sup>: Ash Grove Inn - 8:30 AM - 12:00 PM
  - October 16<sup>th</sup>: Whitewater Municipal Office - 8:30 AM - 12:30
  - October 18<sup>th</sup>: Petawawa Quality Inn & Suites - 12:30 PM - 4:00

All in-person events are \$28.25, food will be provided for each event. If you can't attend these in-person events, there will be a free webinar on October 21<sup>st</sup> from 1:00 PM to 2:00 PM through Enterprise Renfrew.

**b) Correspondence Package – A-24-SEPT-11**

Resolution Number 294-24

Moved by Lynn Cloutier

Seconded by Billy Denault

**That** the Correspondence Package Number A-24-SEPT-11 be received and the recommendations outlined be brought forward for Council’s consideration.

Resolution Carried

**15. By-laws & Resolutions**

**a) By-laws**

Resolution Number 295-24

Moved by Lynn Cloutier

Seconded by Chris Couper

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

- i. By-law No. 7516-24 – Award Engineering Design Services for the Daniel Street/ Albert Street Sewer Upsizing Project
- ii. By-law No. 7517-24 – Water Tower Lease Agreement (Storm Internet Services)
- iii. By-law No. 7518-24 – Water Tower Lease Agreement (County of Renfrew)
- iv. By-law No. 7519-24 – Part Lot Control (Campanale Homes – Riverwood Estates)
- v. By-law No. 7520-24 – Traffic and Parking

Resolution Carried

**b) Resolutions**

- i. **Resolution of Support – Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO) – Updates to the Municipal Elections Act, 1996**

Resolution Number 296-24

Moved by Dan Lynch

Seconded by Chris Toner

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

**Whereas** elections rules need to be clear, supporting candidates and voters in their electoral participation and election administrators in running elections; and

**Whereas** legislation needs to strike the right balance between providing clear rules and frameworks to ensure the integrity of the electoral process; and

**Whereas** the legislation must also reduce administrative and operational burden for municipal staff ensuring that local election administrators can run elections in a way that

responds to the unique circumstances of their local communities; and

**Whereas** the *Municipal Elections Act, 1996* (MEA) will be 30 years old by the next municipal and school board elections in 2026; and

**Whereas** the MEA sets out the rules for local elections, the *Assessment Act, 1990* and the *Education Act, 1990* also contain provisions impacting local elections adding more places for voters, candidates, and administrators to look for the rules that bind the local democratic process in Ontario; and

**Whereas** with rules across three pieces of legislation, and the *MEA* containing a patchwork of clauses, there are interpretation challenges, inconsistencies, and gaps to fill; and

**Whereas** the Act can pose difficulties for voters, candidates, contributors and third-party advertisers to read, to interpret, to comply with and for election administrators to enforce; and

**Whereas** while local elections are run as efficiently and effectively as can be within the current legislative framework, modernization and continuous improvement is needed to ensure the Act is responsive to today's needs and tomorrow's challenges; and

**Whereas** to keep public trust and improve safeguards the Act should be reviewed considering the ever-changing landscape which impacts elections administration including privacy, the threats of foreign interference, increased spread of mis/disinformation and the increased use of technologies like artificial intelligence and use of digital identities; and

**Whereas** the Association of Municipal Managers, Clerks, and Treasurers of Ontario (AMCTO) reviewed the Act and has provided several recommendations including modernizing the legislation, harmonizing rules, and streamlining and simplifying administration; and

**Whereas** AMCTO put forward recommendations for amendments ahead of the 2026 elections and longer-term recommendations for amendments ahead of the 2030 elections;

**Therefore Be It Resolved That** Council calls on the Province of Ontario to update the MEA with priority amendments as outlined by AMCTO before Summer 2025 and commence work to review and re-write the MEA with longer-term recommendations ahead of the 2030 elections; and

**Further That** this resolution will be forwarded to the Honourable Doug Ford, Premier of Ontario; the Honourable Paul Calandra, Minister of Municipal Affairs and Housing; the Honourable Jill Dunlop, Minister of Education; the Honourable Todd McCarthy, Minister of Public and Business Service Delivery; the Honourable



Peter Bethlenfalvy, Minister of Finance; Cheryl Gallant, MP for Renfrew-Nipissing-Pembroke; John Yakabuski, MPP for Renfrew-Nipissing-Pembroke; the Association of Municipalities of Ontario (AMO) and the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO).

Resolution Carried

ii. **Municipal Grant Application – Arnprior Regional Health – The Grove Home Family and Friends Council Fundraising Event**

Resolution Number 297-24  
Moved by Lynn Cloutier  
Seconded by Billy Denault

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from Arnprior Regional Health as information; and

**Whereas** Arnprior Regional Health (ARH) is an eligible organization under the Municipal Grants Policy and provides health and community services to the local community at three (3) sites including the Arnprior and District Memorial Hospital, the Grove Home and the Community Programs; and

**Whereas** as an ARH body, the Grove Home’s Family and Friends Council will be hosting their “Fiddles and Friends” fundraiser at the Nick Smith Centre Community Hall on Sunday, October 20<sup>th</sup>, 2024 between 2:00 PM and 4:30 PM; and

**Therefore Be It Resolved That** Council approve the request for in-kind support through the waiving of rental fees for the Nick Smith Centre Community Hall (\$460.00) for the Fiddles and Friends fundraiser taking place on October 20<sup>th</sup>, 2024;

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

Resolution Carried

**16. Announcements**

Councillor Couper made the following announcements:

- Councillor Couper shared a message of gratitude from a member of the community regarding the professionalism and service of the Arnprior Fire Department to support a recent fire at their home. In particular, the resident praised the home fire and life safety prevention and education work that the department does to support the implementation of lifesaving plans in each home.

- Councillor Couper expressed his appreciation for Town staff to ensure public safety in school areas where increased traffic congestion has been present with the current lack of school bus transportation. The collaboration between the Clerks' Office, By-Law Enforcement, Crossing Guards, Operations, OPP and the local schools has been key to keeping pedestrians safe and vehicles flowing smoothly in school zones. He also recommended that parents adhere to the guidance being provided by their schools (including Park and Walk messages) as they are the experts in ensuring the safety of their students.

County Councillor Dan Lynch made the following announcements:

- This Saturday, September 14<sup>th</sup> is the Grand Opening of the Men's Shed on River Road in Township of McNab/Braeside.
- A reminder for bicycle riders that there is a "Tour du Poutine" is being held on Saturday, September 21<sup>st</sup> from 10:30 am to 12:00 pm. The starting point is Red Pine Bay. Registration begins at 10:00 am with a \$20 registration fee. This includes poutine and a drink. This event is a fundraiser for the Arnprior & District Food Bank.
- Congratulations to the Arnprior Opportunity Shop on their 50th anniversary, highlighted by the terrific Fashion Show, and support from our Museum who provided warmth, coffee, and cookies.
- This Sunday is the Terry Fox Run at Robert Simpson Park.
- Legion Week starts off with a Veteran Dinner at the Branch on Sunday, September 17<sup>th</sup>. Veterans are reminded to contact Branch for a reservation.

#### 17. Media Questions

None

#### 18. Closed Session

Resolution Number 298-24 (7:33 pm)

Moved by Tom Burnette

Seconded by Chris Couper

**That** Council move into closed session regarding:

- One (1) matter pursuant to Section 239 (2) (b) of the Municipal Act, 2001, as amended, to discuss personal matter about an identifiable individual, including municipal or local board employees (Commemorative Naming); and
- One (1) matter pursuant to Section 239 (2) (f) concerning advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Airport).

Resolution Carried

Resolution Number 299-24 (8:42 pm)

Moved by Dan Lynch

Seconded by Tom Burnette

**That** Council resume to Open Session at 8:42 pm.

Resolution Carried

Resolution Number 300-24  
Moved by Chris Couper  
Seconded by Billy Denault

**That** Council direct staff to proceed as directed in Closed Session.

Resolution Carried

**19. Confirmatory By-Law**

Resolution Number 301-24  
Moved by Chris Couper  
Seconded by Tom Burnette

**That** By-law No. 7521-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on September 9, 2024 be and it is hereby enacted and passed.

Resolution Carried

**20. Adjournment**

Resolution Number 302-24  
Moved by Lynn Cloutier  
Seconded by Billy Denault

**That** this meeting of Council be adjourned at 8:42 pm.

Resolution Carried

**Signatures**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



**The Corporation of the Town of Arnprior  
Notice of Application for Zoning By-Law Amendment  
ZBLA-3/24 and Notice of Public Meeting**

**Take Notice** that pursuant to the requirements of the Planning Act, the Corporation of the Town of Arnprior advises that an application for amendment to Comprehensive Zoning By-law No. 6875-18, as amended, has been received and was deemed a complete application.

**And Further, Take Notice** that an in-person public meeting giving the public an opportunity to make representations in respect of the zoning amendment will be held on **Monday, September 23rd, 2024** at 6:30 p.m. in Council Chambers, Town Hall, 105 Elgin Street West, Arnprior.

**Subject Lands:**

The lands affected by the Amendment are known as 150 Stave Court Drive, legally described as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior.

**Purpose, Effect & Location of the Amendment:**

The purpose of the proposed amendment to Comprehensive Zoning By-law 6875-18 is to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m, and to permit a reduction of the front yard setback from 6 m to 0 m in order to permit installation of 29 self-storage buildings.

**More Information:**

Copies of the proposed amendment, material provided under Section 34 of the Planning Act and any additional information relating to the proposal, are available for inspection by contacting the Planning office at 613-623-4231 ext. 1816 during regular office hours or by emailing [planning@arnprior.ca](mailto:planning@arnprior.ca).

Any Person may participate in the public meeting and/or make written or verbal representation either in support of or in opposition to the amendment.

If a person or public body would otherwise have an ability to appeal the decision of the Town of Arnprior to the Ontario Land Tribunal (OLT), but the person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Arnprior before the by-law is passed, the person or public body is not entitled to appeal the decision.

If a person or public body does not make oral submissions at a public meeting or make written submissions to the Town of Arnprior before the by-law is passed, the person or public body may not be added as a party to the hearing of an appeal before the Ontario Land Tribunal (OLT) unless, in the opinion of the Tribunal, there are reasonable grounds to do so.

If you wish to be notified of the decision of Town of Arnprior on the proposed zoning by-law amendment, you must make a written request to Town of Arnprior c/o Planning, Town of Arnprior, 105 Elgin St. W., Arnprior ON K7S 0A8.

If you are receiving this notice because you are the owner of property in the area of the amendment that contains seven or more residential units, you must also post this notice in a location that is visible to all of the residents of your property.

**Privacy Disclosure:** As one of the purposes of the Planning Act is to provide for planning processes that are open and accessible, all written submissions, documents, correspondence, e-mails or other communications (including your name and address) form part of the public record. The Town to such persons, will disclosed/make this information available as the Town deems appropriate, including anyone requesting such information. Please note that by submitting any of this information, you are providing the Town with your consent to use and disclose this information as part of the planning process.

Dated at the Town of Arnprior this 3rd day of September 2024.

Kaila Zamojski, Clerk  
Town of Arnprior  
105 Elgin Street West  
Arnprior, ON  
K7S 0A8

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### Key Map:





## Town of Arnprior Staff Report

**Subject:** Zoning By-law Amendment 3/24 (150 Staye Court Drive)

**Report Number:** 24-09-23-01

**Report Author and Position Title:** Alix Jolicoeur, Manager of Community Services / Planner

**Department:** Community Services

**Meeting Date:** September 23<sup>rd</sup>, 2024

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### Recommendations:

**That** Council adopts a by-law to amend Zoning By-law 6875-18 to amend the zoning for 150 Staye Court Drive, known legally as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior, from Mixed Use Commercial/Employment Zone to Mixed Use Commercial/Employment Zone Exception 47 (MU-CE\*47) to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m; and

**Further That** Council refuse the requested amendment to Zoning By-law 6875-18, for 150 Staye Court Drive, known legally as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior, to reduce the front yard setback from 6 m to 0 m; and

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

### Background:

**Owner:** Make Space Storage

**Description of Subject Lands:** 150 Staye Court Drive

**Legal Description:** legally described as Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior

**Area of Land:** 0.94 ha (2.31 acres)

**Existing Structures:** Eight steel clad self-storage buildings and six steel containers in two rows of three

**Official Plan:** Mixed Use Commercial/Employment Area

**Zoning:** Mixed Use Commercial/Employment Zone

An application for Zoning By-law amendment was received from the owner to reduce the minimum required setback from a Provincial Highway right-of-way for a structure

without a foundation from 14 m to 8 m for the placement of the relocated twenty-three (23) self-storage buildings without foundations. The application also includes a request to reduce the front yard setback from 6 m to 0 m in order to permit the installation of an additional six (6) self-storage buildings without foundations. The buildings are 5.8 m long, 2.4 m wide with a height of 2.4 m. A site plan was submitted in support of the application (Document 2).

MTO has agreed to a reduced setback of 8 m for buildings without a foundation on the subject property.

The proposed development requires site plan control amendment approval, a zoning by-law amendment, permits from MTO and Building Permits from the Town of Arnprior.

### **Context**

The subject lands are located south of Staye Court drive, with Highway 417 to the west (see figure 1).



*Figure 1 Streetview of 150 Staye Court Drive*

The subject lands continue around the rear of three other properties on Staye Court Drive (120, 130 and 140 Staye Court Drive). Two of these properties have existing employment use buildings, the third is vacant (see figure 2).



*Figure 2 Streetview of the properties to the east of 150 Staye Court Drive*



North of the subject property, across Staye Court Drive are the rear yards of four townhouse dwellings and 4 semi-detached dwellings that front on Ashbury Street (see figure 3).



Figure 3 Rear yards of existing townhouses and semi-detached dwellings north of 150 Staye Court

North-east of the subject property across Staye Court Drive is the existing Country Squire Motel (see figure 4).

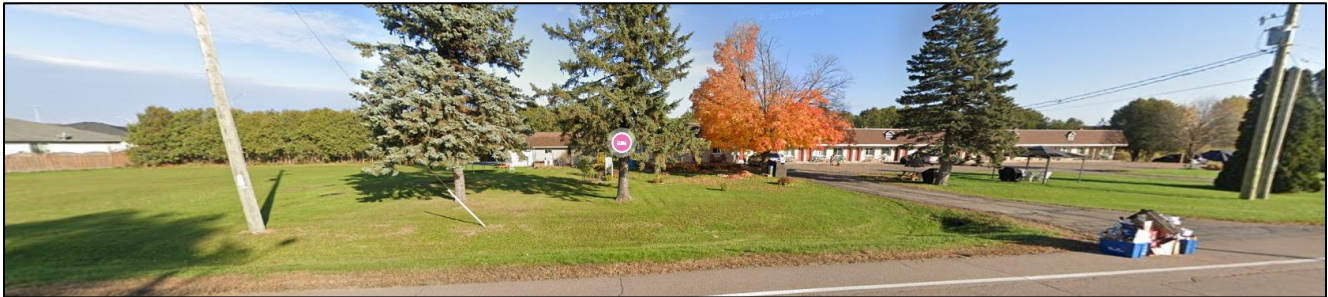


Figure 4 Streetview of the existing Country Squire Motel

Figure 5 is an aerial photograph of the area from 2020.



Figure 5 Aerial photo from 2020



## **Discussion:**

### **Official Plan Policies**

The subject lands are designated Mixed Use Commercial/Employment Area. The Mixed Use Commercial/Employment Area includes as an objective to encourage the consolidation, intensification and expansion of major commercial uses and to encourage the redevelopment of existing major commercial uses to foster a more pedestrian oriented environment (C5.2 c).

Section C5.6 sets out policies for development or redevelopment of land within the Mixed Use Commercial/Employment Area. The Official Plan defines development as the creation of a new lot, a change in land use, or the construction of buildings or structures requiring approval under the Planning Act, therefore, the policies under this section would apply as the proposed additional buildings require a zoning by-law amendment and Site Plan Control approval.

Applicable policies for development and redevelopment in the Mixed Use Commercial/Employment Area include:

- e) Any loading and storage facilities that are provided are buffered so as to minimize disruption and the enjoyment of neighbouring residential properties;
- f) Improvements to the streetscape, such as soft landscaping, lighting fixtures, benches and public art, are part of the overall project design;
- g) New buildings are designed to present their principal building facades with an appropriate building design that faces the public road;" (C5.6)

The proposed reduction of the front yard setback from 6 m to 0 m would result in no space for buffering of storage facilities from the residential uses backing onto the other side of Stave Court Drive, would eliminate any space for soft landscaping along the front lot line on the subject property, and the buildings proposed described as "essentially shipping containers" in the Planning justification report which would suggest that they would not have an appropriate building design that faces the public road.

The requested reduction of the setback from a Provincial Highway from 14 m to 8 m for buildings without a foundation allows for intensification and is consistent with the provisions for development in section C5.6 of the Official Plan.

The proposed reduction in the front yard setback from 6 m to 0 m, though it allows for intensification, is not consistent with the policies for development in section C5.6 of the Official Plan.

### **Zoning By-law Provisions**

The current zoning of the lands is Mixed Use Commercial/Employment Zone.

The proposed Zoning by-law amendment seeks to rezone the subject lands to reduce the setback from a Provincial Highway right-of-way (section 4.15.1) from 14m to 8m for

buildings without a foundation, and to reduce the front yard setback from 6m to 0m. The proposed amendments are requested to permit a total of 29 additional self-storage buildings on the subject property as per the attached site plan.

Section 4.15.1 Setback from Provincial Highway states, “No building or structure shall be located any closer than 14.0 metres to the edge of the Provincial Highway right-of-way.” This provision is a reflection of the 14 m setback for new buildings or structures required by the Ministry of Transportation (MTO) to ensure if there is a future need for an expansion of the Highway 417 right-of-way it is not impeded by any additional structures.

The applicant has provided an email from MTO which states “Given the fact that these structures can be installed without a foundation, we could permit these “pods” to be installed with a setback of 8 m rather than the 14 m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14 m could be enforced for other developments).”

Permits from MTO will be required for the buildings prior to issuance of building permits from the Town of Arnprior.

The following table illustrates how the proposed buildings meet the required zone provisions:

<b>Parameters</b>	<b>Required</b>	<b>Provided</b>
Front yard setback (minimum)	6 m	0 m
Rear yard setback (minimum)	12 m	12 m +
Interior side yard setback (minimum)	3 m	6.12 m +
Exterior Side yard setback (minimum)	6.0 m	8.0 m
Lot frontage (minimum)	30 m	84.7 m
Lot area (minimum)	1,858 sq. m.	9,459 sq. m.
Building height (maximum)	14 m	2.4 m

Front yard setbacks are intended to establish a consistent minimum building line along the street, buffer residential uses from non-residential uses, allow for space for required landscaping and ensure a sufficient setback from the municipal road right-of-way should there ever be the need for use of the right-of-way.

Section 7.3.2 requires a 3 m wide planting strip abutting the full length of the lot line along the front and exterior side lot lines in any Mixed Use Zone. The proposed reduction in the front yard setback from 6 m to 0 m would not allow for a 3m wide planting strip along the full length of the front lot line as required by section 7.3.2. An

additional amendment would be required to reduce the minimum required planting strip along the front lot line from 3 m to 0 m.

In the opinion of staff, the minimum required planting strip along the front lot line is intended to buffer parking areas and buildings from the street and create attractive frontage along the street. The proposed reduction in the front yard setback from 6m to 0m would be inconsistent with the intention of this provision.

The Planning Justification Report submitted by the applicant includes that “the proposed 6 storage units that would be located towards the front of the front of the property placed in an orderly manner along the existing fence, serve as an additional visual buffer from existing development on the subject lands.” This does not address the requirement for a minimum planting strip as per section 7.3.2. or the policies in the Official Plan section 5.6 regarding soft landscaping and appropriate building facades for development in the Mixed Use Commercial Employment Area.

## **Process**

September 9, 2024 – Council authorized holding the statutory public meeting  
September 23, 2024

September 23, 2024 – Public meeting, followed by consideration of the application by Council. A decision on the application can be deferred depending on questions or comments from the public meeting. 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 submitted an application for Site Plan Control Amendment Approval for the subject lands, with all the supportive studies and plans included. Building permits will be required for each new building.

## **Options:**

1. Approve the zoning by-law amendment as recommended by staff to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m; and refuse the requested amendment to reduce the front yard setback from 6 m to 0m. Staff recommend this option as it is consistent with Town of Arnprior Official Plan policies as discussed above.
2. Approve the zoning by-law amendments requested by the applicant to reduce the minimum required setback from a Provincial Highway right-of-way for a structure without a foundation from 14 m to 8 m, and to reduce the front yard setback from 6 m to 0 m. This option is not recommended by staff as the request to reduce the front yard setback from 6 m to 0 m is not consistent with Official Plan policies and other zoning by-law provisions.
3. Refuse the requested zoning by-law amendments in full.

## **Policy Considerations:**

As outlined above.

## **Financial Considerations:**

Not applicable.

## **Meeting Dates:**

1. Council Meeting – September 9, 2024
2. Public meeting and decision of Council – September 23, 2024 – If comments are received and additional information is requested from staff, Council can defer a decision on the application to a future Council meeting.

## **Consultation:**

The zoning by-law amendment application was circulated to the County of Renfrew, Renfrew County District School Board, Renfrew County Catholic District School Board, Conseil des Ecole Catholique centre-est, Enbridge Gas, Ontario Power Generation, Hydro One Networks Inc., McNab/Braeside, City of Ottawa, Ministry of Municipal Affairs and Housing, Arnprior Fire Chief, Arnprior Chief Building Official, General Manager of Operations, and CAO for comment.

No comments have been received to date.

## **Documents:**

1. Key Plan
2. Site Plan
3. Email from MTO received by the applicant
4. Planning Justification report submitted by the applicant

## **Signatures**

**Reviewed by Department Head:** Alix Jolicoeur

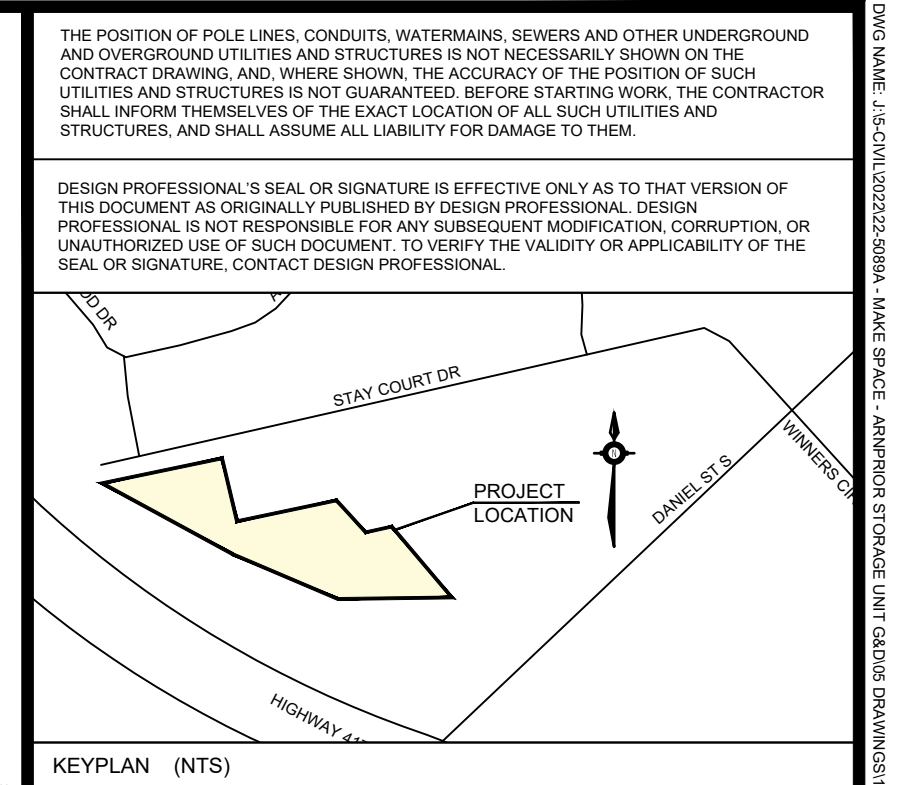
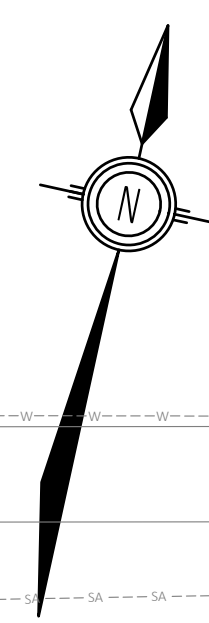
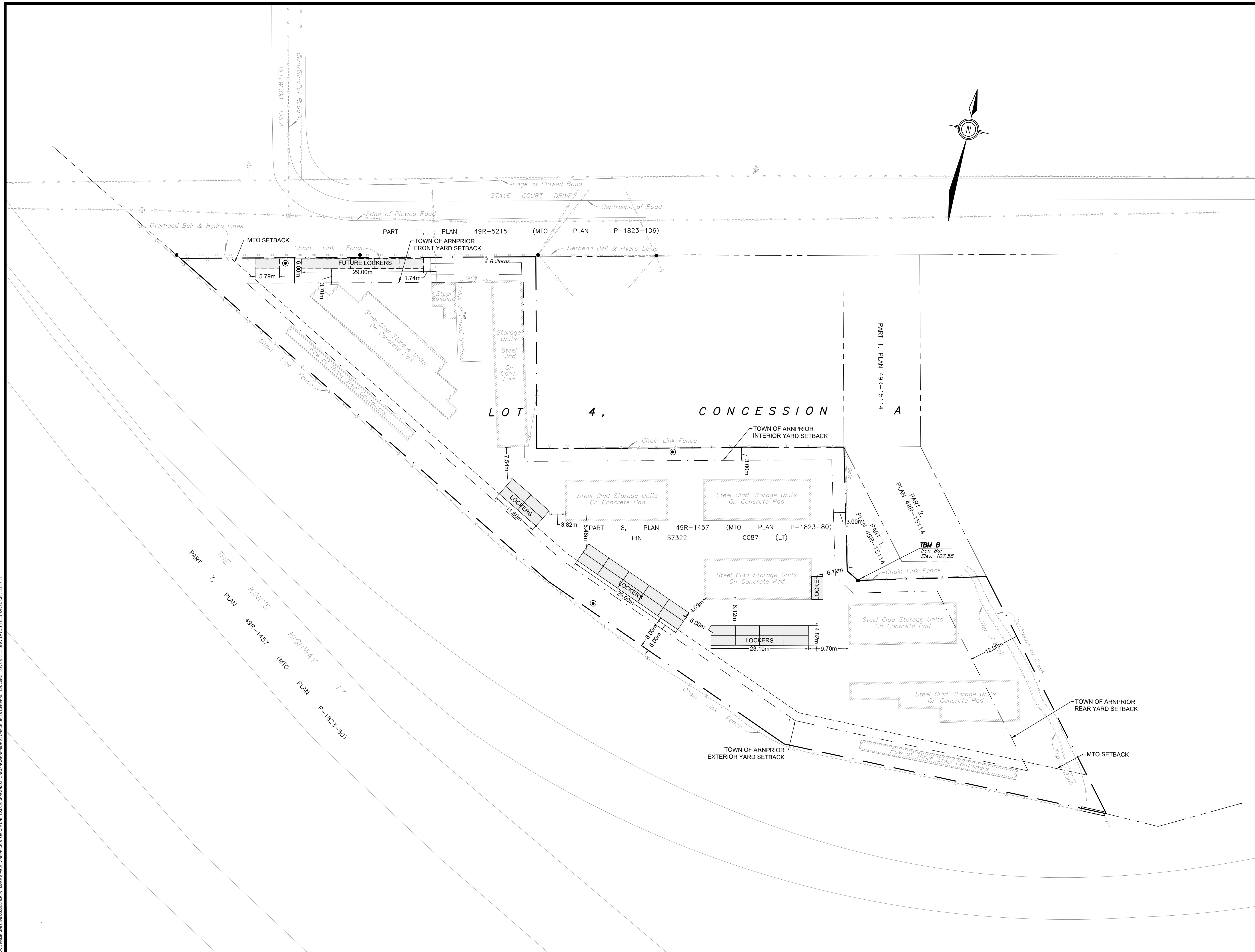
**Reviewed by General Manager, Client Services/Treasurer:** Jennifer Morawiec

**CAO Concurrence:** Robin Paquette

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







**SITE INFORMATION:**

**LEGAL DESCRIPTION:** PART 8 OF LOT 4, CONCESSION A, GEOGRAPHIC TOWNSHIP OF ARNPRIOR, TOWN OF ARNPRIOR, COUNTY OF RENFREW

**INFORMATION TAKEN FROM:** ADAM MASZKOWSKI SURVEYING LTD. PLAN OF SURVEY PLAN 22-2011

**SUBJECT LANDS ZONING:** BY-LAW 08-04-391 MIXED USE COMMERCIAL/EMPLOYMENT - MU-CE

**ZONING INFORMATION:**

MU-CE MIXED USE-COMMERCIAL/EMPLOYMENT		
LOT AREA	MIN. 1856 sq. m.	ACTUAL - 9,459 sq. m.
LOT FRONTAGE	MIN. 30.0 m.	ACTUAL - 64.7 m.
FRONT YARD SETBACK	MIN. 6.0 m.	
SIDE YARD	MIN. 0.0 m.	
BUILDING HEIGHT	MAX. 14.0 m.	

**SITE DATA:**

GROSS SUBJECT LOT AREA	9,459 sq. m. (101,815 sq. ft.)
BUILDING AREA	= 2594 sq. m. (27,921 sq. ft.) / 27.4%

**TOTAL BUILDING COVERAGE:** = 2594 sq. m. (27,921 sq. ft.) / 27.4%

**EXISTING ASPHALT SURFACES:** = 6029 sq. m. (64,895 sq. ft.)

**EXISTING GRAVEL SURFACES:** = 451 sq. m. (4,854 sq. ft.)

**TOTAL ASPHALT/GRAVEL SURFACES:** = 6480 sq. m. (69,750 sq. ft.) / 68.5%

**LANDSCAPED / UNDEVELOPED AREAS:** = 205 sq. m. (2,208 sq. ft.) / 2.17%

**TOTAL LOT AREA:** 9,459 sq. m. - 100%

**PARKING REQUIREMENTS:**

2.7m W. x 5.5m LG. (MINIMUM SPACE)

OUTDOOR STORAGE USE (1/100th OFFICE) = 1 SPACE

PARKING PROVIDED = 2 SPACES

No.	DATE	BY	REVISION COMMENTS
2	2024-06-17	SA	RE-ISSUED FOR SITE PLAN APPLICATION
1	2023-01-23	SA	ISSUED FOR SITE PLAN APPLICATION

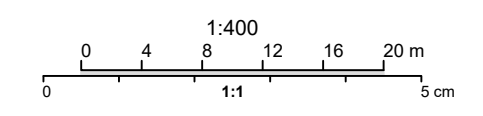


**ARNPRIOR STORAGE UNITS G&D**  
**ARNPRIOR, ONTARIO**  
 ~  
**SITE PLAN**

**Jp2g Consultants Inc.**  
 ENGINEERS • PLANNERS • PROJECT MANAGERS  
 12 INTERNATIONAL DRIVE, PEMBROKE, ON  
 Phone: (613) 282-2507, Fax: (613) 282-4513  
 1150 MORRISON DRIVE, SUITE 410, OTTAWA, ON  
 Phone: (613) 828-7800, Fax: (613) 828-2600

Jp2g Project No.: 22-5088A 16 EDWARDS STREET SOUTH, UNIT 538, ARNPRIOR, ON

CLIENT No.: 22-5088A	SCALE: H=1:400, V=1:50
DESIGNED: AF	
DRAFTED: AF	
CHECKED: SA	
APPROVED: SA	



**CO.1**

**Document 3 – Email from MTO received by the applicant**



## Stephen Arends

---

**From:** HCMS-Do-Not-Reply <HCMS@ontario.ca>  
**Sent:** April 2, 2024 2:10 PM  
**To:** Stephen Arends  
**Subject:** MTO Highway Corridor Management Response to Pre-consultation Request 2024-42O-000093 Submitted on March 20, 2024/Réponse à la demande de consultation préalable au Bureau de gestion des couloirs routiers du MTO no 2024-42O-000093 soumise le 20 mars 2024

You don't often get email from hcms@ontario.ca. [Learn why this is important](#)

**\*\*EXTERNAL EMAIL\*\*** Please use caution.

Please see the response below to the Pre-consultation request you submitted on March 20, 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

If you have any questions, please contact:

**Employee to whom the Pre-consultation has been assigned to for review:**

**Robert Cole**

Phone: 613 202 1786

Email: Robert.Cole@ontario.ca

Ministry of Transportation  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Please retain this email for your records.

Thank You,  
Highway Corridor Management  
Ministry of Transportation of Ontario  
<https://www.hcms.mto.gov.on.ca>

Please note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

---

Veillez voir la réponse ci-dessous à la demande de consultation préalable soumise le 20 mars 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

Si vous avez des questions, veuillez communiquer avec:

**Nom de l'employée ou de l'employé à qui la demande de consultation préalable a été soumise :**

**Robert Cole**

Téléphone : 613 202 1786

Adresse de courriel : Robert.Cole@ontario.ca

Ministère des Transports  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Veuillez conserver ce courriel pour vos dossiers.

Cordialement,  
Gestion des couloirs routiers  
Ministère des Transports de l'Ontario  
<https://www.hcms.mto.gov.on.ca>

Veuillez noter ce qui suit : Ce courriel est envoyé à partir d'une adresse servant uniquement à l'envoi d'avis qui ne peut accepter de courriels entrants. Veuillez ne pas répondre à ce message.

**Document 4 – Planning Justification report submitted by the applicant**

# Planning Justification Report

## Final

### Make Space Storage – Arnprior Inc. 150 Staye Court Drive, Arnprior, ON

August 19, 2024

Jp2g Project # 22-5089A





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### Appendices

Appendix 1 Site Plan

Appendix 2 Site and Surrounding Land Uses Map

Appendix 3 Schedule “A” to the Town of Arnprior Official Plan

Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning

Appendix 5 Correspondence from the Ministry of Transportation

## Author and Review Panel

### Prepared by:



Janine Cik, B.A. (Hons.)  
*Junior Planner*

### Reviewed and Approved by:



Anthony Hommik, MCIP, RPP  
*Manager – Planning Services | Senior Planner*



## 1 Purpose and Approach

This report has been prepared to provide planning justification for an application for Zoning By-law Amendment on behalf of Make Space for the lands municipally known as 150 Staye Court Drive in the Town of Arnprior. The purpose of this application is to re-zone the subject lands from Mixed Use-Commercial/Employment (MU-CE) to Mixed Use-Commercial/Employment-Exception (MU-CE-x) to permit the development of 29 moveable storage units with reduced setbacks from the front yard lot line and the Provincial Highway right-of-way.

This report includes a description of the subject lands and surrounding area, as well as an assessment of the application in accordance with the applicable provisions of the Provincial Policy Statement, 2020 (PPS), the County of Renfrew Official Plan, the local Official Plan for the Town of Arnprior, and the Town of Arnprior Zoning By-law No. 6875-18.

## 2 Site and Surrounding Area

The proposed development is located within Lot 4, Concession A, in the Geographic Township of McNab, now in the Town of Arnprior. The subject lands are located south of Staye Court Drive and northwest of the intersection of Staye Court Drive and Daniel Street South. The property is irregularly shaped, comprising an area of approximately 0.94 hectares (2.32 acres) with approximately 82 metres of frontage on Staye Court Drive. The subject lands are developed as a commercial self-storage facility and contain seven existing rows of steel-clad storage units, various outbuildings, and an office, as shown in Appendix 1 Site Plan.

The site is located in an area mostly developed with commercial and industrial uses, with some residential development located north of Staye Court Drive. Appendix 2 Site and Surrounding Land Uses Map, shows the location of the subject lands and the surrounding context. The surrounding land uses are as follows:

- North: Lands immediately north of the subject lands include open space and residential neighbourhoods. The Country Squire Motel is located northeast of the lands along Staye Court Drive.
- South: Highway 417 is located directly south, with commercial and industrial uses opposite the highway along White Lake Road.
- East: A mixture of commercial and light industrial uses along Staye Court Drive are located directly east, including the Arnprior Transmission shop, Peavey Mart, and Tim Hortons.
- West: Lands immediately west include Highway 417 and a mixture of open space and residential neighbourhoods opposite the highway along Russett Drive.

## 3 Proposed Development

### 3.1 Proposal Overview

As noted above, the proposed Zoning By-law Amendment would facilitate the development of 29 moveable storage units on the subject lands with a reduced setback to the Provincial Highway right-of-way and the front yard lot line.

It is recognized that 23 of the 29 proposed units are currently located along the property line to the south facing Highway 417, while the remaining 6 are proposed to be located along the property line to the northwest facing Staye Court Drive, as shown in Appendix 1 Site Plan. The application seeks to legalize the 23 moveable self-storage units that are currently situated on the lands and permit an additional 6 commercial self-storage units on the subject lands. The 29 moveable storage units are effectively shipping containers with dimensions of 5.8 metres (L) x 2.4 metres (W), along with a height of 2.4 metres. The proposed development would be appropriate for the site and is not anticipated to generate any excess noise, odour, or traffic that would adversely impact the commercial uses to the east or the residential neighbourhoods to the north.





A concurrent application for Site Plan Control was filed on June 17<sup>th</sup>, 2024 (file number not yet assigned). Several studies and reports were also submitted in support of the Site Plan Control application, including a Servicing and Stormwater Management Report, a Grading and Drainage Plan, and a Fire Route Plan.

## 4 Provincial Policy Statement (PPS) 2020

The PPS provides policy direction on matters of provincial interest related to land use planning and development. As a key part of Ontario's policy-led planning system, the PPS sets the policy foundation for regulating the development and use of land.

### 4.1 Healthy, Liveable and Safe Communities (Section 1.1.1)

Section 1.1.1 of the PPS states that 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;
- b) accommodating an appropriate affordable and market-based range and mix of residential types (including single-detached, additional residential units, multi-unit housing, affordable housing and housing for older persons), employment (including industrial and commercial), institutional (including places of worship, cemeteries and long-term care homes), recreation, park and open space, and other uses to meet long-term needs;
- c) avoiding development and land use patterns which may cause environmental or public health and safety concerns;
- d) avoiding development and land use patterns that would prevent the efficient expansion of settlement areas in those areas which are adjacent or close to settlement areas;
- 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;
- f) improving accessibility for persons with disabilities and older persons by addressing land use barriers which restrict their full participation in society;
- g) ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs;
- h) promoting development and land use patterns that conserve biodiversity; and
- i) preparing for the regional and local impacts of a changing climate.

The subject property is within the settlement area of Arnprior and is fully serviced by municipal infrastructure including water, sewers, and roads. The proposed development of 29 moveable self-storage units will not require any expansion to existing infrastructure. The proposed expansion of storage units will continue to service the surrounding neighbourhood, such as residential and local businesses, who require off-site storage facilities. The proposed development is outside of a natural heritage area and does not pose any risks to human health and safety associated with the site, as it is recognized that there will still be more than sufficient room for any emergency vehicles to access the site should that be required in the future.

### 4.2 Settlement Areas (Section 1.1.3)

The subject lands are within a "Settlement Area," which is defined by the PPS as: "urban areas and rural Settlement Areas, and include cities, towns, villages and hamlets". The PPS further explains that Settlement Areas vary significantly in terms of size, density, population, economic activity, diversity and intensity of land uses, service levels, and types of infrastructure available.

PPS policy 1.1.3.1 states that Settlement Areas shall be the focus of growth and development. Policy 1.1.3.2 provides the criteria for land use patterns within Settlement Areas. The proposed development is designed in accordance with the applicable policies in Section 1.1.3.2 as follows:



- The proposal represents an efficient use of land and resources (1.1.3.2(a)).
- The proposal will efficiently use existing municipal infrastructure and will not require any expansion to the municipal infrastructure (1.1.3.2(b)).

The proposed development is considered appropriate for the immediate neighbourhood which maintains a range of commercial and light industrial land uses along Stave Court Drive. The proposal efficiently maximizes the development potential of the site while remaining compatible with the surrounding area and utilizing the existing infrastructure in place.

In summary, the proposed amendment is consistent with the Provincial Policy Statement.

## 5 Town of Arnprior Official Plan

### 5.1 Mixed Use Commercial/Employment Area Designation

The subject lands are designated Mixed Use Commercial/Employment Area on Schedule “A” to the Town of Arnprior Official Plan as shown in Appendix 3 Schedule “A” to the Town of Arnprior Official Plan. The objectives of this designation are as follows:

- a) Provide for the development of retail uses that primarily have large floor areas in high traffic areas that have been comprehensively planned;
- b) Maintain and enhance the function of these commercial areas in the Town that serve a large market as major multi-use, multipurpose commercial areas;
- c) To encourage the consolidation, intensification and expansion of major commercial uses and to encourage the redevelopment of existing major commercial uses to foster a more pedestrian oriented environment;
- d) Provide for orderly, phased redevelopment of existing single use commercial areas into multi use commercial areas that accommodate complementary retail, service, and office employment uses;
- e) Provide locations for light industrial uses that do not require large buildings or sites;
- f) Provide locations for start up uses and other uses that require a variety of site and building configurations;
- g) Provide opportunities for redevelopment and the evolution of traditional industrial uses into higher quality service commercial and office uses in mixed-use buildings;
- h) Provide opportunities for businesses offering complementary services to locate in close proximity to each other; and
- i) Protect these commercial areas from incompatible residential uses.

Section C5.6 provides policies for development and redevelopment in the in the Mixed Use Commercial/Employment Area designation and state that the Town must be satisfied that:

- a) Adequate on-site parking facilities are provided for the development with such parking being provided in locations that are compatible with surrounding land uses;
- b) Every effort has been made to provide motor vehicle access to the lot from an abutting street where possible, without unduly creating traffic infiltration issues in the surrounding area;
- c) Vehicular access points to multiple uses on the lot are coordinated and consolidated where possible;
- d) The development will have minimal impacts on adjacent properties in relation to grading, drainage, access and circulation, and privacy;
- e) Any loading and storage facilities that are provided are buffered so as to minimize disruption and the enjoyment of neighbouring residential properties;
- f) Improvements to the streetscape, such as soft landscaping, lighting fixtures, benches and public art, are part of the overall project design;



- g) New buildings are designed to present their principal building facades with an appropriate building design that faces the public road;
- h) Barrier free access for persons using walking or mobility aids are provided in all public and publicly accessible buildings and facilities and along major pedestrian routes;
- i) All lighting will be internally oriented so as not to cause glare on adjacent properties or public roads;
- j) Site and building services and utilities such as waste storage facilities, loading, air handling equipment, hydro and telephone transformers and switching gears and metering equipment, are located and/or screened from public roads and adjacent residential areas or other sensitive land uses, in order to buffer their visual and operational effects; and
- k) Waste storage areas are integrated into the principal building on the lot and where waste storage areas are external to the principal building, they are enclosed and not face a public road.

The Mixed Use Commercial/Employment Area also states that all development is subject to Site Plan Control in accordance with Section F4 of the Official Plan.

The proposed development would provide for an expansion to the number of self-storage units on the subject lands and would not impact any surrounding residential uses. Self-storage, by its very nature, is a low traffic, low impact use. The proposed new storage units would have minimal visual impact as observed from the pedestrian realm, as it is recognized that the majority of new storage units proposed (i.e., 23 of 29 units) would be facing south and oriented towards Highway 417 and therefore well screened from view along Stave Court Drive. Moreover, the proposed 6 storage units that would be located towards the front of the property placed in an orderly manner along the existing fence, serve as an additional visual buffer from the existing development on the subject lands.

As previously noted, a Servicing and Stormwater Management Plan were prepared and submitted in June of 2024. The report concluded that no negative impacts on adjacent lands or downstream watercourses would occur as a result a of the proposed development. An application for Site Plan Control in accordance with the policies stipulated in Section F4 of the Official Plan has been submitted concurrently with the subject zoning by-law amendment application, demonstrating compliance with the above policy.

## 5.2 Summary

The proposed zoning by-law amendment complies with the relevant policies of the Official Plan for the Town of Arnprior and will have the effect of facilitating appropriate expansion of the existing commercial uses on the subject lands.

## 6 Town of Arnprior Zoning By-law No. 6875-18

The subject lands are zoned Mixed Used-Commercial/Employment on Schedule “A” to Town of Arnprior Comprehensive Zoning By-law No. 6875-18 as shown in Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning. Commercial self-storage is recognized as a permitted use in the MU-CE zone.

A zoning by-law amendment will be required to reduce the required Provincial Highway setback in section 4.15.1 from 14 metres to 8 metres and to reduce the required front yard setback in section 7.6 from 6 metres to 0 metres. The proposed development will otherwise comply with all other relevant provisions in the MU-CE zone.

With respect to the proposed reduction to the Provincial Highway setback, the Ministry of Transportation (MTO) provided written confirmation in April 2024 that their office has no concerns with the reducing the required setback from 14 metres to 8 metres for the proposed development, as shown on Appendix 5 Correspondence from the Ministry of Transportation. Given that the required 14 metre Provincial Highway setback is to protect the interests of MTO, it is appropriate in our opinion to proceed in accordance with the direction received from their office. Further, no impact on emergency access is anticipated, as the proposed development would still



leave a sufficient amount of space on site for emergency vehicles to access any buildings or structures, as demonstrated in the aforementioned Fire Route Plan.

In terms of the proposed reduction to the required front yard setback, it is recognized that the intent of this provision is to ensure compatibility between surrounding land uses, including visual appearance from the public realm and the protection of character for the surrounding neighbourhood. As noted above, the subject lands are located in an area mostly developed with commercial and industrial uses, including the Arnprior Transmission shop immediately east. There exist structures on neighbouring properties that also appear to have minimal setbacks from the property line abutting Stave Court Drive. Additionally, the property is located at the end of Stave Court Drive and is not visible to those who may be travelling along Daniel Street.

It is also important to note that the 6 units which would have a proposed front yard setback of 0 metres would not be directly abutting the street or any existing walkways, as it is recognized that the boulevard between the property line and Stave Court Drive extends approximately 8 metres from the property line to the closest point of the gravel shoulder. Therefore, the proposed development is not anticipated to have a significant impact on visual appearance from the street.

## 7 Conclusions and Recommendations

The proposed application for Zoning By-law Amendment has been reviewed against the policies contained in the PPS, the Town of Arnprior Official Plan and the standards in the Town of Arnprior Comprehensive Zoning By-law. The analysis contained in this report demonstrates that the requested application is in the public interest and represents good planning for the following reasons:

- The proposed development is consistent with the Provincial Policy Statement.
- The proposed development conforms to the Town of Arnprior Official Plan.
- The Ministry of Transportation has indicated their support for reducing the required Provincial Highway setback from 14 metres to 8 metres (Appendix 5).
- The proposed additional units will be imperceptible from the public realm and is not anticipated to have any adverse impact on the existing character of the neighbourhood.
- The proposed development will serve to enhance the functionality, utility, long-term use, and operations of the subject lands.
- The proposed development will not require any expansion to existing infrastructure.
- The proposed new storage units are supported by all technical reports and studies submitted concurrently with the application for Site Plan Control.

Based on these conclusions, it is our opinion that the subject application for Zoning By-law Amendment constitutes good planning and should be approved.

---

End of report.



## Appendix 1 Site Plan



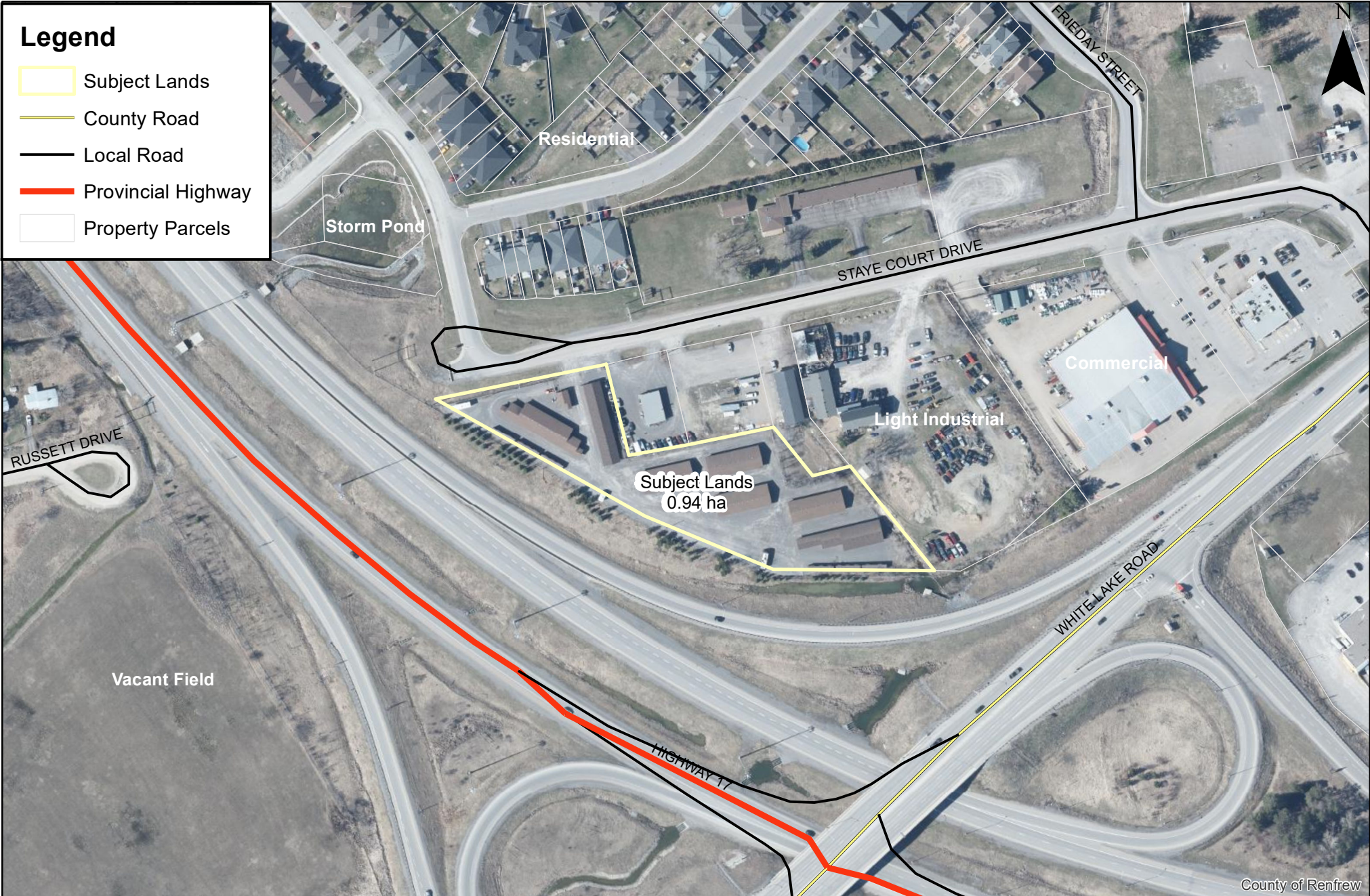


## Appendix 2 Site and Surrounding Land Uses Map



# Legend

- Subject Lands
- County Road
- Local Road
- Provincial Highway
- Property Parcels



Project No. 22-5089A  
Prepared by: JC  
Reviewed & Approved by: AH  
Date: August 2024



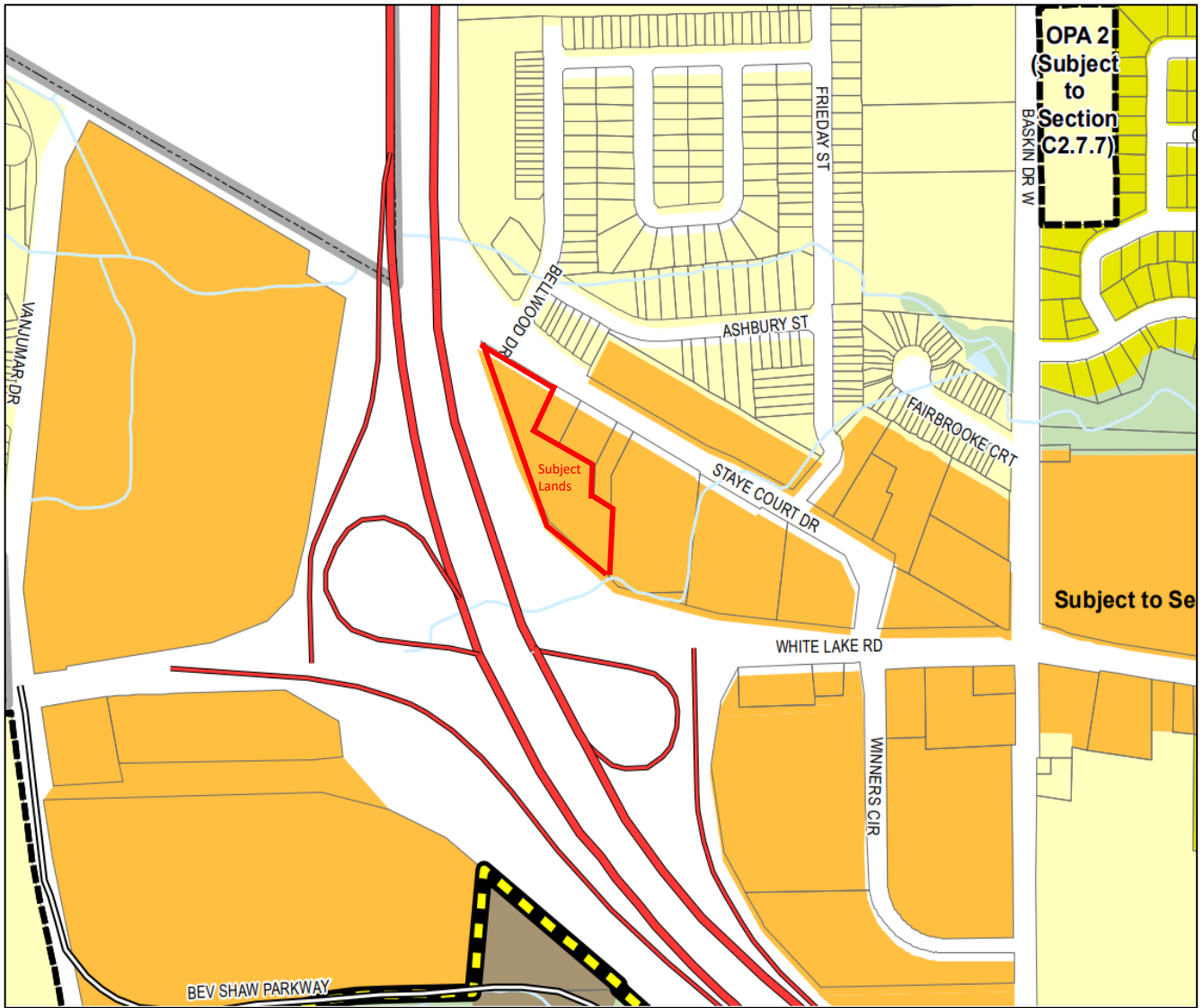
## Site and Surrounding Land Use

1:2,500





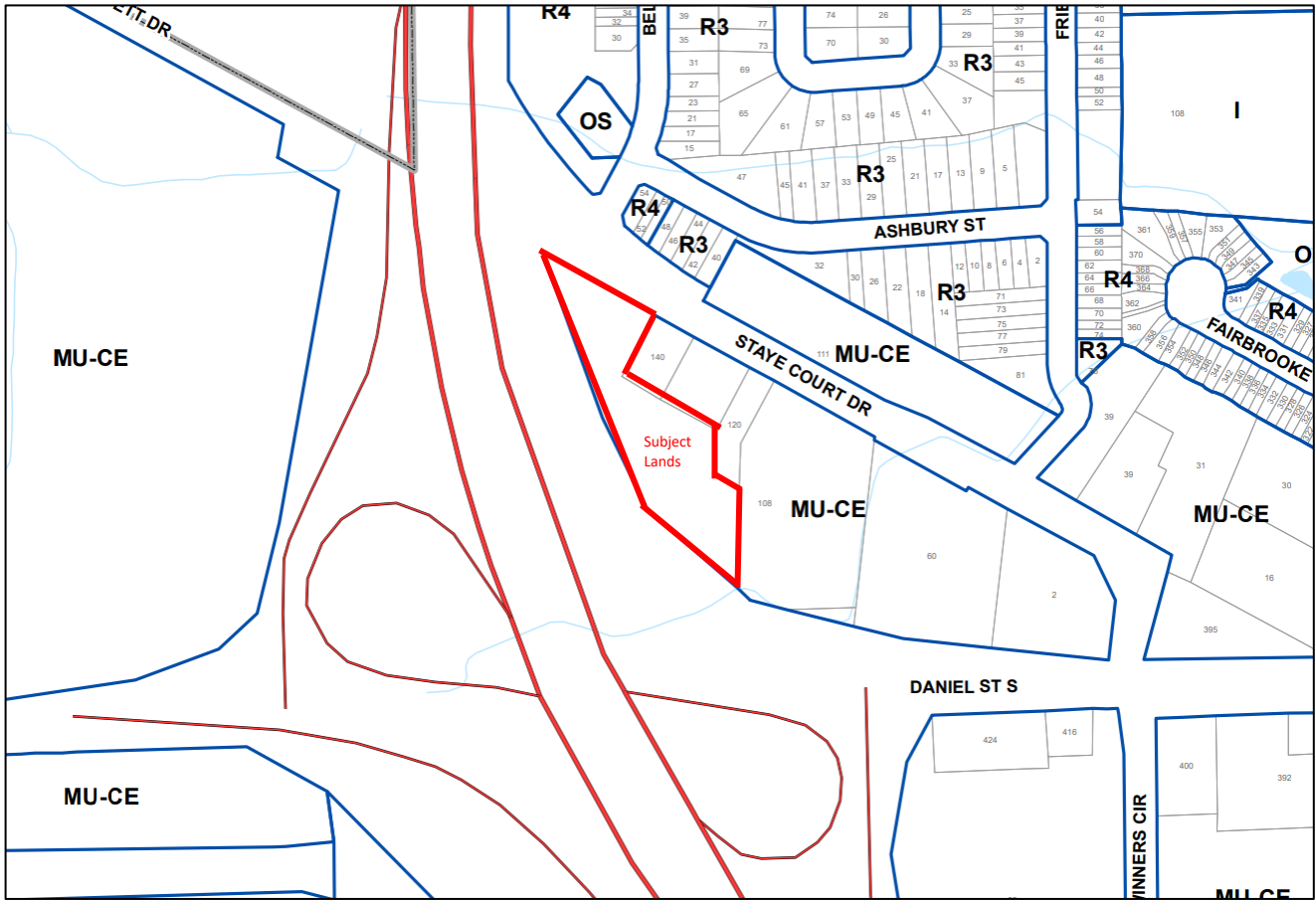
## Appendix 3 Schedule “A” to the Town of Arnprior Official Plan



RAILWAY	DOWNTOWN AREA	AIRPORT AREA
Highway 417	MIXED USE RESIDENTIAL / COMMERCIAL AREA	PARKS AND OPEN SPACE AREA
MUNICIPAL BOUNDARY	MIXED USE COMMERCIAL / EMPLOYMENT AREA	ENVIRONMENTAL PROTECTION AREA
WATERFRONT DEVELOPMENT STUDY AREA	ESTABLISHED RESIDENTIAL AREA	ENVIRONMENTAL PROTECTION AREA - WETLANDS
AIRPORT STUDY AREA	LOW / MEDIUM DENSITY RESIDENTIAL AREA	EMPLOYMENT AREA



## Appendix 4 Town of Arnprior Zoning By-law 6875-18: MU-CE Zoning



A-D	Airport	OS	Open Space
D-CR	Downtown - Commercial/Residential	R1	Residential One
EMPL	Employment	R2	Residential Two
EP	Environmental Protection	R3	Residential Three
FD	Future Development	R4	Residential Four
I	Institutional	T-U	Transportation/Utilities
MU-CE	Mixed Use - Commercial/Employment		Floodplain Overlay
MU-RC	Mixed Use - Residential/Commercial		



## Appendix 5 Correspondence from the Ministry of Transportation

## Stephen Arends

---

**From:** HCMS-Do-Not-Reply <HCMS@ontario.ca>  
**Sent:** April 2, 2024 2:10 PM  
**To:** Stephen Arends  
**Subject:** MTO Highway Corridor Management Response to Pre-consultation Request 2024-42O-000093 Submitted on March 20, 2024/Réponse à la demande de consultation préalable au Bureau de gestion des couloirs routiers du MTO no 2024-42O-000093 soumise le 20 mars 2024

You don't often get email from hcms@ontario.ca. [Learn why this is important](#)

**\*\*EXTERNAL EMAIL\*\*** Please use caution.

Please see the response below to the Pre-consultation request you submitted on March 20, 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

If you have any questions, please contact:

**Employee to whom the Pre-consultation has been assigned to for review:**

**Robert Cole**

Phone: 613 202 1786

Email: Robert.Cole@ontario.ca

Ministry of Transportation  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Please retain this email for your records.

Thank You,  
Highway Corridor Management  
Ministry of Transportation of Ontario  
<https://www.hcms.mto.gov.on.ca>

Please note: This email was sent from a notification-only address that cannot accept incoming email. Please do not reply to this message.

---

Veillez voir la réponse ci-dessous à la demande de consultation préalable soumise le 20 mars 2024.

Good day Stephen,

After our initial phone discussion I have further assessed the corridor in this location/the surrounding area and discussed the points you have provided and my findings with my Section Head and Senior Project Manager. Given the fact these structures can be installed without a foundation, we could permit these "pods" to be installed with a setback of 8m rather than the 14m indicated. This setback is specifically for these structures, and any other type of building or structure will be assessed independently (the 14m setback could be enforced for other developments). With the reduced setback and the defined setback for parking lots at 3m from the property line it may be possible to access these storage units from the highway side of the structures.

You will need to submit a permit application for the structures through HCMS. If accessory developments are required for the installations (ex. illumination-light standards) then additional documentation or studies may be required. Conditions around the temporary removal of the structures in the event of a temporary limited interest for an improvement or maintenance project may also be included with any permit. being provided. In addition to the site plan and grading plan provided you/your client must submit a drainage report or, if no change to surface flows will occur from the grade alteration for the structures occurs, a drainage statement acknowledging and stating no impacts to the existing highway drainage.

If you have any additional questions please feel free to reach out to me by email or phone.

Safe Travels,  
Robert Cole

Si vous avez des questions, veuillez communiquer avec:

**Nom de l'employée ou de l'employé à qui la demande de consultation préalable a été soumise :**

**Robert Cole**

Téléphone : 613 202 1786

Adresse de courriel : Robert.Cole@ontario.ca

Ministère des Transports  
Highway Corridor Management Section - Ottawa Office  
347 Preston St, 4th Floor  
Ottawa, ON K1S 3J4

Veuillez conserver ce courriel pour vos dossiers.

Cordialement,  
Gestion des couloirs routiers  
Ministère des Transports de l'Ontario  
<https://www.hcms.mto.gov.on.ca>

Veuillez noter ce qui suit : Ce courriel est envoyé à partir d'une adresse servant uniquement à l'envoi d'avis qui ne peut accepter de courriels entrants. Veuillez ne pas répondre à ce message.





## Town of Arnprior Staff Report

**Subject:** WFP Filter #1 and #3 Media and Underdrain Replacement

**Report Number:** 24-09-23-02

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

**Department:** Operations

**Meeting Date:** September 23<sup>rd</sup>, 2024

---

### Recommendations:

**That** Council authorize a by-law to award a project to Anthratech Western Inc. (AWI) for refurbishment of Filter #1 and #3 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$443,000 (plus applicable taxes), to be funded from the Water Reserve Fund.

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

### Background:

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

Earlier this year as part of the 2024 capital budget, staff undertook a project with AWI to rebuild filter #2, complete with new stainless-steel underdrains, feed boxes, filter anthracite and filter sand. This newly rebuilt filter has been in operation for approximately six months now and is performing exceptionally well.

In addition to the refurbishment of filter #2, staff requested AWI to undertake a more detailed review and condition assessment of filters #1 and #3 as well, as both filters were beginning to show signs of failure. AWI provided the Town with a detailed condition review report, complete with pressure readings and flow rate comparisons. The backwash pressure data collected from filters 1 and 3 indicate the following:

- The pressure data collected from filters 1 and 3 was found to be much higher than filter 2. This indicates that filters 1 and 3 have a substantial restriction to backwash flow.
- Filter 1 backwash pressure data indicates that the filter underdrain is approximately 50% plugged. The pressure drop across this filter is likely to cause sealing gasket failure. Accelerated erosion of the filter media retention slots should also be expected.
- Filter 2 backwash pressure data from the new filter 2 is considered to be 'baseline' pressure as the filter is known to be clean and free of any underdrain plugging.
- Filter 3 backwash pressure data indicates that the filter underdrain is at least 70% plugged. Failure of filter 3 underdrain system sealing gasket has likely occurred or is imminent. Accelerated erosion of the filter media retention slots should also be expected.

## **Discussion:**

As a result of the findings of the conditions assessment report, AWI has provided a professional recommendation to undertake a full refurbishment of filter #3 as soon as possible, and plan for the refurbishment of filter #1 very soon thereafter, following the commissioning of filter #3.

AWI has recommended complete replacement of the filter #3 underdrains and media, however, should there be components of the underdrains that can be salvaged or reused, they can be stored on site to be used as future replacement parts should they be required in filter #1. If it is determined that original underdrain laterals salvaged from filter #2 (only a few were salvageable) and #3 are in suitable condition for reuse, AWI will provide updated pricing for this item based on the number of laterals to be reused.

The WFP is currently operating on all three filters, however with filter #2 now fully refurbished, it is taking some of the pressure off of the older two. This does not cause any significant operational issues, however, should one or both of the other filters need to be taken out of service following a potential media breach, this could put further pressure on the plant to produce the maximum daily water volumes.

For filter #3, anticipated delivery timelines are currently 1-2 weeks to complete shop drawings and approvals for the new underdrains and 2 weeks to receive the new underdrains and filter media as AWI already has underdrains fabricated that would fit this filter. Installation is estimated to take 5 working days each to complete, plus 2-3

days for removals.

For filter #1, anticipated delivery timelines are currently 1-2 weeks to complete shop drawings and approvals for the new underdrains and 12-14 weeks to receive the new underdrains and filter media as the underdrains would still need to be fabricated. Installation is estimated to take 5 working days each to complete, plus 2-3 days for removals.

Currently, AWI's proposal is anticipating the refurbishment of filter #3 to take place during Q4 of 2024 and refurbishment of filter #1 in Q2 of 2025. This will also allow Roads and Services Branch staff to assist with the removal operations of each project while minimizing conflicts with winter control operations during the winter months.

### **Options:**

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

### **Policy Considerations:**

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

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

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

### **Financial Considerations:**

AWI has provided a proposal to supply and install new stainless-steel Phoenix Underdrain Laterals, feedboxes, and optimized filter media for both filter #1 and #3 in the total amount of \$443,000 (plus applicable taxes). This project is recommended to be funded from the Water Reserve Fund, which has a current balance of \$2,011,620.

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

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

- b. Where only one Supplier is able to meet the requirements of a procurement

in order to:

- i. Ensure compatibility with existing products;
- ii. Recognize exclusive rights, such as exclusive licenses, copyright, and patent rights; or
- iii. Maintain specialized products that must be maintained by the manufacturer or its representative;

AWI is the original manufacturer of the Town's WFP filter underdrains and media. Staff recommend sole sourcing this work to them based on their reputation, specialized familiarity with the Town's existing filter system and the anticipated extra cost that would be incurred to complete a redesign of the filter system in each filter. AWI is a very experienced and trusted contractor who specializes in water filtration filter design and installations and perform services for many large-scale water utilities and municipalities throughout Ontario and across Canada. Operations Staff have also been very impressed with the level of service which AWI provided during the recent refurbishment of filter #2, and the new filter has been performing exceptionally well for the first six months in operation.

**Meeting Dates:**

N/A

**Consultation:**

- AWI

**Documents:**

N/A

**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:** Recreation and Parks Master Plan

**Report Number:** 24-09-23-03

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

**Department:** Recreation

**Meeting Date:** September 23, 2024

---

### Recommendations:

**That** Council adopt the Recreation and Parks Master Plan, prepared by Stantec Consulting Limited, for use as a long-range planning tool and strategy to guide and inform future decisions with respect to the Town's recreational services that includes facilities, programming, trails and parks; and

**Further That** Council direct staff to incorporate the master plan recommendations into the long-range capital forecast (LRCF) and operations lines as part of the 2025 budget deliberations.

### Background:

The previous Recreation Master Plan was completed in 2015 by Dunbar and Associates. With that master plan nearing its 10-year timeline and substantial growth occurring in the Town of Arnprior, staff commenced with an RFP process to have a new Recreation and Parks Master Plan established.

Stantec Consulting Limited were awarded the project (REC-2023-01) May 2, 2023. This project had a three-phased approach: Phase 1 – Collection of Information; Phase 2 – Creation of Implementation Plan; and Phase 3 – Final Recreation and Parks Master Plan. Through these phases, public and staff engagement were paramount in guiding and developing the eventual list of recommendations. Stantec consultants completed the following:

- Site Tour (x2)
- Staff and Operations Workshop
- Public Survey (201 Responses)
- Stakeholder Survey (29 Responses)
- Youth Survey (258 Responses)

- Seniors Survey (122 Responses)
- Public Open House (x2)

Through research and public input, the Master Plan examined:

- Parks, open spaces, and trails throughout Arnprior
- Recreation and sport facilities
- Programs, events, and activities (those delivered by the Community and the Town)
- Operations such as policy development, staff allocations, communications, etc
- Implementation strategies, including capital and financial planning and resourcing

The objectives of the Master Plan include the following:

1. Identify needs based on changing demographics and participation trends.
2. Establish an overall vision for recreation and parks within Arnprior.
3. Develop strategies to meet identified needs and future directions.
4. Align municipal efforts, operations, and budgets through priority-setting.
5. Engage the community in an inclusive and productive process that supports the Master Plan

With a Waterfront Master Plan adopted in September 2022 and the Nick Smith Centre Revitalization Project already underway, this project supported the directions and recommendations of these projects without further scope changes to these existing plans and projects.

At the July 8, 2024 Regular Meeting of Council, Stantec Consultants Isabelle Lalonde (Team Lead and Landscape Architect) and Eric Bays (Senior Planner) delivered the draft Recreation and Parks Master Plan to Council.

Since presenting to Council in July, Council, committee members and the public have had the opportunity to review this master plan and provide any feedback on the contents therein.

## **Discussion:**

The Recreation and Parks Master Plan represents the engagement of the public, key stakeholders and consultant expertise corresponding with staff input and operational review culminating in 67 recommendations over 10 different categories.

These recommendations were broken down as follows:

- 1) Planning and Policies (6 recommendations)
- 2) Parks, Trails and Open Spaces (15 recommendations)
- 3) Indoor Recreational Facilities (4 recommendations)
- 4) Programs and Service Delivery (4 recommendations)
- 5) Projects, Staff and Finances (10 recommendations)

- 6) Building a Sustainable Community (6 recommendations)
- 7) Strong Partnerships (11 recommendations)
- 8) Promotion and Communication (3 recommendations)
- 9) Monitoring (5 recommendations)
- 10) Planning for the Long-Term (3 recommendations)

The recommendations outlined in this plan have been broken down by both category (as outlined above) and by priority landing each recommendation and its assigned cost in the short (1-3 years), medium (4-6 years) and long-term (7-10 years) as well as an ongoing category for elements that will function through the 10-years of this plan.

The total anticipated cost of this Recreation and Parks Master Plan is \$6.595M of which \$2.567M is already budgeted in the LRCF. These anticipated costs do not include ongoing projects (Nick Smith Centre Revitalization, Fairgrounds and Marshall's Bay Meadows Parks) or the Waterfront Master Plan (ongoing and future projects).

**Table 1 – Anticipated Costs (by Category)**

<b>Category</b>	<b>Design Costs</b>	<b>Construction Costs</b>	<b>Total</b>
Planning and Policies	\$45,000	\$50,000	\$95,000
Parks, Trails and Open Spaces	\$730,000	\$3.62M	\$4.35M
Indoor Recreational Facilities	\$295,000	\$1.555M	\$1.85M
Planning for the Long-Term	\$300,000	N/A	\$300,000
<b>Totals</b>	<b>\$1.37M</b>	<b>\$5.225M</b>	<b>\$6.595M</b>

**Table 2: Anticipated Costs (by Period)**

<b>Category</b>	<b>Design Costs</b>	<b>Construction Costs</b>	<b>Total</b>
Short – Years 1-3	\$150,000	\$780,000	\$930,000
Medium – Years 4-6	\$585,000	\$2.685M	\$3.27M
Long – Years 7-10	\$535,000	\$1.14M	\$1.675M
Ongoing – Years 1-10	\$100,000	\$620,000	\$720,000
<b>Totals</b>	<b>\$1.37M</b>	<b>\$5.225M</b>	<b>\$6.595M</b>

## **Options:**

- i) Council could adopt the Recreation and Parks Master Plan as presented as a planning tool to support future decision-making with respect to recreational services and facilities.
- ii) Council could provide feedback or direction to staff for the inclusion of further amendments to the Recreation and Parks Master Plan.

## **Policy Considerations:**

This Master Plan supports the Town of Arnprior Strategic Plan aligns with our mission to inspire, support, and serve a thriving and progressive community by creating opportunities, being supportive and providing quality services for today and tomorrow. This Plan also incorporates all five key priority areas of our Strategic Plan.

## **Financial Considerations:**

The Recreation and Parks Master Plan projects and recommendations will be incorporated where applicable into the annual operating budget, capital budget and Long-Range Capital Forecast (LRCF).

As outlined in the Recreation and Parks Master Plan financing strategy, there are several potential funding sources for the various projects and initiatives including but not limited to capital reserves, development charges, user agreements, sponsorship, user fees and grants.

## **Meeting Dates:**

Regular Meeting of Council – July 8, 2024

## **Consultation:**

N/A

## **Documents:**

2024 Recreation and Parks Master Plan

## **Signatures**

**Reviewed by Department Head:** Graeme Ivory

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

**CAO Concurrence:** Robin Paquette

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





ARNPRIOR  
**RECREATION & PARKS  
MASTER PLAN**

**JUNE 2024**







**ARNPRIOR  
RECREATION & PARKS MASTER PLAN**

*This document is as recent as the date of posting and considers policy adopted prior to report date.*



**ARNPRIOR  
RECREATION & PARKS MASTER PLAN**

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ARNPRIOR

# RECREATION & PARKS MASTER PLAN

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## ARNPRIOR RECREATION & PARKS MASTER PLAN

### Acronyms / Abbreviations

AMP	Asset Management Plan
AODA	Accessibility for Ontarians with Disabilities Act
AT	Active Transportation
CIP	Community Improvement Plan
COVID-19	Coronavirus Disease of 2019
CPRA	Canadian Parks and Recreation Association
CPTED	Crime Prevention Through Environmental Design
DCA	Development Charges Act
DFO	Department of Fisheries and Oceans
IASR	Integrated Accessibility Standards Regulation
NCC	Nature Conservancy of Canada
NOPI	Notice of Project Initiation
OP	Official Plan
PPS	Provincial Policy Statement
PRO	Parks and Recreation Ontario
RMP	Recreation Master Plan (in reference to the 2015 Recreation Master Plan)
RPMP	Recreation and Parks Master Plan
TAOC	Trails for All Ontarians Collaborative



## ARNPRIOR RECREATION & PARKS MASTER PLAN

### Acknowledgements

Recreation and Parks in Arnprior are the product of passionate people. Community champions and practitioners generously shared their expertise throughout the recreation planning process. We would like to thank the following groups for their contributions of time, knowledge, and experience:

- Air Paddle Canada Inc. O/A Ottawa Valley Air Paddle
- Arnprior and District Quilters' Guild
- Arnprior Basketball Club (Valley Pride)
- Arnprior Community Choir
- Arnprior Curling Club
- Arnprior Lion's Club
- Arnprior Minor Hockey Association
- Arnprior Optimist Club
- Arnprior Packers Junior B Hockey Club
- Arnprior Skateboard Association
- Bring It On by Meagan Mask
- EarlyON Arnprior Family Preschool Resource Centre
- Genesis Brazilian JiuJitsu
- Girl Guides
- Glad Tidings Pentecostal Church
- Greater Arnprior Community Council on Poverty and Homelessness
- Greater Arnprior Senior's Council
- Healthcare
- Local Soccer Club
- Macnamara Field Naturalists' Club
- Main Street School of Music & the Arts
- Nature Conservancy of Canada
- Renfrew County Catholic District School Board
- Special Olympics Arnprior
- St. Joseph's Elementary School
- Steelheads & Strikes
- Training Den
- Union 108 Yoga and Lifestyle Inc.
- 2360 Army Cadets

We would also like to extend our special thanks to the Project Steering Committee, who shared invaluable guidance, information, ideas, and support during the process of the Recreation and Parks Master Plan.

- Graeme Ivory, Director of Recreation, Town of Arnprior
- Robin Paquette, Chief Administrative Officer, Town of Arnprior

## Executive Summary

### Purpose of the Plan

Recreation and Park Services contribute positively to the overall wellbeing of communities. Parks, open spaces, trails, outdoor and indoor sports facilities, and recreation programs allow residents to spend time being active and socializing. The Arnprior Recreation and Parks Master Plan (RPMP) plays a pivotal role in setting the next course for the delivery of the recreational services in the Town over the next 10 years. The RPMP for the Town of Arnprior provides a cohesive vision and strategy for the provision of parks and recreational services for the community that includes facilities and programming, trails and parks, and assesses management and staffing strategies. The Master Plan was prepared through a three-phase approach.



Phase 1 of the Master Plan aimed to generate a starting point by creating an inventory of parks, open spaces, and recreation facilities that the Town possesses, by compiling data and statistics, and by completing research on municipal, provincial and National trends and best practices.

Phase 2 reviewed the needs of the community and established an action plan for implementation and monitoring recreation in Arnprior.

Phase 3 corresponds to finalizing the Master Plan document and incorporates community input and feedback throughout all phases of the Master Plan process.

This Master Plan provides the direction for managing and developing parks and recreational facilities and programs to meet the needs of the community and maintain a strong recreation and parks system over time. The recommendations of this Plan are based on current recreation benefits and trends, local considerations and needs, community input and assessments.

## Engagement

The 2024 Town of Arnprior Recreation & Parks Master Plan was developed using a Three-Phase Approach in which stakeholder engagement / input was critical to the thoroughness and relevancy of the recommendations of the Master Plan.

The first phase involved background research and the completion of site / amenity assessments, as well as engaging the public and community association through a series of four surveys. The next phase focused on the development of strategic directions for improvements, which were guided by the findings from the Phase One and initial public feedback. Implementation and monitoring plans that will manage and direct the desired strategic directions were also prepared, as these form the components of the final master plan. Consolidating all the steps into one comprehensive Master Plan for Council consideration was the final step in the plan's development.

The overall engagement process is summarized in the graphic below:







## ARNPRIOR RECREATION & PARKS MASTER PLAN

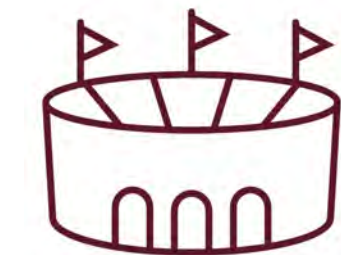
### Vision

Four vision statements were crafted to incorporate findings from the early-stage investigations, comments from public engagement activities, results from the needs assessment. In addition, the vision statements set forth for Arnprior support the community vision found in provincial and local policy statements. The vision statements have been structured to represent the four key components of the Recreation and Parks Master Plan.



### ***1 Parks, Trails, and Open Spaces***

- Develop, improve, and enhance parks, trails, and open spaces to meet existing and future community needs and encourage connections with nature for all ages and abilities.
- Promote a climate-conscious approach to outdoor recreation.
- Target recreation supply to support community well-being and promote outdoor active living for all.



### ***2 Indoor Recreational Facilities***

- Improve and enhance indoor municipal recreational facilities and services through planning and partnerships to enrich the lives of all citizens.
- Embrace environmental decisions towards sustainable design.
- Target an adequate supply of indoor recreational amenities to support accessible, affordable, and inclusive indoor experiences.

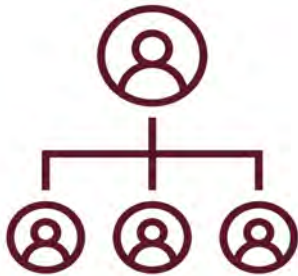


## ARNPRIOR RECREATION & PARKS MASTER PLAN



### **3 Programs and Services**

- Expand and enhance recreational programs and services offered by the Town, including improvements to service delivery and programs offerings working closely with community organizations and partnerships.
- Promote recreation programs, services, and events to increase recreation awareness and community well-being.
- Target affordability and inclusivity of recreation programs.



### **4 Projects, Staff, and Finances**

- Monitor the Town's assets focussing on maintaining high quality of parks and recreation amenities and services.
- Maximize maintenance and renewal of facilities and infrastructure systems to provide long-term sustainability through thoughtful design to provide safe, reliable, and affordable services.
- Build staff leadership capacity by attracting and maintaining qualified team members and staff who are passionate about what they do and are committed to building a strong and healthy community.



## RECREATION & PARKS MASTER PLAN

### Recommendations for Recreation and Parks

The recommendations developed for the Recreation and Parks Master Plan result from public and staff feedback, municipal comparators, parks and recreation trends analysis, and the assessment of needs and gaps within the services provided by the Town of Arnprior. The recommendations cover actions related to parks and recreation governance; capacity-building and service level requirements; collaboration and partnerships; communications and promotion; indoor and outdoor sports and recreation facilities / amenities; and seasonality.

The recommendations work together and recognize that Arnprior is one of the fastest growing communities in Eastern Ontario and also acknowledge the actions currently in progress as part of other planning exercises.

Overall, this Master Plan includes sixty-seven (67) recommendations. In addition to the four vision statements, the recommendations in this document have been developed to holistically meet the five (5) goals and priorities of the ***Framework for Recreation in Canada 2015: Pathways to Wellbeing***:

1. **Active Living** - Foster active living through physical recreation.
2. **Inclusion and Access** - Increase inclusion and access to recreation for populations that face constraints to participation.
3. **Connecting People and Nature** - Help people connect to nature through recreation.
4. **Supportive Environments** - Ensure the provision of supportive physical and social environments that encourage participation in recreation and help to build strong, caring communities.
5. **Recreation Capacity** - Ensure the continued growth and sustainability of the recreation field.

In terms of priority, the individual recommendations were broken into short, medium, and long-term goals, which will assist the Town with implementation of the recommendations throughout the lifespan of this plan, an overall anticipated cost have been provided for the implementation of parks, trails, open spaces, and indoor recreation amenities.





1

# MASTER PLAN OVERVIEW



Stantec Consulting Ltd. (Stantec) was retained by the Town of Arnprior (Town) to develop a strategic framework to guide the future development of the Town’s parks, open spaces, and recreation facilities and services and to address existing needs while evaluating and planning for the future. Recreation and parks facilities are highly valued by the Town and residents and the Town wishes to expand upon what has been implemented to date. Considering anticipated future growth, shifting trends in recreation, and changing community expectations, it was fundamental in 2023, after the worldwide pandemic of Covid-19, to review existing and future needs for parks, recreation facilities, and open spaces and develop a plan to meet those needs.

The Recreation and Parks Master Plan (RPMP) for the Town of Arnprior provides a cohesive vision and strategy for the provision of parks and recreational services for the community over the next ten (10) years, that includes facilities and programming, trails and parks, and assesses management and staffing strategies. The Master Plan was prepared through a three-phase approach.



**Figure 1 – Project Phasing Overview**

Phase 1 of the Master Plan aimed to generate a starting point by creating an inventory of parks, open spaces, and recreation facilities that the Town possesses, by compiling data and statistics, and by completing research on municipal, provincial and National trends and best practices.

Phase 2 reviewed the needs of the community and established an action plan for implementation and monitoring recreation in Arnprior.

Phase 3 corresponds to finalizing the Master Plan document and incorporates community input and feedback throughout all phases of the Master Plan process.



## ARNPRIOR RECREATION & PARKS MASTER PLAN

### 1.1 What is a Recreation and Parks Master Plan?

A Recreation and Parks Master Plan is a strategic document that studies the existing park system and recreation programming and identifies a planning blueprint to improve, protect, and expand the Town's network of parks, facilities, and recreational services for the future.

The Town of Arnprior Recreation and Parks Master Plan provides both a long-term vision for the Town's recreation and parks system, and specific policies and standards to direct day-to-day decisions. It creates a framework allowing the Town to respond to new opportunities as they arise, and meet the needs associated to outdoor and indoor recreation and programming of the Town's existing and future residents and visitor.

Through research and public input, the Master Plan examined:

- Parks, open spaces, and trails throughout Arnprior.
- Recreation and sport facilities.
- Programs, events, and activities (those delivered by the Community and the Town).
- Operations such as policy development, staff allocations, communications, etc.
- Implementation strategies, including capital and financial planning and resourcing.

The objectives of the Master Plan include the following:

1. Identify needs based on changing demographics and participation trends.
2. Establish an overall vision for recreation and parks within Arnprior.
3. Develop strategies to meet identified needs and future directions.
4. Align municipal efforts, operations, and budgets through priority-setting.
5. Engage the community in an inclusive and productive process that supports the Master Plan.



## ARNPRIOR RECREATION & PARKS MASTER PLAN

### 1.2 How are Recreation and Parks Planned For?

Recreation and parks planning is a relatively new field compared to other forms of planning in Ontario. Unlike other planning documents written in the province of Ontario, there is no overarching policy that mandates the provision of recreation and parks facilities. Since recreation and parks planning is not dictated to be part of community planning, it leaves such planning as an optional responsibility of the recreation department in each municipality. Unlike land-use planning, there is no legislation that requires recreation and parks departments to create or follow a recreation and parks plan.

With no required legislation to be followed, there is no single process for creating a Recreation and Parks Master Plan. This field is unique as without a formal process to follow, it is based on trends, benefits, frameworks, knowledge sharing and evidence-based practices. Key contributors and collaborators in the recreation and parks field include the Canadian Parks and Recreation Association (CPRA), Parks and Recreation Ontario (PRO), and Parks People, to name a few.

The main goal for recreation and parks planning was for every citizen to be engaged in meaningful, accessible recreation experiences that foster individual, community, and environmental well-being.

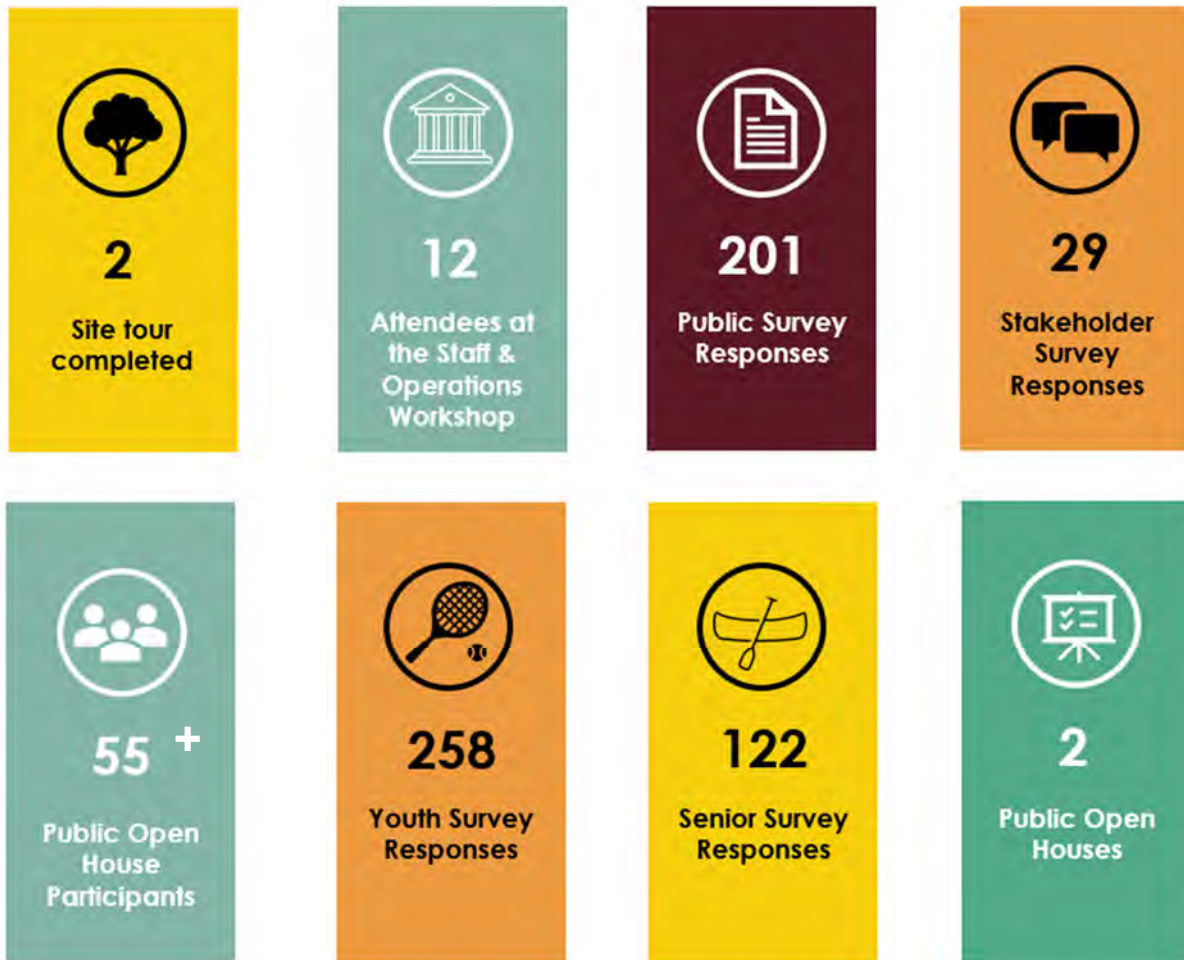
### 1.3 Community Engagement

Community engagement is key in the development of a new RPMP for the Town. Over the course of this three-phase master plan project, the Town of Arnprior and Stantec proactively engaged with local landowners, key agencies, and the general public, recognizing their input is critical to the project's overall success. Through community engagement, priorities for recreation and parks within the Town of Arnprior have been identified and tools have been used to understand the community needs, values, and aspirations.

Consultation activities over the course of the project included:

- 1) Parks, Facilities, and Community Site Tour in May 2023
- 2) Dedicated PRMP Website Launched on Town's website in June 2023
- 3) Staff & Operations Workshop presented virtually in June 2023
- 4) Online Engagement Surveys: Public; Sport & Community Groups; Youth; and Seniors in June 2023 with additional reach-out to the youth community in September 2023
- 5) Public Open House #1 presented virtually in June 2023
- 6) Public Open House #2 presented in-person in November 2023

The consultation activities resulted in the following statistics; details related to the consultation responses have been compiled into separate reports and provided to the Town.



**Figure 2 – Community Engagement Statistics**

The surveys focused on questions specific to the accessibility of recreation and parks services, the overall satisfaction with recreation and parks service options for various age groups, and how frequent recreation and / or parks services are used by the survey respondents. Generally, there are some concerns with accessibility of the Town’s recreational spaces. Outdoor, respondents indicated their concerns with the accessibility of play structures for young children and for children with mobility devices and uneven or unpaved walking surfaces; indoor accessibility could also be improved with the additional of family washrooms / change rooms and accessible washrooms. In terms of satisfaction, respondents to surveys were generally satisfied or somewhat satisfied with the existing parks, open spaces, recreation facilities, and programming offered in Arnprior. Finally, respondents to the surveys indicated they use the parks and recreation facilities frequently with just under half of the respondents indicating they visit at least one facility weekly.





## ARNPRIOR RECREATION & PARKS MASTER PLAN

The Public Open Houses provided an opportunity for the community to share their comments on the same topics discussed in the surveys but also to discuss the initial strategic directions and sample recommendations. The Public Open Houses also provided the public with an opportunity to inform the Town on any missing data or information to be considered prior to completing the list of recommendations and assembling the draft Recreation and Parks Master Plan. Respondents at Public Open House #2 were in general agreement with all recommendations presented and asked for specific sports to be considered including pickleball.



**Figure 3 – Public Open House #2**



2

JOHN STREET NORTH,  
ARNPRIOR  
SATURDAY,  
AUGUST 27,  
2022

# ARNPRIOR

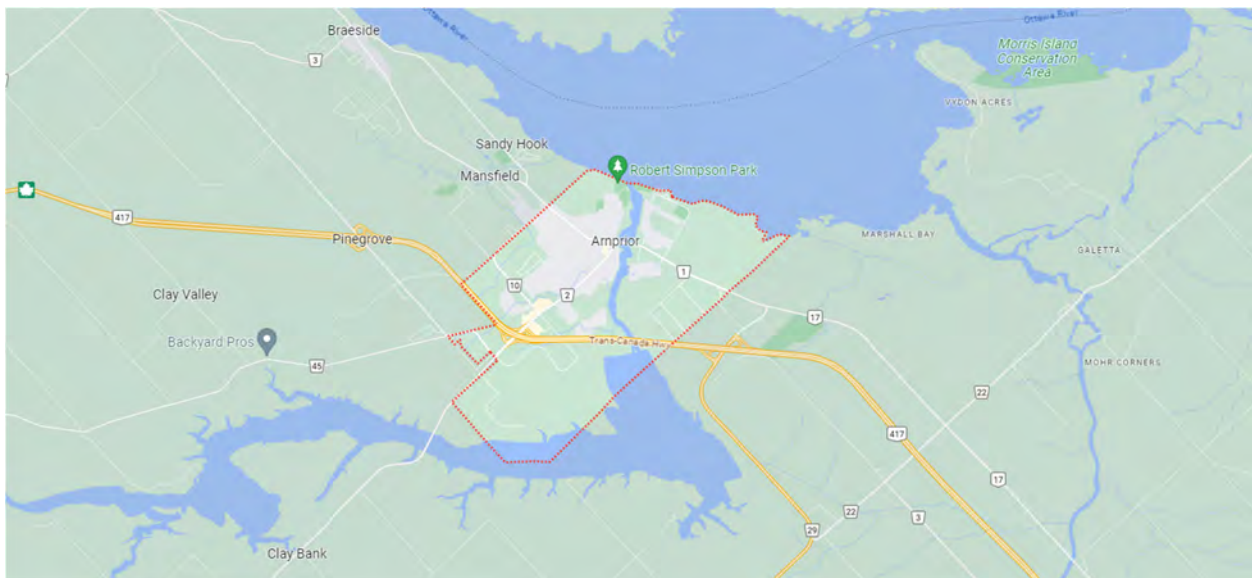


When preparing the Arnprior Recreation and Parks Master Plan, it is important to consider the Town’s demographic profile in order to best understand the current conditions, trends, and potential future demands facing the community. The following provides a high-level review of the Town’s demographic profile using the most recent Statistics Canada census data available (2021 data).

## 2.1 Town Overview

The Town of Arnprior is a lower-tier municipality within the two-tier County of Renfrew government in the eastern portion of Southern Ontario. The Town is located at the confluence of the Ottawa River and the Madawaska River. It is approximately 65 kilometres west of downtown Ottawa, bordered by the community of Mississippi Mills (Lanark County) to the south, the municipal boundary of the City of Ottawa to the east, and the Township of McNab/Braeside to the west. The province of Quebec is across the Ottawa River, to the north. Nearby airports include the Ottawa International Airport, the Arnprior Airport, the Rockcliffe Airport, and the Carp Airport. The Trans Canada Highway 417 cuts through the Town with downtown being approximately 2 kilometres from the nearest entrance to the highway.

Arnprior is located in the Upper Ottawa Valley and the Highlands Ontario Tourism Region. The Town’s waterfront is a point of pride and the location of a variety of recreational opportunities. Several provincial parks are easily accessible from Arnprior, including Fitzroy Provincial Park (20 km), Ottawa River Provincial Park (68 km), Lower Madawaska Provincial Park (92 km), Bonnechere Provincial Park (120 km), and Algonquin Provincial Park (210 km).



**Figure 4 - Local Context**

## 2.2 Current and Forecasted Populations

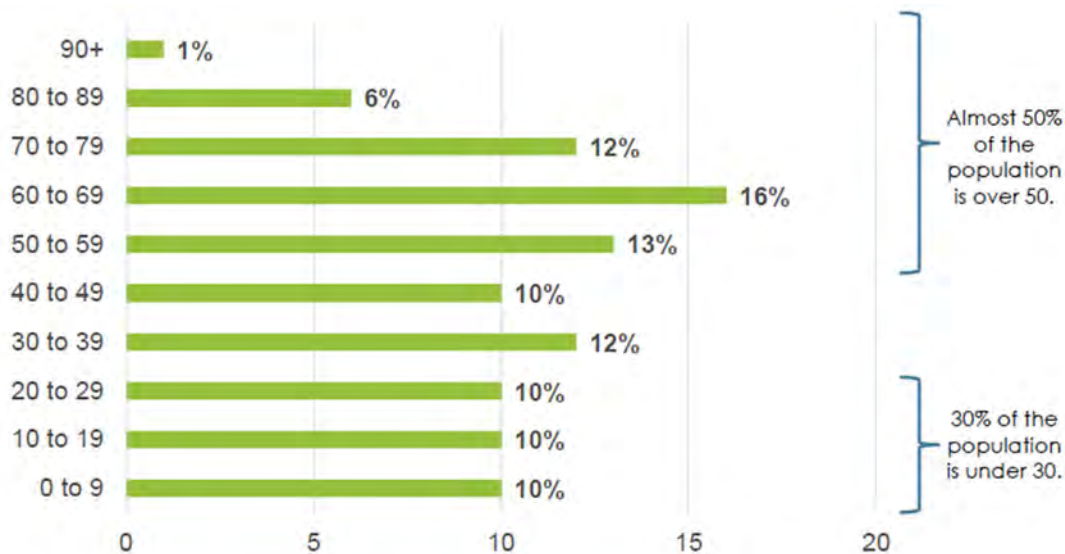
According to the 2021 Census of Population, Arnprior’s population was 9,629, indicating a 9.5 per cent increase from the 2016 population, a total population growth of 834 people. Over the same period, the number of private dwellings occupied in Arnprior increased by 10.1 per cent.

Based on the most recent population forecasts from the 2017 OP, Arnprior’s population is expected to grow to 11,773 by 2036, a 22 per cent increase over the reported population in the 2021 Census of Population.

**Table 1 - Arnprior Population Forecast 2016-2036  
(Based on the County of Renfrew Official Plan Population Projections to 2036)**

Arnprior Population Projections		2016	2021	2026	2031	2036
	Low	8,528	8,963	9,420	9,901	10,406
	High	8,741	9,417	10,144	10,928	11,773

Arnprior has seen a gradual increase in population over the years since their population of 8,741 in 2006. In 2036, it is estimated that Arnprior will account for 18 per cent of the County of Renfrew’s population growth, the second largest share of growth after Petawawa. The population is expected to continue to grow modestly to 2036, with the older population expected to grow in proportion to children and youth (ages 0-19) categories. This is evidenced by the increase in the median age of residents which increased from 43.9 in 2006 to 48 in 2021. Growth for age cohorts 50+ is expected to drive an increasing share of older residents in the Town. This indicates that demand for all Recreation and Parks types will grow, but demand for programs and facilities catering to seniors and older adults will see the strongest demand for new services.



**Figure 5 - Arnprior Population Distribution by Cohort in 2021**



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**Table 2 - Arnprior Population Growth by Age Cohort (2006-2021)**

Age Cohort	2006	2011	2016	2021
<b>Total</b>	7,160	8,114	8,795	9,629
<b>0 to 4</b>	320	380	450	465
<b>5 to 9</b>	350	370	490	530
<b>10 to 14</b>	480	375	415	520
<b>15 to 19</b>	490	515	385	415
<b>20 to 24</b>	385	460	430	365
<b>25 to 29</b>	375	415	505	565
<b>30 to 34</b>	395	425	490	605
<b>35 to 39</b>	395	440	485	580
<b>40 to 44</b>	520	445	470	475
<b>45 to 49</b>	615	585	475	510
<b>50 to 54</b>	535	635	635	485
<b>55 to 59</b>	500	610	680	725
<b>60 to 64</b>	355	615	705	780
<b>65+</b>	1455	1845	2190	2615
<b>Median Age</b>	43.9	47.3	48	48
<b>Change</b>		954	681	834
<b>Per Cent Change</b>		13%	8%	9%
<b>Share of Total Population</b>				
<b>0 to 4</b>	4.47%	4.68%	5.12%	4.83%
<b>5 to 9</b>	4.89%	4.56%	5.57%	5.50%
<b>10 to 14</b>	6.70%	4.62%	4.72%	5.40%
<b>15 to 19</b>	6.84%	6.35%	4.38%	4.31%
<b>20 to 24</b>	5.38%	5.67%	4.89%	3.79%
<b>25 to 29</b>	5.24%	5.11%	5.74%	5.87%
<b>30 to 34</b>	5.52%	5.24%	5.57%	6.28%
<b>35 to 39</b>	5.52%	5.42%	5.51%	6.02%
<b>40 to 44</b>	7.26%	5.48%	5.34%	4.93%
<b>45 to 49</b>	8.59%	7.21%	5.40%	5.30%
<b>50 to 54</b>	7.47%	7.83%	7.22%	5.04%
<b>55 to 59</b>	6.98%	7.52%	7.73%	7.53%
<b>60 to 64</b>	4.96%	7.58%	8.02%	8.10%
<b>65+</b>	20.32%	22.74%	24.90%	27.16%

## 2.3 Demographics Breakdown

The following section provides a brief summary of some of the Town's key/notable statistics based on 2021 and 2016 Census data. These highlights could influence decisions around planning for Recreation and Parks in Arnprior:

- Arnprior's population has grown by 2,471 people since 2006.
- From 2016 to 2021, Arnprior's population increased by 9.5 per cent, while the provincial and national averages were 5.8 and 5.2 per cent respectively.
- The median 2020 household income is \$75,500, while the average household income is \$88,800.
- Around 31 per cent of people in Arnprior have a high school diploma or equivalency certificate.
- Around 52 per cent of people in Arnprior have some type of post-secondary certificate, diploma or degree in 2021, compared to 58 per cent of Ontarians.
- As of 2021, 96 per cent of Arnprior residents speak English as their first language, 3 per cent speak French, and the remaining 1 per cent speak both English and French or another language as their first language.
- In 2021, the average household size in Arnprior was 2.2 people, with 4,310 households in total.

## 2.4 Demographic Analysis of Needs

The population structure is a critical metric for determining demand for most municipal services, and especially important for estimating demand for recreation. In other words, recreation needs are strongly influenced by population structure. The age and gender of residents are also critical determinants of recreation interests and frequency of use.

While recreation providers strive to engage and serve all segments of the population, youth have traditionally been the largest consumers of recreation programs and users of recreation facilities as group play and competitive intensity is at its highest during childhood and increases into young adulthood. Competitive recreation activity tends to fall off as people age, most turning to more informal and casual recreational sports or passive recreational activities as they age.

Overall, expected population growth and anticipated demographic structure indicates that a shift in average population age will result in an increased market demand on existing facilities and services across the Town. Research shows that certain demographic groups, like older adults, encounter more barriers accessing resources like Recreation and Parks services. As a result of the projected increase in population and the estimated higher proportion of seniors, it is recommended that the Town should adjust its delivery of existing services, facilities, and



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programs to accommodate such growth in older age groups. Details on how these services can be modified will be studied and determined as part of Phases 2 and 3 of this Recreation and Parks Master Plan.

## 2.5 Recent and Ongoing Developments

Residential developments are ongoing and moving rapidly in Arnprior. Recently, an apartment building was built on Madawaska Boulevard and the zoning for the construction of another apartment building on Sheffield Street has been approved. Other applications are also at various stages of development; these developments are summarized below.

**Table 3 - Arnprior Future Developments**

Plan of Subdivision Application	Description	Mix of Housing
Westhaven Gate (application)	A 115-unit plan of subdivision for the property located at 124 4 <sup>th</sup> Avenue. Proposed lots are for residential purposes.	51 single detached units 4 semi-detached units 38 townhouse units 22 apartments units
VanDusen Drive (application)	A 285-unit plan of subdivision for the property located at Van Dusen Drive. Proposed lots are for residential purposes.	147 single detached units 20 semi-detached units 118 townhouse units
White Lake Road (application)	A 232-unit plan of subdivision for the property located at 640 White Lake Road. Proposed lots are for residential purposes.	138 single detached units 22 semi-detached units 112 townhouse units
Mackie Homes – Ida Street Subdivision (application)	A 55-unit plan of subdivision on three street extensions connecting to Charlotte St. N., Norma St. N., and Ida St. N.	55 townhouse units
Sheffield Street (zoning approved)	A 37-unit plan of condominium for the property located at 16 Sheffield St. Proposed lots are for residential purposes.	37 condominium units
Madawaska Boulevard Development (2 buildings approved at this stage)	A 185-unit plan in three apartment buildings located on Madawaska Blvd. Lots are for residential purposes.	Building 1: 63 apartment units Building 2: 63 apartment units Building 3: 59 apartment units





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As a relatively small community, any new residential developments in Arnprior can have significant impacts on Recreation and Parks utilization rates and the demand for more facilities and programs. Connections and impacts to parks, trails, and recreation amenities must be considered when accommodating new growth.



**Figure 6 – Veteran's Park**





# 3

## LEGISLATION, POLICIES & PRACTICES



## ARNPRIOR RECREATION & PARKS MASTER PLAN

The following section provides an overview of the applicable provincial and local legislation, policies, plans, and practices that will guide the process of developing the new Recreation and Parks Master Plan (RPMP) for the Town of Arnprior. Some of the policies reviewed provide the basis for the powers of the Town to use plans like the RPMP to create safe and healthy communities, while others look at specific land use policies within the Town and how parkland should be created and managed. Overall, the legislation and policies covered in the following section will provide a framework that will assist with identifying recommendations to the Town for the final RPMP.

### 3.1 More Homes Built Faster Act, 2022

On November 28, 2022, Bill 23 received Royal Assent, introducing the More Homes Built Faster Act as part of Ontario's broader Housing Supply Action Plan. The Act aims to bring build 1.5 million homes in the province over the next 10 years. The new legislation results in significant changes to a series of planning and development statutes including the Planning Act, Development Charges Act, Conservation Authorities Act, Ontario Heritage Act, and Municipal Act. Some of the changes to these statutes related to parks, recreation, and culture include:

- Exempting affordable housing, non-profit housing and certain attainable housing units from development charges, parkland dedication fees, and community charges;
- Introducing a category of "attainable housing" which will be defined in future regulations;
- Developments of up to 10 residential units are exempted from site plan control, with architectural details and landscape design aesthetics being removed from the scope of site plan control;
- The maximum amount of parkland that can be conveyed or paid in lieu is capped at 10% of the land or its value for sites under 5 hectares, and 15% for sites greater than 5 hectares;
- Maximum alternative parkland dedication rate reduced to 1 ha/600 units for land and 1 ha/1000 units for cash in lieu;
- Parkland rates are frozen as of the date that a zoning by-law or site plan application is filed. Freeze remains in effect for two years following approval. If no building permits are pulled in that time, the rate in place at the time the building permit is pulled would apply;
- Landowners can identify land they intend to provide for parkland, with the municipality able to appeal to the Tribunal if there is a disagreement;
- Parks plans to be required prior to the passing of any future parkland dedication by-law (would not apply to by-laws already passed); and
- Municipalities are required to spend or allocate 60% of parkland reserve funds at the start of each year.



While the full extent and timelines of the More Homes Built Faster Act are yet to be revealed, it will have numerous impacts on the planning process, particularly in the calculation and evaluation of parkland to be dedicated. These changes may result in a decrease in parkland over time, an increase in non-suitable land being conveyed as parkland, as well as less municipal funding to invest in parks, recreation, and culture projects and upgrades. Continual monitoring of the effects of the Act is necessary throughout the lifespan of this Master Plan to ensure that the recommendations provided are up-to-date.



**Figure 7 – Robert Simpson Park**

### 3.2 Planning Act

In the Purposes sections of the Planning Act (ss 1.1), the Province seeks to integrate matters of Provincial interest in municipal planning decisions. It also recognizes the decision-making authority and accountability of municipal councils in planning and provides a land use planning system led by Provincial policy.

The recognized authority under the Planning Act for the Council of a municipality, or a local board, in carrying out their own responsibilities, is to have regard to the various matters of Provincial interest. The matters of Provincial interest which are relevant to the development of the Arnprior PRMP include the following:

- The protection of ecological systems, including natural areas, features, and functions;



## ARNPRIOR RECREATION & PARKS MASTER PLAN

- The orderly development of safe and healthy communities;
- The accessibility for persons with disabilities to all facilities, services, and matters to which this Act applies (including recreational services);
- The adequate provision and distribution of educational, health, social, cultural, and recreational facilities;
- The protection of the financial and economic well-being of the province and of its municipalities; and,
- The promotion of development that is designed to be sustainable, to support public transit and to be oriented to pedestrians;
- The promotion of built form that: is well-designed, encourages a sense of place, and provides for public spaces that are of high quality, safe, accessible, attractive, and vibrant.

These interests outline only a portion of the overall responsibilities of municipal councils, as these items would need to be considered in conjunction with other municipal aspirations and aims, such as those to protect natural and cultural resources and agricultural lands, promote development that is appropriate and adequately provides the services needed for members of the community.

The Planning Act provides several powers and tools that enable the Town to realize such objectives. These include powers around the dedication of lands in new developments for new or expanded park spaces, powers to regulate the use of lands through zoning and plans of subdivision, and the ability to establish site plan control areas for certain types of development. Additionally, the Act provides for the ability of a municipal Council to appoint Committees and enable certain delegated authorities to such committees and/or Staff to deal with specific land use planning matters. Some of these powers are discussed in more detail in the following sections.

### 3.2.1 PARKLAND DEDICATION & DRAFT PLANS OF SUBDIVISION

Parkland dedication, as discussed in s.s. 51.1 of the Planning Act, allows the approval authority of an application for a Plan of Subdivision to impose a condition that land be conveyed to the local municipality for “park or other public recreational purposes”. An amount not exceeding 2% of the land included in the plan for a commercial or industrial proposal could be requested or, if the plan of subdivision is for the residential purposes, the approval authority can request up to 5% of the land to be conveyed.

Subsection 42(3) of the Act now provides a reduced alternative rate of one hectare per 600 units for land conveyance and one hectare per 1,000 units for cash-in-lieu if outlined in the applicable official plan policies and supported by a publicly available parks plan. In preparing a ‘parks plan’, the municipality shall consult with every school board that has jurisdiction in the municipality and may consult with any other persons or public bodies that the municipality considers appropriate

(Bill 73 s.s. 4.2.a). In lieu of the physical conveyance of land, the municipality may require a payment to the value of the land otherwise required to be conveyed.

For applications for providing consent to sever lands (e.g., severances), dedication of land or payment in lieu can also be required by a municipality for ‘park or other public recreational purposes’. To determine the amount of the payment, the value of the land shall be determined as of the day before the day of the provisional consent. It should be noted that the Town of Arnprior never required parkland dedication for consents / severances.

Conditions of Draft Plan of Subdivision Approval granted by a municipality can impose requirements for land dedication, as described above, but also, can require that “...highways, including pedestrian pathways, bicycling pathways, and public transit rights of way be dedicated as necessary”. Therefore, in addition to the land area itself, conditions can be imposed that consider the connectivity of the Recreation and Parks to an active transportation system throughout a community.

### 3.2.2 COMMUNITY BENEFITS CHARGES (UNDER THE COVID ECONOMIC RECOVERY ACT)

The COVID-19 Economic Recovery Act, proclaimed in 2020, presented amendments to the Planning Act and Development Charges Act regarding parkland dedication. The Province concurrently released Ontario Regulation 509/20, Community Benefits Charges and Parkland, under the Planning Act.

The amended Act and implemented Regulations introduced requirements for consultation prior to passing a parkland dedication by-law and the ability to appeal by-laws that provide for an alternative rate. A new subsection, 42 (4.26), requires that all current parkland dedication by-laws that calculate parkland dedication based on the alternative rate be re-enacted by September 18, 2022, or they will expire on this date.

Furthermore, the Act amends Section 37 of the Planning Act to authorize municipalities to impose Community Benefit Charges against land to pay for the capital costs of facilities, services and matters required because of development or redevelopment in the area to which the by-law applies. The charges may be imposed on development that require certain specified development applications and is limited to higher-density residential or mixed-use development (development/redevelopment involving a building of 5 or more storeys).

The Community Benefits Charges and Parkland regulation under the Planning Act sets out the requirements for a Community Benefits Charge strategy – a document which must be adopted prior to a municipality passing a Community Benefits Charge By-Law and sets the maximum for a community benefits charge at four per cent (4%) of the value of the land being developed. Note that the above information was referenced at the time that this report was written and may change.

### 3.2.3 SITE PLAN CONTROL

Site Plan Control areas are established through a by-law of a local municipality, through referencing one or more land use designations or zones as a ‘site plan control area’. Any person wishing to develop in such an area would need to provide plans to show the location of buildings and structures. Elevations and cross-section views of the site can also be used to display the relationship of the proposed buildings to adjacent buildings, streets, and exterior areas to which members of the public have access. Municipalities can require elevations and cross-sections views for regulating the following:

- The sustainable design elements on any adjoining highway under a municipality’s jurisdiction, including without limitation trees, shrubs, hedges, plantings, or other ground cover, permeable paving materials, street furniture, curb ramps, waste and recycling containers and bicycling parking facilities.
- Facilities designed to have regard for accessibility for persons with disabilities.

While Site Plan Control previously allowed municipalities to include exterior architectural design and aesthetic landscape details within the scope of review, they are now excluded due to changes from Bill 23, limiting a municipality’s ability to influence the exterior design of the public realm through new developments. Regardless, Site Plan Control ensures that new development is designed to be safe and functional while minimizing potential negative impacts on adjacent properties.

The Planning Act contains guidance to enable upper and lower-tier municipalities to establish policies and by-laws that adhere to the matters of provincial interest. To outline how the matters relate to municipal planning, there are a set of policy statements. The policy statement that is applicable within the County of Renfrew is the Provincial Policy Statement (PPS, 2020). The provision of parks and recreation services in relation to the PPS is outlined in Section 2.4 below. (Note that the Province is currently consulting on a 2024 update to the PPS).

Furthermore, the improvement of parks, recreational, and cultural spaces may be augmented through the financial tools of the Planning Act, such as Community Improvement Plans and Community Benefits Charges.



**Figure 8 – Municipal pool in Nick Smith Centre**





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### 3.3 Municipal Act

The Municipal Act provides the basis for each municipality's authority to govern its affairs as it considers appropriate and to enhance the municipality's ability to respond to municipal issues. The Municipal Act also lays out the spheres of jurisdiction for upper-tier and lower-tier municipalities. Municipalities can pass by-laws on the following matters that relate to parks, recreation, and culture:

- Economic, social, and environmental well-being of the municipality, including respecting climate change.
- Health, safety, and well-being of persons.
- Culture, parks, recreation, and heritage.
- Transportation systems, other than highways.
- Structure, including fences and signs.

These matters outline only a portion of the overall power and jurisdictional spheres of municipalities. However, it provides an authoritative basis for Arnprior to create policies on guiding and regulating the implementation and maintenance of parks and recreation spaces within the Town, such as land acquisition.



**Figure 9 – Gillies Trail**



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### 3.4 Provincial Policy Statement

The Provincial Policy Statement, 2020, (PPS) guides Ontario communities in managing change and promoting efficient land use and development patterns. Please note that the Province has released a new draft PPS on April 10, 2024, which includes revised policies that focus on increasing housing supply. The following review is conducted on both the in effect 2020 PPS and the draft 2024 PPS.

Policy 1.1.1 states that

“Healthy, liveable, and safe communities are sustained by: (...)

- b) accommodating an appropriate affordable and market-based range and mix of residential types (...), employment (...), institutional (...), recreation, park and open space, and other uses to meet long-term needs; ensuring that necessary infrastructure and public service facilities are or will be available to meet current and projected needs; (...)
- h) promoting development and land use patterns that conserve biodiversity; and
- i) preparing for the regional and local impacts of a changing climate.”

These high-level objectives are relevant to the recreation and parks sphere in that they guide where and how services are offered and managed within the communities of a municipality.

Within the draft 2024 PPS, the following is added (Section 2.1.6):

“Planning authorities should support the achievement of complete communities by: (...)

- b) Improving accessibility for people of all ages and abilities by addressing land use barriers which restrict their full participation in society; and
- c) Improving social equity and overall quality of life for people of all ages, abilities, and incomes, including equity-deserving groups.”

Policy 1.5 outlines the requirements for public spaces, recreation, parks, trails, and open space, stating that:

“Healthy, active communities should be promoted by:

- a) planning public streets, spaces, and facilities to be safe, meet the needs of pedestrians, foster social interaction, and facilitate *active transportation* and community connectivity;
- b) planning and providing for a full range and equitable distribution of publicly-accessible built and natural settings for *recreation*, including





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facilities, parklands, public spaces, open space areas, trails, and linkages, and, where practical, water-based resources;

- c) providing opportunities for public access to shorelines; and
- d) recognizing provincial parks, conservation reserves, and other protected areas, and minimizing negative impacts on these areas.”

Further to this policy, recreation is defined in the PPS as: “leisure time activity undertaken in built or natural settings for purposes of physical activity, health benefits, sport participation and skill development, personal enjoyment, positive social interaction, and the achievement of human potential”.

Within the draft 2024 PPS, Policy 3.9b) revises Policy 1.5b) from the current PPS to the following: “planning and providing for the needs of persons of all ages and abilities in the distribution of a full range of publicly-accessible built and natural settings for recreation, including facilities, parklands, public spaces, open space areas, trails and linkages, and, where practical, water-based resources”. No definition of recreation was provided in the draft 2024 PPS.

Policy 1.6.1 specifically discusses infrastructure and public services facilities. It notes the following:

*“Infrastructure and public services facilities shall be provided in an efficient manner that prepares for the impacts of a changing climate while accommodating projected needs.*

Planning for *infrastructure and public services facilities* shall be coordinated and integrated with land use planning and growth management so that they are:

- a) financially viable over their life cycle, which may be demonstrated through asset management planning; and
- b) available to meet current and projected needs.”

Public services facilities, as defined by the PPS, means: “land, buildings, and structures for the provision of programs and services provided or subsidized by a government or other body, such as social assistance, recreation, police and fire protection, health and educational programs, long-term care services, and cultural services”. As such, the recreational centres and any cultural services that are being provided by the Town should be coordinated and integrated with land use planning to ensure alignment with Arnprior’s growth management and financial objectives.

The draft 2024 PPS revises the above policies, providing the following (Policy 3.1.4): “Public service facilities should be planned and co-located with one another, along with parks and open space where appropriate, to promote cost-effectiveness and facilitate service integration, access to transit and active transportation”.



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The policies of the PPS also speak to green infrastructure, adaptive reuse, and the creation of community hubs and co-locating facilities to promote cost-effectiveness and facilitate service integration, access to transit and active transportation.

Policy 1.7 of the PPS contains policies for long-term economic prosperity and addresses parks, recreation, and culture facilities under policy 1.7.1, including:

“(…)

- c) optimizing the long-term availability and use of land, resources, infrastructure and public service facilities; (…)
- e) encouraging a sense of place, by promoting well-designed built form and cultural planning, and by conserving features that help define character, including built heritage resources and cultural heritage landscapes; (…)
- 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; (and)
- k) minimizing negative impacts from a changing climate and considering the ecological benefits provided by nature (…).”

Policy 1.7 has been removed from the draft 2024 PPS.



**Figure 10 – Robert Simpson Beach**



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### 3.5 Trails for All Ontarians Collaborative

Trails for All Ontarians Collaborative (TAOC) is a partnership of local, regional, and provincial organizations involved in trails in Ontario or representing people with disabilities. TAOC has established principles that can assist the Town in planning, developing, and designing its trails by aligning with the TAOC's seven principles of Universal Design:

- Equitable use (same method of access for all users, avoid segregating or stigmatizing some users, make design appealing to all users).
- Flexibility in use (provide choice in methods of use, provide adaptability to the user's pace, facilitate the user's abilities).
- Simple and intuitive in use (correct use is easy to understand, be consistent with user intuition, arrange information based on importance, accommodate a wide range of literacy/language skills).
- Perceptible information (use different modes for essential information, contrast information and surroundings, maximize legibility).
- Tolerance for error (minimize hazards and errors, provide warnings of hazards and errors, provide fail safe features, discourage unconscious action when vigilance is required).
- Low physical effort (maintain neutral body position, use reasonable operating forces, minimize repetitive actions, minimize sustained effort).
- Size and space for approach and use (clear line of sight to important items for seated user, reach all components from standing or seated position, accommodate variations in hand and grip size, provide space for use of assistive devices or personal assistance).

### 3.6 County of Renfrew Official Plan

The County of Renfrew Official Plan (2020) is a legal document adopted and approved under the Planning Act. The County of Renfrew OP is an upper-tier municipal plan that applies to the twelve townships and five towns that make up the County. The County of Renfrew is bounded by the City of Ottawa, Algonquin Park, the District of Nipissing, and the County of Hastings, encompassing an area of approximately 8,000 square kilometres, making it Ontario's largest municipality by area. Along with three other urban towns, the Town of Arnprior is subject only to the guidelines in Section 3 of the County of Renfrew Official Plan, which contains direction for what should be included in the local Official Plan.

The following objectives from the County of Renfrew OP relate to the development of the Arnprior RPMP:





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- The provision of community facilities and services that serve the needs of the present and future community;
- The provision of an adequate supply and mix of housing;
- The maintenance and development of parkland, open space, and recreational opportunities to meet the recreational needs of the community;
- The creation of local Official Plans with land use policies for residential, commercial, industrial, institutional, natural environment, and recreation and open space uses; and
- The inclusion of other topics such as community improvement, active transportation, housing and affordable housing, and cultural heritage resource conservation.

The County of Renfrew OP provides high-level policies that guide the creation of Official Plan policies in Arnprior.



**Figure 11 – Sergeant Howard Slater Park**

### 3.7 Town of Arnprior Plans, Policies, and By-Laws

#### 3.7.1 TOWN OF ARNPRIOR OFFICIAL PLAN

The Town of Arnprior Official Plan (2017) is an essential policy document that manages growth, development, and change in the municipality, guiding land use decisions up to 2036.

Section C8 of the OP includes policies for lands designated “Parks and Open Space Area”. The goals of this designation are as follows:

- To ensure that all major parks and open space lands are used in a manner that reflects their capacity for public use;



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- To ensure that the impacts of the use of major parks and open space lands on adjacent land uses and the character of the surrounding neighbourhood are minimized; and,
- To ensure that the residents of the Town have access to a properly planned and accessible public open space network.

Section E2.1 of the OP includes policies for the development of lands for “Transportation”. The objectives that relate to active transportation are as follows:

- To protect transportation corridors to facilitate the development of a transportation system that is compatible with and supportive of existing and future lands uses;
- To establish an integrated transportation system that safely and efficiently accommodates various modes of transportation including trains, automobiles, trucks, air, public transit and active transportation; and,
- To promote public transit, active transportation as energy efficient, affordable and accessible forms of travel.

Section E6 of the OP includes policies for the development of lands for “Public Parkland”. The relevant policies related to this section are as follows:

- Council shall encourage the provision of public parkland to achieve a minimum ratio of 1.2 hectares of parkland per 1,000 residents and 4.0 hectares of parkland per 1,000 residents overall.
- In accordance with the RMP (Recreation Master Plan), all new subdivisions, commercial areas and public uses should be connected via trails and/or sidewalks to adjacent sidewalks and trail access points.
- Where appropriate, the Town may encourage other agencies to provide open space and amenity areas for public use; enter into joint use/management agreements respecting the development of specific recreational facilities that are available to the general public; and provide linkages between municipal open space areas and the facilities provided by other agencies or private organizations.
- The Town will require a 5% parkland dedication as a condition of the approval of new residential development and a 2% parkland dedication for new industrial and commercial developments.
- Where lands are not required for parks purposes or the lands to be conveyed are too small and cannot be merged with other parcels, Council will require the payment of cash in lieu of parkland equal to the appraised value of the standard parkland conveyance.

Section E6.9 of the OP includes policies for the development of “Parkland”. These policies require that all public parkland shall:

- Have as much street frontage as possible;
- Maximize public safety;
- Have direct and safe pedestrian access from adjacent residential areas or adjacent environment areas where appropriate;
- Be designed to minimize any potential negative impacts on adjacent residential areas;
- Incorporate natural heritage features in the design of the parkland when possible;
- Be integrated into the fabric of the adjacent neighbourhood by promoting open space or walkway linkages; and,
- Be connected to trail systems, cycling routes, walkways, natural heritage corridors, utility corridors, and drainage systems.

The OP also supports continued efforts to solidify the Town as a complete community, where residents can easily access a range of cultural and recreational opportunities and facilities.

### **3.7.2 COMMUNITY IMPROVEMENT PLAN**

Section 5 of the OP contains policies on Community Improvement. The Town can identify areas for Community Improvement to encourage efficient provision and maintenance of physical infrastructure, public service facilities to serve present and future needs, to promote opportunities for economic development, to assist in the provision of an appropriate range and mix of housing and the maintenance of older housing stock, to foster redevelopment of brownfield sites, to maintain the vitality of the Downtown, to encourage a sense of place, and to promote energy efficiency and sound environmental design.

When selecting Community Improvement Areas, there must be a demonstrated need for the Project Area, as outlined in a background study. The identification of a Community Improvement Project Area will be done through a by-law designating the whole, or any part of the municipality, as the Project Area.

The implementation of Community Improvements can be carried out through financial incentive programs and town leadership programs. Currently, the entire Town is included in the Community Improvement Project Area, but eligible projects within the area will be required to demonstrate need in order to be eligible for each financial incentive program. The town leadership programs are intended to demonstrate the Town’s leadership in revitalization activities specific to streetscapes, waterfront areas, trails, and parks.





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Specific town leadership programs that relate to recreation and parks are the Public Arts Initiative, the Streetscape Plan and Improvement Program, and the Waterfront Areas and Open Space Improvement Program. Financial incentive programs that relate to recreation and parks are Accessibility Grants Program, the Parking Area and Landscaping Improvement Program, and the Signage Improvement Grant Program. These present opportunities for private landowners to incorporate various features and enhance open spaces within their property.

### 3.7.3 DEVELOPMENT CHARGES BY-LAW

The Development Charges Act (DCA), 1997, permits municipalities to enact development charge by-laws and allows the Town to impose development charges against land to pay undergoing development for increased capital costs required because of increased needs for services arising from growth and new development of the area to which the by-law applies.

Development charges can be imposed for certain services designated under the Act. As a result of the amendments in the COVID-19 Economic Recovery Act and related amendments which came into effect September 18, 2020, the list of permitted services includes “Recreation and Parks services, but not the acquisition of land for parks”.

A subsequent regulation, issued under the DCA, states that “land for parks” includes “(a) land for woodlots and land that is acquired because it is environmentally sensitive;” and “(b) does not include land for an enclosed structure used throughout the year for public recreation and land that is necessary for the structure to be used for that purpose, including parking and access to the structure.”

A municipality is now able to fully recover the growth-related capital costs related to the provision of various services which were often referred to, informally, as “soft” services. For example, “soft services” could include recreation centres, libraries, and parks. Prior to the amendments which came into force with the COVID-19 Economic Recovery Act, the growth-related portion of capital costs of Recreation and Parks services were recoverable through development charges but would have been subject to a 10 per cent statutory reduction as they were one of the several “soft” services which were prescribed in the Regulation.

The Town enacted By-Law 7369-23 under the DCA, which came into force on March 13, 2023, and expires on March 13, 2032. By-Law 7369-23 imposes municipal-wide development charges for several services, including Recreation and Parks. The Town of Arnprior had a Development Charges Background Study prepared to meet the requirements of the DCA, which indicated a need for an increase in development charges to accommodate the development of any land. The Study identified \$10.07 million to be potentially collected from development charges over a 15-year period in terms of outdoor recreation services, which includes parkland, parkland amenities (including marina docks, baseball diamonds, basketball courts, playground structures, bleachers, etc.), and waterfront trails, and indoor recreation facilities like the Nick Smith Centre.



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To accommodate the increased service needs over the 10-year planning period, the Background Study indicates that a total of \$10.23 million in capital costs is required to fund the anticipated recreation and parks projects, with most of the funding going toward outdoor recreation services. Since the predominant users of the recreation facilities and services tend to be residents of the Town, the Study recommends that 95% of growth-related costs are allocated to residents and 5% allocated to non-residents, so that the increased population growth can help pay for recreation and parks improvements and additions.

### 3.7.4 DEPARTMENT OF FISHERIES AND OCEANS LEASE AGREEMENT – BY-LAW 7269-22

The Town of Arnprior entered into a 5-year lease agreement, starting April 1, 2022, with the Department of Fisheries and Oceans (DFO), for the continued lease of lands owned by the DFO. The Arnprior Municipal Marina is located on these lands and is managed and operated by the Town of Arnprior. There is a rental rate of \$500.00 per annum or 20% of gross revenue (whichever is greater), that the Town of Arnprior will pay until the expiration of the lease.

The Arnprior Municipal Marina is an important feature of the Arnprior Waterfront, an area that is heavily used for recreation and parks purposes by residents and non-residents.

### 3.7.5 TOWN OF ARNPRIOR WATERFRONT MASTER PLAN

The Town of Arnprior Waterfront Master Plan (2021) contains guidance for harnessing the potential of the Arnprior waterfront, situated along the shores of the Madawaska River and Ottawa River, and creating a desirable waterfront destination for the community. The objective of the master plan is to implement seven key directions: improve access/increase connectivity, enhance the visitor experience, provide spaces to celebrate and enjoy, support arts, culture, and heritage, improve aesthetics of the waterfront, provide multi-season benefit, be ecologically driven.

The master plan includes 65 recommendations for the eight waterfront locations/topic areas to be implemented over a 20-year period. The recommendations were the result of a background review, community engagement, key directions, and design process. Recommendations from the master plan process that relate to the development of the RPMP are summarized below:

- Consultation with local Indigenous communities, the Anishinabek Nation and the Algonquins of Pikwakanagan First Nation, early in the project (Recommendation WW.1).
- Improving accessibility and circulation in and around the waterfront through pathway upgrades like surfacing improvements, lighting, and wayfinding (Recommendations WW.2, WW.3, WW.4, WW.7, M.1, HP.1).
- Developing a standardized approach to seating and picnic opportunities throughout the waterfront area, considering older adults, families, and day camp use (Recommendations RS.1, RS.7, M.7, WW.7, BP.4, MB.7, MB.8).



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- The management of beach vehicle access and parking and the necessary pedestrian connections between beach, parks, and parking lots (Recommendations RS.4, BP.11, MB.1, MB.9).
- Improving playgrounds and splash pads through enhancements like pathways for connectivity, seating, bicycle parking, and adult fitness stations (Recommendation RS.8).
- Providing amenity enhancements for park and beach users, like change huts, parking capacity, small watercraft rental, and accessible washrooms (Recommendations RS.9, RS.10, RS.11, RS.12, MB.12).
- Developing a strategy to protect and replace trees in the urban tree canopy to maintain adequate cover (RS. 13).
- Creating an inviting public realm to encourage the use of public amenities, using features like a gateway at Madawaska Boulevard, a viewing plaza, and improved lighting and by incorporating public art, a performance platform, and an amphitheatre (Recommendations GW.1, GW.2, GW.3, WW.6, HP.2, HP.3).
- Adding opportunities for play and education, with design centering around the Town's natural features like marble and logs (Recommendations BP.1, BP.2, BP.3, BP.5, BP.6, MB.4).
- Addressing the opportunity for more sports amenities, like beach volleyball courts, bocce ball courts, and horseshoe pits (Recommendations MB.5 and MB.6).

The recommendations made in the Waterfront Master Plan will inform the creation of the RPMP, as there are many opportunities for recreation along the Arnprior waterfront.



**Figure 12 – Robert Simpson Park Beach**



## ARNPRIOR RECREATION & PARKS MASTER PLAN

### 3.7.6 ARNPRIOR RECREATION MASTER PLAN (2015)

The Town of Arnprior engaged Dunbar & Associates to develop the Arnprior Recreation Master Plan (RMP) in 2014, then approved by Council in 2015. This document was intended to be a blueprint for future short, medium, and long-term planning and development of recreation programs, facilities, parks, trails, and open spaces. Its purpose is to guide the Town in making decisions on how to allocate Town resources (human and financial) for recreation. The RMP provides recommendations up to 2024 and considered existing conditions and emerging trends, Arnprior's recreational strategic directions, waterfront development best practices, community engagement, and other relevant municipal and provincial policies.

The recommendations of the RMP will be reviewed to identify which recommendations were implemented and if any outstanding recommendations are still relevant to carry forward in the updated RPMP.

### 3.7.7 MUNICIPAL ASSET MANAGEMENT PLAN

The Arnprior Municipal Asset Management Plan (AMP) identifies the current strategies and practices that are in place to manage public infrastructure and makes recommendations for improvements to support the sustainable delivery of municipal services. The AMP analyzed a number of asset categories: road network, water network, buildings, vehicles, storm water network, sanitary sewer network, machinery and equipment, and land improvements.

Based on the AMP's condition assessment of current assets, the following statistics are provided and may be relevant to the RPMP:

- 12 per cent of road networks assessed are rated as Very Good, while 9 per cent were rated as Very Poor. 84 per cent of road networks have a service life of over 10 years remaining. The AMP recommends reassessing roads every 5 years.
- 12 per cent of buildings assessed are rated as Very Good, while 18 per cent are rated as Very Poor. 72 per cent of buildings have a service life of over 10 years remaining.
  - The average condition of the eight (8) recreation buildings in Arnprior are rated Fair with an average service life of 29 years remaining.
- 18 per cent of machinery and equipment assessed, including landscaping equipment needed to maintain public parks, are rated Very Good, while 44 per cent are rated Very Poor. 23 per cent of machinery and equipment have a service life of over 10 years remaining. Assets that have passed their estimated useful life should be assessed to determine if immediate replacement is required or if they will remain in service.
- 28 per cent of land improvements assessed are rated as Very Good, while 5 per cent are rated as Very Poor. 45 per cent of land improvements have a service life of over 10 years remaining.



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- The average condition of nineteen (19) pieces of park equipment and structures is rated Good with an average service life of 7.2 years remaining.

The AMP provides some recommendations related to recreation and parks facilities and equipment, as detailed above. Using the recommendations and financial strategy provided in the AMP, the RPMP can formulate strategies to finance and implement recreation and parks projects in a sustainable and manageable way.

### 3.7.8 MULTI-YEAR ACCESSIBILITY PLAN (2023-2025)

The 2023-2025 Multi-Year Accessibility Plan demonstrates Arnprior's commitment to accessibility and is an update on previous accessibility plans. The Accessibility Plan lays out the Town's progress in accessibility and highlights areas for improvement over the 2-year period. The Accessibility Plan is also a tool to bring the Town in compliance with the Accessibility for Ontarians with Disabilities Act (2005) (AODA) and the Integrated Accessibility Standards Regulation (IASR).

The section of the plan on Design of Public Spaces Standards addresses accessibility planning for public spaces including trails/beach access routes; outdoor public eating areas; play spaces; accessible parking; exterior paths of travel including sidewalks; accessible pedestrian signals; service counters; fixed queuing lines; waiting areas; and the emergency and preventative maintenance of accessible elements in public spaces. These apply to new or redeveloped public spaces.

Playgrounds are a key consideration for Arnprior in designing new public spaces. During the period covered by the last plan (2018-2023), accessible swing seats have been installed in six (6) different parks and in 2023 the Town installed new play structures with accessible play features in both Legion Park and Caruso Park. Previously to these upgrades, playgrounds were installed with accessible features and cedar weave replaced all sand at playgrounds.

The Town has specific goals for accessibility that are above and beyond AODA and IASR. Specifically related to the RPMP are the goals for Robert Simpson Park, as described in the 2021 Waterfront Plan, which aim to move accessible parking stalls and level the parking area; to add an accessible pathway into the water from the beach; to add an accessible pathway to the canteen and lower service counter; to make washrooms accessible; to add accessible pathways to the gazebo, splash pad, and playground; and to install an accessible swing at the playground.

### 3.7.9 AGE-FRIENDLY COMMUNITY PLAN

The Town of Arnprior Age-Friendly Community Plan (2016) provides guidelines for the implementation of age-friendly policies, services, and structures that support older people in the physical and social environment. The goal is to enable older people to remain healthy and to participate in their communities. The Age-Friendly Community Plan was drafted using background information; community surveys, focus groups, and phone interviews; a discussion paper; and an implementation planning workshop. Through consultation, seniors' needs were identified and fell





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into the following categories: outdoor spaces and buildings; transportation; housing; social, cultural, and recreational; health care; and other community needs. Arnprior's Age-Friendly Community Plan lays out five guiding principles to be taken into consideration when implementing other policies in the Town:

- 1) Respect and support of all individuals.
- 2) Access and inclusion.
- 3) Openness and transparency.
- 4) Community engagement in plan development and decision-making.
- 5) Accountability for actions and follow-up.

Additionally, the process generated fifteen goals for infrastructure, services, and engagement. The goals that may relate to the RPMP are summarized below.

- Improve accessibility of buildings and outdoor space across the community (1.1).
- Grow social, recreational, and educational opportunities for seniors (2.3).
- Increase the level of engagement of seniors in the community (3.1).

It should be noted that the Age-Friendly Community Plan will be reviewed in 2024 and updates to this plan should be taken into consideration to recreation service delivery and infrastructure.

### 3.7.10 ARNPRIOR MUNICIPAL STRATEGIC PLAN (2024-2027)

The Town of Arnprior Municipal Strategic Plan (2024-2027) identifies key priorities for the municipality and includes values and visions that will guide municipal actions for the coming years.

The five (5) key goals of the Strategic Plan include the following:

- Community Well-being and Culture – Enhancing well-being and cultural vibrancy within the community. Recreation is part of the objectives and actions set out in this goal.
- Corporate Efficiencies & Financial Sustainability – Ensuring the financial health and sustainability of the town.
- Economic Development – The commitment to fostering economic growth and prosperity.
- Environment – Environmental sustainability and responsible stewardship.
- Growth and Asset Management – Managing growth and assets effectively.





# 4

## RECREATION & PARKS BENEFITS AND TRENDS



## ARNPRIOR RECREATION & PARKS MASTER PLAN

Parks and Recreations are more than just infrastructure and programs; as elements of the built environment, they are purposeful strategies that help address some of society’s most challenging issues such as childhood inactivity, nature deficit disorder (Louv, 2006), physical literacy, social disconnectedness, and lack of community spirit. Parks provide several benefits to their communities including public health, social, economic, and environmental benefits. These benefits become more significant where they can be considered equitable (having the greatest impact on disadvantaged sections of the population) and where their effects extend beyond the immediate users of the park to the larger community. The benefits these spaces bring and the various influences that parks and recreation trends have on society also play an important economic development and diversification role by enhancing the Town of Arnprior distinguishability and enabling growth.

### 4.1 Benefits

Parks and recreation services have the capacity to bring diverse benefits to the residents, economy, environment, and the community. However, parks and recreation resources need to be approached with purpose and planning for the benefits to have an optimal impact on the community.

Research-based evidence shows us that there are many health, social, economic, and environmental benefits related to recreation, sport, and parks/open space.



**Personal**



**Community**



**Environmental**



**Economy**

**Figure 13 – Benefits of Parks and Recreation in Canada**



#### PERSONAL

- Personal development and growth for people of all abilities.
- Enhance activity, quality of life, well-being, and extend individual life expectancy.
- Lower levels of obesity and chronic disease, and decrease stress levels, which can translate to reduced health care costs.
- Improve physical and mental health.





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- Strengthen the growth, self-esteem, self-image, creativity, and productivity of children and youth.
- Enhance the productivity, self-esteem, self-image, and life satisfaction of adults.
- Build social and physical well-being.



### COMMUNITY

- Strengthen family connectedness, adaptability, and resilience.
- Help residents (families, friends, acquaintances, and strangers) connect with one another, leading to more cohesive, caring, and engaged communities.
- Build sense of place and community pride.
- Enhance understanding and appreciation of cultural differences.
- Reduce anti-social behaviours, crime and associated justice costs.
- Make communities more attractive places to live, learn, work, play, and visit.



### ENVIRONMENTAL

- Enhance citizens understanding of and connect citizens with nature; growing the next culture of conservation through environmental awareness and stewardship.
- Protect sensitive habitats and biodiversity and enable the flow of ecosystem services to continue.
- Improve air and water quality.
- Reduced carbon footprint through active transportation.
- Protect and celebrate our cultural places, activities, and built heritage.
- Interactions with nature support physical and mental health.



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### ECONOMY

- Attract and retain skilled labour and business investment.
- Diversify and strengthen local economies through tourism.
- Create and sustain local employment opportunities through creative industries, entrepreneurs, facilities, and programs.
- Enhance land and home values near recreation areas.
- Protect green infrastructure which reduces the costs to develop and maintain municipal infrastructure such as water filtration and storm water retention and mitigates against natural disasters such as floods.

According to the National Framework for Recreation, recreation and parks can address existing challenges with policies and practices that:

**Enhance mental and physical wellbeing** by providing services that have an important role in enhancing physical activity.

**Enhance social wellbeing** through clubs, social organizations, team sports, or providing an environment to make new friends for children and adults.

**Help build strong families and communities** by being a vehicle for promoting family cohesion, adaptability and resilience through community events that keep neighbours in touch with each other.

**Help people connect with nature.** Enhanced opportunities to connect with nature can result in both environmental and human benefits.

**Provide economic benefits** by investing in recreation. Recreation is an important contributor to community economic development and cost reductions in other areas (i.e., health care, social services, and justice).

**Tourism.** Recreation, sport, parks, arts and culture programs and services have been shown to draw tourism and contribute directly and indirectly to local economies through employment opportunities, hospitality-related businesses, and other visitor spending.

It is important to understand what the direct and indirect benefits are when making decisions related to investment in parks and recreation services. This information can inform decision makers, administration, and residents on the importance of investing in these 'amenities.' Often, other forms of tangible infrastructure are prioritized over investments in parks and recreation

without consideration of what the impact is on economic development of the community and the “Quality of Life” (QOL) of current and potential residents and visitors.

## 4.2 Trends and Best Practices

When planning for the future of parks and recreation, it is important to analyze and distinguish prominent trends that influence people’s leisure choices at a variety of levels; across Canada, Ontario, and the Town of Arnprior. Understanding the trends in Parks and Recreation allows us to plan better for the needs of tomorrow. The following provides some key trends to consider:



**Figure 14 – Trend of Parks and Recreation in Canada**



### DEMOGRAPHICS

- Retirees will remain more active for much longer and will have the income, time, and health to frequently participate in activities and take advantage of facilities. The Baby Boomer generation will be major users of Town parks and recreation services.
- A widening income gap will drive the need to ensure that parks and recreation opportunities remain affordable and that programs are put in place to deliver leisure opportunities equally across incomes.
- To remain relevant, the Town will have to evolve their parks, facilities, and programs to meet the changing needs and interests of a diversifying population. In addition, efforts will be needed to connect a diversifying population to nature and the outdoors.
- The needs for an aging population should be reflected in all aspects of parks delivery and recreation opportunities and programs.
- There is an ever-increasing need to design parks in an inclusive and accessible way, with features for people of all ages, backgrounds, and abilities. In particular, there is increased interest and need for universally accessible design and complementing accessibility features for programming to address accessibility barriers (Parks People, 2022).



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### BEHAVIOURAL

- Individuals continue to seek park features that support their daily life functions and activities, such as areas for dog walking/off-leash dog areas; growing, cooking, or eating food; and getting exercise along or on multi-use trails (Parks People, 2022).
- There is a need to embrace a shift away from programmed parks and recreation services to more unstructured, spontaneous activities and informal spaces.
- There is an increase in people seeking connection to nature in a naturalized spaces that are close to home – typically within a 10-minute walking radius (Park People, 2022)
- Designing recreational facilities that allow for social distancing and safe gathering spaces i.e., widened trails, seating configuration, etc. to encourage social distancing, and reduced highly touched surfaces.
- Activities that have an experiential nature and offer challenges such as cultural learning and ecotourism are highly valued by users.
- There is a growing awareness of the health benefits of physical activity and healthy eating. This impacts the design of our living spaces and programs to be delivered to communities.
- Obesity rates in children and youth have tripled over the last 15 years with an increasing concern for long-term health implications.
- On average, Canadian cities have a ratio of 4.4 volunteers for every 1,000 residents, compared to 11.6 volunteers per 1,000 residents pre-pandemic (Park People, 2022). With volunteering declining:
  - New ways will need to be found to inspire the next generation of volunteers;
  - Expectations on volunteers will need to be reconsidered;
  - Attention on volunteer recognition will need to be increased; and,
  - High-quality volunteer experiences are more important than ever.
- While volunteering is declining, there is also trends indicating that people do not feel they have a voice or ability to influence decision-making in their local parks. There is an emerging opportunity to improve communication and collaboration in parks planning to expand meaningful avenues for public engagement (Park People, 2022).





## ENVIRONMENTAL & ECOLOGICAL

- A growing sense of stewardship for and learning about water, air quality, and preservation of natural areas.
- There is growing desire for increased access to winter recreation activities in parks.
- Access to winterized public washrooms are essential to year-round comfort and accessibility of park spaces and are reportedly the highest requested amenity by residents across Canadian cities (Park People, 2022).
- Increased use of natural park spaces has also magnified existing challenges with municipalities' ability to maintain biodiversity in natural areas. This increased use has led to municipalities requiring separate and specific biodiversity strategy, and intentional planning, to ensure the preservation of urban biodiversity (Park People, 2022).
- The impacts of climate change are likely to present ongoing challenges for parks planning, due to the damage caused by extreme weather events such as floods, fires, and droughts (Park People, 2022). Risk of flooding may be a particularly relevant challenge for the Town of Arnprior, considering the proximity of Arnprior to the waterfront.
- Increased expectations that parks and recreation departments will demonstrate high levels of stewardship and environmental sensitivity.
- Increased public interest in the inclusion of naturalized spaces in parks, especially in neighbourhood parks in particular.
- The role of municipal conservation parks will grow as Canada works to meet biodiversity targets through raising awareness of biodiversity and encouraging participation in conservation.
- There is growing interest in incorporating natural features in parks such as native plant gardens, naturalized spaces within parks, and adventure play (including nature playgrounds or loose parts play).
- There is an opportunity to utilize parks for such things as green infrastructure developments (e.g., rain gardens and bioswales).
- There is an opportunity to improve food accessibility through growing, cooking, and selling opportunities (e.g., community gardens, edible orchards, farmers markets, and bake ovens). As mentioned in the 2022 Canadian City Parks Report, an emerging trend in Parks and Recreation is the increased interest in food growing, cooking, and selling opportunities (i.e., urban agriculture).



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### SERVICE DELIVERY

- Recent trends show that 90% of cities reported having a community grant program in place that helps fund park spaces, making this a viable avenue for parks funding (Parks People, 2022)
- With increased park use levels that emerged during the pandemic – a trend that is likely to continue into the future – operating budgets will need to increase to meet the new demands of parks maintenance (Park People, 2022).
- There is a need to consider more participatory funding options for public spaces, which would allow community members to actively collaborate and contribute to the budgeting and funding of operational costs.
- The importance and need for strong inter-municipal partnerships and other partnerships will only grow into the future.
- More relationships are formed between municipalities and local community groups and stakeholders to keep municipalities informed about new and emerging community needs. Taking a proactive and neighbourhood-based approach ensures that there is a strong foundation of trust to build from when the time comes for more formal engagement processes (Park People, 2022).
- Many municipal parks are built on Indigenous traditional territory, and the Park People report addresses the importance of Indigenous consultation in developing park improvement initiatives (2022).
- It is important to recognize and honour the role of Indigenous Peoples as the inherent caretakers of lands, as well as supporting their programming for nature education and stewardship activities (Park People, 2022).
- There is a growing understanding between park usage and people's ability to get to parks and emphasis on providing more parks or programs, such as free transit to large, city-wide parks (Parks People, 2022).
- Changing provincial priorities and alterations of cost recovery tools in the management of future parkland.



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### FACILITIES & INFRASTRUCTURE

- As our parks and recreation assets near the end of their lifespans we need to identify opportunities to co-locate sustainably designed facilities to attract multiple users to one area creating servicing and operational efficiencies.
- Strong asset management and capital lifecycle planning will become essential as we work to provide access to the quality and diversity of parks and facilities expected by residents.
- Incorporate digital infrastructure to parks, including the implementation of free Wi-Fi and phone charging stations in parks and the creation of park-based apps (Park People, 2022).
- Esports (or organized competitive video gaming) is a growing multi-billion-dollar industry worldwide. Local recreation centers including esports have an opportunity to attract non-traditional users and bring them into facilities for the first time. New recreation design should consider space to accommodate this coming wave of recreational and competitive activity, along with added opportunities to clean and sanitize during and following an event.
- Flexible and accessible multi-purpose spaces which are gender neutral and able to accommodate a variety of activities—are the next big thing. This includes designing recreational buildings so that community amenities are more easily accessible through public transportation or to those with reduced mobility. By doing so, we can reduce sport facility parking requirements and greatly reduces the carbon footprint of the facility.
- Inclusivity (facilities without male or female designated spaces) is coming to sports and recreation design in North America, with Canada leading the way. Building gender neutral facilities usually means increased space requirements and upfront investment for larger washrooms or changing rooms, but often there is an operational savings.
- Synthetic turf is increasing in popularity, particularly because these surfaces have improved dramatically. Artificial turf can offer a safer, more predictable playing surface than natural turf fields and can provide more hours of play to the communities they serve where a high level of play is required.
- Smaller towns are seeing the value in sports and recreation as a cornerstone for development. A local hockey arena, soccer stadium, or recreation center built for competitive teams can help draw crowds, boost development, and promote active lifestyles in local neighborhoods. A multi-function facility can build the critical mass needed for retail, residential, and other development to take root. The result is a synergy between recreation and community that is likely to be an asset for years to come.



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In summary, parks and recreation facilities contribute to the health (mental and physical), well-being, and quality of life of residents and visitors, while playing a role in economic development and in building community cohesiveness. The personal, social, environmental, and economic benefits of parks and recreation contribute to a community in a variety of positive ways.





5

# PARKS & OPEN SPACES





## ARNPRIOR RECREATION & PARKS MASTER PLAN

Parks and open spaces support the environmental, physical, social, and visual aspects of daily life in the Town of Arnprior and provide the community a wide range of opportunities for casual and organized recreation activities. The enjoyment of nature through accessible parks and open spaces considerably improves community health and civic pride among individuals. Many studies confirm that exercising outdoors and in green surroundings improves both physical and mental health by reducing the impacts of stress and illnesses such as depression. Urban forests and natural areas provide environmental benefits such as weather protection, stormwater control, habitat for native vegetation, and greenhouse-gas reduction. Welcoming and safe parks and open spaces are important to everyone's well-being and well-designed and maintained park programs contribute to the Town's economic vivacity, create a sense of place, and the health of the community.

Arnprior provides opportunities for all residents to experience outdoor active and passive recreation at the local level. The Town recognizes the importance of outdoor recreation areas providing multi-functional and flexible spaces to meet the needs of current and future residents. Parks and open spaces are among the Town of Arnprior's defining features and are highly valued by its residents.

Arnprior offers a variety of outdoor recreation spaces that include both programmed and unprogrammed amenities. Currently, the Town owns and maintains thirteen (13) parks and one (1) marina totaling approximately just over 58 hectares (ha) of open spaces; the waterfront parks and the marina are operated by the Town under a leasing agreement with Fisheries and Oceans Canada as described under section 2.7.4 of this report. In addition, the Town shares open spaces with schools under share use agreements and with the Nature Conservancy of Canada (NCC).

The Town is also directly involved in a wide range of service delivery activities related to parks, trails, and outdoor amenities, including planning, budgeting, design, maintenance, operations, booking, programming, and permitting. The Town liaises with interest groups and park users, including community groups, sport groups, faith groups, and special event organizers. Planning, design, and development of parks and open space are often completed by external consultants in consultation with Town staff.



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### 5.1 Parks, Open Spaces, and Outdoor Amenities Inventory

The following parks listed account for the total existing municipally owned and operated supply of parks and outdoor amenities. A plan is inserted in **Appendix A** providing locations for each park and open space included in the table below.

**Table 4 – Parks and Open Space Inventory**

Parks	Amenities
<p><b>Atkinson Park, 45 Atkinson Street</b></p> <p>Atkinson Park is approximately 0.53 ha in size. The park is divided into two parts by Atkinson Street having the basketball court separated from the rest of the park. The park has two entrances, one from Atkinson Street and the other from Thomas Street North. It appears that the park is one of typical neighbourhood park in terms of its size and amenities in the park.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• An old park sign is found at the entrance of the park from Atkinson Steet.</li> <li>• There is no designated crossing between the park and the basketball court.</li> <li>• The basketball court includes a players bench, fencing, lighting, and line painting; it was found to be in overall good condition.</li> <li>• Limited seating including picnic tables.</li> <li>• The play structure and swing set are in fair condition; no accessible play is offered.</li> <li>• Pathways and sidewalks do not connect to roadway and stop before reaching play spaces. Pathway surfacing was in general poor condition.</li> <li>• Limited tree cover and shaded opportunities.</li> <li>• An old shuffleboard court in present near the basketball court but it is in poor conditions.</li> </ul>	<p>Play structure</p> <p>Swing set</p> <p>Basketball court (fenced and lit)</p> <p>Shuffleboard courts (fenced and lit)</p> <p>Benches, picnic tables, and waste receptacles</p>



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Parks	Amenities
<p><b>Bell Park, 55 Leo Lavoie Lane</b></p> <p>The park is located at the end of Riverview Drive and McLean Avenue; it is approximately 4.84 ha in size. This park was donated by the Bell Family to benefit the youth; it is the home of the Chat Lake Boat Club (private club) with seasonal docking, boat launch and off-season boat storage. The park is used for passive recreation such as waterfront viewing and picnicking with views towards the Madawaska and Ottawa Rivers; it is surrounded by a wooded area. The water at Bell Park is fast moving and is unsafe for swimming, especially along that section of the Madawaska River.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• A park information board with rules and type of use is located at the entrance of Leo Lavoie Lane.</li> <li>• Limited seating including only one (1) picnic table and one (1) bench.</li> <li>• Easy access to waterfront; swimming is not allowed.</li> <li>• Presence of poison ivy.</li> </ul>	<p>Concrete Pad</p> <p>Picnic table (1)</p> <p>Benches (2)</p> <p>Waste receptacle</p>
<p><b>Caruso Street Park, 306 Caruso Street</b></p> <p>Caruso Street Park is surrounded by forested areas; it is approximately 5.28 ha in size. A new play structure was installed in 2024 along with a new accessible pathway, accessible play surfacing, bench, and waste receptacles.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• An old park sign is present; rules and other park information as posted on the post.</li> <li>• On-street parking available.</li> <li>• One swing set includes an accessible seat but surfacing is not accessible (sand) and there is no accessible path of travel to access the swing set.</li> </ul>	<p>Seasonal outdoor rink</p> <p>Swing sets (2)</p> <p>Play structure and ancillary play features</p> <p>Bench</p> <p>Picnic tables</p> <p>Waste receptacle</p>



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Parks	Amenities
<p><b>CN Trail Park, 33 John Street North</b></p> <p>CN Trail Park is a linear parkette located between John Street and Daniel Street. This park is currently being redesigned for park enhancements to occur in 2024/2025. The park is approximately 0.20 ha.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• An old park sign was found at the entrance from John Street North with no park sign at the entrance from Daniel Street.</li> <li>• Pedestrian light standards are provided along the walkway with regular seating areas including planters and waste receptacles.</li> <li>• Bollards and planters are provided at both entrances to prevent vehicle access.</li> <li>• No accessible pads connect the walkway to the benches.</li> <li>• The walkway is in fair condition.</li> <li>• The trail is well-connected to the sidewalks on both sides</li> </ul>	<p>Benches</p> <p>Waste receptacles</p> <p>Walkway (unit pavers)</p>
<p><b>Fairview Crescent Park</b></p> <p>This park is located North of Fairview Crescent Road and South off the Nick Smith Centre. The park is approximately 0.55 ha and currently includes an open grassed area; it is planned to be redeveloped as part of the redevelopment of the Fairgrounds.</p> <p>With work beginning on the park in the summer of 2024, this park space will feature a splash pad, parkour circuit, accessible play surface, signage, benches, picnic tables, and waste receptacles. An accessible pathway network will connect Fairview Crescent, Mac Beattie Drive, and the Nick Smith Centre.</p> <p>This park is expected to be completed by the Spring/Summer 2025.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• No park sign.</li> <li>• Limited trees in the park.</li> <li>• One low bench with concrete planters have been placed along the frontage of the park to limit vehicular access.</li> </ul>	<p>Picnic table (1)</p>



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Parks	Amenities
<p><b>Hydro Park</b></p> <p>Hydro Parks are located on both the east and west sides of the Madawaska River, just north of Madawaska Boulevard. Parks have viewing area of the falls. The west side of Hydro Park is the beginning / end of the Gillies Trail (Waterfront Trail). A 1.2km section of trail was upgraded in 2023 to a paved accessible pathway with lighting, seating, and waste/recycling receptacles stretch from the downtown to Robert Simpson Park. The east side of Hydro Park has a gravel trail, ample green space and beautiful views of the falls / Madawaska River.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• No park sign is found</li> <li>• There is no direct path toward the viewing area</li> <li>• Mature trees provide shade.</li> <li>• Large grassed areas with gentle slopes.</li> </ul>	<p>Open green space</p> <p>Viewing area</p> <p>Pathways (crushed stone)</p> <p>Picnic tables</p> <p>Bench</p> <p>Waste receptacles</p>
<p><b>Legion Park / Sullivan Rink of Dreams, 100 Edey Street</b></p> <p>Legion Park/Sullivan Rink of Dreams is approximately 0.95 ha. The permanent rink is lit and used as an outdoor rink in winter with 2 basketball courts for the rest of year. The Veteran Memorial Garden is located at the entrance of the park. A new play area has been added in 2023/2024 including a play structure with accessible amenities and ancillary play features located on an accessible rubber surface, a new swing set with an accessible swing and accessible surface, accessible pathways, benches, and waste receptacles.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• A park sign is present; the sign is more a marketing sign than a municipal park sign.</li> <li>• On-street parking on Edey Street.</li> <li>• Existing swing set does not include seats.</li> </ul>	<p>Outdoor rink / multi-purpose courts with skate house</p> <p>Swing set</p> <p>Play Structure</p> <p>Pathways (paved)</p> <p>Picnic table (1)</p> <p>Waste receptacles</p>





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Parks	Amenities
<p><b>M. Sullivan &amp; Son Ltd. Park</b>, <i>61 Moe Robillard Street</i></p> <p>The park is located at the corner of Moe Robillard Street and Short Street; it is approximately 0.20 ha.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• No park sign was found.</li> <li>• Small parking area with one accessible space and three regular spaces.</li> <li>• The play structure is accessible including accessible platform and play surfacing.</li> <li>• The basketball court surfacing is in fair to good condition; hoops are not the regular basketball court type.</li> <li>• An accessible pathway connects the roadway to the play amenities.</li> <li>• Some natural rock formation next to the asphalt path provide interest.</li> </ul>	<p>Play structures</p> <p>Basketball court (1) with triple hoop posts (2)</p> <p>Pathway</p> <p>Picnic table (1)</p> <p>Waste receptacle (1)</p>
<p><b>McLean Park</b>, <i>153 McLean Avenue</i></p> <p>The park is approximately 12.15 ha making it the largest municipal park. The park is divided by McLean Avenue into two parts: the waterfront and beach; the sports fields.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• Multiple park signs are present: an old park sign for McLean Park at the McNab Street parking area; a waterfront park sign with rules; and a sign for the Optimist Wayne Lavallee Park at the McLean Avenue parking area.</li> <li>• Crushed stone pathways connect the baseball diamonds and the gravel parking lot with no pathway connections to other park amenities.</li> <li>• Mature trees and large open grassed areas are found in this park between the sports fields.</li> <li>• The swing set includes an accessible seat but surfacing is not accessible (sand) and there is no accessible path of travel to access the swing set.</li> <li>• The gazebo is in good condition.</li> <li>• On-street and off-street parking options.</li> </ul>	<p>Baseball Diamonds (3); lit</p> <p>Disc golf nets (3)</p> <p>Play structure</p> <p>Swing set</p> <p>Gazebo (wood)</p> <p>Washroom Building</p> <p>Beach (no lifeguard)</p>



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Parks	Amenities
<p><b>Nick Smith Centre Skateboard Park &amp; Playground, 77 James Street</b></p> <p>A playground and skateboard park are located in the eastern corner of the property. The playground is fenced on three sides with direct connectivity to the parking and drive aisle surrounding the Nick Smith Centre with only concrete planters creating the buffer between the play area and pavement. The playground includes one play equipment and engineered wood fiber surfacing.</p> <p>The skateboard park is completely fenced and located beside the playground. Ramps and other structures are mobile and placed on the concrete slab but not anchored.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• No park sign</li> <li>• Ample parking as part of the Nick Smith Centre including accessible parking spaces</li> </ul>	<p>Playground</p> <p>Skateboard park</p> <p>Picnic table</p>
<p><b>Robert Simpson Park, 400 John Street</b></p> <p>Robert Simpson Park is the largest waterfront park and is located at the end of John Street North; it is approximately 4 ha in size. The park is at two levels with the majority of the park being elevated approximately 10 metres above water level; the only portion of the park located at water level is the public beach with a lifeguard.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• An old park sign at the end of John Street with the park rules provided on the washroom building.</li> <li>• Only crushed stone pathway to the washroom building.</li> <li>• The beach is well-maintained with accessible mat to water.</li> <li>• Mature specimen trees provide shade and interest; some dead trees are present and should be removed.</li> <li>• Existing play structure and surface are in fair condition; no accessible features or accessible path of travel.</li> <li>• A bicycle rack found behind the washroom.</li> <li>• Large parking area at the main park level including accessible parking stalls. Additional, but limited parking at the beach level including three accessible stalls.</li> </ul>	<p>Beach (with lifeguard)</p> <p>Splashpad</p> <p>Play structure</p> <p>Gazebo</p> <p>Snack Bar Permanent Building</p> <p>Washroom Building</p> <p>Picnic tables</p> <p>Benches and waste receptacles</p> <p>Bike racks</p> <p>Water fountain</p> <p>Open grass areas</p> <p>Parking</p>



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Parks	Amenities
<p><b>Sergeant Howard Slater Park</b>, 33 McGregor Scobie Crescent / 130 Desmond Trudeau Drive</p> <p>This park is approximately 1.22 ha. The park has three entrances: one from McGregor Scobie Crescent, one from Desmond Trudeau Drive and one from Bert Hall Street. Some of the park amenities are connected by an asphalt pathway.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>No park sign is found at entrance but in the middle of the park.</li> <li>Play structure and swing set are in fair condition; an accessible seat is included on the swing set but no accessible ramp to the structure.</li> </ul>	<p>Basketball court with seasonal rink</p> <p>Play structure</p> <p>Swing set</p> <p>Pathway</p> <p>Benches</p> <p>Waste receptacles</p>
<p><b>Veteran's Park</b>, 1 Ashbury Street</p> <p>This small park is located at the corner of Ashbury and Friday Street; it is approximately 0.11 ha in size.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>An old park sign is present.</li> <li>No pathway.</li> <li>Existing play structure is in good condition.</li> </ul>	<p>Play structure</p> <p>Bench (1)</p> <p>Picnic table (1)</p> <p>Waste receptacles (3)</p>
Marina	Amenities
<p><b>Municipal Marina and Boat Launch</b></p> <p>Marina and the boat launch are located along the west shore of the Madawaska River. The Town operate the facilities from Spring to Fall of each year. The waterfront trail along the shores of the Madawaska River connect the Marina to Robert Simpson Park</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>An old park sign is present.</li> </ul>	<p>96 boat slips</p> <p>Public boat launch</p> <p>Gas and pump-out station</p> <p>Gravel parking</p> <p>Temporary toilets (3)</p> <p>Waterfront trail</p>



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Conservation Area	Amenities
<p><b>The Grove</b></p> <p>Nature reserve owned by the NCC; approximately 18.69 ha.</p>	<p>Trails</p>

## 5.2 Distribution of Parks and Open Spaces

The spatial distribution of parks, based on the target walking distance of 500 metres (m) radius or a 5-10 minute walk from a park, indicate that there is a good distribution of parks throughout the current residential areas of Arnprior as almost all areas are within 500 m of a park or open space. However, there are some gaps in the availability of parks in the eastern part of the Town and south of Highway 417. New subdivisions are currently being developed and are proposed in these areas; as such, new parkland should be secured to service these new communities.

Rural areas, areas undeveloped, and industrial areas generally do not have access to parks within walking distance; a plan is inserted in **Appendix B** providing distribution for each park and open space with a 500m service radius.

## 5.3 Needs and Service Level Assessment

While the overall distribution of parks and open spaces shows easy and equal access to parks, it is important to provide equal access to parks for the mental and physical health of the residents. A review of the existing parkland and open spaces within the Town found that the current provision of parkland in Arnprior is approximately 6.11 hectares (ha) per 1,000 population, which is considered a high service level. The current provision of parkland in Arnprior was then compared to that of similar municipalities to determine if the Town is providing a sufficient amount based on its counterparts. The comparator municipalities included the Town of Carleton Place, the Town of Perth, the Town of Petawawa, the City of Pembroke, and the Town of Renfrew; the service level assessment was based on the 2021 population of 9,629 residents in Arnprior. The comparator assessment determined that an average benchmark for comparator municipalities is 5.67 ha per 1,000 population, meaning that Arnprior is around the average in terms of parkland provision.

Additional to the Service Level Assessment, the Phase 1 survey results provided comments and highlighted community needs specific to parks and open spaces. Community members generally asked for improved playgrounds, specifically ones catered towards older youth, an additional splashpad, more seating and public washrooms in parks and along trails, a dog park, and dedicated tennis/pickleball courts. Respondents also had concerns on accessibility of parks, trails and beaches, noting that they can be inaccessible for those using mobility devices and are unsafe due to low maintenance and lack of accessible features. As mentioned previously, accessible bathrooms available all year long were a key element noted to be missing within the survey

responses. Improvements to existing park amenities to build on the Town's current accessibility and inclusion initiatives would also benefit the community. Improvements could include additional inclusive playground features, accessible pathway connections and seating areas, and additional designated accessible parking spaces.

In addition to overall parkland space, the Needs and Service Level Assessment also reviewed outdoor recreation amenities directly located and owned by the Town of Arnprior; it should be noted that the Needs and Service Level Assessment does not take into consideration amenities in adjacent municipalities such as McNab/Braeside or Mississippi Mills or amenities within the Town that are privately-owned. The following sections provide a general picture of the service level of primary and trending outdoor parks and open spaces recreation amenities: outdoor aquatics, ball diamonds, outdoor rinks, playgrounds, basketball courts, skateboard parks, tennis and pickleball, and soccer fields.

### 5.3.1 OUTDOOR AQUATICS

Outdoor aquatics amenities, such as splash pads and beaches, are popular public amenities and provide opportunities for play, social gathering, and basic cooling, often for low or no cost. These facilities need to be planned, maintained, accessible, and centrally located to facilitate access for all residents, while remaining cost effective to operate. The Town of Arnprior currently has one splashpad located in Robert Simpson Park. The splashpad is open for all ages from 8am – 8pm until the Thanksgiving weekend. There are two (2) beaches in Arnprior: one (1) in McLean Park (without lifeguard) and one (1) in Robert Simpson Park (with lifeguard).

Current trends in municipal service delivery support a movement towards providing splash pads rather than pools or wading pools as splash pads offer a range of benefits that wading pools and pools do not. These benefits include water efficiency (when they are recirculating systems), improved accessibility, increased play value, supportive of a potentially younger age range (toddler – 14 years) and not requiring of full-time, trained, aquatic supervision. Additionally, recreation trends have been moving away from outdoor pools due to the high cost of maintenance, the seasonal nature of their use, and the water inefficiency that is associated.

Beaches are also a great outdoor aquatics resource as it provides a more flexible space for informal swimming and other leisure activities. Beaches are very popular recreational spaces during the summer months for people of all ages and abilities; as such, they should be properly maintained to ensure the safe enjoyment of this amenity. The beaches and splashpad in the Town are popular tourism attractions and draw people from the broader region.

Based on the service level assessment completed, the Town currently provides splash pads at a service level of 1:9,629 population ratio. The average service level resulting from the comparator analysis with neighbouring and similar municipalities (i.e., Town of Carleton Place, Town of Perth, Town of Petawawa, City of Pembroke, and Town of Renfrew) provides splash pads at an average service level of 1:8,528 meaning the Town should aim to add one additional splash pad in the long term. The Town is working to add a second splash pad in Fairview Park in 2024/2025.



### 5.3.2 BALL DIAMONDS

The Town of Arnprior has a supply of three (3) lit ball diamonds, all located at McLean Park / Optimist Wayne Lavallee Park. In terms of equivalent supply, the Town has the equivalent of 4.5 diamonds, as each lit field counts as 1.5 unlit fields to account for extended evening playing time. Arnprior's ball diamonds are available for rental for adult tournaments and leagues and minor tournaments and leagues for a fee. Rental of the diamonds is managed by the Nick Smith Centre.

Utilizing the equivalent supply of baseball diamonds, the Town currently provides ball diamonds at a service level of 1:2,140 population. Comparator municipalities provide diamonds at an average service level of 1:2,341. Current trends indicate that population centre over 100,000 generally aim to provide ball diamonds at an average of 1:3,000 population ratio target. Based on the County's population projection for 2036, the Town will be at the average service level by 2036.

### 5.3.3 OUTDOOR RINKS

The Town currently provides three (3) outdoor rinks during the winter season, which are located at the Legion Park / Sullivan Rink of Dreams (fully lit with permanent boards), Caruso Street Park (streetlight above the surface; not full size) and at Sergeant Howard Slater Park (on the basketball court surface with seasonal installation of boards; streetlight above the surface). The unsupervised outdoor skating rinks are open daily from 7AM to 9:30PM, weather permitting.

The Town currently provides outdoor rinks at a service level of 1:3,209, greater than the average service level of municipal comparators of 1:7,462. Based on County population projections, the Town will still be in surplus of just over one outdoor link and will be well above the average service level to 2036 in terms of outdoor rink provision. It should be noted that the Town only have one (1) permanent rink with boards.

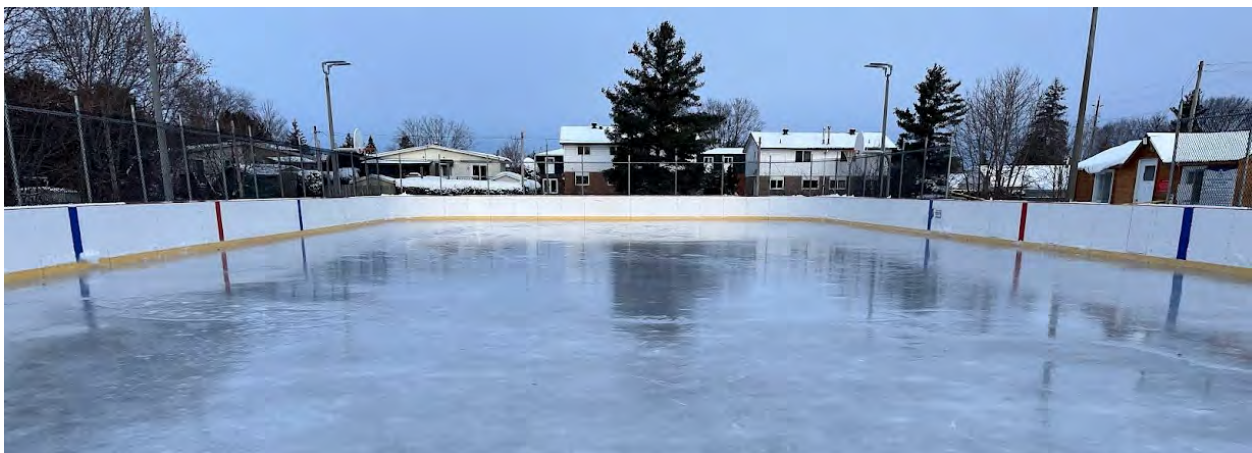


Figure 15 – Legion Park Permanent Outdoor Rink



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### 5.3.4 PLAYGROUNDS

The Town of Arnprior has a current supply of nine (9) playgrounds located at Atkinson Park, M. Sullivan & Son Ltd. Park, McLean Park, Robert Simpson Park, Sergeant Howard Slater Park (Village Creek), Veteran's Park, Caruso Park, Legion Park, and the Nick Smith Centre. There are swing sets located at Atkinson Park, Caruso Street Park, Legion Park/Sullivan Rink of Dreams, McLean Park, and Sergeant Howard Slater Park (Village Creek).

Based on the service level assessment completed, the Town currently provides playgrounds at a service level of 1:1,203. The average service level of comparator municipalities is 1:1,105 meaning that Arnprior's provision of playgrounds is slightly below the average of comparator municipalities. Rather than using a per population target level for playgrounds, trends and best practices now suggest that providing playgrounds based on a service distance radius of 500 metres (5–10-minute walk) from all residential areas to serve youth demands at the neighbourhood level is preferable. Based on the comparator analysis, it is recommended that Arnprior maintain its current playground service level of approximately 1:1,203 and ensure that this level of service results in a playground distribution that has playgrounds within 500 metres of all residential areas. Based on the service level assessment and the County's population growth projection for 2036, the Town will be in deficit of approximately 1 playground. In order to meet the average service level, the Town should add one (1) more playgrounds by 2036.

### 5.3.5 BASKETBALL COURTS

The Town of Arnprior currently provides five (5) basketball courts: one (1) lit basketball court at Atkinson Park, one (1) paved pad with basketball nets at Sergeant Howard Slater Park, two (2) lit courts at the Rink of Dreams, and one (1) basketball court with non-traditional nets (triple hoops) at M. Sullivan & Sons Ltd. Park.

Based on the service level assessment completed, the Town of Arnprior is above the average service level of basketball courts in comparator municipalities providing a service level of 1:1,925. The Town should continue to maintain the existing basketball courts and look for opportunities to implement additional courts to accommodate the youth population. Based on the County's population projection, the Town will be well above the average service level to 2036 in terms of basketball court provision, being in surplus of 2.6 basketball courts.

### 5.3.6 SKATEBOARD PARKS

Skateboard parks provide an informal venue for all levels of skateboarders, from beginners to advanced levels, and allows people to learn something new in a casual setting. Skateboard parks can also serve as a hub for youth, building social skills and promoting healthy and active lifestyles.

The Town of Arnprior currently provides one (1) skatepark, which is located at the Nick Smith Centre, and features a half pipe, hubba, fun box, rails, and more. The skateboard park is open from 8 am to 10 pm everyday until the end of October.

The Town is currently providing skateboard parks at a service level of 1:9,629. Comparator municipalities provide skateboard parks at a service level of 1:11,940 meaning that Arnprior is currently providing skateboard parks at a higher service level than comparator municipalities.



**Figure 16 – Skateboard Park at Nick Smith Centre**

### 5.3.7 TENNIS AND PICKLEBALL COURTS

The Town does not currently provide municipal outdoor tennis courts. Tennis is a fast-growing sport as outdoor courts allow the sport to be affordable for players. It is a non-gender-biased sport, which means it is played equally across all genders and it is represented by a large range of ages (4-100 years). Tennis Canada (2019) also notes that it is popular among new Canadians with 23 per cent of tennis players being born outside Canada.

Similarly, pickleball is a rapidly growing sport and is played both indoors and outdoors. It is currently working toward National Sport Organization status and is expected to grow 15 per cent annually (Pickleball Canada, 2021).

The Town of Arnprior does not currently offer tennis courts and formal pickleball courts. From April to October, there is no ice in the Nick Smith Centre arena, and the slab surfaces and Community Hall are used as indoor gym space for badminton and pickleball. Comparator municipalities provide outdoor tennis courts at an average service level of 1:3,512.

Based on the comparator analysis, Arnprior is below the average service level of the comparator municipalities' provision of both tennis and pickleball courts. Only some municipalities have



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dedicated outdoor pickleball courts as the popularity of the sport is still growing. Typically, communities with higher proportions of seniors tend to have higher demand for pickleball facilities. As Arnprior's population is generally aging, the provision of both indoor and outdoor pickleball facilities provides an activity that can be enjoyed during all seasons by all ages. It is recommended that shared tennis and pickleball courts be explored to meet the demand of the current and future aging population.

Based on the above assessment, it is recommended that the Town strive for a service level of 1:3,500 for tennis courts and 1:3,000 for pickleball courts. As such, the Town should provide three (3) tennis courts and three (3) additional pickleball courts by 2036 to meet the target service levels.

### 5.3.8 SOCCER FIELDS

Soccer is another trending sport in Canada. The Town of Arnprior currently does not provide any soccer pitches or any other type of sports field (football, ultimate frisbee, etc.). In Canada, 767,000 youth and young adults under 30 years old played soccer in 2014 (World Football Index). In 2019, Canada Soccer recorded one million soccer players, all ages included, compared to 606,000 hockey players. In Arnprior, the closest soccer pitches are located at some of the local schools and at Dochart Park in the adjacent Township of McNab/Braeside. The Town also does not provide any indoor soccer or indoor field spaces.

Soccer is viewed as the one of the most accessible and inclusive sport in the world considering it can be played on grass with minimal equipment. The challenge for municipalities in providing soccer fields is most frequently providing the land considering the size of full-size soccer fields.

While the Town does not currently provide soccer pitches, looking at the average service level of comparator municipalities can provide a good target the Town can aim for. Comparator municipalities currently provide soccer pitches at an average service level of 1:3,980 population ratio; this ratio includes a mix of full-sized fields and mini-fields. To meet regional service level, the Town should aim to provide three (3) soccer pitches by 2036 based on the County's population projection.





# 6

## TRAILS & PATHWAYS



Trails and pathways are one of the most popular outdoor amenities in many communities across Ontario and Canada. Trails and pathways offer numerous opportunities for informal activities and are well used by people for walking, hiking, running, and cycling. People enjoy trails and pathways because they can be used for no cost at any time, and because they offer diverse experiences of the natural environment. Many residents also use trails for active transportation but it should be noted that active transportation links are not included as part of this Master Plan which focuses on the recreation use of trails and pathways.

There are three (3) types of trails and pathways in Arnprior:

- a) Municipal Trails and Pathways (maintained by the Town of Arnprior). These account for approximately 6.7 kilometres (km) of trails and pathways;
- b) On-road Urban Trails and Pathways. These account for approximately 6.6 km of trails and pathways;
- c) Group Trails and Pathways (maintained by others). These trails and pathways provide a loop of approximately 4.0 km in length.



**Figure 17 – Algonquin Trail / Ottawa Valley Recreation Trail**

## 6.1 Trails and Pathways Inventory

The table below summarize existing conditions trails managed by the Town or by the partnership with community groups and private owners. A plan is inserted in **Appendix C** providing locations for the trails and pathways included in the table below.

**Table 5 – Trails and Pathways Inventory**

Trails	Amenities
<p><b>Algonquin Trail / Ottawa Valley Recreation Trail</b></p> <p>The trail was built on Canadian Pacific Railway in 2019 and is approximately 296km long from Smiths Falls to Mattawa. About 218km of the trail goes through the County of Renfrew. The section of the trail within the Town of Arnprior, which is approximately 3.1km, is maintained by the Town.</p> <p>It is the most popular multi-use pathway in Town for walking, running, hiking, cycling, dog walking, orienteering, geocaching, cross country skiing, snowshoeing, and horseback riding. This trail is also used by small motorized vehicles (ATVs and snowmobiles).</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• A sign is found at the entrance of trail.</li> <li>• The surface of the pathway is in fair condition; weed / vegetation control required.</li> <li>• Shade is limited along the trails.</li> <li>• Dog management (i.e., dog waste) can be a challenge.</li> </ul>	<p>Crushed stone pathway</p> <p>Benches</p> <p>Waste receptacles</p>
<p><b>Gillies Trail (Waterfront Trail)</b></p> <p>The waterfront portion of Gillies Trail connects Arnprior's downtown, park space, waterfront, marina, beach, and a nature reserve. From the downtown, a 1.2km section of paved and lit trail winds through Hydro Park, the municipal marina and to the beach at Robert Simpson Park. From there, it is a short path through the park to the Gillies Grove Nature Reserve. Pathway improvements have been completed late 2023 to provide new asphalt surfacing, additional benches and waste receptacles, and new lighting.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• Well maintained.</li> <li>• Adjacent to water.</li> </ul>	<p>Waterfront trail (paved and lit)</p> <p>Benches</p> <p>Waste receptacles</p>



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Trails	Amenities
<p><b>Gillies Trail (Gillies Grove Nature Reserve)</b></p> <p>A continuation of the Gillies Trail that stretches along the Madawaska and Ottawa River goes through the Gillies Grove Nature Reserve, a designated National Historic Site owned by the Nature Conservancy of Canada. This portion of the Gillies Trail is a nature trail running through one of the oldest growth forests in Canada and one of the last old-growth forests in Ontario; it is approximately 1.6km long.</p> <p>The trail system consists of three main trails throughout the site: White Pine Loop, which passes through a section of old growth pine forest; Cross Grove Trail, the most direct route through Gillies Grove; and Hemlock Loop, which leads visitors to explore further into the grove. An additional access trail coming from Dan Street is also maintained.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• A sign and trail map are located at the end of Ottawa street and at the end of Division Street.</li> <li>• As it is nature trail, it is narrow in some areas and the surface is uneven.</li> </ul>	<p>Nature trail</p> <p>Benches</p> <p>Waste receptacles</p>
<p><b>Heritage Trail</b></p> <p>The trail is an urban trail to explore Arnprior's old history walking past heritage buildings in Town. The trail is consisting of street sidewalks and the total distance is 2.9km. Main access is starting from the Arnprior District Museum.</p>	
<p><b>McLachlin Trail</b></p> <p>The trail is a 3.7km urban trail along the streets and connects multiple parks (Hydro Parks, Bell Park and McLean Park) providing views towards both rivers that surround the Town of Arnprior. The trail connects to Macnamara Nature Trail.</p>	



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Trails	Amenities
<p><b>Macnamara Nature Trail</b></p> <p>The trail is a nature trail on private property across from McLean Park, owned by Nylene Canada Inc. and managed by Volunteers and the Macnamara Field Naturalist Club. It is 4.0 km long and running through natural areas; it leads to a natural lookout overlooking the marsh and where the marsh meets the Ottawa River. Visitors can enjoy and explore the flora, fauna, geology, and history.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• A sign and the trail guide with a map are found at the entrance off McNab Street.</li> <li>• As it is nature trail, it is narrow in some areas and the surface is uneven.</li> <li>• A series of resting stops are provided.</li> <li>• The trail is well-maintained.</li> <li>• A small gravel parking area is located at the trailhead.</li> </ul>	<p>Boardwalk</p> <p>Viewing platforms</p> <p>Benches</p>

## 6.2 Trails and Connectivity

The Town of Arnprior has a wide range of trail options, including urban trails, regional trails, and trails in natural areas. Some of the trails are connected and expand further to create longer looped trails. However, there are still missing links to increase connectivity among some of the urban trails and between some of urban trails and Algonquin Trail (Ottawa Valley Recreation Trail).

## 6.3 Needs Assessment

Trails and pathways were identified as the most frequently used outdoor recreation amenity in the Town of Arnprior in the Phase 1 survey responses. A well-planned trail system is an efficient use of recreation funding as they can connect many areas within a community, enhance access to parks and open space, provide for active transportation, and can be used by a wide range of the population. A good trail system should provide a variety of experiences for users, ranging from singletrack hiking trails in a natural environment to multi-use facilities accommodating joggers, cyclists, and walkers. Additionally, the integration of trail amenities, such as rest areas, and wayfinding signage, as well as designing with accessible slopes and surface materials, removes barriers for trail users.

No service level comparator assessment was completed on trails and pathways, but trends and comments received during the consultation provide a list of key concerns and challenges to review and address. In general, respondents to the Phase 1 surveys noted that there are missing links



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between trails, making it difficult to travel throughout the Town using the trail system; adding some key links would improve connectivity.

Other public feedback from Phase 1 survey, indicated that additional trail amenities are desired by the community. This includes seating, lighting, waste receptacles, public washrooms (including portable washrooms), and signage and mapping. Similar to feed on parks and open space, accessibility on trails is also a key concern of residents. Ensuring that trails are properly maintained, adequately lit, and evenly paved, along with having proper separation between motorized vehicles and pedestrians can improve safety and accessibility on trails, encouraging year-round access for individuals of all ages and abilities.

Dog management along trails is another challenge for residents; some dog owners are using trails to walk their dogs and this often causes challenges in managing dog waste. With more opportunities for everyone to manage dog waste by adding waste receptacles and small bags these challenges can be addressed.

Providing shade and seating areas to enjoy views and company should also be key along pathways and trails. The provision of trail maps and the improvement of the safety along pathways and trails have also been suggested by residents and the community through the consultation activities of this Master Plan.





7

# INDOOR RECREATION FACILITIES



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The Town operates diverse indoor facilities where individuals, families and the community gather for recreation through social, educational, and fitness opportunities. The purpose of these facilities is to provide quality, accessible health and wellness programs where participants build relationships and learn. By working collaboratively with stakeholders and partners, it is important to help children and youth reach their full potential, support families with services, connect and engage with seniors and enable individuals to thrive.

Recreation and community services and programs are offered by municipal recreation and culture facilities and quality and accessibility of these facilities is essential for effective and efficient recreation and culture services.

With the Nick Smith Centre, a recreation centre combining multiple recreation and civil services, the Town of Arnprior helps break down barriers to participation and offers residents a true centre of community life. The trend for multi-functional centres is still very present and any new facilities tends to emphasize an integrated approach in design and service delivery and be modes for energy efficient design within the community. Another trend in the provision of municipally owned indoor recreation and culture facilities is meeting the unique needs of different age groups while ensuring their active participation continues through all stages of life meaning new recreation facilities should consider multi-generational spaces. Success means a variety of purposefully designed spaces and programs, from early childhood development to youth, family, adult, seniors and intergenerational opportunities.



**Figure 18 – Nick Smith Centre Entrance**





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**7.1 Indoor Facility Inventory and Existing Conditions**

The Town directly owns and operates four indoor recreational and cultural facilities that provide a variety of programs and activity spaces for the community under one roof: the Nick Smith Centre. The Town is also working together with the Curling Club and the Senior Active Living Centre to provide recreation and cultural services to diverse groups of the community. The table below lists the name of each municipal indoor recreation and culture facility and details the activities, current programs, amenities and uses associated with each.

**Table 6 – Indoor Recreation and Cultural Inventory**

Recreation Facilities – Town-Owned Facilities	Amenities
<p><b>Nick Smith Centre, 77 James Street</b></p> <p>Nick Smith Centre is located adjacent to the Public Works Yard. The Centre is Arnprior's hub for recreation. With two ice pads, a pool, a large community hall, a community lounge providing views of the pool and one of the arena simultaneously, and boardroom, the facility offers diverse programs for everyone.</p> <p>The Centre opened in 1977 and has seen multiple modifications and improvements over the years. Currently, the design to revitalize both arenas is in progress with construction planned for 2025/2026. The design work completed for a previous grant application around pool and hockey changeroom enhancements could be re-used for future planning.</p> <p>This community centre is surrounded by asphalt parking lot and drive aisles with very few trees. The parking lot was recently paved. The parking lot is well used when multiple events happen.</p> <p>A grassed area beside the main parking area (northwest of James Street leading to the arena parking lot) is planted with trees and offers picnic tables.</p> <p>The Town's Public Works Yard is abutting Nick Smith Centre; there is a scenic view towards the river and province of Québec from the yard because of the existing topography. The main entrance to Nick Smith Centre faces Public Works Yard and is limited in space; enhancements to the lobby area are being considered. The administration office is located between the lobby and the pool / arena.</p>	<p><u>Arena:</u></p> <ul style="list-style-type: none"> <li>- Two ice pads: main arena (Bert Hall Areana) is full-sized with bleachers; secondary arena (Glenn Arthur Arena) has limited seating.</li> <li>- Change rooms with showers.</li> </ul> <p><u>Pool:</u></p> <ul style="list-style-type: none"> <li>- 25m; 6 lanes;</li> <li>- Change rooms with showers</li> <li>- Meeting room</li> </ul> <p><u>Community Hall:</u></p> <ul style="list-style-type: none"> <li>- Separate lobby entrance</li> <li>- Capacity for this space range from 290 dancers to 360 banquet seat to 540 row seatings.</li> <li>- Kitchenette</li> </ul> <p>Community lounge</p>



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Currently, no perimeter fencing defined the edges of the property with the exception of the property line with the Public Works Yard. Fencing along the property lines adjacent to new subdivision is planned as part of the subdivision works.

### General Challenges:

- There is a lack of community space for rentals and meetings.
- Office space and storage space is limited with multiple old change rooms converted into offices and storage areas.
- Changes rooms are dated and not 'fully' meeting the accessible requirement in many cases.

### Arenas:

- The concrete surfaces and bleachers for both pads is scheduled for replacement in 2025/2026.
- The Main Arena (Bert Hall Arena) included 9 rows of seating along both sides of the ice surface with a designated accessible elevated viewing area. A spectator capacity of 1,600 is set for this space.
- Secondary Arena (Glenn Arthur Arena) included 2 rows of seating with no accessible spaces available; the spectator capacity is approximately 250 people.
- Both arenas have hosted numerous major events over the years of regional, provincial, and national variety.
- There is a travel / path conflict between the Zamboni operation and viewers.
- New humidifiers were installed in 2023 through a grant.
- Change room for officials and alternate dressing room are not sufficient in space.
- Some of old changeroom space is used to store recreation equipment. Lack of storage is an ongoing problem.
- Advertisements on the rink boards for revenue is under-utilized. The replacement of boards and ads is planned for as part of the rink renewal project.
- At Glenn Arthur Arena, there is no ice from April to August every year for use as indoor gym space for badminton, pickleball, etc.

### Pool:

- The Bluefish Swim Club calls the Nick Smith Centre its home pool.
- It was hosted a variety of competitions and swims meets over the years.
- Changes rooms are old and dated and the women's staff changeroom is small.



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<ul style="list-style-type: none"> <li>• A consideration to expand the pool area to include a therapeutic pool and / or water play areas for young children would provide further use and attract more clientele.</li> <li>• The Town has been fortunate to keep a healthy compliment of part-time lifeguards.</li> </ul> <p><u>Community Hall:</u></p> <ul style="list-style-type: none"> <li>• Used as a multi-purpose space from hosting pre-school programming and camps to sports and fitness classes to fundraising events and receptions. Select sports like basketball and volleyball aren't possible due to height restrictions.</li> <li>• Full commercial kitchen and bar are available for wedding receptions, banquets, and other events.</li> </ul> <p><u>Recreation Department Storage Building:</u></p> <ul style="list-style-type: none"> <li>• Located in the parking area south-east of community centre.</li> <li>• Current location is in conflict with parking use; relocation of the building with other similar use buildings should be considered (i.e., Public Works Yard).</li> <li>• There is a concrete slab under the storage building.</li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>• The Army Cadet trailer and their storage container are located beside emergency generator, occupying some parking space, northwest of building.</li> <li>• There is no dedicated Youth Centre in Arnprior. Nick Smith Centre is a potential location considering the proximity of outdoor youth amenities including skateboard park and Fairview Park; Nick Smith Centre has great potential for dedicated youth centre and preschool programs.</li> <li>• Volunteering program is not working well and need to be re-established.</li> </ul>	
<p><b>Town Hall, 105 Elgin Street West</b></p> <p>The Arnprior Town Hall is located beside Canada Post in Downtown. The Town Hall provides municipal services and information for local tourist attractions and events are also easily obtained. Accessible services and parking are also available.</p>	<p>Meeting room</p> <p>Council Chamber</p>





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Recreation Facilities – Town-Owned Facilities	Amenities
<p><b>Arnprior District Museum, 35 Madawaska Street</b></p> <p>The Arnprior District Museum is located under the distinctive clock tower in the heart of downtown in a designated Thomas Fuller post office building built around 1896. The Arnprior District Museum is owned and operated by the Town of Arnprior.</p> <p>Permanent and travelling exhibits are located on two floors and there are several inspiring video exhibits to view. Exhibits are changed and refreshed regularly so visitors can experience Arnprior’s vast material culture. They cover all aspects of life in an Ottawa Valley Town with roots in the lumber industry at the confluence of the Ottawa and Madawaska Rivers. Virtual exhibits are also available.</p> <p>The Museum provides school programs which are incorporated into the curriculums of grade 1 to 12 for a class visit to the museum as well as visit classrooms.</p> <p>A garden along the east side of the building commemorates the Prince of Wales visit to Arnprior in 1860. Funding for the garden came from the Building Communities through Arts and Heritage Fund.</p>	<p>Exhibitions and collections</p> <p>Programming including summer day camp</p>
<p><b>Arnprior Public Library, 21 Madawaska Street</b></p> <p>The Library is owned by the Town but managed by the Library Board. The library provides free wi-fi access, along with computer terminals with internet access and Microsoft Office products available. The library also contains meeting rooms, which are ideal for meetings and workshops. The library also hosts a variety of cultural events and programs, including an adult book club, Storytime, reading clubs for children of different age ranges, music performance, and New Year’s Eve Gala and craft night. Many events are free of charge. New improvements including programable indoor space and a comfortable outdoor space for various users is undergoing.</p>	<p>Meeting rooms</p> <p>Public access computers</p> <p>Free wi-fi</p> <p>Printing, scanning and photocopying services</p> <p>Accessible facility and collections</p>



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Recreation Facilities – Privately Operated Facilities	Amenities
<p><b>Curling Club, 5 Galvin Street</b></p> <p>The Arnprior Curling Club is owned and operated by the Club.</p> <p>The Curling Club has members from age 7 to over 80. It offers a complete range of curling activities, such as Learn to Curl, fixed and open daytime curling, and men’s, women’s, and mixed leagues, in either a competitive or recreational setting. The Curling Club also hosts bonspiels and has rental facilities for parties and other events.</p> <p><u>Observations:</u></p> <ul style="list-style-type: none"> <li>• The Curling Club and parking lot are well maintained.</li> <li>• Hall and the parking lot are spacious for large events or functions.</li> <li>• Lounge and full kitchen are available.</li> <li>• Ice Sheet is also available to rent.</li> </ul>	<p>Curling ice pad</p> <p>Hall</p> <p>Lounge</p> <p>Kitchen</p>
<p><b>Seniors Active Living Centre, 77B Madawaska Street</b></p> <p>The Senior Active Living Centre (SALC) is operated by Arnprior Regional Health. This facility is targeted towards senior residents, providing a space to socialize and participate in senior-oriented events, programs, and recreation activities. Current programs include Yoga, Carpet Bowling, Pilates, meditation, painting, bus trips, and workshops.</p> <p>The Town of Arnprior supports the SALC through financial funding and in-kind support for programs and events.</p> <p>SALC programs are offered in several location across the Town including their primary centre at 77B Madawaska Street.</p>	<p>Meeting room</p>



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### 7.2 Distribution of Indoor Facilities

It is important to provide access to quality recreation and culture facilities which offer effective and efficient programs and services for the mental and physical health and the well-being of the residents in the Town of Arnprior. It is also equally important to provide spaces accessible to residents of all ages, abilities, interests, genders, income levels, and cultural beliefs and backgrounds.

Most of the indoor facilities are located in the Town Centre and old neighbourhoods of the Town offering an easy access to the residents on the north and east sides of Highway 417. However, as some of the new subdivisions are happening on the west side of the highway, residents in this area could experience difficulty in enjoying recreational and culture services in the future.

A plan is inserted in **Appendix D** providing the geographic location of indoor recreation and culture facilities throughout the Town of Arnprior.

### 7.3 Service Level Assessment

Many of the indoor recreation facilities in Arnprior are aging similar to what is occurring in many communities throughout Ontario; to continue serving the community, these facilities will need to be renovated in the near future to provide continued recreation opportunities to the community. The Town has initiated and completed some capital projects to renovate and upgrade indoor recreation facilities in an effort to meet the growing demands. New upgrade and renovation were mostly done in Nick Smith Centre. The Community Lounge area is a good example of a recent building upgrade; the new space provides a small but comfortable social space for parents where they can sit and watch their kids swimming and/or playing hockey. More recently, the Town is working at the renewal of the two ice pads and creating seven (7) additional storage rooms, three (3) new meeting rooms, and one (1) new open public area.

During Phase 1, the residents of Arnprior indicated they visit equally the Public Library and Nick Smith Centre with the pool being the most visited of all indoor amenities. Through the Phase 1 Engagement Surveys, residents provided comments for improvements in the following indoor facilities: better accessibility at the Nick Smith Centre rinks and pool and other recreation facilities; and upgrades and addition of family change rooms and washrooms for the pool and arena. Additionally, discussions with staff highlighted the need for offices and storage spaces.

The following sections provide a general description of the service level of primary and trending indoor recreation facilities: indoor aquatics; ice pads; halls, lounges, and kitchens; and meeting rooms. In continuity with the service level assessment completed for the outdoor amenities, the municipal indoor recreation facilities found in Arnprior have been compared with the same five (5) neighbouring municipalities: Town of Carleton Place, Town of Perth, Town of Petawawa, City of Pembroke, and Town of Renfrew.



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### 7.3.1 INDOOR AQUATICS

As part of a multi-purpose recreation complex, the Nick Smith Centre pool draws in residents of surrounding, smaller municipalities and Arnprior residents alike. The pool at the Nick Smith Centre offers programming such as Aquafitness and Parent & Tot classes. The pool is also used for swimming lessons (Preschool 1 to Swimming 9), lifeguard and instructor training, Rookie/Ranger/Star Patrol lessons, and personalized swimming lessons (private and semi-private). Drop-in recreational swims are available, including lane swim, parent & tot swim, public swim, senior swim, and therapy swim. The pool is available for rental when it is not in use for regular programming.

Generally, the indoor pool sees consistent usage throughout the year, with the least usage on weekends during July and August. Majority of the usage hours are from Town run programs.

The Town currently provides indoor pools at a service level of 1:9,629. Comparator municipalities provide indoor pools at an average service level of 1:14,925 meaning the Town will be above the average service level by 2036; efforts should be made to continuously maintain the indoor pool and conduct upgrades as needed to ensure the pool can continue to support the growing population.

### 7.3.2 ICE PADS

Ice pads are a versatile indoor recreation amenity, as they can be used for formal, organized sports and lessons or for informal activities like public skating. Additionally, they are widely used by individuals of a variety of age groups and backgrounds.

Arnprior's two ice pads are located at the Nick Smith Centre arena. The Arnprior Curling Club also provides an ice pad; however, as it is not municipally owned, it was not included in the supply and comparator analysis. The arena is generally open from 7:00 AM to 12:00 AM. The ice pads at the Nick Smith Centre are available for rental when not used for leagues, tournaments, and programming. Based on the 2023 usage data, the majority of the usage throughout the week are from a core group of renters. Generally, the winter season is busier during the evenings (5-10pm) and weekends compared to the summer ice season which has more usage during the week (daytime and evenings). During the summer months, one of the pad is left without ice and used for pickleball or other activities requiring a large open slab.

The Town currently provides ice pads at the service level of 1:4,814 population ratio. Comparator municipalities currently provide ice pads at an average service level of 1:8,528 population ratio meaning that Arnprior is currently providing ice pads at a slightly higher service level than comparator municipalities.



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### 7.3.3 HALLS, LOUNGES, AND KITCHENS

The Town has a variety of indoor spaces such as halls, lounges, and kitchens available for public use. These spaces are located at the Nick Smith Centre, with one hall (a combined banquet hall / gymnasium space), a kitchenette, and a lounge.

The Town currently provides halls, lounges, and kitchens at a service level of 1:3,210 population ratio, with comparator municipalities providing these spaces at an average service level of 1:3,411 meaning that Arnprior provides halls, lounges, and kitchens at a slightly greater service level than comparator municipalities. The existing spaces should be maintained, and upgrades made as needed in the future. Based on the County's population projection for 2036, the Town will be at the average service level for these community spaces.

### 7.3.4 MEETING ROOMS

The Town of Arnprior currently has one (1) available meeting room, located at the Nick Smith Centre, meaning that the Town provides meeting rooms at a service level of 1:9,629 population ratio. Comparator municipalities provide meeting rooms at a service level of 1:4,264 population ratio indicating the Town should add a minimum of two (2) additional meeting rooms over the life of the RPMP; it should be noted the arena upgrade projects is planned to include two new meeting rooms.

### 7.3.5 YOUTH PROGRAMS / YOUTH SPACES

While there isn't a dedicated space (Youth Centre), currently the Town delivers a significant number of youth programs out of the Nick Smith Centre, parks and partnered facilities (i.e., schools). The Town has also started a Youth Club in the past year and delivers programs and events for youth on a weekly basis. Providing youth recreation services for mental and physical development and bringing the activities for them to participate are important aspects of creating an inclusive community.





# 8

## STRATEGIC DIRECTIONS





## ARNPRIOR RECREATION & PARKS MASTER PLAN

To guide the establishment of recommendations for the Town of Arnprior Recreation and Parks Master Plan, a series of four (4) Strategic Directions including a vision and guiding strategies have been developed. The Strategic Directions, summarized into an overarching vision, provide guidance to implement recreation and parks for Arnprior. These Strategic Directions set an approach towards recommendations and actional actions for this plan.

### 8.1 Strategic Direction 1: PARKS, TRAILS, AND OPEN SPACES

#### 8.1.1 VISION TO OUTDOOR RECREATION

- Develop, improve and enhance parks, trails, and open spaces to meet existing and future community needs and encourage connections with nature for all ages and abilities.
- Promote a climate-conscious approach to outdoor recreation.
- Target recreation supply to support community well-being and promote outdoor active living for all.

#### 8.1.2 GUIDING STRATEGIES

##### 8.1.2.1 Recreation Target

Based on the Service Level Assessment, Arnprior provides parks and open spaces at 6.11 ha per 1,000 population which is above the service level of comparator municipalities (Town of Carleton Place, Town of Perth, Town of Petawawa, City of Pembroke, and Town of Renfrew). As Arnprior continues to grow, the Town should **aim to provide parkland at a 5.0 hectares per 1,000 population** standard and not go below 4.0 hectares per 1,000 population to keep pace with the municipalities of a similar size. The Town should also **aim to provide an adequate supply of outdoor recreational facilities** as defined in the Parks, Trails, and Open Space section.

##### 8.1.2.2 Planning & Partnerships

To shape the future of parks, trails, and open spaces in Arnprior, the Town should **consider developing recreation planning tools and policies to support the future of outdoor recreation, the recreation systems, and assist with future Town-wide strategies for growth and improvements** such as the establishment of a formal classification system and design standards.

Ongoing **coordination with developers** throughout the development approvals stages should be prioritized so that a balance is provided between the need for new parklands (or investment in park amenities) and the cost of operations and maintenance of new lands and/or amenities. Additionally, coordinating with developers prior to the implementation of new developments provides opportunities to create linkages between parks and open spaces within the park system.



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**The community should also be involved** in the planning and design of new parks and in major park improvement projects; this can provide valuable feedback in the creation of future parks.

Finally, the Town should **continue to work with local agencies, community groups, and adjacent municipalities** (e.g., County of Renfrew, Township of McNab/Braeside, Macnamara Field Naturalist Club) to bring a variety of parks and trail upgrades, including a variety in scale, that can serve the broader region and to assist in further developing the park and trail system.

### 8.1.2.3 Improve & Enhance

Arnprior's population is aging and changing; **a diversity of outdoor facilities targeted towards seniors but also youth should be provided** to meet the growing demands for a mix of high to lower-intensity recreational activities. When planning for outdoor spaces, ensure that outdoor facilities are intergenerational and multi-purpose so that they can accommodate all age groups simultaneously with minimal supervision.

**Inclusivity, accessibility, and equitability should be at the forefront of parks, trails, and open spaces by removing barriers to participation.** Universal Design Principles brings flexible features in parks that make everyone feel more welcome and comfortable (i.e., hard surfaces for pathways, accessible park furniture, water fountains, etc.)

**Parks and open spaces should also be improved and developed with Crime Prevention Through Environmental Design (CPTED) principles in mind.** A CPTED approach to design of public spaces is crucial for ensuring the good use of the spaces and safety for all users. A CPTED approach should also consider how operation and maintenance zones for staff and day-to-day activities are provided adjacent to parks and open spaces and around recreation facilities. These operation zones include storage buildings, outdoor storage areas for equipment, excess material and furniture; adequate fencing should be provided to support good use of the municipal spaces.

### 8.1.2.4 Promote Active Living

When exploring options for new outdoor facility locations, **aim to support and promote opportunities for active living.** Provide unstructured and structured experiences that encourage regular physical activity and healthy aging. Additionally, ensure that outdoor facilities are intergenerational and multi-purpose so that they can accommodate all age groups simultaneously, including youth, teenagers, and seniors.

Look for opportunities to **create linkages between existing urban trails** so that it is easier to travel throughout the Town using the trail system.



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### 8.1.2.5 Embrace the Environment and Sustainable Design

To encourage community well-being, the Town should **promote connections with nature**. There is also a need to **consider climate change in determining design and maintenance standards for outdoor facilities** (including parks, sports fields, trails, and open spaces). Climate change leads to longer outdoor sport seasons, which causes excessive wear down of outdoor sports facilities and amenities, along with the need for more shade structures, tree canopy coverage and water fountains.

## 8.2 Strategic Direction 2: INDOOR RECREATIONAL FACILITIES

### 8.2.1 VISION TO INDOOR RECREATION

- Improve and enhance indoor municipal recreational facilities and services through planning and partnerships to enrich the lives of all citizens.
- Embrace environmental decisions towards sustainable design.
- Target an adequate supply of indoor recreational amenities to support accessible, affordable, and inclusive indoor experiences.

### 8.2.2 GUIDING STRATEGIES

#### 8.2.2.1 Recreation Target

The Town should **aim to provide an adequate supply of indoor recreational facilities**; the goal should be to maintain the average service levels of other similar sized Ontario municipalities as defined through the comparator analysis.

#### 8.2.2.2 Planning & Partnerships

Quality municipal indoor recreation facilities are essential for the Town in offering effective and efficient recreation services that meet community expectations and needs. Current trends in recreation encourage the development of multi-use centres that integrate a variety of recreational and community facilities, including direct connections to greenspaces and outdoor amenities.

As the population and demographic shifts occur, there will be a need for the Town's recreational spaces to also shift and accommodate these changes. There is a need to plan for the introduction of new, trending activities, age-friendly sports and age-specific programming, such as for seniors and teens.

The Town should **continue to encourage joint utilization** of municipal and other publicly or privately owned space, such as community rooms for after-school programming. Currently, the Town has existing agreements with both the English Catholic and Public School Boards and the French Catholic School Boards. The Town should also **seek opportunities to partner** with not-



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for-profit and private providers to provide more multi-purpose spaces as well as review and update operating agreements with groups who access community recreation facilities.

### 8.2.2.3 Improve & Enhance

Look for opportunities to **improve accessibility within indoor facilities**, as well as improving travelling options to indoor facilities, ensuring that the Town's indoor facilities are easily accessible for pedestrians and cyclists.

With long term maintenance in mind, the Town should **identify potentials for refurbishment of aging facilities and continue to monitor operating costs for facility maintenance** so that they can continue to properly service the growing community and review which facilities and spaces should be prioritized above others.

### 8.2.2.4 EMBRACE THE ENVIRONMENT AND SUSTAINABLE DESIGN

**Consider promoting a climate-conscious approach and incorporating energy efficiency upgrades** when developing new facilities to reduce energy cost and carbon emissions and environmental footprints, and in the day-to-day operation and maintenance activities to reduce waste materials.

## 8.3 Strategic Direction 3: PROGRAMS AND SERVICES DELIVERY

### 8.3.1 VISION TO PROGRAMS AND SERVICES DELIVERY

- Expand and enhance recreational programs and services offered by the Town, including improvements to service delivery and program offerings working closely with community organizations and partnerships.
- Target affordability and inclusivity of recreation programs.
- Promote recreation programs, services, and events to increase recreation awareness and community well-being.

### 8.3.2 GUIDING STRATEGIES

#### 8.3.2.1 Planning & Partnerships

While the physical facilities and infrastructure is a large component of parks and recreation in the Town, the delivery of various programs within these facilities are key to keeping the community happy and engaged. The Town currently provides several recreational programs, including skating, aquatics, badminton, fitness classes, and day camps. Independent sports committees, organizations, groups or teams also run various programs within the Town, utilizing municipal, school board or private facility space. Maintaining these valuable partnerships with community organizations is necessary to ensure that the community is well supported in terms of recreational





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and cultural programs. Creating a standardized approach to these ongoing partnerships, such as clearly defined roles and responsibilities for each party, can be incorporated into agreements to ensure the smooth and consistent delivery of programs.

Furthermore, improvements in the standardization of agreements with local parks and recreation service providers serve as a template for new and diverse types of programming to be introduced, as interested community members would have a clear roadmap for developing and regulating new, needed programming.

Based on community feedback, needs, and trends, and **working closely with community organizations**, the Town should **continue to provide a diversified municipal programming**. Additionally, the **collaboration between municipal staff, local sports and recreational organizations, and cultural programming providers** (libraries, schools) **should be promoted** to support community-wide involvement for all ages and abilities while reducing service duplication or inefficiencies.

During the lifespan of this Plan, **standardize lease agreements** for the use of facilities and **continue to focus on partnerships with local sports and recreational organizations** that maximize the economic development potential of the facilities or service in a manner that provides return on the investment into the facility. As noted above, the Town currently has existing agreements with both the English Catholic and Public School Boards and the French Catholic School Boards.

### 8.3.2.2 Improve & Enhance

Where gaps in services exist, **develop new programming that aligns with the community's needs**, specifically programming for seniors and teenagers.

**Monitor success and needs regularly** by providing regular opportunity for community members to indicate satisfaction and evaluating usage and participation rates of rentals and recreational programming to better respond to community needs as they change over time; community feedback may also be incorporated to improve service policies and procedures.

Based on feedback received through public consultation, the Town should **revisit attendance approach and payment approach to scheduled classes and programs** (i.e., by class, multi-passes or an all-inclusive membership to all facilities and programs).

### 8.3.2.3 Promote Active Living

**Increased promotion and advertisement of Town-run programs on various platforms is crucial to getting community members interested** and aware of the events happening in the Town, especially with the high number of new people moving into the community. Better promotion and marketing of what the Town has to offer was a recurring comment from public consultation as many community members are unaware of programs and events in the Town.



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There is a need to **improve outreach programs to better meet the needs of the community** through partnership with schools and other organizations to expand off-site services. Afterschool and evening programming in underserved areas allows children, youth, and families to access recreation programs and services in their neighbourhoods which furthers connections and sense of belonging.

### 8.4 Strategic Direction 4: PROJECTS, STAFF, AND FINANCES

#### 8.4.1 VISION

- Monitor the Town's assets focussing on maintaining high quality of parks and recreation amenities and services.
- Maximize maintenance and renewal of facilities and infrastructure systems to provide long-term sustainability through thoughtful design to provide, safe, reliable, and affordable services.
- Build staff leadership capacity by attracting and maintaining qualified team members and staff who are passionate about what they do and are committed to building a strong and healthy community.

#### 8.4.2 GUIDING STRATEGIES

##### 8.4.2.1 Planning & Partnerships

To execute organized sports, there are formal partnerships with some existing organizations and the facility manager(s) and/or municipal staff for the use of specific municipally owned facilities. That said, not all external organizations maintain a formal partnership with the Town, and there is no standardized approach to these ongoing, valuable partnerships. From an asset management perspective, a standardized approach to these agreements is important to ensure there are clearly defined roles and responsibilities for each party. Customization to reflect specific circumstances can be incorporated into such agreements, as needed. Furthermore, improvements in the **standardization of agreements with local parks and recreational service providers** would serve as a template for new and diverse types of programming to be introduced, as interested community members would have a clear roadmap for developing and regulating new, needed programming.

Integrating recommendations and insights from the Town's Asset Management Plan as it gets updated can assist with noting which amenities or facilities are reaching the end of their lifecycle and which areas of land improvements need additional attention and upgrades. Keeping an internal list of parks and recreation assets within the Recreation Services Department can also assist with providing guidance for the planning of new facilities and improvements as needed. The Town should **continue to demonstrate fiscal responsibility** through the cost-efficient



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management of facilities and resources and apply reasonable and appropriate user fees that are annually reviewed.

When developing parks and other recreation amenities, the Town should **work with design consultants** to meet industry standards for the development of all types of recreation amenities.

Good staff management and structure is key to the smooth day-to-day operation of the Recreation Services Department in the Town. As the Town's population increases, ensuring that the Recreation Services Department has an adequate number of flexible part-time staff to maintain existing facilities, operate more programming, and plan for growth is key to delivering high quality parks and recreation services. Further, a decline in volunteerism is a trend seen across Ontario municipalities; attracting and maintaining qualified team members throughout the entire year while promoting and incentivizing volunteerism should be a key goal throughout the lifetime of this master plan.

### 8.4.2.2 Improve & Enhance

**The Town should continue to complete feasibility studies and conceptual planning** for major capital projects for parks and facilities well in advance to be ready to take advantage of funding and partnership opportunities as they arise.

To create an effective department which is well-managed, efficient, and innovative, the Town should **implement a process to encourage for continuous service improvement** by identifying service areas for review annually with the goal of improving service, function, and efficiency.

### 8.4.2.3 Embrace the Environment and Sustainable Design

**Long-term sustainability of facilities and infrastructure systems should be maximized** by utilizing thoughtful design to ensure services are provided in a safe, reliable and affordable way. Life-cycle audits for parks and facilities should be undertaken regularly to identify opportunities for the redevelopment, renovation, or decommissioning of amenities and facilities.





9

# RECOMMENDATIONS



## ARNPRIOR RECREATION & PARKS MASTER PLAN

The recommendations developed for the Recreation and Parks Master Plan result from public and staff feedback, municipal comparators, parks and recreation trends analysis, and the assessment of needs and gaps of services provided by the Town of Arnprior. The recommendations below include actions related to parks and recreation governance; capacity-building and service level requirements; collaboration and partnerships; communications and promotion; indoor and outdoor sports and recreation facilities / amenities; and seasonality.

Furthermore, the recommendations have been created to work together and recognize that Arnprior is one of the fastest growing communities in Eastern Ontario acknowledging the projects currently in progress as part of other planning exercises. An example is the 2021 Waterfront Master Plan where some of the sixty-five (65) recommendations set forth in that plan are already being implemented or are in the process of being integrated within the community. It should be noted that recommended actions and amenity improvements presented in the 2021 Waterfront Master Plan are not repeated as recommendations in this Master Plan to reduce the duplication of information; these include the following amenities:

1. Robert Simpson Park: replacement of the existing playground and splashpad; beach improvements; parking lot and vehicular access improvements; pedestrian ramps, boardwalks, and landscaping; washroom improvements; benches and tables.
2. Municipal Marina: dock and boat slip improvements; addition of a picnic area; parking lot and vehicular access improvements; buffer plantings.
3. Treatment Plant and Fishing Dock: buffer plantings; fishing dock.
4. Gateway Plaza and West Lookout Plaza: gateway plaza; lookout plaza.
5. Hydro Park: performance platform / amphitheatre.
6. Bell Park: addition of a natural playground; lookout structure and picnic area; picnic pavilion; interpretive gathering space; parking lot and vehicular access improvements.
7. McLean Park Beach Area: boardwalk; shade shelter; beach improvements; beach volleyball courts; bocce ball courts (3) or horseshoe pitches; seating and picnic area; buffer plantings.

The Recreation and Parks Master Plan also does not include any projects that are currently being developed by the Town within the non-waterfront municipal properties; these projects include:

1. Fairview Park: Design for a new splashpad and a new play structure / circuit structure.
2. CN Trail Park: Design development for the park renewal.
3. Robert Simpson Park: Design development for the park renewal.
4. Marshall's Bay Meadows Parks
  - a. Phase 1: Design development and construction of new park.
  - b. Phase 2: Design development of new park.





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5. Nick Smith Centre Arena: Renewal of the two (2) ice pads and the addition of seven (7) storage rooms, three (3) meeting rooms, and one (1) open public space.

The recommendations in this document have been developed to holistically meet the five (5) goals and priorities of the *Framework for Recreation in Canada 2015: Pathways to Wellbeing*:

1. **Active Living** - Foster active living through physical recreation.
2. **Inclusion and Access** - Increase inclusion and access to recreation for populations that face constraints to participation.
3. **Connecting People and Nature** - Help people connect to nature through recreation.
4. **Supportive Environments** - Ensure the provision of supportive physical and social environments that encourage participation in recreation and help to build strong, caring communities.
5. **Recreation Capacity** - Ensure the continued growth and sustainability of the recreation field.

Some recommendations will have greater relevance and importance for certain recreation communities or neighbourhoods over others. The recommendations provided in this document are not intended to be a definitive list, as additional capital repairs, operating expenditures, and other initiatives outside the scope of this Plan may be identified and prioritized on a case-specific basis throughout the lifespan of this plan. This Master Plan and its recommendations are meant to serve as a guiding document to drive the Town of Arnprior Recreation and Parks forward over the next ten years. This plan also sets a general course for meeting the needs of the community as the Town grows, and infrastructure improvements are required.

The recommendations are based on what is needed and what is important to provide a continued growth of recreation in Arnprior at this present time. The priority of each recommendation considers current need while also considering budgeting pressures and other factors that may impact implementation. Priorities set as part of this Master Plan should be revisited prior to the preparation and development of key capital and operating budgets. The impacts of changing provincial priorities and policies on these recommendations will need to be continually monitored because they may have implications associated with parkland and parkland reserve funds among other factors.

Taking all the components listed above in consideration, the Recreation and Parks Master Plan includes a total of sixty-seven (67) recommendations divided into ten (10) sections: 1) Planning and Policies; 2) Parks, Trails, and Open Spaces; 3) Indoor Recreational Facilities; 4) Programs and Services Delivery; 5) Projects, Staff, and Finances; 6) Building a Sustainable Community; 7) Strong Partnerships; 8) Promotion and Communication; 9) Monitoring; 10) Planning for the Long-Term.



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### PLANNING AND POLICIES

- 1. Develop minimum standard parcel criteria for parks** when accepting the conveyance of land as parkland. The Town should develop a Parkland Dedication By-law, separate from the Official Plan, that aligns with recreation and development trends, best practices, provincial regulations and policies such as Bill 23, and the recently adopted Town of Arnprior Development Charges Background Study. During the life of this Master Plan, provincial regulations and policies may impact how parkland can be identified for conveyance purposes through allowing landowners to select parkland based on provincial criteria. In developing a Parkland Dedication By-law, consultation with Developers and the School Boards should be completed as per s.s51.1 of the Planning Act.

The following provides examples of criteria when assessing land as future parkland:

- a) Land to be conveyed to the Town must satisfy the following conditions:
  - Lands are free and clear of all legal and other encumbrances wherever possible.
  - Lands are continuous in nature meaning they are not broken into multiple, unusable spaces or lots. Record of site conditions should satisfy a Phase I ESA.
- b) Land is deemed unsuitable when:
  - The land has been or will be conveyed to the Town for stormwater management purposes, highways, roadways, walkways, or other non-parkland purposes.
  - There is presence of natural hazards including flood prone lands.
  - The location, grade and configuration of lands are constrained or undesirable.
  - Having unsuitable or unstable soil conditions.
  - It includes utility rights-of-way or easements wherever possible.
  - There is contamination as determined by an ESA.
- c) Applicant must restore the land to be conveyed as parkland to a condition satisfactory to the Town.

- 2. As part of the overall planning of the community, improve digital planning tools by consolidating the existing recreation layers in the Town's ArcView GIS system with the lot and parcel boundaries** providing defined blocks of land for each park and open space. Currently, some parks within the GIS data are not following parcels boundaries and may be divided by other GIS data. Multiple parcels that make up a park should also be combined into one parcel. An up-to-date planning tool aligned with municipal parcel fabric will provide the ability to highlight opportunities and constraints at time of reviewing proposals from developers.



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3. **Provide incentive for active living and encourage walkable communities** by connecting recreation destinations throughout the Town to link recreation destinations.
  - a) **Add the provision of active living connectivity such as trails and pathways as part of the overarching land use policies** (i.e., Official Plan and Zoning By-law).
  - b) **Active living connections such as trails and pathways should be provided as part of the development of new subdivisions and other development applications including infill.** Parcel dedication for trails and pedestrian links, in addition to parkland parcels, enhances community connectivity and reduces the disruption of the existing pedestrian network. Site plan reviews should also consider and encourage multi-use spaces to enhance and promote the pedestrian experience.
4. **Create a formalized application process for residents and community groups looking to suggest new recreation activities and/or amenities based on new recreation trends and needs.** This process puts the responsibility on the residents and community groups to provide rationale for new recreation activities and/or amenities they wish to see developed by the Town. Each request submitted to the Town should include the justification and feasibility of the project by providing background studies, research, and analysis demonstrating the need for the new recreation activities and/or amenities and the interest of a large group of the community. Based on the justification and information provided by the residents and/or community groups, the Town would make the final decision on whether the application is approved and the new recreation activities and/or amenities may be considered to move forward and be integrated to recreation services provided by the Town.
5. The Town should **review the updated population projections provided by Statistic Canada when available and re-align, as needed, the recommended service level targets for recreation and parks services as the population of the Town increases.**

This review ensures that the service level targets identified within this Master Plan comply with future population forecasts for the duration of this Master Plan.

6. To shape the future of parks, trails, and open spaces in Arnprior, **consider establishing a formal Parks and Trails Development Manual.** This Development Manual will help support the future of outdoor recreation, the recreation system, and assist with future Town-wide strategies for growth and improvements. This Development Manual should also focus on proximity of parkland to residents who will use them and on connecting residents to parks, amenities, and schools.

The following factors are recommended to be considered and included in such Manual:

- a) The establishment of a hierarchy of spaces and amenities for a diverse, multi-functional, four-season usage. The hierarchy of spaces should be based on size of parkland and should consider typical hierarchy including parkette, neighbourhood parks, community parks, and regional parks.

- b) The development of parks and open spaces amenities that are diverse and reflect the interests of the community who will use them.
- c) The establishment of frequency and diversity in types of parks and amenities providing interest and variety for the community.
- d) The development of outdoor recreation standards with requirements for inclusive play areas, walkways, pathways, seating areas, courts and sports fields, enhanced lighting, fencing, shade requirements, and other outdoor recreation amenities. These park standards will guide the development and redevelopment of park spaces and provide consistency across all parks; all new parks should be developed using these standards. As park standards are introduced and life cycle upgrades are made, gaps in current park amenities should be identified and aging infrastructure should be replaced. Examples of recreation components to be standardized include the following:
  - i. Park signage should be provided at the main entrance of each park including identification of the park and the civic address; information provided on park signage should be simple, clear, and accessible. The new signage standard developed for Town’s facilities should be used as the base to create the park signage. Other park information such as park rules and/or historical facts should be provided on a separate signage; the use of a QR code for additional information may also be provided to obtain greater information on park dedication, park rules, and more.



Figure 19 – New signage standard developed by the Town



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- ii. Demarcated pathway crossings should be provided at vehicular roadways where priority is on the pedestrians and cyclists; pathway crossings should be safe, clear, and accessible.
  - iii. Where pathway lighting is required, lighting levels should consider the environment and wildlife; lighting levels / correlated colour temperature (CCT) should be maximum 3000K and be sky-friendly.
- e) A standard construction cost per hectares for new parkland should also be established to guide the requirements for new amenities based on size of each new park and provide an adequate cost for the development of parks; the standard construction cost per hectares should be reviewed every year or every two years based on the construction market.

### PARKS, TRAILS, AND OPEN SPACES

**7. Maps of the Town Parks and Trail Systems should be provided at key locations** such as along the Ottawa Valley Recreation Trail / Algonquin Trail, the Waterfront Trail, at downtown destinations, and at Town facilities including Town Hall, Nick Smith Centre, the Museum, and the Library. Good locations for maps include lookouts, plazas, seating and picnic areas. The maps will provide a clear understanding of where the user is located within the Parks and Trail Systems, promote safety, and encourage use.

**8.** The Town should aim to **provide parkland at a 5.0 hectares per 1,000 population** standard and not go below 4.0 hectares per 1,000 population, the standard set in the 2015 Recreation Master Plan.

Currently, the Town provides 6.11 hectares of parkland per 1,000 population and as Arnprior's population continues to grow to an estimated 10,406 population by 2036 (based on the County of Renfrew Official Plan Population Projections), the service level will be estimated at around 5.65 hectares per 1,000 population.

Continued focus should be on providing equitable access to parks, ensuring that parks are located within 500 metres (5-10 minute walk) of each resident throughout the lifespan of this Master Plan and where existing neighbourhoods and land uses allow for such. **Appendix E** provides anticipated locations for future planned parkland within subdivisions; **Appendix E** also provides recommendation for added parkland where parks are not currently planned but where residential units are anticipated.

**9. Improve accessibility, inclusivity, and equitability in parks, trails, and open spaces.** Existing outdoor recreation amenities should be assessed for their accessibility and inclusivity with a detailed list of required upgrades developed. Accessibility in outdoor recreation spaces should address, as a minimum, bench types and their location, waste receptacle access, pathway surfacing, playground surfacing, play structures, access to play areas, etc.





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Shaded areas with benches and picnic tables should be provided at key locations to provide shaded resting spaces for all. Shade may be provided by a mix of canopy trees and / or shade shelters.

All new recreational trails should be designed to follow Accessibility for Ontarians with Disabilities Act (AODA) standards, where possible, providing appropriate surfacing and accessible slopes. The Town should identify gaps in paving, unsafe pedestrian crossings, and inadequate signage and lighting along existing trails and make the necessary upgrades so that all residents are encouraged to choose active living options and active transportation modes of travel.

**10. Invest and integrate outdoor active amenities specific to adults and seniors** such as horseshoe pits, pickleball courts, bocce ball courts, lawn bowling, and fitness equipment, where feasible and in a way to spread these amenities throughout Town. Possible amenities / locations include, but should not be limited to:

- a) Sports courts in McLean Park Waterfront Area (as indicated in the 2021 Waterfront Master Plan - bocce ball courts / horseshoe pitches) or volleyball courts;
- b) Pickleball courts at Nick Smith Centre and/or McLean Park (refer to Recommendations 12 and 13 below);
- c) Fitness equipment at Nick Smith Centre (refer to Recommendation 12 below).
- d) Bocce ball courts / lawn bowling / shuffleboard at Atkinson Park.

**11. Develop a strategy to deliver a variety of popular youth outdoor amenities.** These features can include basketball courts, outdoor volleyball courts, skateboard and longboard parks, BMX tracks, outdoor workout / fitness equipment, obstacle course challenges, etc.

It is recommended to locate and distribute youth sports amenities at a minimum radius of 1,000m walking distance. Other features to include in parks and outdoor spaces that can encourage more youth and young adults to interact with the space include free outdoor Wi-Fi in urban parks, food trucks, and outdoor café areas, interactive lighting and art, outdoor study areas, an amphitheatre at Hydro Park, and outdoor speakers and dance spaces.

- a) **The Town should continue to maintain the existing five (5) basketball courts** and look for opportunities to implement additional courts to accommodate the youth population. Maintenance includes refreshing line painting, resurfacing where pavement is cracked, and providing the appropriate lighting levels where lighting is desired.
  - i. In M. Sullivan and Son Park, one of the triple hoop post should be replaced with a basketball post with key basketball painted lines; the layout of the posts should also be reconsidered to limit balls to travel inside adjacent residential private properties.

- b) Develop outdoor / beach volleyball courts in McLean Park (as indicated in the 2021 Waterfront Master Plan).
- c) Expand the skateboard park (refer to Recommendation 12 below).
- d) Add fitness equipment (refer to Recommendation 12 below).

**12. Expand and promote the outdoor recreation offer at Nick Smith Centre as a multi-generational active outdoor living public space for people of all ages and abilities** incorporating outdoor amenities for seniors, adults, and youth. The improvements of the outdoor spaces around Nick Smith Centre should start with the development of a Park Master Plan to establish the general organization of the key public spaces; Figure 20 below provides general footprint and locations for possible new outdoor amenities.



**Figure 20 Nick Smith Centre Outdoor Recommendations**

- a) **Assess the feasibility to develop the green space along the roadway leading to Nick Smith Centre, shown in blue in Figure 20 above, to provide a location for outdoor youth, adults, and seniors recreation amenities.**
  - i. **Consider the relocation and expansion of the existing skateboard park to this new location.** Consideration for the adjacent use, including proximity to residential properties, should be at the forefront of the assessment for expansion or consideration for relocation. By relocating the skateboard park there would be no closure of the existing park during construction of the new skateboard park.
    - 1. The alternative to the relocation of the existing skateboard park would be to expand it and revitalize it in its current location.



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- ii. **Integrate a fitness equipment zone.** Fitness equipment should provide a diversity of exercise and level of difficulty for youth, adults, and seniors. Features should focus on fixed elements and reduce the number of moving parts.
  - iii. **Integrate one (1) to two (2) tennis courts shared with pickleball courts** (provide for pickleball court lines on each tennis court). Based on the Service Level Assessment completed as part of this Master Plan, it was established the Town should offer one (1) tennis / pickleball court per 3,000 population; to meet this requirement, one to two additional courts would also be required in another location (refer to Recommendation 13 below for a second location).
- b) Based on the current location of the playground structure where the parking lot and drive aisle need to be crossed to access the structure and considering Fairview Park will include a playground structure, **the playground structure located at the front of Nick Smith Centre, adjacent to the existing skateboard park, should be removed.**
- c) The greenspace on James Street, at the top of the bank and shown in green in Figure 20 above, is not an official park but part of the parcel associated to Nick Smith Centre and Public Works Yard. This greenspace offers scenic views towards the Ottawa River and the province of Québec. **The greenspace on James Street should be officially made parkland;** possible use and amenities for the area along James Street would include fitness equipment (if not provided in the space highlighted in blue across James Street) or simply a picnic area with a shade shelter, pathways and benches. The slope area, shown in purple– in Figure 20, should be considered for a playground feature using the changes in grade such as the installation of slides as illustrated in Figure 21 below; a pathway connection, meeting AODA, should also be considered as a link to Havey Street and the Ottawa Valley Recreation Trail.



**Figure 21 – Example of a play feature on a slope**  
(Governors Island, New York, USA)



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- d) **The Park Maintenance Building located in the parking area east of Nick Smith Centre should be relocated to the Public Works Yard.** The space made available by this relocation should be converted as parking spaces for users of the future Fairview Park Splashpad and as overflow parking for Nick Smith Centre when the splashpad is closed; signage should be installed to indicate the accepted use of this parking area.
- e) **Explore the feasibility for relocating the Public Works Yard space** to provide an opportunity to expand Nick Smith Centre and its outdoor public spaces towards the north making the views and spaces available to the public. The new location for the Public Works Yard would be defined in the future.

**13. Redevelop McLean Park as a sport park** by incorporating a diversity of sport fields including sport courts, multi-sport fields, trails and pathways, parking and water activities; McLean Park revitalization should include both parcels of the park: the sport amenities south of McLean Avenue and the waterfront space north of McLean Avenue. The redevelopment of McLean Park should start with the development of a Master Plan for the park to establish all sports and any other park amenities to be included in this park. Possible sport amenities include the following:

- a) **Maintain and renew the current three (3) baseball fields.** Based on the Service Level Assessment completed as part of this Master Plan, it was established the Town should offer one (1) baseball field per 2,300 population which is currently met. The largest baseball field should remain at the same location and maintained but to accommodate some or all of the additional sport amenities below in McLean Park there may be a need for the relocation of one of the smaller baseball fields.
- b) **Consider providing two (2) tennis courts shared with pickleball courts** (provide for pickleball court lines on each tennis court). Based on the Service Level Assessment completed as part of this Master Plan, it was established the Town should offer one (1) tennis / pickleball court per 3,000 population; to meet this requirement a third court is also required and should be provided at another location (refer to Recommendation 12 above for location).
- c) **Add one (1) full-sized sports field** to meet the recommended service level target of one (1) field per 4,000 population based on the County's population projection. The sports field should be developed to provide opportunity to play soccer, football, ultimate frisbee, cricket, and more! Beyond the life of this Master Plan, the area for this large sports field should consider the implementation of this field with synthetic turf and integration of a dome to allow for the extension of the season and use of the field. Refer to Recommendation 17 below for additional information related to the provision of soccer fields.
- d) **Consolidate and formalize the parking lot into one parking lot.** The parking lot should be connected to the different amenities and sport court by pathways.





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- e) **Continue to promote and upkeep the disc golf course** to draw users to this unique recreation amenity.
- f) **Consider the addition of trails connecting to Macnamara Nature Trail, Bell Park, McLean Beach, and 7<sup>th</sup> Avenue.** The trail network would provide a strong pedestrian link between the sport areas, waterfront, and other surrounding recreation amenities.



**Figure 22 – Schematic possible pathway layout within McLean Park**

- g) **Consider a shed or structure to store boats used for water programming and aquatic rentals** (i.e., kayaks, canoe, paddleboards, etc.).
  - h) **Consider McLean Park as a potential location for a fenced off-leash dog park.**
- 14.** In addition to exploring the recommendations outlined in the 2021 Waterfront Master Plan, **Bell Park should be managed in full by the Town of Arnprior to ensure the delivery of youth programming offered in this park space.** Furthermore, this would allow the Town to expand its own marina service operation to Bell Park presenting a more immediate opportunity to offer access to improved amenities such as washrooms and potable water.





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**15. As the Town develops new parks and new subdivisions, a minimum of two (2) additional playground structures should be added** to provide a service level rate of one (1) playground structure per 1,200 population as determined in the Service Level Assessment completed as part of this Master Plan and comparing Arnprior with five (5) other similar regional municipalities. The new playground structures should be located to provide a maximum separation or service distance radius of 500 metres (5-10 minute walk) for all residential areas to serve youth demands at the neighbourhood level and encourage walkable communities. The development of Fairview Park to provide a new splashpad and new play structure already count for one (1) of the minimum two (2) structures required.

**16. Consider the addition of a second formal outdoor rink** similar to the rink found at Legion Park with lighting and basketball posts / lines for use during the warm season. Based on the Service Level Assessment completed as part of this Master Plan, it was established that the Town should offer one (1) outdoor rink per 7,465 population.

Considering climate changes including warmer summers and winters, a permanent canopy should be considered during the design of additional rinks. While refrigerated rinks are also a great solution, they are cost prohibitive.

Possible locations for a future additional outdoor rink include the Phase 2 park in Marshall Bay Subdivision or other future subdivision with a large park to accommodate a full-size rink with boards and amenities similar to the Sullivan Rink of Dreams. The future rink should be planned in addition to other park features to provide multi-generational and inclusive opportunities.

**17. Plan for three (3) full-sized soccer fields** to meet the recommended service level target of one (1) field per 4,000 population based on the County's population projection. While McLean Park seems the appropriate location for one (1) new soccer field as indicated in Recommendation 13 above, the desire to offer a multi-sport park in McLean Park would not allow for the integration of multiple soccer fields in this park. Several options exist for the Town to provide the additional two (2) full-sized soccer fields:

- a) Work with a developer to provide a large park property to allow for one (1) full-sized soccer field in one of the new subdivisions to be developed. Where new soccer fields are developed, they should also accommodate multiple sports allowing sports fields to be more adaptive to parks and recreation trends as they evolve.
- b) Expand partnership with partnered schools for the use of and / or construction of at least one (1) soccer field located inside the Town's boundaries.



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- 18. Promote the Ottawa Valley Recreation Trail / Algonquin Trail as a structural trail and destination within the Town.** A structural trail is the central structure or path of a trail network. To make the Ottawa Valley Recreation Trail / Algonquin Trail the main central trail of the network, the Town should create linkages between local trails and the Ottawa Valley Recreation Trail / Algonquin Trail where feasible. The Town should continue to work with the County of Renfrew to ensure the portion of the Ottawa Valley Recreation Trail / Algonquin Trail within the Town is well maintained; additional signage and trail amenities should also be considered.
- 19. The area of stormwater management ponds should be designed to be publicly accessed similar to parkland** with pathways, benches, and waste receptacles, but should not take place of parkland in a subdivision. The type of access (i.e., public) should be determined at the initiation of the design of the ponds and engineered appropriately; fencing should only be provided along property lines shared with residential properties. All stormwater management ponds should be planted with a mix of native trees, shrubs, perennials, and ornamental grasses that have low requirements for maintenance.
- 20. Design new parks and enhance existing parks and outdoor spaces with a Crime Prevention Through Environmental Design (CPTED) approach.** The main objectives of CPTED include encouraging the diverse use of outdoor spaces to help establish informal surveillance within public spaces and promoting the presence of people in public spaces in order to avoid isolated areas. A CPTED approach should also consider how operation and maintenance zones for staff and day-to-day activities are provided adjacent to parks and open spaces and around recreation facilities. Operation zones include storage buildings, outdoor storage areas for equipment, excess material and furniture; adequate fencing should be provided to support good use of the municipal spaces.

There are three (3) main principles when developing outdoor spaces through the lens of CPTED and these principles should be combined to provide better safety for all users:

- Provide ways to encourage natural surveillance by increasing the visual permeability, adding lights in strategic locations, and reducing the presence of walls, opaque / privacy fence, and overgrown vegetation.
- Provide natural access control of areas where the public is not encouraged to be in, such as maintenance areas, by way of fences, low walls, gates, and landscaping. It should be noted a minimum of two (2) accesses / egresses should always be provided in a controlled area.
- Provide territorial reinforcement of the “sense of ownership”. The territorial reinforcement is also encouraged with a multi-use space where there is a diversity of activities and uses provided to users.



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**21. Update the Town's Facility Use Policy to introduce a Park Permitting / Park Lease for the use of parks for private events and business ventures.** A Park Permitting / Park Lease agreement and fee should be required in Hydro Park, Robert Simpson Park, Legion Park, Bell Park, or McLean Park when a private event:

- Requests for the use of more than 50% of a park; or
- Requests for the use of the main amenity area of a park; or
- Will involve the participation of more than 100 people or where the renter is running a for-profit operation; or
- Requires changing the locations and layouts of park furniture and features; or
- Introduces new temporary features / structures such as tents, chairs, and air-inflated structures.
- Requires Town resources (e.g., staffing, equipment, etc.) that are beyond the typical parks operations.

All other parks are considered neighbourhood parks and should not be considered as available to host events or business ventures.

## INDOOR RECREATIONAL FACILITIES

**22. Maintain the indoor pool and conduct upgrades** as needed to ensure that it supports the growing population of Arnprior. The indoor pool and its aquatics programs draw in residents of Arnprior and the surroundings and, based on the Service Level Assessment completed as part of this Master Plan, it was established the Town should maintain one (1) indoor pool per 14,925 population. The area of the indoor pool may consider the following upgrades and indoor aquatic trends in recreation; focus should be on creating a multi-use and multi-generational space where residents may access a variety of aquatic recreation options and programming. The upgrades should be preceded by the development of a Facility Master Plan.

- a) Consider a building expansion or reconfiguration to provide a therapy pool.** Such pool could be part of a joint use agreement with local health groups.
- b) Consider a building expansion or reconfiguration to provide an indoor splashpad or wading pool for younger children.**
- c) Improve the accessibility and upgrade the pool change rooms and washrooms;** the addition of gender-neutral change rooms and family change rooms should also be considered.



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23. **Review the use of the Community Hall and the condition of the floor to meet the needs and uses;** the space is currently used as gymnasium, event space, rental space for celebrations such as wedding, programming space, meeting space, etc.
24. In continuity of the revitalization of the arena ice pads to be completed in 2025/2026, **consider space upgrades and improve the accessibility to the arena dressing rooms, showers, and washrooms;** the addition of dressing rooms including gender-neutral dressing rooms and family dressing rooms should also be considered.
25. Within Nick Smith Centre, **consider building reconfiguration or a building addition to provide sufficient office space and storage space for the Recreation Department;** the growth of the community since the building construction requires more staff and storage space to meet community needs and staff needs.

### PROGRAMS AND SERVICES DELIVERY

26. **Continue providing municipal programming that promotes opportunities for active living** in alignment with community feedback, needs, and trends, such as fitness classes, gaming nights, art classes, seniors / teen programming, and programming that doesn't involve or require a team to play.
27. **Continue to work with local associations and organizations to grow and expand recreational opportunities** that enable and support unstructured, self-structured, and low-cost activities, in addition to local sports and other organized activities. The Town should not compete with local businesses and organizations to provide programming but rather provide programming that fills in the gaps to what is already being offered within the Town.
28. **Continue to offer a wide range of programming for all age groups.** Through public consultation, residents also indicated a greater frequency of programs should be considered.

In general, the respondents of surveys completed at the early stage of this Master Plan indicated an overall satisfaction with the programs offered by the Town but suggested adding adult exercise classes such as cardio, Zumba, dance, yoga; adult classes and clubs including painting, crafting, cooking, and book clubs; youth non-sports physical activities such as parkour, martial arts, weightlifting, fitness classes; youth classes including art, reading clubs; team sports including soccer, baseball, slow-pitch; and parent / tot classes.

29. **Consider expanding the variety of payment options for scheduled classes and programs** (i.e., by class, multi-passes, or an all-inclusive membership to all facilities and programs).



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### PROJECTS, STAFF, AND FINANCES

- 30. Complete feasibility studies and conceptual planning** for major capital projects for parks and facilities well in advance to be ready to take advantage of funding and partnership opportunities as they arise.
- 31. Work with a park design consultant** to provide park plans meeting industry standards for the development of parks and open spaces, support accessibility to park features, and support financial feasibility.
- 32. Explore opportunities for additional, reliable, and sustainable funding resources** for parks and recreation programs and facilities.
  - a) Review funding structure and related policies and bylaws.
  - b) Explore new joint use agreements with surrounding municipalities such as McNab/Breaside – refer to Recommendation 17 for possible joint use of their soccer fields.
  - c) Consider sponsorship opportunities (i.e., rink boards advertisements, naming rights, events, etc.).
  - d) Working with the Planning Department, review Development Charges rates for new developments to occur in the second half of lifespan of this Master Plan.
- 33. The Town should maintain a centralized list of parks and recreation funding received** including past and contemplated fundings.
  - The Town should actively review fund opportunities from
    - The Ontario Trillium Foundation – Through the Ontario Trillium Foundation, the Government of Ontario's Community Building Fund invests to support municipalities for the repair, renovation or retrofitting of existing sport and recreation facilities.
    - The Association of Municipalities Ontario (AMO) – Through the Canada Community-Building Fund, the AMO supports the construction and renewal of recreational facilities and networks.
  - The Town should be a member of Ontario Grant Watch websites and applications to receive notifications of local, provincial, and federal funds and grants related to recreation.





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- 34. As the Town grows, continue to formalize, maintain, and explore additional roles within the Recreation Department;** the managers and team leads should report to the Director of Recreation as further facilities, amenities, and services are added to the municipality.
- **More facilities, parks, and programs will require more staff resources to manage** including operational staff.
  - **A formal Staffing Plan should include**
    - Succession planning, staff retention, and cross-training.
    - Review of roles, workload, growth and operational pressures.
    - Growth of staff satisfaction through creation of an awards and recognition program.
    - Building staff leadership capacity by attracting and maintaining qualified team members and staff who are passionate about what they do and are committed to building a strong and healthy community.
      - Increase competency-based professional development programs for staff to develop knowledge, to increase capacity, and to grow their expertise.
      - Provide new job skills training to staff and internship opportunities for youth, young adults, and newcomers.
- 35. Create a Town Management and Maintenance Strategy** for all community services provided in indoor and outdoor facilities to ensure management and maintenance of facilities and amenities across the Town is the same.
- 36. Create a Donation Policy for the acceptance of a capital contribution** towards a park, facility, or component thereof. Often, residents or community groups express the interest in providing new or revitalizing existing recreation amenities or may wish to undertake a fundraising campaign associated to recreation amenities. Although all donations are welcomed by the Town, it should be recognized the cost of maintaining an existing or developing a new amenity may be underestimated resulting in budget pressure. Said agreement should address the priority setting as related to the Recreation and Parks Master Plan and should also outline the process to consider a full life cycle costing and an annual operating budget evaluation of each donation.
- 37. Collaborate with the Finance Branch and Client Services Department** to standardize rental rates in lease agreements based on square footage.
- 38. Support affordable recreation for youth and seniors by reviewing fees and program delivery.**

**39. Consider cost recovery activities, such as:**

- a) **Implementation of parking fees at Town-owned / operated parking lots, including Robert Simpson Park and any improved parking lots with over 40-50 parking spaces.** This recommendation excludes the implementation of parking fees at the Nick Smith Centre.
- b) **Creation of an Indoor Recreation Capital Restoration Fund, to be included in enrollment costs for all municipal programming.** The Indoor Recreation Capital Restoration Fund would be created to help offset the maintenance, renovation, and restoration costs required by indoor recreation facilities. The Indoor Recreation Capital Restoration Fund should be a portion of the total municipal programming fees associated with municipal programs, however, should be shown separate from user fees and represent 3 to 5% of the user fees.

## BUILDING A SUSTAINABLE COMMUNITY

- 40. Consider the integration of food trees along trails and the establishment of Community Gardens** within selected parks and municipally owned recreation properties to support food security in the community. Community Gardens and food trees should not interfere with existing recreation activities and should be distributed throughout the Town.



**Figure 23 – Example of Community Gardens**

The process to develop municipal Community Gardens should include the following:

- a) Develop a policy for the development of Community Gardens. The policy should establish guidelines for both the development and operation of Community Gardens on municipal land. The type of features to be considered as Community Gardens



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should be defined in the policy including locations and baseline requirements such as water services, site furniture, storage buildings, etc. The policy should also include the process for residents and neighbourhood associations to develop Community Gardens. The operation aspect of the policy should clearly state the Town's responsibilities from the community association responsibilities.

- b) Prepare a site plan for each Community Garden and/or planting of food trees. Standard details for planters and gardens should be developed by the Town as part of the Parks and Trail Development Manual described under Recommendation 6 of this Master Plan.
- c) Establish a Community Garden Partnership Agreement for each new Community Garden defining terms and use conditions between the Town and the Community Garden Members; the agreement should be renewed every three to five years as defined in the policy.
- d) Construct the Community Garden.

**41. Promote a climate-conscious approach** when developing new or redeveloping existing indoor and outdoor recreational facilities and amenities. A climate-conscious approach includes:

- a) The provision of outdoor refreshing stations / amenities in parks and open spaces and along trails and pathways including mist/cooling stations, splashpads, access to beaches, water bottle filling stations, and shade structures.
- b) The reduction of energy cost, carbon emission, and environmental footprint.
- c) Considering energy conservation and generation in the planning of new amenities and facilities.
- d) Reviewing day-to-day operations and the maintenance of recreation facilities.
- e) Incorporating more sustainable design features into the development of parks such as bioswales, raingardens, and pollinator gardens.
- f) Utilizing locally sourced and sustainable building materials where possible.

**42. Promote the Town Tree Canopy Policy** to encourage the preservation of the existing forests and develop a **Tree Retention Strategy and Tree Planting Strategy** to promote the planting of more trees (i.e., aim for a specific canopy cover for parks and new developments).

**43. Promote the conservation of biodiversity** through naturalized and vegetated shorelines and waterways by identifying areas of significant ecological value such as wetlands and old growth forests.

**44. Maximize facilities and infrastructure systems sustainability and renewal** to ensure their long-term sustainability, utilizing thoughtful design to ensure services are provided in a safe, reliable and affordable way.



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- a) Undertake life-cycle audits for parks and facilities to identify opportunities for the redevelopment, renovation, or decommissioning of amenities and facilities.
- b) Establish maintenance programs and budgets tied to population growth to reflect the increased use and maintenance requirements.

**45. Consider incorporating energy efficiency upgrades** and rainwater harvesting initiatives to existing and planned indoor recreation facilities.

### STRONG PARTNERSHIPS

**46. Seek opportunities to partner with not-for-profit and private providers** to provide more multi-purpose spaces including schools and churches.

**47. Continue to encourage joint utilization of municipal and other publicly or privately owned space**, such as community rooms for after-school programming.

**48. Consolidate the information associated to each community group and association** onto a single document and webpage on the Town's website so that residents and users can easily find the information they are looking for without searching through multiple sites. The inventory should be updated on a regular basis by each community group and association as an annual confirmation of services provided. The Town should take an active role in updating associations and groups data base.

**49. Continue to work with local agencies, community groups, and adjacent municipalities to bring a variety of parks and trails upgrades**, including a variety in scale, that can serve the broader region and to assist in further developing the park and trail system.

**50. Continue to foster open collaboration between municipal staff, local sports and recreational organizations, and programming providers** (libraries, schools) such that events and activities (one-off, annual, or informal) will support community-wide involvement for all ages and abilities while reducing service duplication or inefficiencies.

These organizations should be involved in the parks and recreation planning process and be actively consulted so that programming and services are provided in a comprehensive and inclusive way. Community engagement may include participation as a stakeholder group to Recreation and Parks Committee reviewing the planning, design, and development of parks and recreation facilities, and to workshops and design charrettes for the planning and design of larger parks and recreation facilities.

**51. Maintain the close relationship with Canadian Parks and Recreation Association (CPRA), Lifesaving Society, Parks and Recreation Ontario (PRO), and Ontario Recreation Facility Association (ORFA).**



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**52. Continue to involve the community in the planning and design of outdoor recreation spaces.** Public consultation should continue to be conducted at conceptual design stage for parks projects, providing information to the community on upcoming works while gathering feedback on amenities determined by the staff and park designers and based on budget. Public consultation should combine a variety of methods including but not limited to open houses, surveys, webpages, design charettes, etc.

**53. Establish and maintain ongoing coordination with developers throughout the development approval stages** so that opportunities to incorporate new parkland and/or outdoor recreation facilities are identified early in the process, including strategies to incorporate new parkland, trails and facilities with the existing system and confirming the ongoing operations and maintenance of the space.

Plans of Subdivision and other new development should provide opportunities to promote the development of new trails and links to improve connectivity and enhance the existing trails system.

**54. Work closely with community organizations to support:**

- a) **Youth, older adults, and seniors.** Look into potential strategies to support these age groups, including becoming a designated 'youth-friendly community', providing dedicated space within Town facilities for age-specific services, and coordination of programming activities.
- b) **Recreation programs;** duplication of events and service offerings should be avoided.
- c) **Economic development potentials** in a manner that provides return on the investment into the community. Section of downtown parks, public plazas, and/or streets could host outdoor performances and cultural events such as food truck festivals, "pub night in the park", etc.

**55. Review and update Operating Agreements with community groups** accessing community recreation facilities. These include community use of schools, joint recreational use, lease (i.e., canteen, skate shop, etc.), and minor groups.

**56. Review and implement Standardized Facility Agreements with community partners to set guidelines for the provision of fair and equitable access to facilities.**

- a) During the lifespan of this Plan, **standardize lease agreements with the different recreation partners and organizations for the use of facilities.** Lease agreements should review rental conditions and rental of spaces.
- b) **Consider strengthening Facility Allocation Policies** as demand increases for recreational facilities. Facility allocation ranges from specific amenities (i.e., sportsfield / ice) to general facility space allocation. In addition to the provision of fair and equitable access, Facility Allocation Policies prioritize key age groups (i.e., youth, adults, seniors) who have limited access to recreation, improve partnerships and





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maximise efficiency for uses. Facility Allocation Policies may also implement residency recognition which prioritizes residents over non-residents for time allocation, ensuring the tax base paying for services is given priority. In addition, the primary user groups should be engaged to forecast future needs.

- c) **Develop and implement a formalized Community Partnership Framework Policy** for the use of municipal facilities by all third-party volunteer group. A Community Partnership Framework is built into a Facility Rental Agreement and aims to have all users of tax-based facilities collaborate on an equal access agreement. Aspects covered by such a framework include: 1) permitted hours of use of a facility; 2) discounted costs (if any); 3) maintenance expectations of the municipality versus the community group. The Community Partnership Framework Policy should be transparent and developed in consultation with all existing and potential community partners.

## PROMOTION & COMMUNICATION

The following recommendations should be implemented following directives of the Town's Communication Study / Plan.

- 57. Utilize technology to improve communication and service delivery and to promote recreation programs and events offered by the Town.**
  - a) Increase use of a variety of social media platforms to publish recreation and parks programming / events information as they come.
  - b) Share e-newsletter with schools.
  - c) Create unique 'hashtags' or geolocations within Arnprior to garner attention.
  - d) Develop and post online promotional videos for special announcements, engagement, and to promote events and recreation projects.
  - e) Engage an ambassador, who could be a volunteer, to promote specific events, projects, and engagement.
- 58. Promote volunteering programs to encourage community involvement** and the success of events and recreation programming. The following should be considered:
  - a) Create a formalized online volunteer intake form.
  - b) Work with local high schools to integrate the mandatory volunteering hours required for secondary school students.
  - c) Create a volunteer reward program.
- 59. Increase promotion of the programs occurring at the Active Living Centre and those for youth** to bring awareness of the programming offered to their respective targeted age groups.



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### MONITORING

- 60. Continue to monitor operating costs for facility maintenance**, and work to schedule capital investments according to the life cycling costing of the facility through internal resources.
- 61. Evaluate annually the usage, participation, satisfaction, and rates including the space / amenity used to offer a program.** This could be through online satisfaction surveys and through the existing online booking system.  
  
The community feedback will also provide input on trends and current gaps in programming not provided by private entities.
- 62. Every 3 years, undertake a Satisfaction Survey to recreation users and residents** to understand community needs, satisfaction with currently provided services and to identify any gaps in service.
- 63. Every 3 years, monitor service level targets** to assess if the Town is in surplus or in deficit of specific amenities.
- 64. Every year, as part of regular maintenance, assess Town's parks and facilities** to identify any deficiencies and opportunities for upgrades.

### PLANNING FOR THE LONG-TERM

Based on comments received from the community, some long-term projects and planning for future improvements should be considered.

- 65. Consider developing a Youth Hub space as a building addition to the Nick Smith Centre.** The new Youth Hub would provide a space where youth programming, events and activities would be offered. With the proposed youth outdoor amenities proposed in Recommendation 12, building expansion at the Nick Smith Centre would provide a centralized location for youth.
- 66. Consider the acquisition or shared acquisition of vacant buildings or buildings that are for sale as potential additional recreation spaces to accommodate community growth.** The focus should be on acquiring sites at centralized locations offering multi-use possibilities for the Town. An Asset Management Strategy should be developed to guide future acquisition of buildings.
- 67. Towards the end of this current Recreation and Parks Master Plan, ensure advanced preparation for 2035 and beyond for future recreation Master Plans;** planning to begin a year prior to the end of this Master Plan. Recreation Master Plans should include updating the Waterfront Master Plan and the Recreation and Parks Master Plan.



# 10

## IMPLEMENTATION STRATEGY





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**10.1 Implementation and Priorities**

The implementation of the recommendations set in the previous section is done through an implementation strategy. This strategy provides guidance in ensuring that the most critical recommendations are dealt with in a timely fashion while less critical recommendations are implemented over the lifespan of the Plan, based on staff and fiscal capacity. Simply, the higher the priority, the sooner the recommendations should be implemented. All recommendations are important and, if properly implemented, will benefit parkland, open spaces, trails, outdoor and indoor recreation facilities, programming, events, and service delivery in the Town. The priority / timing of recommendations in this section are organized into the following four categories:

**Table 7 – Types of Priorities**

<b>Priorities</b>			
<b>Short</b> Years 1 to 3 of the Plan	<b>Medium</b> Years 4 to 6 of the Plan	<b>Long</b> Years 7 to 10 of the Plan	<b>Ongoing</b> Years 1 to 10 of the Plan

Each recommendation is also defined by type: Studies and Policies, Operational, or Capital Investment. Anticipated costs are provided below as design costs for Studies and Policies recommendations and design and construction costs for Capital Investment recommendations; all operational recommendations are anticipated to be performed in house by Town Staff. Details on each recommendation are provided in section 9 of this Master Plan.

**Table 8 – Implementation Strategy**

<b>Recommendations</b>		<b>Priority</b>	<b>Anticipated Cost</b>			<b>Type</b>
<b>#</b>	<b>Description</b>		<b>Design</b>	<b>Construction</b>	<b>Total</b>	
<b>PLANNING AND POLICIES</b>						
1	Develop minimum standard parcel criteria for parks	Short	\$15,000		\$15,000	Studies and Policies
2	Improve digital planning tools	Short	<i>In house</i>			Operational
3	Provide incentive for active living and encourage walkable communities	Short	<i>In house</i>			Operational
4	Create a formalized application process for new recreation amenities	Short	<i>In house</i>			Operational
5	Review of population projections	Ongoing	<i>In house assessment</i>			Operational
6	Establish a formal Parks and Trails Development Manual; install park signs	Medium	\$30,000	\$50,000	\$80,000	Studies and Policies
<b>Total</b>			<b>\$45,000</b>	<b>\$50,000</b>	<b>\$95,000</b>	

Recommendations		Priority	Anticipated Cost			Type
#	Description		Design	Construction	Total	
<b>PARKS, TRAILS, AND OPEN SPACES</b>						
7	Provide maps of the Town Parks and Trail Systems	Short	\$15,000	\$25,000	\$40,000	Capital Investment
8	Provide parkland at a 5.0ha per 1,000 population	Ongoing	<i>In house assessment</i>			Operational
9	Improve accessibility, inclusivity, and equitability in parks, trails, and open spaces	Ongoing	\$25,000 (for standards)	\$150,000 (\$15,000 per year for 10 years)	\$175,000	Capital Investment
10	Invest and integrate outdoor active amenities for adults and seniors	Medium	<i>Multiple projects</i>			Capital Investment
	a) Sports courts in McLean Park Waterfront Area	Medium	<i>As identified in the 2021 Waterfront Master Plan</i>			Capital Investment
	b) Pickleball courts	Medium	<i>See #12 and 13 below</i>			Capital Investment
	c) Fitness equipment at Nick Smith Centre	Medium	<i>See #12a) below</i>			Capital Investment
	d) Bocce ball courts / lawn bowling / shuffleboard at Atkinson Park	Medium	\$25,000	\$100,000	\$125,000	Capital Investment
11	Youth Strategy	Ongoing	\$20,000		\$20,000	Studies and Policies
	a) Maintain and upgrade existing basketball courts	Ongoing	\$25,000	\$60,000 (\$20,000 per 3 years)	\$85,000	Capital Investment
	b) Outdoor volleyball courts	Medium	<i>As identified in the 2021 Waterfront Master Plan</i>			Capital Investment
	c) Expansion of skateboard park	Medium	<i>See #12a) below</i>			Capital Investment
	d) Fitness equipment	Medium	<i>See #12a) below</i>			Capital Investment
12	Implement Nick Smith Centre as an outdoor multi-generational active living public space (Master Planning exercise)	Medium	\$55,000		\$55,000	Studies and Policies
	a) Develop the greenspace along James Street	Medium	<i>Multiple projects</i>			Capital Investment
	i) Relocation and expansion of the skateboard park	Medium	\$65,000	\$250,000	\$315,000	Capital Investment
	ii) Integrate a fitness equipment zone	Medium	\$20,000	\$150,000	\$170,000	Capital Investment
	iii) Integrate 1 to 2 tennis courts with pickleball lines.	Medium	\$40,000	\$120,000 (per court; one court only)	\$160,000	Capital Investment





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Recommendations		Priority	Anticipated Cost			Remarks
#	Description		Design	Construction	Total	
	b) Remove existing playground structure	Medium	\$5,000	\$20,000	\$25,000	Capital Investment
	c) Develop the greenspace overlooking Quebec as parkland	Long	\$40,000	\$250,000	\$290,000	Capital Investment
	d) Relocate the Park Maintenance Building within the Public Works Yard	Medium	\$20,000	\$90,000	\$110,000	Capital Investment
	e) Relocate the Public Works Yard	Medium	<i>Part of other capital investments</i>			Capital Investment
13	Redevelop McLean Park as a sport park (Master Planning exercise)	Long	\$55,000		\$55,000	Studies and Policies
	a) Maintain and renew the three baseball fields	Ongoing	\$30,000	\$300,000	\$330,000	Capital Investment
	b) Consider the installation of 2 tennis courts with pickleball lines	Long	\$40,000	\$240,000 <i>(\$120,000 per court)</i>	\$280,000	Capital Investment
	c) Add 1 full-sized sports field	Long	\$30,000	\$200,000	\$230,000	Capital Investment
	d) Formalize the parking lot	Long	\$25,000	\$150,000	\$175,000	Capital Investment
	e) Maintain the disc golf course	Ongoing		\$50,000	\$50,000	Operational
	f) Add trails and pathways	Long	\$15,000	\$100,000	\$115,000	Capital Investment
	g) Add a shed or structure for boats	Long	\$15,000	\$100,000	\$115,000	Capital Investment
	h) Add a fenced off-leash dog park	Long	\$15,000	\$100,000	\$115,000	Capital Investment
14	Expand marina services to Bell Park	Medium	\$25,000	\$175,000	\$200,000	Capital Investment
15	Add a minimum of 2 playground structures	Medium	\$60,000 <i>(\$30,000 per structure)</i>	\$300,000 <i>(\$150,000 per structure)</i>	\$360,000	Capital Investment
16	Add a second formal outdoor rink	Medium	\$20,000	\$330,000	\$350,000	Capital Investment
17	Plan for 3 full-sized soccer fields	Medium	<i>Multiple projects</i>			Capital Investment
	a) Work with developers -- Allow for 1 soccer field	Medium	\$30,000	\$200,000	\$230,000	Capital Investment
	b) Expand partnerships with schools -- Allow for 1 soccer field	Medium	\$15,000 <i>(half of shared cost)</i>	\$100,000 <i>(half of shared cost)</i>	\$115,000	Capital Investment



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Recommendations		Priority	Anticipated Cost			Remarks
#	Description		Design	Construction	Total	
18	Promote the OVRT as a structural trail and destination	Ongoing		\$60,000	\$60,000	Operational
19	Plan stormwater management ponds as public spaces	Short	<i>In house</i>			Operational
20	Design parks and outdoor public spaces with a CPTED approach	Ongoing	<i>Part of other capital investments</i>			Studies and Policies
21	Introduce a Park Permitting / Park Lease for the use of parks	Short	<i>In house</i>			Operational
<b>Total</b>			<b>\$730,000</b>	<b>\$3.62M</b>	<b>\$4.35M</b>	
<b>INDOOR RECREATIONAL FACILITIES</b>						
22	Review indoor pool upgrades options	Medium	<i>Multiple projects</i>			Capital Investment
	a) Master Planning exercise to review the feasibility to include a therapy pool, an indoor splashpad, or a wading pool.	Medium	\$100,000		\$100,000	Capital Investment
	b) Improve the accessibility and improve change rooms and washrooms	Short	\$120,000	\$725,000	\$845,000	Capital Investment
23	Review the use of the Community Hall and the conditions of the floor	Short		\$30,000	\$30,000	Capital Investment
24	Improve accessibility in the Arena dressing rooms, showers, and washrooms	Medium	\$50,000	\$500,000	\$550,000	Capital Investment
25	Consider building reconfiguration at Nick Smith Centre to provide office space for staff	Medium	\$25,000	\$300,000	\$325,000	Capital Investment
<b>Total</b>			<b>\$295,000</b>	<b>\$1.555M</b>	<b>\$1.85M</b>	



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Recommendations		Priority	Anticipated Cost			Remarks
#	Description		Design	Construction	Total	
<b>PROGRAMS AND SERVICES DELIVERY</b>						
26	Continue to provide programming that promotes active living	Ongoing	<i>In house</i>			Operational
27	Continue to work with local associations and organizations	Ongoing	<i>In house</i>			Operational
28	Continue to offer a wide range of programming	Ongoing	<i>In house</i>			Operational
29	Consider expanding the variety of payment options	Short	<i>In house</i>			Operational
<b>PROJECTS, STAFF, AND FINANCES</b>						
30	Complete feasibility studies and conceptual planning	Ongoing	<i>Part of other studies</i>			Studies and Policies
31	Work with a park design consultant	Ongoing	<i>Part of other studies</i>			Studies and Policies
32	Explore funding resources	Ongoing	<i>In house</i>			Operational
	a) Review funding structure	Ongoing	<i>In house</i>			Operational
	b) Explore new joint use agreements	Ongoing	<i>In house</i>			Operational
	c) Consider sponsorship opportunities	Ongoing	<i>In house</i>			Operational
	d) Review Development Charges rates	Ongoing	<i>In house</i>			Operational
33	Maintain a centralized list of parks and recreation funding	Ongoing	<i>In house</i>			Operational
34	Formalize, maintain, and explore additional roles within the Recreation Department	Medium	<i>In house</i>			Operational
35	Create a Town Management and Maintenance Strategy	Short	<i>In house</i>			Operational
36	Create a Donation Policy	Short	<i>In house</i>			Operational
37	Collaborate with the Finance Branch and Client Services Department	Ongoing	<i>In house</i>			Operational
38	Support affordable recreation for youth and seniors	Medium	<i>In house</i>			Operational
39	Consider cost recovery activities	Medium	<i>Multiple activities</i>			Operational



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Recommendations		Priority	Anticipated Cost			Remarks
#	Description		Design	Construction	Total	
<b>BUILDING A SUSTAINABLE COMMUNITY</b>						
40	Consider the integration of food trees and Community Gardens	Short	<i>In house</i>			Operational
41	Promote a climate-conscious approach	Medium	<i>In house and part of other capital investments</i>			Operational
42	Promote the Town Tree Canopy Policy	Short	<i>In house</i>			Operational
43	Promote the conservation of biodiversity	Medium	<i>In house</i>			Operational
44	Maximize facilities and infrastructure systems sustainability and renewal	Medium	<i>In house</i>			Operational
45	Consider energy efficiency upgrades	Medium	<i>In house</i>			Operational
<b>STRONG PARTNERSHIPS</b>						
46	Seek opportunities to partner with not-for-profit and private providers	Ongoing	<i>In house</i>			Operational
47	Continue to encourage joint utilization of spaces	Ongoing	<i>In house</i>			Operational
48	Consolidate information from community groups and associations on the Town's website	Short	<i>In house</i>			Operational
49	Continue to work with local agencies and groups	Ongoing	<i>In house</i>			Operational
50	Continue to foster open collaboration between staff and local groups	Ongoing	<i>In house</i>			Operational
51	Maintain a close relationship with recreation agencies	Ongoing	<i>In house</i>			Operational
52	Continue to involve the community in planning and design of outdoor recreation spaces	Ongoing	<i>In house</i>			Operational
53	Establish and maintain ongoing coordination with developers	Ongoing	<i>In house</i>			Operational
54	Work closely with community organizations	Ongoing	<i>In house</i>			Operational
55	Review and update Operating Agreements with community groups	Short	<i>In house</i>			Operational



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Recommendations		Priority	Anticipated Cost			Remarks
#	Description		Design	Construction	Total	
56	Review and implement Standardized Facility Agreements with community partners	Short	<i>Multiple Activities In house</i>			Operational
<b>PROMOTION &amp; COMMUNICATION</b>						
57	Utilize technology to improve communication and service delivery	Ongoing	<i>In house</i>			Operational
58	Promote volunteering programs	Short / Ongoing	<i>In house</i>			Operational
	a) Create formalized online volunteer intake form	Short / Ongoing	<i>In house</i>			Operational
	b) Work with local high schools to integrate the mandatory volunteering hours	Short / Ongoing	<i>In house</i>			Operational
	c) Create a volunteer reward program	Short / Ongoing	<i>In house</i>			Operational
59	Increase promotion of the programs at the Active Living Centre and those for Youth	Ongoing	<i>In house</i>			Operational
<b>MONITORING</b>						
60	Continue to monitor operating costs for facilities	Ongoing	<i>In house</i>			Operational
61	Evaluate annually the use, participation, satisfaction and rates	Ongoing	<i>In house</i>			Operational
62	Every 3 years, undertake a Satisfaction Survey	Ongoing	<i>In house</i>			Operational
63	Every 3 years, monitor service level targets	Ongoing	<i>In house</i>			Operational
64	Every year, assess Town's parks and facilities	Ongoing	<i>In house</i>			Operational
<b>PLANNING FOR THE LONG-TERM</b>						
65	Consider developing a Youth Hub in Nick Smith Centre – Feasibility Study	Long	\$150,000		\$150,000	Studies and Policies
66	Consider the acquisition of vacant buildings	Long	<i>In house</i>			Operational
67	Future Master Plans	Long	\$150,000		\$150,000	
<b>Total</b>			<b>\$300,000</b>		<b>\$300,000</b>	





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Table 9 below provides the overall summary of the anticipated cost for the capital projects and studies based on their category. The categories including only in house cost have not been included in this summary.

**Table 9 – Implementation Summary of Capital Projects and Associated Studies**

	Anticipated Cost		
	Design	Construction	Total
PLANNING AND POLICIES	\$45,000	\$50,000	\$95,000
PARKS, TRAILS, AND OPEN SPACES	\$730,000	\$3.62M	\$4.35M
INDOOR RECREATIONAL FACILITIES	\$295,000	\$1.555M	\$1.85M
PLANNING FOR THE LONG-TERM	\$300,000	n/a	\$300,000
<b>Total</b>	<b>\$1.37M</b>	<b>\$5.225M</b>	<b>\$6.595M</b>

The anticipated cost for the capital projects listed as recommendations in this Master Plan may also be divided based on their priorities: ongoing, short, medium, and long-term projects. Table 10 below provides a general breakdown assuming projects designed during one period will be implemented during the same period but it should be noted their implementation may extend in the following period. Timing for implementation should be reviewed and adjusted accordingly during the lifespan of this Master Plan as projects are being initiated and implemented.

**Table 10 – Implementation Summary based on Types of Priorities**

	Anticipated Cost		
	Design	Construction	Total
Short – Years 1 to 3	\$150,000	\$780,000	\$930,000
Medium – Years 4 to 6	\$585,000	\$2.685M	\$3.27M
Long – Years 7 to 10	\$535,000	\$1.14M	\$1.675M
Ongoing – Years 1 to 10	\$100,000	\$620,000	\$720,000
<b>Total</b>	<b>\$1.37M</b>	<b>\$5.225M</b>	<b>\$6.595M</b>

In the Town's current Long Range Capital Forecast, there is already \$2.567M budgeted of the anticipated \$6.595M outlined in this plan.



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### 10.2 Budget Considerations

The following budget considerations are associated to the estimated costs provided above:

- Estimated costs are based on 2023/2024 market prices.
- Estimated costs do not include Town's in house and administrative costs.
- For Capital Investment projects, the detail design phase will confirm cost for implementation; design considerations may reduce or increase implementation costs.

### 10.3 Operation and Maintenance

Associated to the recreation investments recommended as part of this Master Plan, operation and maintenance requirements will increase including regular inspections, maintenance, and repairs. Operation and maintenance costs have not been considered in the costing exercise above; for each capital project and recreation investment, additional costs should be considered including a 5% fund for programming and equipment and a 5% cost for annual operation and maintenance.

### 10.4 Financial Strategy

Funding the recommendations listed above should be through a variety of methods including current strategies (i.e., user fees, Development Charges, Capital Financing, grants, etc.) but also through in house projects and partnerships with local businesses and community organizations.

Some recommendations specific to financing and funding have also been developed and included in Section 9 of this Master Plan; these financing and funding recommendations are repeated below for reference.

## **32. Explore opportunities for additional, reliable, and sustainable funding resources for parks and recreation programs and facilities.**

- a) Review funding structure and related policies and bylaws.
- b) Explore new joint use agreements with surrounding municipalities such as McNab/Braeside – refer to Recommendation 17 for possible joint use of their soccer fields.
- c) Consider sponsorship opportunities (i.e., rink boards advertisements, naming rights, events, etc.).
- d) Working with the Planning Department, review Development Charges rates for new developments to occur in the second half of lifespan of this Master Plan.



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### 33. The Town should maintain a centralized list of parks and recreation funding received including past and contemplated fundings.

- The Town should actively review fund opportunities from
  - The Ontario Trillium Foundation – Through the Ontario Trillium Foundation, the Government of Ontario’s Community Building Fund invests to support municipalities for the repair, renovation or retrofitting of existing sport and recreation facilities.
  - The Association of Municipalities Ontario (AMO) – Through the Canada Community-Building Fund, the AMO supports the construction and renewal of recreational facilities and networks.
- The Town should be a member of Ontario Grant Watch websites and applications to receive notifications of local, provincial, and federal funds and grants related to recreation.

### 39. Consider cost recovery activities, such as:

- a. **Implementation of parking fees at Town-owned / operated parking lots, including Robert Simpson Park and any improved parking lots with over 40-50 parking spaces.** This recommendation excludes the implementation of parking fees at the Nick Smith Centre.
- b. **Creation of an Indoor Recreation Capital Restoration Fund, to be included in enrollment costs for all municipal programming.** The Indoor Recreation Capital Restoration Fund would be created to help offset the maintenance, renovation, and restoration costs required by indoor recreation facilities. The Indoor Recreation Capital Restoration Fund should be a portion of the total municipal programming fees associated with municipal programs, however, should be shown separate from user fees and represent 3 to 5% of the user fees.





# 11

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World Football Index. (2021). The Growth of Soccer in Canada Ahead of 2022. Retrieved online from: [The Growth Of Soccer In Canada Ahead Of 2022 \(worldfootballindex.com\)](https://www.worldfootballindex.com)



A scenic view of a river or lake with a grassy foreground, trees, and buildings in the distance. The sky is overcast. The text is overlaid on a white rectangular background.

# Appendix A

## PARKS & OPEN SPACES INVENTORY





**PARKS AND OPEN SPACES INVENTORY**

- |   |                               |
|---|-------------------------------|
| ① ATKINSON PARK                         | ⑨ MARINA                      |
| ② BELL PARK                             | ⑩ MCLEAN PARK                 |
| ③ CARUSO PARK                           | ⑪ NICK SMITH CENTRE           |
| ④ CN TRAIL PARK                         | ⑫ ROBERT SIMPSON PARK         |
| ⑤ FAIRVIEW CRESCENT PARK                | ⑬ SERGEANT HOWARD SLATER PARK |
| ⑥ HYDRO PARK                            | ⑭ THE GROVE                   |
| ⑦ LEGION PARK / SULLIVAN RINK OF DREAMS | ⑮ VETERAN'S PARK              |
| ⑧ M. SULLIVAN & SON LTD. PARK           |                               |

**Legend**

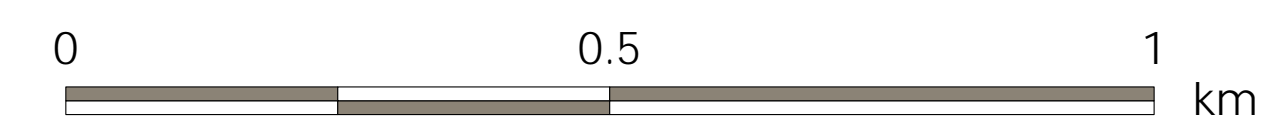
- Town of Arnprior Boundary
- Algonquin Trail
- Highway
- Major Road
- Local Road
- Watercourse
- Waterbody
- Wetland - Evaluated (Provincial)
- Wetland - Not evaluated per Ontario Wetland Evaluation System
- Floodplain Overlay
- Wooded Area
- Environmental Protection Area
- Parks and Open Space
- Parcel Boundary

**Notes**  
 1. Coordinate System: NAD 1983 UTM Zone 18N  
 2. Base features produced under license with the Ontario Ministry of Natural Resources and Forestry © Queen's Printer for Ontario, 2023  
 3. Town of Arnprior Official Plan mapping provided by the Town of Arnprior



**ARNPRIOR**  
 WHERE THE RIVERS MEET

**RECREATION & PARKS  
 MASTER PLAN**



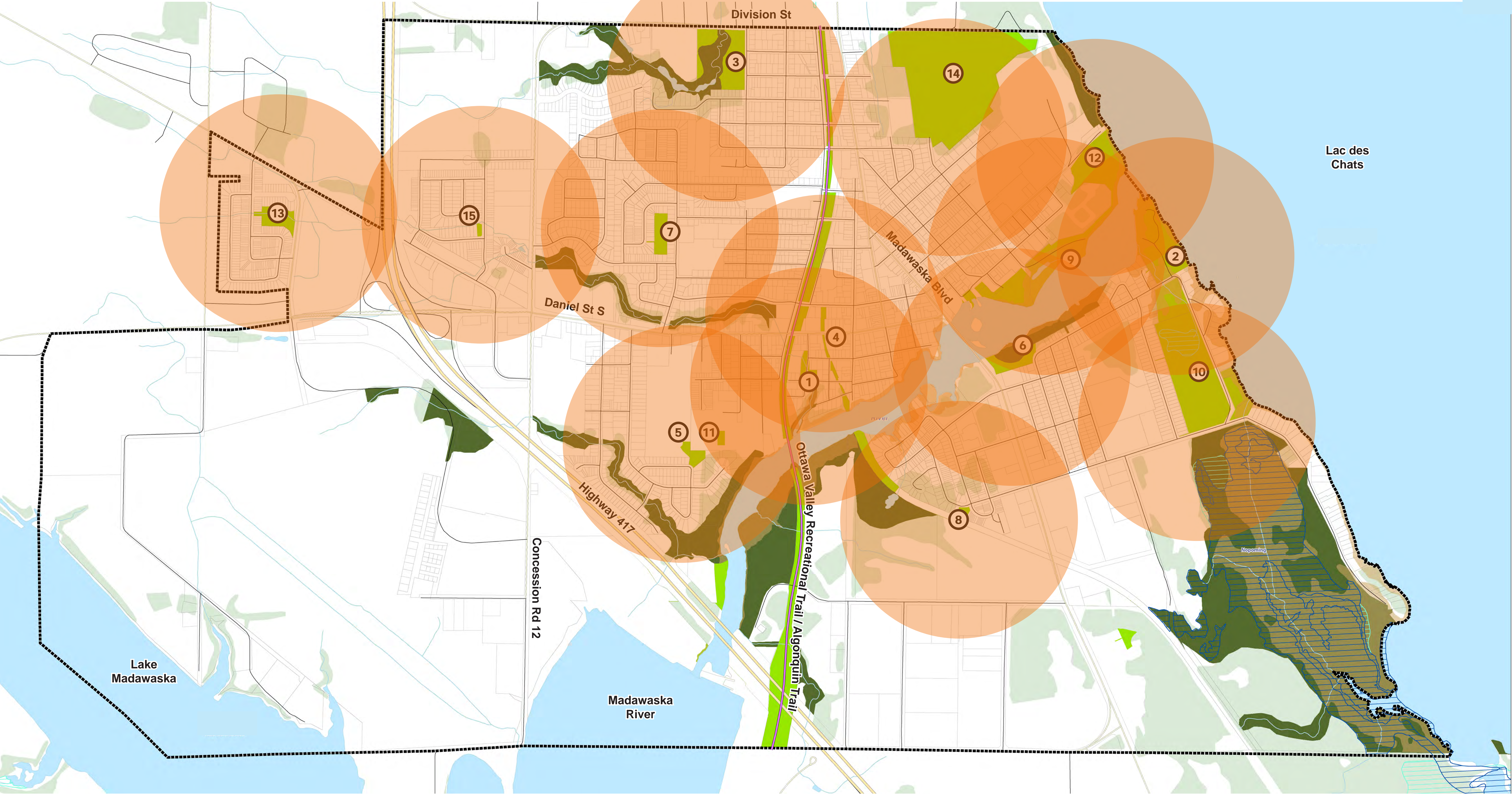




# Appendix B

## PARKS & OPEN SPACES DISTRIBUTION





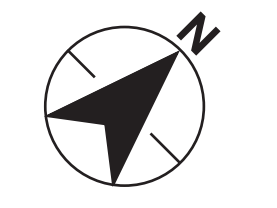
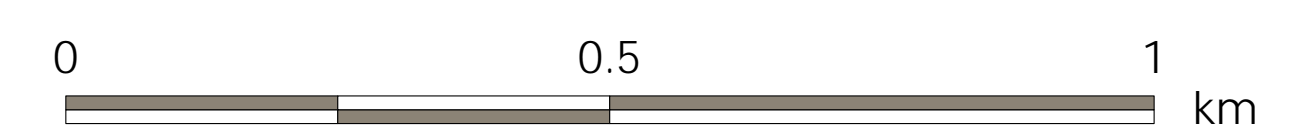
**PARKS AND OPEN SPACES DISTRIBUTION**

500m SERVICE RADIUS  
 ○ EXISTING PARK

**Legend**

- Town of Arnprior Boundary
- Algonquin Trail
- Highway
- Major Road
- Local Road
- Watercourse
- Waterbody
- Wetland - Evaluated (Provincial)
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**RECREATION & PARKS  
 MASTER PLAN**





# Appendix C

## TRAILS & PATHWAYS INVENTORY





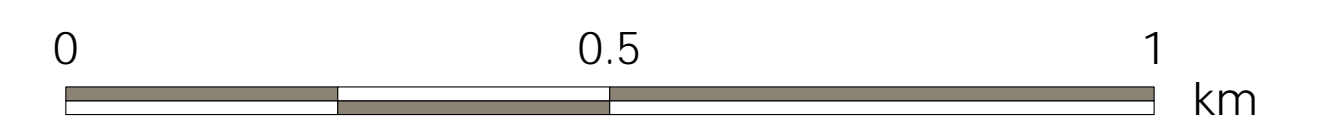
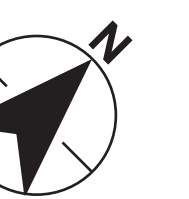
**TRAILS AND PATHWAYS**

- ① OTTAWA VALLEY RECREATIONAL TRAIL / ALGONQUIN TRAIL
- ② THE GILLIES GROVE (NATURE RESERVE) & GILLIES TRAIL
- ③ WATERFRONT TRAIL
- ④ HERITAGE TRAIL
- ⑤ McLACHLIN TRAIL
- ⑥ MACNAMARA NATURE TRAIL

**Legend**

- Town of Arnprior Boundary
- Algonquin Trail
- Highway
- Major Road
- Local Road
- Watercourse
- Waterbody
- Wetland - Evaluated (Provincial)
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- Environmental Protection Area
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- Parcel Boundary

**Notes**  
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**RECREATION & PARKS  
 MASTER PLAN**





# Appendix D

## INDOOR RECREATION FACILITIES





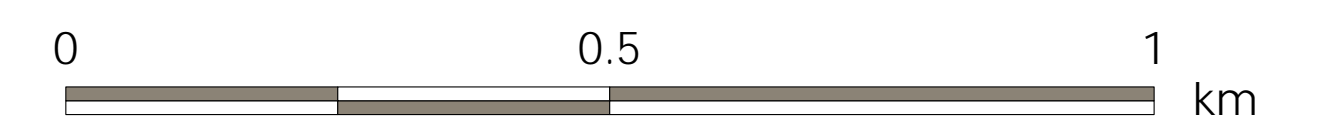
**INDOOR RECREATION FACILITIES**

- ① NICK SMITH CENTRE POOL / ARENA / COMMUNITY HALL  
77 James Street
- ② TOWN HALL  
105 Elgin Street West
- ③ SENIORS ACTIVE LIVING CENTRE  
77B Madawaska Street
- ④ ARNPRIOR DISTRICT MUSEUM  
35 Madawaska Street
- ⑤ ARNPRIOR PUBLIC LIBRARY  
21 Madawaska Street
- ⑥ CURLING CLUB  
5 Galvin Street

**Legend**

- Town of Arnprior Boundary
- Algonquin Trail
- Highway
- Major Road
- Local Road
- Watercourse
- Waterbody
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**ARNPRIOR**  
 WHERE THE RIVERS MEET

**RECREATION & PARKS  
 MASTER PLAN**

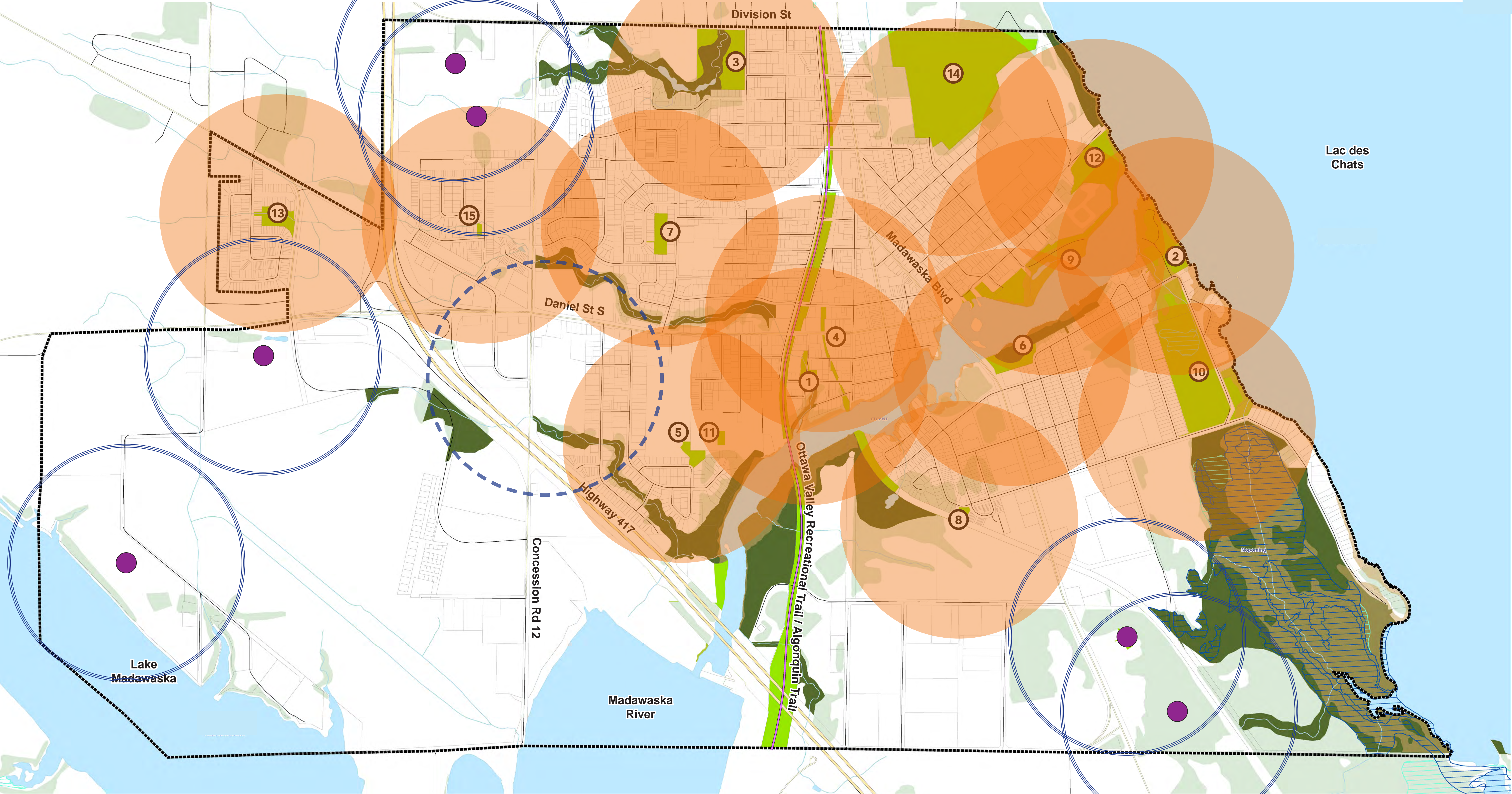




# Appendix E

## PARKS & OPEN SPACES ANTICIPATED DISTRIBUTION





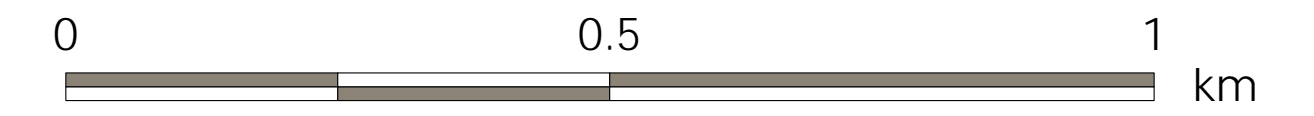
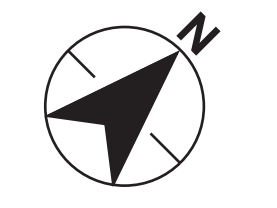
**PARKS AND OPEN SPACES ANTICIPATED DISTRIBUTION**

- EXISTING PARK 500M SERVICE RADIUS
- PLANNED / FUTURE PARK
- PLANNED / FUTURE PARK 500M SERVICE RADIUS
- RECOMMENDED PARK 500M SERVICE RADIUS

**Legend**

- Town of Arnprior Boundary
- Algonquin Trail
- Highway
- Major Road
- Local Road
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- Waterbody
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**RECREATION & PARKS  
MASTER PLAN**





300-1331 Clyde Avenue  
Ottawa ON  
K2C 3G4  
[stantec.com](http://stantec.com)





## Town of Arnprior Staff Report

**Subject:** Proclamation for the National Day for Truth and Reconciliation (September 30<sup>th</sup>, 2024)

**Report Number:** 24-09-23-04

**Report Author and Position Title:** Oliver Jacob, Deputy Clerk

**Department:** Client Services

**Meeting Date:** September 23<sup>rd</sup>, 2024

---

### Recommendations:

**That** Council proclaim September 30<sup>th</sup>, 2024 as the National Day for Truth and Reconciliation 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	Town of Arnprior 105 Elgin Street West Arnprior, ON K7S 0A8
Section 5.2.2 – Contact Person’s Name	Emily Stovel, Manager of Culture / Curator <a href="mailto:estovel@arnprior.ca">estovel@arnprior.ca</a>
Section 5.2.3 – Name of Proclamation and Duration	National Day for Truth and Reconciliation September 30 <sup>th</sup> , 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	Yes
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 – National Day for Truth and Reconciliation (September 30<sup>th</sup>, 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

## National Day for Truth and Reconciliation

### September 30<sup>th</sup>, 2024

---

**Whereas** each year, September 30<sup>th</sup> marks the National Day for Truth and Reconciliation, an opportunity to honour residential school survivors, their families, and communities, and ensure that public commemoration of the history and legacy of residential schools remains a vital component of the reconciliation process; and

**Whereas** this day builds on Orange Shirt Day, an Indigenous-led grassroots commemorative day intended to raise awareness of the individual, family and community inter-generational impacts of residential schools, and to promote the clarion call that “Every Child Matters”. The orange shirt is a symbol of the stripping away of culture, freedom and self-esteem experienced by Indigenous children over generations; and

**Whereas** as a first step, a commemorative bench was installed and painted orange in Fall 2022 to honour lost Indigenous children, provide a space for healing and reflection, and provide a permanent commemoration for the history and legacy of residential schools and the resilience of residential school survivors as a vital component of the reconciliation process; and

**Whereas** the Town of Arnprior is humbly engaged in a learning path through building relationships with local Indigenous Nations and organizations in order to better understand the history of Indigenous-settler relationships, the enduring impacts of colonization and how we can best serve Indigenous community members while working together on the path of reconciliation and decolonization; and

**Whereas** community members are invited to join us on our learning path to share in the understanding of generations impacted by residential schools, and

**Whereas** a Flag Raising Ceremony will be held on Monday, September 30<sup>th</sup>, 2024, to raise awareness for the National Day of Truth and Reconciliation; and

**Whereas** the Arnprior and District Museum will be hosting a Truth and Reconciliation film screening of Beans, a 2020 film by Mohawk-Canadian filmmaker Tracey Deer which explores the 1990 Oka Crisis through the eyes of a young Mohawk girl, on September 30<sup>th</sup>, 2024 starting at 2:00 PM;

**Now Therefore** I, Lisa McGee, Mayor, do hereby recognize September 30<sup>th</sup>, 2024, as the National Day of Truth and Reconciliation (Orange Shirt Day) in the Town of Arnprior and encourage all Members of Council, staff and residents wear orange as a sign of respect and to honour the thousands of survivors of residential schools.

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





## Town of Arnprior Staff Report

**Subject:** Proclamation for Rett Syndrome Awareness Month (October 2024)

**Report Number:** 24-09-23-05

**Report Author and Position Title:** Oliver Jacob, Deputy Clerk

**Department:** Client Services

**Meeting Date:** September 23<sup>rd</sup>, 2024

---

### Recommendations:

That Council proclaim October 2024 as Rett Syndrome Awareness Month 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	Ontario Rett Syndrome Association PO Box 50030 London ON N6A 6H8
Section 5.2.2 – Contact Person’s Name	Steve Miguel, Director <a href="mailto:smiguel@rett.ca">smiguel@rett.ca</a>
Section 5.2.3 – Name of Proclamation and Duration	Rett Syndrome Awareness Month October 2024
Section 5.2.4 – Appropriate Wording for Proclamation	Yes

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

Section 5.2.5 – Request Flag to be flown/ flag raising ceremony	No
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 – Rett Syndrome Awareness Month – October 2024
2. Proclamation Request Letter – Ontario Rett Syndrome Association (ORSA)

**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

## Rett Syndrome Awareness Month

### October 2024

---

**Whereas** Rett Syndrome is a rare genetic neurological disorder that occurs almost exclusively in girls and leads to severe impairments, affecting nearly every aspect of the individual's life; and

**Whereas** Rett Syndrome occurs worldwide in 1 of every 10,000 female births and it is usually recognized in children between 6-18 months of age as they begin to miss developmental milestones or lose abilities they had once gained; and

**Whereas** throughout their lives, these courageous individuals will need total care and constant support from their family as they will combat many medical challenges including seizures, osteoporosis, scoliosis, breath holding, hyperventilation, nutritional problems, apraxia and the loss of speech; and

**Whereas** in 1999, it was discovered that Rett Syndrome is primarily caused by a sporadic mutation in the MECP2 gene on the X chromosome, and since this discovery there are many research projects taking place across Ontario and Canada; and

**Whereas** as there is no Canadian Rett Syndrome Association, the Ontario Rett Syndrome Association has members across Canada and through donations and fundraising efforts have been able to fund the Canadian Rett Syndrome Registry and over \$678,000 in Canadian Rett syndrome research; and

**Whereas** Rett Syndrome clinics across the province provide direct critical support to the families and their loved one on care and management issues, including at the Children's Hospital of Eastern Ontario (CHEO);

**Now Therefore** I, Lisa McGee, Mayor, do hereby proclaim October 2024 as Rett Syndrome Awareness Month in the Town of Arnprior and urge all citizens to make an effort this month to learn more about Rett Syndrome, fight stigma, light Canada purple and wear a purple ribbon to show support.

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





Office of the Clerks  
Town of Arnprior

### Request for Proclamation

Dear Council and/or City Clerk

On behalf of the Ontario Rett Syndrome Association (O.R.S.A), and the diagnosed individuals living in the Town of Arnprior, I am writing to request a **renewal** proclamation of the month of October as Rett Syndrome Awareness Month.

Rett Syndrome is a rare neurodevelopment condition that affects mainly females (1 in 10,000 births) and is caused by a mutation in the X chromosome. Individuals with Rett syndrome will lose some if not most acquired skills including speech, and gross and fine motor skills. Some never develop the ability to walk or even talk.

O.R.S.A. exists to ensure that children and adults with Rett syndrome are enabled to achieve their full potential and enjoy the highest quality of life within their community.

This observance gives us a means to focus attention in making it possible for O.R.S.A. to continue public awareness and advocacy, provide parent/family support, operate the Resource Centre, fund research projects through the Hope Fund, host conferences, maintain the Canadian Rett Syndrome Registry, and fund three Rett syndrome clinics in Ontario that provide medical assistance. The Rett syndrome clinics located at the Children's Hospital of Eastern Ontario, Ottawa, Holland Bloorview Kids Rehabilitation Hospital, Toronto and Thames Valley Children's Centre, London, provide direct critical support to the families and their loved one on care and management issues.

If you need anything further, please don't hesitate to contact me by email: [smiguel@rett.ca](mailto:smiguel@rett.ca) or phone at 519-474-6877.

Thank you for taking the time to consider recognizing and supporting O.R.S.A. as we strive to build "healthy tomorrows" for all Canadians living with Rett syndrome.

Sincerely,

Steve Miguel  
Director  
Ontario Rett Syndrome Association

**The Corporation of the  
Town of Arnprior**

**By-Law No. 7522-24**

A by-law to award the refurbishment of filter #1 and #3 at the Water Filtration Plant (WFP) to Anthratech Western Inc. (AWI)

**Whereas** Section 8 of the *Municipal Act* 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** in accordance with the Town's Procurement Policy (By-Law 6942-19) FS-AD-01 Procurement Policy permits non-standard procurements (sole source) under specific circumstances; and

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

**Whereas** Anthratech Western Inc. (AWI) submitted a proposal for refurbishment of filter #1 and #3 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$443,000.00 (plus applicable taxes)

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

1. **That** Council award a project to Anthratech Western Inc. (AWI) for refurbishment of filter #1 and #3 at the Water Filtration Plant (WFP), including supply and installation of new Phoenix Underdrain Laterals, feedboxes and optimized filter media in the amount of \$443,000.00 (plus applicable taxes), to be funded from the Water Reserve Fund; and
2. **That** Council authorize the CAO to execute the agreements, and related documents with AWI to implement the defined scope of work.
3. **That** this by-law come into force and take effect on the day of its passing.

**Enacted** and **Passed** this 23<sup>rd</sup> day of September, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

# The Corporation of the Town of Arnprior

## By-law No. 7523-24

A By-Law to repeal and replace By-Law 6394-14 to maintain and operate a waste management system and services within the limits of the Town of Arnprior.

**Whereas** pursuant to Subsection 11(1) paragraph 3 of the Municipal Act, 2001, SO. 2001, c. 25, as amended (“the Act”), a municipality may pass by-laws respecting matters within the waste management sphere; and

**Whereas** on June 3, 2021 the Province of Ontario enacted the Blue Box Regulation (O. Reg. 391/21) transferring operational and financial responsibility for the Town of Arnprior’s Blue Box to producers of the material on July 1, 2023; and

**Whereas** the Town remains responsible for the collection and processing of the Industrial, Commercial and Institutional (ICI) sources during and following transition period (July 1, 2023 - December 31, 2025) and any reference to recycling throughout this By-Law is intended for the ICI sources only; and

**Whereas** Council deems it expedient to make necessary changes to the Solid Waste Management By-law, to incorporate the new legislative changes.

**Now therefore be it resolved that** the Council of the Town of Arnprior enacts as follows:

1. **That** By-law No. 6394-14, as amended, be repealed and replaced with the Solid Waste Management By-law No. 7523-24, attached hereto as Appendix A and forming part of this by-law; and
2. **That** this By-law may be referred to as the Solid Waste Management By-law; and
3. **That** any By-laws and/or resolutions inconsistent with the provisions herein are repealed; and
4. **That** this By-law shall come into full force and take effect on the date of passage.

**Enacted and passed** this 23<sup>rd</sup> day of September, 2024.

Mayor Lisa McGee

Kaila Zamojski, Town Clerk



## Appendix A to By-law 7523-24

Town of Arnprior  
105 Elgin Street West  
Arnprior, ON  
K7S 0A8



# Solid Waste Management By-Law

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## 1.0 Definitions

For the purpose of this By-law, the following terms shall have the meanings set out below:

“**Act**” means the Municipal Act, 2001, SO. 2001 Chapter 25, as amended.

“**Backyard composter**” means a container or structure specially designed to assist the natural decomposition of biodegradable waste.

“**Bag tag**” means a tag purchased from the Town for the purpose of tagging excess garbage bags.

“**Approved container**” means containers described in Schedule “C”.

“**Ashes**” means the solid residue of any household fuel after such fuel has been consumed by fire.

“**Bi-weekly collection**” means the collection of materials once every other week.

“**Blue box materials**” means any waste or material designated as such under the Blue Box Regulation ([O. Reg. 391/21](#)) to be collected separately from other waste and includes, but is not limited to, the items referred to in Schedule “D” of this By-law.

“**Blue Box Regulation**” - Under the *Resource Recovery and Circular Economy Act, 2016*; [O. Reg. 391/21](#): Blue Box; to shift the financial and operational responsibility of recycling from municipalities to the organizations that produce packaging, paper and packaging-like products.

“**Brush**” means shrubs, hedges, trees, large branches (greater than 1.5 inches in diameter), stumps, logs, timber, etc.

“**Building owner**” means the registered owner of multi-unit residential building or the building owner’s designate (i.e. property manager) in charge of a multi-unit residential building.

“**Bulky items**” means large items including, but not limited to, television sets, mattresses, furniture, microwaves, barrels and any other discarded materials, which items would normally accumulate at a residential dwelling or multi-unit residential building.

“**By-Law Officer**” means a person duly appointed by a by-law of the Town to administer and enforce the provisions of this by-law.

“**Christmas trees**” means trees including but not limited to the pine, spruce, balsam or fir species, which are typically decorated for display during the Christmas season.

**“CMO”** means Circular Materials Ontario, the Producer Responsibility Organization responsible collection services under the Waste Diversion Transition Act (WDTA) Blue Box Program.

**“Clean fill”** means earth or crushed rock fill (less than 100 mm) or waste of a similar nature that contains no putrescible material nor soluble or decomposable chemical substances.

**“Collection location”** means the location designated in Part VI of this by-law where residential/ non-residential waste, blue box materials, and leaf and yard waste are placed out for collection.

**“Compacted waste”** means garbage that has been compressed by mechanical or other means.

**“Containerized collection”** means the collection of garbage and blue box materials placed in the approved containers at a collection location.

**“Contractor”** means any person, partnership or corporation and the employees of any such person, partnership or corporation with whom the Town has entered into a contract or agreement for the collection or processing of waste.

**“Council”** means the Council of the Town of Arnprior.

**“Curbside collection”** means the system of collection of garbage, blue box materials, and leaf and yard waste placed in approved containers at a collection location, which is at or near the curb.

**“Designated substances”** refers to the eleven (11) chemical agents prescribed under Ontario Health and Safety Act (OHSA), including: acrylonitrile, arsenic, asbestos, benzene, coke oven emissions, ethylene oxide, isocyanates, lead, mercury, silica and vinyl chloride. Definitions for some of these chemicals can be found in [O. Reg. 490/09](#).

**“Electronic waste”** means any waste electronic device; includes but is not limited to materials designated as EEE in the Electrical and Electronic Equipment Regulation ([O. Reg. 522/20](#)) and batteries in the Batteries Regulation ([O. Reg. 30/20](#)) under Ontario’s resource Recovery and Circular Economy Act, 2016.

**“Eligible source”** – any residence, facility or public space in an eligible community, eligible sources receive collection services under the WDTA blue box program

**“Environmental Protection Act”** means the [Environmental Protection Act](#), R.S.O. 1990, c.E.19, as amended.



**“Excess soil”** means soil, crushed rock or soil mixed with rock or crushed rock, that has been excavated as part of a project and removed from the project area for the projects defined under the On-Site and Excess Soil Management Regulation ([O. Reg. 406/19](#)).

**“Farm waste”** means any solid waste which is the normal by-product of farming operations inside the Town and excludes construction and demolition materials from any building or structure, compostable materials other than what may result from clearing land for farm operation purposes, and other material deemed unacceptable for disposal at a landfill site by the Ministry of Environment, Conservation and Parks or under this By-law.

**“Garbage”** means all materials permitted to be discarded by this by-law save and except those materials defined as Blue Box materials, leaf and yard waste, bulky items, white goods, Christmas trees, electronic waste, and non-collectable waste.

**“Garbage fee”** means the charge imposed upon all property units as per the User Fees and Charges By-law.

**“Hazardous waste”** means any material, which is so designated or restricted within the meaning of any Federal or Provincial statute or regulation.

**“High-rise multi-unit residential building”** means an apartment building containing seven (7) or more dwelling units each of which:

- (a) has self-contained living, kitchen and sanitary facilities; and
- (b) is owned or rented on not less than a monthly basis.

**“Household hazardous waste”** means any household product, material, or item labeled as “hazardous”, “toxic”, “explosive”, “ignitable”, “corrosive”, “reactive” or “flammable”.

**“Imported waste”** means any waste transported into the Town from outside of the Town by any person(s).

**“Landfill”** means the Arnprior Waste Disposal Site (AWDS).

**“Landfill voucher”** means a pass issued by the Town that is purchased, or provided free of charge for entry into the landfill.

**“Landfill site attendant”** means the authorized personnel at the Arnprior Waste Disposal Site who ensures proper handling and disposal of waste and recyclables.

**“Leaf and yard waste”** includes leaves, grass clippings, garden waste, brush, tree prunings, pumpkins and wind fallen fruit. Only includes twigs and branches less than 1.5 inches in diameter.

**“Low-rise multi-unit residential building”** means a group of residential dwellings usually attached by a common wall such as townhouses, garden homes, carriage homes, town homes, stacked town homes or other similar residential complexes which is owned or rented on not less than a monthly basis.

**“Multi-unit residential building”** includes high-rises and low-rises.

**“Non-collectable waste”** means any item designated by the Waste Management Coordinator which is not permitted to be collected within the Town’s waste collection system.

**“ICI source locations”** (Industrial, Commercial and Institutional) – also referred to as non-eligible sources that the Town of Arnprior remains responsible for the collection of blue box materials. Includes the following properties/facilities:

- (a) Industrial or Commercial Properties;
- (b) Not-for-profit Organizations;
- (c) Municipal buildings or facilities;
- (d) Daycares;
- (e) Places of Worship;
- (f) Campgrounds and trailer parks (without permanent or seasonal households); or
- (g) Commercial Farms.

**“Non-residential waste”** includes all waste, which would normally accumulate at any non-residential establishment, enterprise or activity, but shall not include non-collectable waste.

**“Owner”** means any registered owner, occupant, resident, lessee, tenant or any person managing any residence, but does not include the building owner of a multi-unit residential building.

**“Pathological waste”** means waste that is:

- (a) any part of the human body, which is not infectious, including tissues and bodily fluids, but excluding extracted teeth, hair, nail clippings and the like;
- (b) any part of the carcass of an animal infected with a communicable disease or suspected by a licensed veterinary practitioner to be infected by with a communicable disease;
- (c) non-anatomical waste infected with a communicable disease;
- (d) medicines, drugs, sharps or syringes or glass stemmed pipes; or

(e) bandages, dressings or other infected materials.

**“Private property”** means property, which is privately owned and is not the Town’s property, or property of a local board, or property of the Crown in Right of Ontario, the Crown in Right of Canada or any emanations thereof.

**“Public property”** means property, which is the Town’s property, or property of a local board, or property of the Crown in Right of Ontario, the Crown in Right of Canada or any emanations thereof.

**“Puncture proof container”** means a plastic or rigid container either especially designed for the disposal of sharp items or sharps or suitable for this purpose.

**“Residential dwelling”** means one (1) or more rooms connected together as a self contained, separate unit in the same structure and constituting an independent housekeeping unit for residential occupancy by persons with facilities for persons to sleep, cook and eat including its own sanitary facilities, but does not include a multi-unit residential building.

**“Residential waste”** includes all kitchen and table waste of animal or vegetable origin resulting from the preparation of food; ashes; rubbish; discarded materials; clothing; broken crockery and glassware; and other materials which would normally accumulate at a residential dwelling, but shall not include non- collectable waste.

**“Scavenge”** means the unauthorized removal of materials from blue box materials, leaf and yard waste or container waste that has been placed out for collection, or means the unauthorized removal of materials from the waste disposal site/landfill.

**“Sharp items”** includes plate glass, sheet metal and other objects capable of cutting or puncturing but does not include sharps.

**“Sharps”** includes used and unused hypodermic needles, insulin pen tips, lancets and glass pipe stems.

**“Town”** means the municipal corporation of the Town of Arnprior.

**“Tipping fees”** means the rate set by the Town for the disposal of garbage and any other acceptable item brought to the Landfill.

**“Transition period”** means the period beginning on July 1, 2023, and ending on December 31, 2025. **“Treasurer”** means the person appointed as the Town Treasurer with the meaning of the *Municipal Act*.

**“Vacant Land”** means property classified as vacant land by MPAC (Municipal Property Assessment Corporation)



**“Waste”** means anything discarded for collection from any source that is acceptable for collection in the curbside garbage collection.

**“Waste Management Coordinator”** means the Environmental Engineering Officer or authorized designate, unless otherwise specified.

**“WDTA blue box program”** means the blue box waste diversion program under the [Waste Diversion Transition Act, 2016](#) that was operating in a local municipality, local services board area or a reserve. O. Reg. 391/21, s. 1 (1), 75; O. Reg. 267/22, s. 1; O. Reg. 349/22, s. 1; O. Reg. 174/23, s. 1.

**“Weekly collection”** means the collection one day every week.

**“Wet waste”** includes food waste, food contaminated paper towels, tissues, cat litter, shavings, hygiene products, solvents, non-hazardous cleaners and similar material.

**“White goods”** includes refrigerators, freezers, stoves, dishwashers, dryers, washers, air conditioners, hot water tanks, oil tanks and furnaces.

## 2.0 Interpretation

- (a) This by-law includes Schedules “A”, “B”, “C”, “D”, “E”, “F”, “G”, “H” and these Schedules are hereby declared to form part of this by-law.
- (b) All legislation and regulations referenced herein are Ontario provincial laws, as amended, unless noted otherwise.
- (c) In this by-law, the following words will be abbreviated with:
  - i. “metre” shall be represented by “m”
  - ii. “kilogram” shall be represent by “kg”
  - iii. “litre” shall be represented by “L”
  - iv. “centimeter” shall be represented by “cm”
  - v. “cubic metre” shall be represented by “m<sup>3</sup>”
- (d) The provisions of the by-law are severable. If any provision, Section or word is held to be invalid or illegal, such invalidity or illegality shall not affect or impair any of the remaining provisions, sections or words.

## 3.0 Administration

### 3.1 Waste Collection, Removal and Disposal

- (a) The Town shall operate a system for the collection, removal and disposal of residential/non-residential waste and leaf & yard waste.

- (b) The Town shall operate a system for the collection and processing of curbside blue box materials from small scale ICI source locations.
- (c) CMO shall operate a system for the collection and processing of blue box materials from all eligible sources (residences, facilities such as schools, specified long term and retirement homes and specified public spaces).

### **3.2 Duties of the Waste Management Coordinator**

- (a) The Waste Management Coordinator shall supervise and administer a system of waste and blue box material collection and shall be responsible for its operation.
- (b) The Waste Management Coordinator shall establish waste reduction, recycling and recovery programs, for items such as, household hazardous waste, tires, electronic waste and other programs deemed appropriate.
- (c) The Waste Management Coordinator shall administer the by-law with the power to determine:
  - i. The level and type of collection service provided to all property units;
  - ii. Designate new types of non-collectable waste;
  - iii. Whether a building, collection location or property is safe for entry by any employees of the Town or its contractor having regard to the physical condition and layout, loading facilities, method of handling collectible waste at the building, collection location or property;
  - iv. The notice provisions for the scheduling of collection services or the changes to collection schedules or services; and
  - v. Any other matter necessary for the administration of this by-law.
- (d) Should emergency conditions arise that, in the opinion of the Waste Management Coordinator, imperil the municipal landfill site or an external recycling facility, the Waste Management Coordinator shall:
  - i. Take all remedial measures and actions as necessary to protect public health, which may include limiting or stopping the collection of solid waste or recycling in any area and restricting collection of any specific purpose;
  - ii. Expend money, direct staff or hire contractors, upon the approval of Council, as needed to restore the Town's landfill site to operable conditions; and
  - iii. Report to Council as soon as practical after such measure have been taken.

### **3.3 Duties of the Treasurer**

- (a) The Treasurer shall perform the following duties:
  - i. Invoice and collect tipping fees and charges related to waste collection, diversion and disposal; and
  - ii. Implement enforcement provisions for outstanding fees or charges.
- (b) The Town may contract with any person(s) or company for the performance of the whole of any part of the work described in this by-law.

## **4.0 Levels of Service**

### **4.1 Service Levels**

- (a) The Town shall provide waste collection service for residential dwellings.
- (b) The Town shall provide waste collection service for multi-tenant residential buildings.
- (c) The Town shall provide waste and blue box collection services for small scale ICI source locations.
- (d) The Town shall provide landfill services for all property owners, residents and businesses in Arnprior and McNab/Braeside.

### **4.2 Waste Management Rate Exemptions**

Notwithstanding the section above titled "Service Levels", the following shall apply:

- (a) Any owner or building owner of a property unit providing proof satisfactory to the Waste Management Coordinator that an alternate private garbage collection service has been arranged for the said private property because the use of the municipal curbside garbage collection is not possible will be exempt from the Garbage Fee and will only be charged the Landfill Management Fee.
- (b) Any owner of a property classified as vacant land will be exempt from the Landfill Management Fee, as these properties will not be producing any waste requiring the services of the landfill. Once the vacant land is no longer classified as vacant land a Landfill Management Fee will be applied to the accessed property.

### **4.3 Date for Collection**

#### **4.3.1 Garbage**

- (a) Garbage shall be collected from premises entitled to such service in accordance with the provisions set forth in Schedule "A" of this by-law, except when normal collection days fall on a holiday as provided herein.



- (b) The Waste Management Coordinator reserves the right to alter collection days when a collection day falls on the following holidays: New Years Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day or Boxing Day.
- (c) The collection of leaf & yard waste shall be made on a bi-annual basis.
- (d) Bulky items will not be collected at the curbside, nor will other items as listed in Schedule "F".

#### **4.3.2 Blue Box from ICI Sources (Non-eligible) Locations**

- (a) Blue box materials shall be collected from premises entitled to such service in accordance with the provisions set forth in Schedule "A" of this by-law, except where normal collection days fall on a holiday as provided herein.
- (b) The Waste Management Coordinator reserves the right to alter collection days when a collection day falls on the following holidays: New Years Day, Family Day, Good Friday, Easter Monday, Victoria Day, Canada Day, Civic Holiday, Labour Day, Thanksgiving Day, Christmas Day or Boxing Day.

#### **4.4 Waste Limits**

- (a) No owner, building owner or tenant shall exceed the waste limits established in Schedule "B".

#### **4.5 No Collection**

- (a) The Town shall not operate a system for the collection and removal of any prohibited materials as set out in Schedules "E" and "F" to this by-law.
- (b) No owner or building owner shall fail to provide a receptacle storage enclosure adequate to contain all of the waste described in Schedule "F" or to arrange for disposal of such waste by the owner or a consignee at the expense of the owner or consignee.
- (c) No owner or building owner shall place waste, described in subsection (1), at the curbside or other designated point of collection unless otherwise permitted by the Waste Management Coordinator.
- (d) No owner or building owner shall fail to comply with all necessary and applicable requirements set out in Schedules "A", "B", "C", "D", "E" and "F" to ensure provision of the Town's collection services.

#### **4.6 Fees Associated with Waste Collection**

##### **4.6.1 Fees for Waste Collection**

- (a) The owner of each property unit that uses the Town's waste collection system shall pay a Garbage Fee as set out in the User Fees and Charges by-law and in accordance with the policies as set-out in this By-law.

- (b) The owner of each ICI property unit utilizing the Town's blue box material collection system shall pay a Recycling & Collection Fee (ICI) as set out in the User Fees and Charges by-law and in accordance with the policies as set-out in this By-law.
- (c) All fees and charges, which are in arrears, levied under the User Fees and Charges by-law shall be subject to a monthly interest charge.

#### **4.6.2 Fees for Excess Bag Collection**

- (a) Any owner or occupant that wishes dispose of garbage in excess of the Town's garbage bag limit as set out in "Schedule "B" shall purchase a 'Bag Tag' to be placed on the excess garbage bag for collection, removal and disposal and shall pay the fee described in the User Fees and Charges By-law.

#### **4.7 Approved Container Types**

- (a) Approved containers for garbage and blue box material collection are those containers as set out in Schedule "C".
- (b) The Town shall supply approved blue box containers to only ICI source locations as required in accordance with this by-law.

ICI source locations that require more than two (2) approved blue boxes shall pay the fee described in the User Fees and Charges By-law.

#### **4.8 Container Standards**

- (a) No owner, occupant or building owner shall set out a receptacle or container for collection that:
  - i. is not an approved container;
  - ii. is unsightly to the neighbouring environment;
  - iii. emits a foul or offensive odour;
  - iv. cannot be closed tightly;
  - v. harbours or attracts rats, other vermin or insects;
  - vi. contains waste that falls out of or protrudes from it; or
  - vii. is unclean or unsanitary.
- (b) Damaged or stolen blue boxes shall be replaced by the municipality to only ICI source locations.

## **5.0 Preparation of Waste**

### **5.1 Waste Preparation**

- (a) No owner, occupant or building owner shall fail to separate all blue box materials and leaf & yard waste from garbage.
- (b) No owner, occupant or building owner shall fail to place the recyclable materials, leaf & yard waste and garbage items in the approved container at the collection location.
- (c) The Town reserves the right to refuse, or to collect or accept garbage if it contains blue box materials, leaf & yard waste, hazardous waste, electronic waste, or any other items as set out in Schedule "F" to this by-law.
- (d) No owner, occupant or building owner shall place wet waste at a collection location unless it has been drained, wrapped in absorbent material such as dry paper, and placed in a leak-proof container or bag prior to placement in an approved container.

### **5.2 Ash Preparation**

- (a) No owner, occupant or building owner shall place ashes, for collection, unless the ashes are:
  - i. Cold;
  - ii. Placed in a sealed non-returnable plastic bag; and
  - iii. Separated from flammable waste.

### **5.3 Sharps**

- (a) No owner, occupant or building owner shall place sharps or syringes for curbside collection.

### **5.4 Animal Waste**

- (a) An owner, occupant or building owner may dispose of feces of a domestic animal in the waste collection system, provided that the feces:
  - i. Is wrapped in absorbent material;
  - ii. Is placed in a sealed leak proof bag; and
  - iii. Is put out in small quantities of not more than 10% by volume of a rigid container or non-returnable plastic garbage bag.

### **5.5 Vacuum and Similar Material**

- (a) No owner, occupant or building owner shall fail to place sawdust, floor sweepings, contents of vacuums and similar materials in a sealed non-returnable



plastic garbage bag at a collection location with residential/ non-residential waste.

#### **5.6 Whitegoods, Furniture, Mattresses, Carpets, Automotive Parts, Electronic Waste, Household Hazardous Waste (HHW), and Similar Material**

- (a) No owner, occupant or building owner shall place white goods, furniture, mattresses, carpets, automotive parts, electronic waste, HHW or any other similar materials at the curbside for collection.
- (b) Owner, occupants and building owners shall make their own arrangements for the removal and disposal of white goods, furniture, mattresses, carpets, automotive parts, electronic waste and HHW.

#### **5.7 General Prohibition on Certain Items for Collections**

- (a) No owner, occupant or building owner shall place or permit the items set out in Schedule "F" for collection.

#### **5.8 Source Separation Curbside Collection Obligations**

- (a) No owner shall fail to ensure that blue box materials as set out in Schedule "D" are separated from residential/ non-residential waste, placed in an approved container and placed out for collection on the prescribed day.
- (b) The Town reserves the right to refuse, or to collect or accept garbage if it contains blue box materials, as set out in Schedule "D" to this by-law.

#### **5.9 Source Separation of Leaf & Yard Waste**

- (a) No owner, occupant or building owner shall fail to separate leaf & yard waste from waste at the collection location.
- (b) No owner, occupant or building owner shall place leaf & yard waste at the collection location unless:
  - i. cuttings from trees and shrubs are less than 1.5 inches in diameter and are tied in bundles using compostable or biodegradable string;
  - ii. loose leaf & yard waste is:
    - a. placed in biodegradable paper bags
    - b. placed in returnable approved containers

## 6.0 Collection

### 6.1 Time of Collection

- (a) No owner, building owner or tenant shall fail to place residential/ non-residential waste, blue box materials, leaf & yard waste at the collection location after 7:30 am on the day of collection but not earlier than 7:00 pm on the previous evening
- (b) Notwithstanding section (a) above, the following applies to properties in the downtown core with frontage on the streets listed in Column 1 of Table 1 below and as outlined in Schedule H.

**Table 1 – Downtown Core Collection Zone**

Column 1: Street	Column 2: From	Column 3: To
Madawaska Street	Daniel Street North	Elgin Street
Elgin Street	Daniel Street North	Madawaska Street
Harriet Street	Elgin Street	Madawaska Street
John Street	William Street	Madawaska Street
Rock Lane	Daniel Street North	Municipal Parking Lot
McGonigal Street	Daniel Street North	Hugh Street
Hugh Street	Elgin Street	St. Johns Way
Daniel Street	William Street	Madawaska Street

- (c) No owner, building owner or tenant shall place residential/ non-residential waste, blue box materials, leaf & yard waste at the collection locations indicated in the Table 1 after 9:30 am on the day of collection or earlier than 7:00 pm on the previous evening.
- (d) Items placed out to be collected at the collection location that are not removed on the day of collection due to owners, occupants or buildings owners not following the standards as set out in this by-law must be removed from the collection location by 10:00 pm on the day of collection.

### 6.2 Curbside Collection Standards

- (a) For Residential dwellings, multi-tenant residential building and non-residential buildings eligible for curbside collection which front onto a public street, all items to be collected shall be out at one (1) collection location, at ground level as close as possible to the curb or travelled roadway and where the curb forms part of the

sidewalk, as close as possible to the owner's, occupant's, or building owner's side of the sidewalk, so as not to impede or obstruct pedestrian or vehicular traffic or maintenance operations.

- (b) During winter months, no owner, occupant or building owner shall place items to be collected behind, on top or within the side of snow banks.
- (c) Items placed out to be collected shall be placed at the collection location by 7:30 am on the day of collection.
- (d) Items placed out to be collected at the collection location shall not be placed at the collection location prior to 7:00 pm on the day before collection.
- (e) Items placed out to be collected at the collection location that are not removed on the day of collection due to owners, occupants or buildings owners not following the standards as set out in this by-law must be removed from the collection location by 10:00 pm on the day of collection.
- (f) Despite Section C above, residential dwellings, multi-tenant residential building and non-residential buildings located in the Commercial Core Area, as described in the Table 1 of "Time of Collection", shall be placed at the collection location by 9:30 am on the day of collection.

### **6.3 Access**

- (a) No owner, building owner or tenant shall fail to maintain an access to the collection location on the day of collection that,
  - i. convenient and unimpeded; and
  - ii. of sufficient dimensions to enable the Town or its contractor to collect items pursuant to this by-law within the collection vehicle.
- (b) Despite Section A of this section, where collection cannot be made from the prescribe collection location, residential/non-residential waste, blue box materials and leaf & yard waste to be collected shall be placed at a collection location mutually agreed upon between the Town, the Town's contractor and/or the owner, building owner or tenant. Extra charges incurred for this service shall be paid by the owner or building owner under an agreement to be entered into by the owner or building owner and the Town's contractor.

### **6.4 Temporary Collection Location**

- (a) When curbside collection is disrupted due to construction or when access to the collection location is blocked, it is the responsibility of the Town to:
  - i. place the residential/ non-residential waste, blue box materials or leaf & yard waste at an alternate temporary collection located.



## **6.5 Failure to Remove Containers and Uncollected Waste**

- (a) No owner, building owner or tenant shall fail to remove or return any empty reusable containers to the owner's private property prior to midnight on the day of collection; and
- (b) No owner, building owner or tenant shall fail to remove non-compliant and uncollected waste from public property before 10:00 pm on the day of collection.

## **6.6 Failure to Maintain the Collection Location**

- (a) No owner, building owner or tenant shall fail to ensure that the collection location is maintained in a safe and clean manner at all times.

## **6.7 Containment of Waste and Blue Box Materials**

- (a) No owner, building owner or tenant shall permit any waste to be scattered from the collection location.

## **6.8 Removal of Frozen Waste**

- (a) No owner, building owner or tenant shall fail to remove items set out for collection which have become frozen, stuck to the container or ground and cannot be removed by shaking at the time of collection.

# **7.0 Arnprior Waste Disposal Site**

## **7.1 Waste Disposal Site**

The Town shall operate a solid waste disposal site and composting site, named as the Arnprior Waste Disposal Site (AWDS) at 658 River Road, in accordance with its Environmental Compliance Approval (ECA) as amended from time to time and in accordance with the provisions of this part.

## **7.2 Waste Management Coordinator**

- (a) The AWDS shall be maintained and operated under the direction and the responsibility of the Waste Management Coordinator and shall be operated in conformity with all applicable regulations of the Environmental Protection Act and of any other applicable laws or regulations of Ontario and of Canada.
- (b) The provisions of this shall be administered and enforced by the Waste Management Coordinator.

## **7.3 Fees and Free Landfill Vouchers**

The Town may prescribe fees and charges for the use of the AWDS and waste diversion program provided at the AWDS and provide for terms of payment thereof

and the Town prescribes the fees and charges set forth in the User Fees and Charges By-law.

### **7.3.1 Annual Fees**

- (a) All property units in The Town of Arnprior shall pay a Landfill Management Fee as set out in the User Fees and Charges by-law and in accordance with the policies as set out in this By-law.

### **7.3.2 Tipping Fees**

- (b) Landfill Tipping Fees shall be charged in accordance with the User Fees and Charges by-law, with Arnprior residents to be charged the Resident Fee, and McNab/Braeside residents to be charged the Non-resident Fees.

### **7.3.3 Landfill Voucher**

- (2) The Town shall issue one (1) free Landfill voucher to Arnprior property units per year. The terms and conditions of the free Landfill voucher are set forth in section (i) – (viii) below.
  - i. Only the owner of the property can claim this voucher.
  - ii. The free Landfill voucher shall allow a property unit owner to take a passenger car, mini-van or a ½ ton truck load, or single-axle trailer of waste to the AWDS.
  - iii. The free Landfill voucher shall be valid from January 1<sup>st</sup> to December 31<sup>st</sup> of the year it is issued.
  - iv. The free Landfill voucher shall be issued by the Corporation of the Town of Arnprior.
  - v. Proper identification matching the name and address on the free Landfill vouchers must be provided at the time of redemption.
  - vi. The free Landfill voucher cannot be credited towards payment for a paid voucher of greater value.
  - vii. Waste must be separated properly for acceptance. Loads for landfilling that are mixed with recyclables, e-waste, leaf and yard waste and other waste that must be diverted will be refused.
  - viii. The Waste Management Coordinator/ Landfill Site Attendant reserves the right to refuse a free landfill voucher.

### **7.4 Compacted Waste Loads**

- (a) All compacted waste entering the AWDS shall pay 2 times (2x) the standard tipping fee for un-compacted wastes. Compacted waste includes those waste compacted at their place of origin or those waste arriving within a 'packer' style

vehicle. Alternatively, packer loads may choose to provide a scale slip and pay the current tonnage rate as defined in 'Schedule F' of the User Fees and Charges Bylaw.

### **7.5 Hours of Operation**

- (a) The AWDS shall be open to the public at times determined by the Waste Management Coordinator.

### **7.6 Principles of Engineering**

- (a) The Waste Management Coordinator shall utilize the principles of engineering in the landfill site to confine waste to the smallest practical area and to cover the waste with a layer of suitable cover material as frequently as stipulated in the applicable Environmental Compliance Approval or that may be necessary in order to ensure that nuisances or dangers to human health, public safety or the environment are not created by the unloading or disposing of waste.

### **7.7 Use of Landfill and Liability Exclusion**

- (a) A person operating a vehicle carrying waste intending to deliver the said waste to the AWDS shall ensure that the vehicle load is properly secured and covered with a tarp, if necessary to prevent littering along the roads and at the landfill, prior to unloading, depositing or disposing of waste.
- (b) No person unloading, depositing or disposing of waste at the AWDS shall fail to unload, deposit, or dispose of the waste so as to confine the waste to the smallest possible area.
- (c) Any person entering upon the AWDS does so at his/her own risk and he/she and the owner of any vehicle brought upon such facility shall save the Town harmless from any damages or claims whatsoever to themselves or their property or to any other person or property whatsoever arising from such person's negligence or otherwise.

### **7.8 Prohibition and Offences**

- (a) No person at the AWDS shall:
  - i. drive a packer vehicle with a load or partial load of waste unless the rear end is closed and the open hopper is empty;
  - ii. enter or unload waste at the AWDS without obtaining the appropriate landfill voucher and paying the applicable fee, if necessary;
  - iii. unload any vehicle that is carrying waste in any area of the AWDS without the prior approval of the Landfill Site Attendant and/or Waste Management Coordinator whose decision shall be final and binding;
  - iv. unload any waste in an area of the Landfill not designated by the Waste Management Coordinator as being suitable for the reception of such waste, and in particular shall not deposit waste at a gate or entrance at the Landfill;



- v. deposit or abandon any derelict or inoperative motor vehicle in any area of the AWDS;
- vi. unload or deposit waste in any part other than in the designated fill area;
- vii. neglect or refuse to provide proof of the origin of the waste tendered for disposal when such is demanded; a declaration of haulage must be received from all waste hauler/ contractor;
- viii. unless authorized by the Waste Management Coordinator, pick-over, scavenge, salvage, incinerate, remove, burn or scatter waste in any area of the landfill;
- ix. enter by vehicle or on foot during those hours when the AWDS is not open to the public;
- x. unload or deposit waste prior to seeing the Landfill Site Attendant for direction and providing the Landfill Site Attendant with the required landfill voucher; and
- xi. neglect to sort waste, or use waste diversion programs in an appropriate manner as dictated by the Landfill Site Attendant.

## **7.9 Prohibited Materials**

### **(a) No person shall deposit at the AWDS**

- i. Sludge from septic tanks or septage;
- ii. Highly flammable or volatile substances;
- iii. The carcass of any dog, cat, fowl or other creature with the exception of normal and bona fide kitchen waste;
- iv. Hauled sewage (excluding dewatered sludge, dried incinerated sludge and grits and screenings);
- v. Sewage, human or animal excrement, with the exception of animal excrement which has been properly packaged in a closed container such as a plastic bag with the open end tied off;
- vi. Explosive material;
- vii. Drugs or dangerous chemical waste;
- viii. Pathological waste unless said waste has been decontaminated;
- ix. Liquid waste;
- x. Any dangerous and hazardous materials such as poisons, hot live ashes, caustics, acids, pesticides, herbicides, radioactive materials, industrial process sludge, biomedical waste which has not been decontaminated, substance which may cause personal or environmental issues;
- xi. live animals or birds; or

- xii. Large quantities of construction/demolition waste, including but not limited to plaster, wood, drywall, masonry and tile, bricks, and window glass, shingles, insulation, with the exception of those materials which, in the opinion of the town, would normally accumulate at a dwelling;
  - a. Despite a(xii), small quantities of construction/demolition waste is accepted as long as the material is properly packaged and free of any protruding nails or screws.
- (b) No person shall unload or dispose of waste at the AWDS during the hours when the Landfill is closed.

The Town reserves the right to refuse, or accept waste at the AWDS if it contains blue box materials, leaf & yard waste, hazardous waste, electronic waste, construction, demolition, renovation waste, or any other items as stated by the Town.

#### **7.10 Excess Soil**

- (a) No person shall unload, dispose or deposit any excess soil greater than 10m<sup>3</sup> and/or in accordance with O.Reg. 406/19.

#### **7.11 Designated Substance**

- (a) No person shall unload, dispose or deposit designated substances (including but not limited to asbestos, lead and silica), including those contained within materials generated by construction, demolition or renovation activities at the AWDS.
- (b) Appropriate laboratory analysis must be provided to obtain permission from the Waste Management Coordinator.

#### **7.12 Refusal Rights**

- (a) The Town reserves the right to refuse or to accept for disposal any material of a questionable nature or origin.
- (b) Notwithstanding subsection (1), under special or emergency conditions, the Waste Management Coordinator may accept waste which has been approved by the Ministry of the Environment, Conservation and Parks.

### **8.0 Enforcement**

#### **8.1 Enforcement**

- (a) The administration and enforcement of this by-law shall be pursuant to the provisions of this by-law.

## **8.2 Right of Entry**

- (a) By receiving waste collection by the Town or the Town's contractor, the owner or building owner is deemed to grant access, to the private property including a collection location, to Municipal By-Law Enforcement Officers for the purposes of enforcing this by-law.

## **8.3 Prohibition**

- (a) No person shall collect waste or blue box materials unless authorized by the Town.
- (b) No person shall break, damage or remove any approved container or the cover thereof.
- (c) No person shall deposit waste in an approved container not belonging to that person.
- (d) No person shall deposit waste at a collection location, other than their own collection location.

## **8.4 Prohibition Against Scavenging**

- (a) No person, unless authorized by the Town, shall scavenge any waste or blue box material that have been placed out for curbside collection.
- (b) No person shall interfere, pick-over, remove or scatter any waste that has been placed out for collection.

## **8.5 Prohibition Against Moving Waste Onto Other Properties**

- (a) No person shall place waste on any property other than the property upon which it is generated or produced unless:
  - i. permission has been obtained from the Town, owner or building owner thus inconvenienced; and
  - ii. the waste is located on the property so as not to cause a public nuisance or a nuisance to the adjacent owner.
- (b) Owners and building owners who fail to remove uncollected waste from public property or the collection location shall be notified in writing by the Town that the Town may remove such waste at the owner's or building owner's expense.

## **8.6 Town Action**

Where an owner or building owner sets out waste for collection which is not in compliance with this by-law, the Town may collect such waste at the owner's or building owner's expense, suspend waste collection or take other enforcement action.

## **8.7 Recovery of Town Costs**

- (a) All costs incurred, including expenses of the Town for the removal of the waste, shall be paid by the owner or building owner by the due date set on the written



invoice setting out the costs incurred by the Town, otherwise the debt will be deemed to be in arrears and may be recovered in a like manner as municipal taxes.

### **8.8 Disposal of Unacceptable Material**

- (a) A person who disposes of or deposits unacceptable material at the AWDS shall be responsible for its immediate removal and clean up as well as the payment of any and all associated fines imposed by the Ministry of the Environment, Conservation and Parks.

### **8.9 Penalty**

- (a) Any person who contravenes any provision of this by-law is guilty of an offence and upon conviction thereof is liable to a fine of not more than \$10,000.00 for a first offence and \$25,000.00 for any subsequent offence, except that where a corporation is convicted of an offence the maximum penalties shall be \$50,000.00 for the first offence and \$100,000.00 for any subsequent offence.
- (b) When a person has been convicted of an offence under this by-law, the Ontario Court of Justice, or any court of competent jurisdiction thereafter, may, in addition to any penalty imposed on the person convicted, issue an order prohibiting the continuation or repetition of the offence or doing of any act or thing by the person convicted directed toward the continuation or repetition of the offence.

### **8.10 Notice of Violation**

- (a) An officer who finds that a property does not conform with this by-law may, where the officer considers it appropriate in the circumstances to seek compliance, make a notice of violation, in a form and manner similar to an order, which provides the following information:
  - i. the municipal address of the legal description of the property;
  - ii. the reasonable particulars of the corrections to be made;
  - iii. the time for complying with the terms and conditions of the notice; and
  - iv. setting a date before which the officer must be contacted to a set meeting to review the requirements and terms of the notice with the officer, and indicating that failure to contact the officer to set the meeting would be deemed to be refusal to meet.
- (b) The notice shall be served on the owner of the property and such other persons affected by it as the officer determines.
- (c) At any time, the officer may:
  - i. rescind the notice of violation;
  - ii. extend the time for compliance with the notice of violation;
  - iii. modify the requirements of the notice of violation; or
  - iv. abandon the notice of violation and seek resolution by way of an order.
- (d) A notice of violation is not enforceable.
- (e) A notice of violation may be introduced in evidence in like manner as an order.

## **Schedule A: Collection Service for Residential and Non-Residential**

### **Garbage**

- (a) Garbage will be collected from participating property units on Wednesday during weekly garbage collection.

### **Blue Box Materials**

- (a) Blue box materials are collected from participating ICI source locations every other week, and collection occurs on Monday, Tuesday, Thursday and Friday, based upon the collection location which is depicted on the Town's recycling collection map

### **Leaf & Yard Waste**

- (a) Leaf & Yard waste is collected from participating property units on a bi-annual basis.

## **Schedule B: Waste Limits**

### **Garbage**

- (a) Participating property units may place two (2) approved bags/containers of waste every week.
- (b) If additional containers or bags are to be set out for collection and disposal, the extra container or bags (exceeding two) must be tagged with a 'bag tag' which may be purchased at Town Hall and other municipal locations. Large items are not able to be tagged for disposal.
- (c) The maximum weight of each bag or container is 50lbs (22.7 kg).
- (d) Garbage must be contained within an approved container.
- (e) Large items or bulky items will not be collected at the curbside. These items must be transported to the Landfill and tipping fees apply.

### **Blue Box Materials**

- (a) The number of blue box materials allowed to be placed at the collection location for collection is unlimited in number.
- (b) Blue box materials must be contained within an approved container.

### **Leaf & Yard Waste**

- (a) The number of leaf & yard waste allowed to be placed at the collection location for collection is unlimited in number.
- (b) Leaf & Yard Waste must be contained within an approved container.

## **Schedule C: Approved Containers**

### **Garbage**

- (a) A curbside plastic or metal container used to contain waste to be picked-up for collection shall:
  - i. not exceed approximately 67 L;
  - ii. not exceed a maximum weight of 50lbs (22.7kg);
  - iii. possess a watertight lid which is separate from the container;
  - iv. possess handles for lifting; and
  - v. be free of bungee cords or rope.
- (b) A plastic garbage bag used to contain waste to be picked-up for collection shall:
  - i. not exceed approximately 26” inches by 32” inches;
  - ii. not exceed a maximum weight of 50lbs (22.7 kg); and
  - iii. be securely closed or tied at the opening.
- (c) If a curbside plastic garbage bag, plastic or metal container exceeds the size limits in subsections 1 and 2, the waste placed out in garbage bags or in a container shall be collected at the Town’s or the Town’s contractor’s discretion. The Town or the Town’s contractor will attempt to remove the equivalent value of waste from an oversize container, that would have otherwise been collected from approved containers.

### **Blue Box Materials (ICI Only)**

- (a) A one-time entitlement of two (2) free blue boxes will be provided to every building owner (supplied by the Town).
- (b) Free Blue Boxes are offered to new building owners who have not previously received blue boxes.
- (c) New owners may pick up their two (2) free blue box containers with proof of new ownership.
- (d) Damaged blue boxes shall be replaced by the municipality for free. Damaged blue boxes must be exchanged at the time the replacement bin is collected.
- (e) Stolen blue boxes shall be replaced by the municipality for free once per five (5) year period.
- (f) Free containers are only available for pick-up by owners. Free containers are not available to tenants/renters.
- (g) Additional blue boxes are available for purchase at Town Hall
- (h) An approved curbside recycling container ranges in size from 45 L to 65 L, or as purchased from the Town.
- (i) Containers must be free of any lid, rope or bungee cord.

Recyclable materials will not be accepted if contained within clear or coloured plastic bags. Despite subsection (k), shredded office paper only will be accepted in clear plastic bags.



### **Leaf & Yard Waste**

- (a) Leaf & Yard Waste shall be contained within a biodegradable paper bag and shall:
  - i. not be more than point nine (0.9) m and not less than point eight five (0.85) m in height;
  - ii. not be more than point four one (0.41) m and not less than point three seven (0.37) m in width;
  - iii. not be more than point three one (0.31) m and not less than point two seven (0.27) m in depth;
  - iv. be securely closed and weigh no more than fifteen (15) kg when full; and
  - v. be non returnable.
- (b) Notwithstanding item (1), Leaf & Yard Waste can also be placed in a returnable container, not exceeding 50lbs (22.7kg).
- (c) Small branches, if not placed within a biodegradable paper bag and less than 15" inches in diameter shall be bundled with biodegradable string.
- (d) Plastic bags or plastic-like biodegradable leaf & yard waste bags will not be accepted.

## **Schedule D: Acceptable Blue Box Materials**

### **Fibre Materials**

- (a) Corrugated cardboard;
- (b) Magazines, catalogues and telephone books;
- (c) Boxboard – cereal, detergent, tissue boxes (remove plastic film), greeting cards (foil decorated cards not accepted)
- (d) Paper – bags, cups, egg cartons, newspapers, flyers, envelopes, gift wrapping tissue paper, magazines, office paper, phone books, junk mail, books where hardcovers have been removed;
- (e) Clean Pizza Boxes; remove the liner (if used), if bottom is dirty, tear apart the box and place the bottom in the garbage and clean top in the blue bin; and
- (f) Shredded paper (in clear plastic bag)

### **Comingled Materials**

Food and Beverage Containers that are accepted:

- (a) Cartons (gable tops) – milk and juice cartons and boxes (remove straws), tetra packs
- (b) Aluminum – cans, foil, containers, clean pie plates (no foil fused with paper, wax, or plastic)
- (c) Plastic – bottles, jugs, tub, lids (stamped with plastic codes #1- #7)
- (d) Glass – clear glass bottles and jars;
- (e) Empty metal paint cans, dry, lids off; and
- (f) Empty aerosol cans.

## **Schedule E: Prohibited Materials for Recyclable Materials Collection**

### **Prohibited Materials**

- (a) Ceramics;
- (b) Window panes;
- (c) Mirrors;
- (d) Light bulbs and fluorescent tubes;
- (e) Dishware;
- (f) Drinking glasses & cups;
- (g) Pots and pans;
- (h) Utensils;
- (i) Toys;
- (j) Caulking tubes;
- (k) Sharps, needles and syringes;
- (l) Glass stem pipes;
- (m) Chip bags;
- (n) Plastic film from cereal or cookie boxes;
- (o) Construction paper;
- (p) Household hazardous waste;
- (q) Carbon paper;
- (r) Wood;
- (s) Textiles;
- (t) Oil containers; and
- (u) Hardcover novels.

## Schedule F: Prohibited Materials for Waste Material Collection

Prohibited materials for collection include:

- (a) Explosive or highly combustible materials such as oil-soaked or gasoline-soaked rags, ignited ashes, or other waste capable of starting fires;
- (b) Waste generated as a result of construction, demolition or renovation operations, including but not limited to plaster, wood, drywall, masonry and tile, bricks, wood, windows, shingles, insulation, with the exception of those materials which, in the opinion of the Town, would normally accumulate at a dwelling;
- (c) Concrete, cinder blocks, paving stones, asphalt;
- (d) Industrial, commercial and institutional waste;
- (e) Swill, liquid waste or organic matter, which has not been drained;
- (f) Pathological waste;
- (g) Hay, straw, manure or excrement;
- (h) Carcasses or parts thereof of any animal with the exception of normal and bone fide kitchen waste;
- (i) Imported waste;
- (j) Soil, earth, stone, boulders, trees, tree stumps, tree trunks, firewood and tree cuttings;
- (k) Hazardous waste;
- (l) Household hazardous waste materials;
- (m) Any waste that does not originate from its place of collection;
- (n) Any other material which may be classed as a "designated substance" pursuant to the *Occupational Health and Safety Act*;
- (o) Liquids including motor oils and gases;
- (p) Caustics and acids;
- (q) Radioactive material;
- (r) Septic tank pumping, raw sewage and sludge;
- (s) Contents of cesspools and outdoor latrines;
- (t) Stock and by-products of wholesale or retail or of any industrial or commercial process;
- (u) White goods;
- (v) Recyclables;
- (w) Tires;
- (x) Railway ties;
- (y) Wooden pallets;
- (z) Electronic waste (TVs, computers, printers and ink cartridges, telephones, stereos, monitors, cameras, etc.)
- (aa) Automobile parts;
- (bb) Contents of grease traps;
- (cc) Aerosol containers; and
- (dd) Ammunition and weapons.



## **Schedule G: Landfill Hours of Operation**

### **Hours of Operation**

- (a) The Arnprior Waste Disposal Site is open:
  - i. Monday, Wednesday and Friday from 9:00 am until 3:30 pm
  - ii. Saturday from 9:00 am until 1:00 pm
- (b) The Arnprior Waste Disposal Site is closed:
  - i. Tuesday, Thursday, Sunday and Statutory Holidays

# Schedule H: Town of Arnprior – Downtown Solid Waste Collection Area



**The Corporation of the  
Town of Arnprior**

**By-law Number 7524-24**

A by-law to lift, dedicate 0.3 m reserve on Blocks 61, 62 and 64 on Plan 49M-115

**Whereas** Blocks 61, 62 and 64 on Plan 49M-115 were created and dedicated as a 0.3 m reserve when Phase 4A of Marshall's Bay Subdivision was approved in 2023; and

**Whereas** the owner is now proceeding with Phase 4B of the subdivision development; and

**Whereas** the Council deems it desirable to lift the 0.3 m reserve and dedicate these lands as public highway;

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

1. **That** Council lift the 0.3m reserve on Blocks 61, 62 and 64 on Plan 49M-115 and dedicate the lands as public highway.
2. **That** this By-law shall come into force and effect on the day of its passing.

**Enacted and passed** this 23<sup>rd</sup> day of September 2024.

**Signatures:**

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

**The Corporation of the  
Town of Arnprior**

**By-law Number 7525-24**

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 being Concession 12, Part of Lot 4, RP49R1457 Part of Part 8, Town of Arnprior, known as 150 Stave Court Drive from "Mixed Use Commercial/Employment Zone" to "Mixed Use Commercial/Employment Zone Exception 47 (MU-CE\*47)" as shown on the attached Schedule "A", and,

b. By adding exception 47 to "Table 10.1: Exceptions" to read as follows:

<b>Exception Number</b>	<b>Base Zone</b>	<b>Permitted uses</b>	<b>Special Rules and/or Provisions that apply that are different than in the Base Zone</b>
47	MU-CE	All uses permitted in the MU-CE zone	Buildings or structures without a foundation must be setback a minimum of 8.0 m from the edge of the Provincial Highway right-of-way, all other buildings or structures shall not be located any closer than 14.0m to the Provincial Highway right-of way.

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

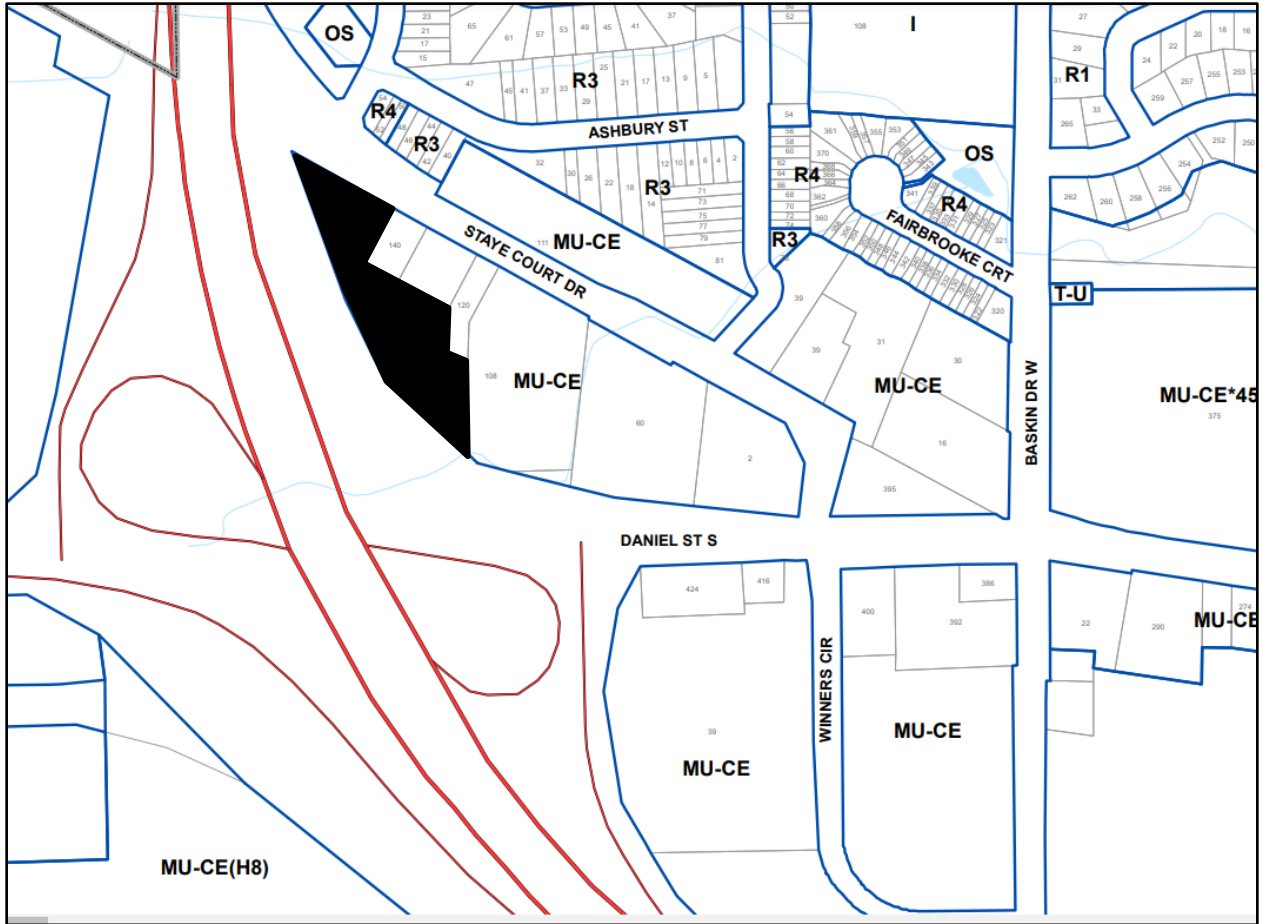
**Enacted** and **passed** this 23<sup>rd</sup> day of September, 2024.


Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



# SCHEDULE "A"



 From MU-CE to MU-CE\*47

This is Schedule "A" to By-law Number 7525-24

**Enacted** and **Passed** this 23<sup>rd</sup> day of September, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



## **Municipal Grant Application – Arnprior Special Olympics – 2024 Annual General Meeting**

**That** Council of the Corporation of the Town of Arnprior receive the correspondence from Arnprior Special Olympics as information; and

**Whereas** Arnprior Special Olympics is an eligible organization under the Municipal Grants Policy and provides year-round sports training and athletic competition opportunities for individuals with intellectual disabilities;

**Whereas** Arnprior Special Olympics will be hosting their 2024 Annual General Meeting at the Nick Smith Centre Community Hall on Sunday, October 6<sup>th</sup>, 2024 between 1:00 PM and 4:00 PM; and

**Therefore Be It Resolved That** Council approve the request for in-kind support through the waiving of rental fees for the Nick Smith Centre Community Hall (\$127.50) for the 2024 Arnprior Special Olympics' Annual General Meeting taking place on October 6<sup>th</sup>, 2024;

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