



ARNPRIOR

Town of Arnprior

Regular Meeting of Council Agenda

Date: Tuesday, October 15, 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 23rd, 2024](#) (Page 1-12)**
- 8. Awards / Delegations / Presentations**
- 9. Public Meetings**
- 10. Matters Tabled / Deferred / Unfinished Business**
- 11. Notice of Motion(s)**
- 12. Staff Reports**
 - a) [Award WPCC Scada PLC 5 Migration Project](#), John Steckly, General Manager, Operations (Page 13-15)**

- b) **Zoning By-law Amendment No. 5/24 (107 Baskin Drive East)**, Alix Jolicoeur, Manager of Community Services / Planner (Page 16-22)
- c) **Parkland Conveyance By-law**, Alix Jolicoeur, Manager of Community Services / Planner (Page 23-37)
- d) **Housing Needs Assessment – Review Schedule**, Alix Jolicoeur, Manager of Community Services / Planner (Page 38-41)
- e) **Community Safety and Well-being Plan**, Robin Paquette, CAO (Page 42-151)
- f) **Municipal Grant Application – Arnprior and District NeighbourLink Fountain**, Oliver Jacob, Deputy Clerk (Page 152-173)
- g) **Proclamation for Local Government Week (October 21st to 27th, 2024)**, Kaila Zamojski, Town Clerk (Page 174-178)
- h) **Proclamation for Waste Reduction Week (October 21st to 27th, 2024)**, Oliver Jacob, Deputy Clerk (Page 179-181)
- i) **Proclamation for Small Business Week (October 20th to 26th, 2024)**, Oliver Jacob, Deputy Clerk (Page 182-184)
- j) **Proclamation for Ontario Public Library Week (October 20th to 26th, 2024)**, Oliver Jacob, Deputy Clerk (Page 185-187)
- k) **Proclamation for World Polio Day (October 24th, 2024)**, Oliver Jacob, Deputy Clerk (Page 188-192)

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-OCT-17
 - ii) Correspondence Package No. A-24-OCT-13

15. By-laws & Resolutions

a) By-laws

- i) By-Law No. 7527-24 – Award WPCC Scada PLC 5 Migration Project** (Page 193)
- ii) By-Law No. 7528-24 – Part Lot Control (Marshall’s Bay Meadows – Block 57-2 on Plan No. 49M-115)** (Page 194-195)

b) Resolutions

- i) Resolution for Support – Ontario Community Sport and Recreation Infrastructure Fund** (Page 196)
- ii) Municipal Grant Application – Arnprior & District Humane Society – Feliz Naughty Dog Bake and Craft Sale** (Page 197)
- iii) Municipal Grant Application – It Shouldn’t Hurt to be a Child Hockey Tournament** (Page 198)
- iv) Municipal Grant Application – Royal Canadian Legion Branch No. 174 – 2024 Santa Claus Parade** (Page 199)

16. Announcements

17. Media Questions

18. Closed Session

One Matter pursuant to Section 239 (2)(b) and (d) of the Municipal Act 2001, as amended, regarding personal matters about an identifiable individual, including municipal or local board employees and labour relations or employee negotiations (Employee Satisfaction Survey); and

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

One Matter pursuant to Section 239 (2)(b) of the Municipal Act 2001, as amended, regarding personal matters about an identifiable individual, including municipal or local board employees (Striking Committee).

19. Confirmatory By-law

By-law No. 7529-24 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 23, 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 Tom Burnette
Councillor Chris Toner
Councillor Chris Couper
Councillor Billy Denault

Council Members Present (Electronic):

None

Council Members Absent:

Councillor Lynn Cloutier

Town Staff Present:

Robin Paquette, CAO
Jennifer Morawiec, General Manager Client Services/Treasurer
John Steckly, General Manager Operations
Alix Jolicoeur, Manager of Community Services / Planner
Graeme Ivory, Director of Recreation
Lucas Power, Program and Events Supervisor
Kaila Zamojski, Town Clerk
Oliver Jacob, Deputy Clerk

1. Call to Order

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

2. Roll Call

The roll was called, with all Members of Council being present except Councillor Lynn Cloutier.

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 303-24
Moved by Chris Couper
Seconded by Dan Lynch

Be It Resolved That the amended agenda for the Regular Meeting of Council dated Monday, September 23, 2024 be adopted, with an updated recommendation for item number 12(a).

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 304-24

Moved by Billy Denault

Seconded by Tom Burnette

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – September 9, 2024).

Resolution Carried

8. Awards/Delegations/Presentations

Delegations:

i. Marina Parking and Access to Marina Slips – Cheryl Grenier

Cheryl Grenier provided information regarding her concerns about Marina Parking and Access to Marina Slips, particularly for those who have accessibility-related needs, with the following being a summary of the comments/requests received:

- Her main concern is related to the access to the boat slips being restricted with the segregation of the slips from the parking area alongside the Gillies Trail revitalization last year. The accessible loading area closest to the boat slips is too small and it is difficult for those with mobility challenges to access with walkers/wheelchairs due to the gravel surface.
- Her secondary concern is the limited parking for vehicles with trailers (10-12 spaces) and the placement of the parking area along the hill which is often difficult to maneuver with a vehicle and trailer. Due to the limited parking, vehicles often have to park on Ottawa Street and Albert Street and walk back down to the Marina which can be difficult for young families with kids, seniors and those with mobility challenges.
- She also inquired as to how emergency vehicles can access the boat slips or Gillies Trail should an emergency circumstance arise if the gates are locked.
- She also further inquired if there can be additional options created for visitors to dock at daily slips to increase tourism.
- She requested that Council and Town staff engage with those who have shared their concerns to date and work together to find appropriate solutions.

Mayor McGee thanked Ms. Grenier for her comments and concerns and noted that she looks forward to engaging and discussing options where possible, in the near future.

ii. 2024 Santa Claus Parade – Bill Greise

Bill Greise from the 2024 Santa Claus Parade Organizing Committee provided information to Council regarding this year's Santa Claus Parade, with the following being a summary of the comments / requests received:

- This year's parade will take place on Saturday, November 23rd, 2024 and it is being hosted in honour of the late Glenn Arthur who championed the project following Theresa Carron's passing.
- The organizing committee has already met with the Ontario Provincial Police (OPP) and the Town's Operations Department to finalize the 2024 route. The parade will follow the same route as last year and it will include the customary visit with Santa Claus at the Royal Canadian Legion Branch No. 174.
- They expect that there will be around sixty-five (65) floats which will be one of the largest contingents for a community of our size in Eastern Ontario. They are working with numerous sponsors and community partners.
- The event is going to support the Arnprior and District Food Bank.
- They are currently working to recruit more volunteers to walk with the floats; however, participants on floats will be required to remain on the float, at all times, throughout the parade.
- The organizing committee would like to request that the Town of Arnprior participate in the event with three floats (Public Works, Parks and Recreation, and Council) and contribute through the in-kind inclusion of event literature in the September/October 2024 water bills (to be delivered in early November 2024).

Mayor McGee thanked Mr. Greise for his update and it was noted that their Municipal Grants Application will be brought forward to the October 15th, 2024 meeting for Council consideration.

9. Public Meetings

a) Zoning By-law Amendment 3/24 (150 Staye Court Drive)

Resolution Number 305-24 (6:44 PM)
Moved by Dan Lynch
Seconded by Chris Couper

That Council move into a public meeting regarding an application for Zoning By-Law Amendment 3/24 for 150 Staye Court Drive.

Resolution Carried

The public meeting was opened at 6:44 PM. Alix Jolicoeur, Manager of Community Services and Planner, provided an overview presentation, attached as Appendix A and

forming part of these minutes, outlining the proposed Zoning By-Law Amendment No. 3/24 for the subject property located at 150 Staye Court Drive.

It was noted that the applicant has withdrawn part of their proposal, with respect to the reduction of the front yard setback from 6 metres to 0 metres.

Following the presentation, the meeting was opened to the public for comment. No members of the public provided any comment.

Resolution Number 306-24 (6:47 PM)

Moved by Tom Burnette

Seconded by Chris Couper

That Council resume to the Regular Meeting of Council.

Resolution Carried

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motions

None

12. Staff Reports

a) Zoning By-law Amendment 3/24 (150 Staye Court Drive) – Town Planner

Resolution Number 307-24

Moved by Billy Denault

Seconded by Chris Toner

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 acknowledge the withdrawal of 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.

Resolution Carried

b) WFP Filter #1 and #3 Media and Underdrain Replacement – General Manager, Operations

Resolution Number 308-24
Moved by Billy Denault
Seconded by Chris Toner

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.

Resolution Carried

c) Recreation and Parks Master Plan – Director of Recreation

Resolution Number 309-24
Moved by Billy Denault
Seconded by Chris Couper

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.

Resolution Carried

d) Proclamation for the National Day for Truth and Reconciliation (September 30th, 2024) – Deputy Clerk

Resolution Number 310-24
Moved by Chris Couper
Seconded by Dan Lynch

That Council proclaim September 30th, 2024 as the National Day for Truth and Reconciliation in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

Whereas each year, September 30th 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 30th, 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 30th, 2024 starting at 2:00 PM;

Now Therefore Council does hereby recognize September 30th, 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.

e) Proclamation for Rett Syndrome Awareness Month (October 2024) – Deputy Clerk

Resolution Number 311-24
Moved by Billy Denault
Seconded by Chris Toner

That Council proclaim October 2024 as Rett Syndrome Awareness Month in the Town of Arnprior.

Resolution Carried

The Deputy Clerk read the proclamation:

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 ones on care and management issues, including at the Children's Hospital of Eastern Ontario (CHEO);

Now Therefore Council does 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.

13. Committee Reports and Minutes

a) Mayor's Report

Mayor McGee reported the following:

- She attended Men's Shed Grand Opening on Saturday, September 14th, 2024 with County Councillor Lynch and Councillors Denault and Couper. She noted that it was a beautiful day to celebrate their new space and that the event was very well attended.
- Later in the day, she brought greetings on behalf of Council and staff for the 100th birthday of Edward Czura and the event was also accompanied by a fire truck drive-by from the Arnprior Fire Department.
- On Sunday, September 15th, 2024, Mayor McGee attended the Terry Fox Run alongside County Councillor Lynch and Councillors Couper and Denault.
- Mayor McGee attended the Veterans' Dinner hosted by the Royal Canadian Legion Branch No. 174. County Councillor Lynch was also in attendance as a veteran himself.
- She met with Lacey Smith from the Save The Grove Campaign to listen to her concerns, answer questions and provide details on the planning process. She also noted that she has had discussions with Pierre Dufresne, a representative of the developer involved.
- She attended a 2024 Santa Claus Parade organizing committee meeting which is being organized in Glenn Arthur's legacy before being transitioned to the Optimist Club of Arnprior for future years.
- This past weekend, she attended a regional meeting hosted by Habitat for Humanity and acted as a panelist for affordable housing. As part of the panel, she highlighted the Town's work on the Greater Arnprior Community Council on Poverty and Homelessness and the recent Housing Needs Study.
- Following the panel, she met with Christa Lowry, Mayor of the Town of Mississippi Mills.
- Mayor McGee attended the 2024 Knight in the Maritimes event hosted by the Arnprior Regional Health Foundation alongside Councillors Cloutier and Denault.
- On Monday, September 23rd, 2024, Mayor McGee and CAO Paquette met with the Chair of the Arnprior Airport Commission Board.

b) County Councillor's Report

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

- The next County Council meeting will take place on Wednesday, September 25th, 2024 and an update will be provided at the next Council meeting.

c) Committee Reports and Minutes

None

14. Correspondence & Petitions

a) Correspondence Package – I-24-SEPT-16

Resolution Number 312-24
Moved by Billy Denault
Seconded by Tom Burnette

That the Correspondence Package Number I-24-SEPT-16 be received as information and filed accordingly.

Resolution Carried

County Councillor Lynch noted the following items:

- Page 3 – Natural Resources Canada and the Ontario Ministry of Natural Resources and Forestry is now accepting applications from municipalities, Indigenous communities, planning authorities and conservation authorities to participate in the extension of the Flood Hazard Identification and Mapping Program (FHIMP), where up to 50% matched federal funding can be received for eligible flood mapping projects. County Councillor Lynch asked the CAO if the funding program might be beneficial to the Town.
 - CAO Paquette noted that the County of Renfrew is currently working on a County-wide floodplain mapping exercise in consultation with local municipalities, including the Town of Arnprior. The Town will continue to engage with the County as it works to finalize the project.
- Page 12 – The Government of Ontario is renaming the Ontario Medal for Good Citizenship (OMGC) to the Queen Elizabeth II Ontario Medal for Good Citizenship. Ontarians have received this honour, recognizing the many ways they have driven positive change in their communities and helped build a stronger province. Ontario Honours and Awards Portal. Applications are now open until 15 January 2025.
- Page 22 – The Government of Ontario is investing over \$910 million to increase the availability of ambulances across the province and to connect people and their families to emergency care faster and closer to home.
- Page 26 – The Government of Ontario is expanding its support for local emergency readiness with a second round of funding for the Community Emergency Preparedness Grant (CEPG) for 2024-25. This new \$5 million investment will help equip municipalities and organizations with essential resources, equipment and training to better prepare for natural disasters and emergencies. Applications are open until October 31, 2024. County Councillor Lynch asked the CAO if the Town will be applying for this grant opportunity.

- CAO Paquette noted that the Town is currently reviewing the grant program criteria and working to identify any emergency readiness projects that would be suitable for application.
- Page 39 – The Community Sport and Recreation Infrastructure (CSRIF) will provide funding to municipalities, Indigenous communities, non-profit organizations and for-profit organizations (for new builds only) through two program streams for projects to repair or upgrade existing sport and recreation facilities (Stream 1) or build new and transformative sport and recreation facilities (Stream 2). County Councillor Lynch asked the CAO where the Town’s plan to submit an application stood at present.
 - CAO Paquette noted that Town staff are currently working on the submission for Stream 1 (including the collection of support letters from community groups) and it will be submitted by the grant deadline.

b) Correspondence Package – A-24-SEPT-12

Resolution Number 313-24
 Moved by Chris Couper
 Seconded by Tom Burnette

That the Correspondence Package Number A-24-SEPT-12 be received and the recommendations outlined be brought forward for Council’s consideration.

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 314-24
 Moved by Dan Lynch
 Seconded by Tom Burnette

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

- i. By-Law No. 7522-24 – Award WFP Filter #1 and #3 Media and Underdrain Replacement
- ii. By-Law No. 7523-24 – Solid Waste Management
- iii. By-Law No. 7524-24 – Lift Reserve Blocks – Marshall’s Bay Meadows Subdivision – Phase 4
- iv. By-law No. 7525-24 – Zoning By-law Amendment (150 Stave Court Drive)

Resolution Carried

b) Resolutions

i. **Municipal Grants Application – Arnprior Special Olympics (2024 Annual General Meeting)**

Resolution Number 315-24
Moved by Chris Couper
Seconded by Chris Toner

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 6th, 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 6th, 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.

Resolution Carried

16. Announcements

Councillor Chris Couper reported that he had met with Chandra Pasma, Member of Provincial Parliament (MPP) for Ottawa West-Nepean, on Sunday, September 22nd, 2024 and discussed concerns related to the lack of school bus transportation in Renfrew County. They attended the Arnprior Sunday Market and walked John Street North to view the subject areas. She will be returning to the community on Tuesday, September 24th, 2024 to see the impacts during weekday dismissal time on John Street North and Ottawa Street. On the transportation issue, he also reported that negotiations are ongoing between the school boards, Renfrew County Joint Transportation Consortium and the bus companies.

Councillor Tom Burnette reported that he attended the Peace Pole Ceremony hosted by the Rotary Club of Arnprior as Deputy Mayor and brought greetings on behalf of Mayor

McGee and MPP John Yakabuski who were unable to attend. MP Cheryl Gallant and Councillors Cloutier, Toner and Denault were also in attendance.

17. Media Questions

None

18. Closed Session

None

19. Confirmatory By-Law

Resolution Number 316-24
Moved by Chris Toner
Seconded by Billy Denault

That By-law No. 7526-24 being a By-law to confirm the proceedings of the Regular Meeting of Council held on September 23, 2024 be and it is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 317-24
Moved by Dan Lynch
Seconded by Tom Burnette

That this meeting of Council be adjourned at 7:39 PM.

Resolution Carried

Signatures

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk



Town of Arnprior Staff Report

Subject: Award WPCCC SCADA PLC 5 Migration Project

Report Number: 24-10-15-01

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

Department: Operations

Meeting Date: October 15, 2024

Recommendations:

That Council award a project to Capital Controls and Instrumentation Inc. to purchase, install and migrate the existing PLC5 systems at the Water Pollution Control Centre (WPCCC) to a new ControlLogix PLC system, in the amount of \$180,561.00 (plus applicable taxes); and,

Further That Council authorizes the CAO to execute the agreements, and related documents with Capital Controls and Instrumentation Inc. to implement the defined scope of work.

Background:

As part of the 2024 capital budget, Council approved a project in the amount of \$250,000 to complete the migration of the existing, obsolete programmable logic controllers (PLC) 5 systems at the WPCCC to a new ControlLogix system. This system allows for SCADA communication on controls between the various facilities at the WPCCC including the headworks building, main plant/office, and the chemical building.

Discussion:

Staff reached out to the Town's water and wastewater instrumentation contractor Capital Controls to develop a strategy and workplan to bring this PLC system and hardware up to date. Several components of the current system are no longer supported and are considered obsolete. The new hardware and software will bring the system up to modern standards, which will be fully supported and serviceable with readily available parts going forward.

Staff have obtained a proposal from Capital Controls to supply, install, and fully configure the new ControlLogix software and hardware and integrate with all the Town's process equipment at the WPCC. The total cost to undertake this project is \$180,561.00 plus applicable taxes.

Options:

Council could choose not to proceed with these software upgrade initiatives however this is not recommended at this time as these undertakings have been identified as critical to the continued operations and support of the Town's wastewater systems.

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.

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;

Capital Controls has provided the Town with 24/7 support for all SCADA, PLC and instrumentation equipment for many years including in the event of emergencies. Capital Controls is very familiar with the Town's SCADA systems and facilities and undertook all of the current programming and configuration throughout the facilities.

Financial Considerations:

The 2024 capital budget for this project includes funds in the amount of \$250,000. The total cost of the proposal as submitted by Capital Controls, when factoring in the net HST is \$183,738.87, leaving a budget surplus of \$66,261.12 on this project.

Meeting Dates:

N/A

Consultation:

Capital Controls and Instrumentation Inc.

Scott Matthews, Waterworks Supervisor

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: Zoning By-law Amendment 5/24 – 107 Baskin Drive East

Report Number: 24-10-15-02

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

Department: Community Services

Meeting Date: October 15, 2024

Recommendations:

That Council receives an application for an amendment to Zoning By-law 6875-18 for 107 Baskin Drive to rezone the subject property from “Airport Development (A-D)” to “Employment (EMPL)”; and

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

Background:

107 Baskin Drive East, the former Arnprior Aerospace Inc. facility, is currently listed for sale. The owner of the property identified that the current Airport Development zoning of the property limits the uses permitted as-of-right and has identified that potential purchasers would generally require a zoning by-law amendment. To permit a wider range of employment uses, an application has been submitted to amend the zoning of the subject lands from Airport Development to Employment Zone.

Owner: Arnprior Aerospace Inc.

Description of Subject Lands: 107 Baskin Drive East

Legal Description: Concession 12 part of Lot 2, Parts 7 and 8 on registered Plan 49R-6886; and part of Part 1 on registered Plan 49R-2437

Area of Land: 10.17 ha

Existing Structures: The site includes three buildings plus outbuilding storage, totaling approximately 166,846 sq. ft. of space.

Building 1 - located on the westernmost portion of the site, 36,000 sq. ft. of manufacturing and warehouse space

Building 2 - centrally positioned, 52,056 sq. ft., including 9,000 sq. ft. of ground floor office space, 9,140 sq. ft. of second-floor office space, and a mix of warehouse and light manufacturing areas, with an additional 11,560 sq. ft. concrete mezzanine
Building 3 - on the eastern end, 57,430 sq. ft., featuring 5,600 sq. ft. of ground floor office space and 9,830 sq. ft. of second-story office space
Outbuilding Storage - 21,260 sq. ft. of outbuilding storage.

Official Plan: Airport Area

Zoning: Airport Development zone

Summary of Proposal

The applicant is seeking the amendment to change the zoning of the subject property from Airport Development zone to Employment zone to permit a wider variety of employment uses.

Context

The subject lands are located south of Highway 417, west of Baskin Drive East and east of Bev Shaw Parkway as per the Key map in Figure 1.

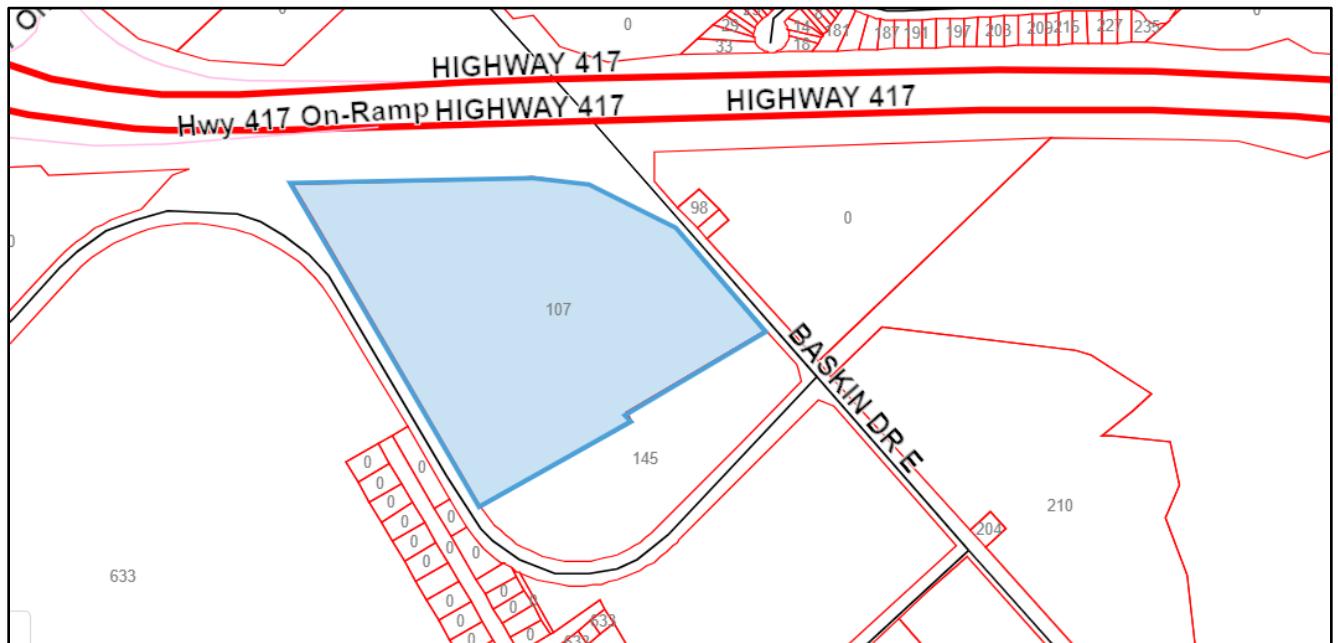


Figure 1 Key Map showing the location of 107 Baskin Drive East.

South of the subject property are federally owned vacant lands.

West of the subject property, across Bev Shaw Parkway, is the airport and associated hangars. Figure 2 shows a street view of the airport and hangars from Bev Shaw Parkway.



Figure 2 Street view of the airport and hangars from Bev Shaw Parkway

East of the subject property, across Baskin Drive East are 98 Baskin Drive East and two vacant parcels of land. These lands are zoned Employment Lands with Holding symbol 4 (EMPL(H4)). 98 Baskin Drive has an existing detached dwelling.



Figure 3 98 Baskin Drive East and vacant land

Figure 6 is an aerial photograph of the area from 2020.



Figure 4 Aerial photo from 2020

Discussion:

Official Plan Policies

107 Baskin Drive East is designated a combination of Airport Area and Environmental Protection. No change of zoning is proposed for the area designated Environmental Protection.

The Airport Area designation applies to the airport and adjacent lands that could be subject to aircraft noise nuisance or to development limitations in accordance with Transport Canada "Aviation: Land Use in the Vicinity of Airports" TP 1247E, as amended. The intent of this designation is to support the continued operation of the airport, provide for opportunities for development or redevelopment on lands not required for airport use, prevent incompatible development from locating on and adjacent to the airport, unless the impacts can be appropriately mitigated.

The requested amendment to change the zoning from Airport Development zone to Employment zone would permit a wider variety of employment uses. No additional development of the land has been proposed at this time.

Section A3 of the Official Plan sets out goals and objectives. Providing opportunities for economic development and the creation of jobs is identified as one of the eight goals of the Official Plan. The strategic objectives to achieve this include:

"b) Provide for the broadest range of employment and commercial uses and flexible development standards, where appropriate;

c) Pre-zone lands for employment and commercial uses wherever possible and appropriate and ensure that a sufficient supply of employment lands is available for development at all times and in appropriate locations;

...

e) Encourage opportunities for a range of job opportunities and a broad range of commercial and service facilities geared specifically to meet the needs of residents and visitors to the Town;"

Zoning By-law Provisions

The current zoning of the lands is Airport Development zone. The Airport Development zone permits the following uses:

- Municipal airport uses
- Flight school
- Airport terminal
- Hangar
- Hangar, cluster
- Auxiliary industrial uses dependent on upon the aircraft industry.

The permitted uses in the Airport Development zone are limiting, particularly given the size of the existing building on the subject property (15,500 sq. m.) and the limited businesses that would fall under "Auxiliary industrial uses dependent on upon the aircraft industry".

The proposed zoning by-law amendment seeks to rezone the subject lands from Airport Development zone to Employment zone.

The Employment zone permits the following uses:

- Accessory outdoor storage
- Animal clinic
- Banquet hall
- Brewery
- Business office
- Business service use
- Cannabis related facility
- Car wash
- Commercial fitness centre
- Commercial recreation use, private
- Commercial self-storage use
- Community centre
- Contractor's yard or shop
- Funeral home
- Industrial use
- Kennel and kennel, day
- Light equipment sales and rental use
- Motor vehicle body shop
- Motor vehicle repair garage
- Motor vehicle rental establishment
- Motor vehicle sales and rental establishment
- Outdoor storage use
- Parking lot, commercial
- Private club
- Repair shop
- School, commercial trade
- Trade and convention centre
- Transport terminal Warehouse

At this time, staff recommend that Council proceed to bring the zoning by-law amendment application to a public meeting at the meeting of Council on November 12, 2024 for public review and comment.

Process

If Council approves holding a public meeting regarding this application staff will issue notice of a public meeting to all property owners within 120 m, and to required agencies and individuals. The public meeting is proposed for November 12, 2024.

Following the public meeting, staff will return to Council on November 25, 2024 with a recommendation report on the application for Council consideration.

Following a decision by Council staff will circulate notice of the decision as required

under the Planning Act which will begin the 20-day appeal period. If no appeals are received the decision is final at the end of the appeal period.

Options:

Council could determine to refuse the application for zoning by-law amendment without holding a public meeting. This option is not recommended by staff as it would not be consistent with Official Plan policies.

Policy Considerations:

As outlined above.

Financial Considerations:

Not applicable

Meeting Dates:

1. Council direction – October 15, 2024 – application received
2. Public meeting – November 12, 2024 (proposed)
3. Council decision – November 25, 2024

Consultation:

The zoning by-law amendment application will be 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, the Arnprior Chief Building Official, General Manager of Operations, and CAO for comment prior to the public meeting.

Documents:

1. Site Plan – existing site conditions

Signatures

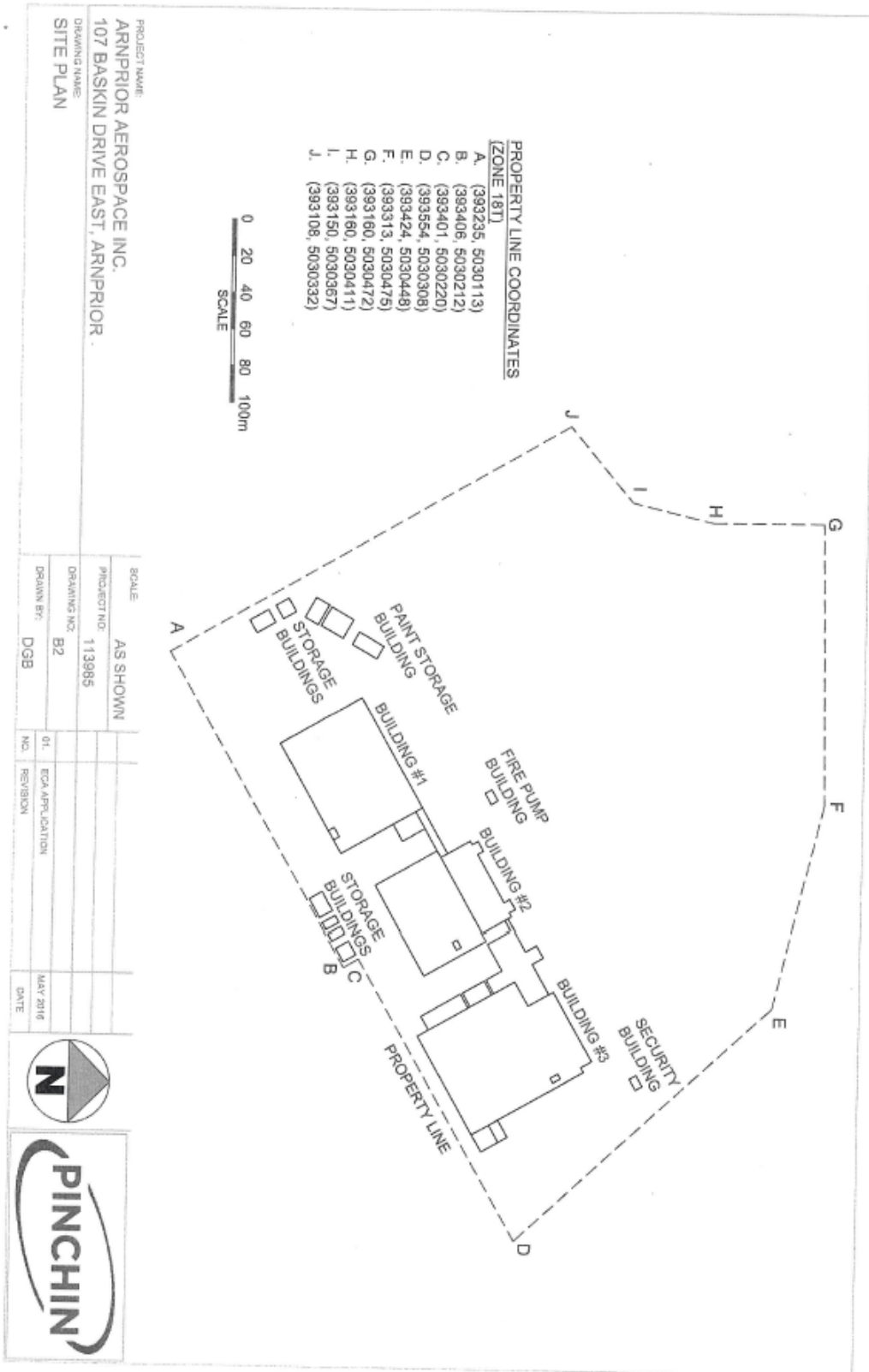
Reviewed by Department Head: Alix Jolicoeur

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

Document 1 – Site Plan existing conditions





Town of Arnprior Staff Report

Subject: Parkland Conveyance By-law

Report Number: 24-10-15-03

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

Department: Community Services

Meeting Date: October 15, 2024

Recommendations:

That Council adopt a by-law to require parkland conveyance for development and redevelopment or cash-in-lieu of such conveyance for development and redevelopment.

Background:

The Town of Arnprior Official Plan currently contains policies which require parkland conveyance or cash-in-lieu of such conveyance for new subdivision development (section E6.6 and E6.7). The applicable policies of the Official Plan identify lands which will not be accepted as parkland and criteria under which cash-in-lieu of parkland may be considered.

The *Planning Act* allows municipalities to require parkland conveyance at the rate of 2% for industrial and commercial and 5% for residential and all other uses. The *Planning Act* allows municipalities to require parkland conveyance or cash-in-lieu of such conveyance for any development, redevelopment, consent, or subdivision approval.

Bill 23, More Homes Built Faster Act, 2022 introduced changes to the *Planning Act* sections 42 and 51.1 related to parkland conveyance. These changes, discussed in report to Council 23-02-13-03 on February 13, 2023:

- Exempt affordable residential units, attainable residential units, non-profit housing developments and additional dwelling units (also known as secondary or accessory dwelling units) from parkland conveyance requirements
- Define when cash-in-lieu of parkland is to be determined
- Changed the alternative rate for parkland conveyance, which is based on number of

dwelling units rather than on the area of a development or redevelopment

- Allow an owner of land to propose land for conveyance that includes land subject to an easement or other restriction, encumbered by below grade infrastructure or an interest in the land other than fee simple ownership (if the interest is sufficient to allow a park to be developed). If the municipality does not choose to accept the land identified by the owner for conveyance the municipality must give the owner notice of the refusal to accept the lands, and the owner has 20 days to appeal the refusal to the Ontario Land Tribunal (OLT). Note: These changes are not yet in effect and will come into effect on a date to be proclaimed.
- Requires 60% of all monies collected in the cash-in-lieu of parkland account be allocated or spent at the beginning of the year.
- Clarified that for consent application parkland conveyance or cash-in-lieu for severances applies only to the lot to be created not the retained lot.

Based on these changes staff recommended an Official Plan Amendment to require parkland conveyance for development or redevelopment subject to site plan control or consent and that a parkland conveyance bylaw be developed to include and implement these changes.

Council approved the recommendations of staff outlined in report 23-02-13-03 on February 13, 2023.

Discussion:

Staff have prepared a Parkland Conveyance By-law for consideration by Council.

The proposed Parkland Conveyance By-law fulfills recommendation number 1 of the Recreation and Parks Master Plan approved by Council September 23, 2024. The Recreation and Parks Master Plan recommendation number 1 was to “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.”

The proposed by-law is also consistent with recommendation 20 of the Recreation and Parks Master Plan which states “Design new parks and enhance existing parks and outdoor spaces with a Crime Prevention Through Environmental Design (CPTED) approach”. The proposed by-law identifies factors that will be used to determine suitability of land for parkland conveyance. These factors support a Crime Prevention Through Environmental Design (CPTED) approach by considering connectivity, pedestrian and cyclist access, frontage on a public road which provides visibility and access and consistency with the Recreations and Parks Master Plan.

Staff are not proposing to alter the parkland rate currently in use except to extend

parkland conveyance requirements to development, redevelopment and consent applications as permitted under the Planning Act. This makes parkland conveyance requirements more equitable across the various development types, so it applies to single lot multi-unit residential developments, creation of new lots through consent in addition to subdivision developments.

Staff are not recommending use of the alternative parkland rate which is based on number of units rather than the area of the development lands. The alternative parkland rate is beneficial for municipalities which see high density developments on smaller parcels so that land secured for parks is reflective of the density of units rather than the area of land the developments sit on. Given the density of developments in Arnprior, use of the alternative parkland rate would not generally be beneficial.

The proposed by-law sets out lands that are suitable for parkland conveyance and lands that will not be accepted as part of the required parkland conveyance. Lands not suitable for parkland conveyance may still be conveyed to the Town but would not form part of the required parkland conveyance. This creates greater clarity and predictability for developers on what factors are used in considering locations for parkland conveyance and what lands the Town would not accept as parkland conveyance. Guidelines on when cash-in-lieu of parkland may be considered are identified in the proposed by-law. This will provide developers greater clarity and predictability on when parkland conveyance versus cash-in-lieu of parkland conveyance may be required. This greater clarity can help developers to incorporate parkland or cash-in-lieu of parkland into their preliminary plans and financial considerations for a project.

Public consultation on a Parkland Conveyance By-law is required only where a municipality is proposing use of the alternative parkland rate, which staff are not proposing. The proposed by-law is consistent with:

- the proposed Town initiated Official Plan amendment subject to a public meeting on May 13, 2024 which identified parkland conveyance would be extended beyond subdivision approvals to other development and redevelopment as permitted under the *Planning Act*, as per direction from Council on report 23-02-13-03 on February 13, 2023.
- Recommendation number 1 from the Recreations and Parks Master Plan, which was subject to recent public consultation

Staff are, therefore, not proposing any public consultation or consultation with developers on the proposed by-law.

Options:

1. Approve the proposed Parkland Conveyance By-law as proposed.
2. Direct staff to amend the proposed Parkland Conveyance By-law or consult regarding the proposed by-law and bring it back for Council consideration.

3. Not approve the proposed Parkland Conveyance By-law. Staff do not recommend not approving a Parkland Conveyance By-law as the *Planning Act* states that municipalities may require parkland conveyance by by-law.

Policy Considerations:

The proposed Parkland Conveyance By-law is consistent with the *Planning Act*, the Town of Arnprior Official Plan and proposed Town initiated Official Plan amendment, and the Recreation and Parks Master Plan.

The proposed Parkland Conveyance By-law is consistent with the Town of Arnprior 2024-2027 Strategic Plan priority 1 – Community Well Being and Culture, objective 1.4 – Recreation Master Plan, and action 1.4.1. Undertake a Recreation Master Plan.

The measure of progress for this objective and action is implementation of the recommendations of the Recreation and Parks Master Plan. The proposed by-law implements recommendation number 1 of the Recreation and Parks Master Plan.

The proposed Parkland Conveyance By-law is consistent with the Town of Arnprior 2024-2027 Strategic Plan priority 2 – Corporate Efficiencies and Financial Sustainability. Though the proposed Parkland Conveyance By-law is not directly related to any of the objectives or actions in the strategic plan the additional parkland and cash-in-lieu of parkland from development and redevelopment, will help support ongoing financial sustainability for parkland acquisition, development and maintenance.

Financial Considerations:

The proposed Parkland Conveyance By-law will result in additional funds going to the Parkland Development Reserve Fund.

Meeting Dates:

N/A

Consultation:

The proposed by-law was circulated for review and comment to:

- Robin Paquette, CAO
- John Steckly, General Manager of Operations
- Jennifer Morawiec, General Manager Client Services/Treasurer
- Graeme Ivory, Director of Recreation
- Patrick Foley, Engineering Officer, Facilities and Assets
- Ryan Wall, Engineering Officer
- Kaila Zamojski, Town Clerk

No public consultation is suggested as set out in the discussion section.

Documents:

1. Draft Parkland Conveyance By-law

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

**Corporation of the
Town of Arnprior**

By-Law # xxxx-24

A By-Law Respecting Parkland Conveyance or Cash-in-Lieu of Parkland Conveyance.

Whereas sections 42, 51.1 and 53(13) of the *Planning Act*, as amended, authorize local municipalities to pass by-laws requiring that land or cash-in-lieu thereof be conveyed to the local municipality as a condition of development or redevelopment of land, the subdivision of land, or the granting of provisional consent over land; and

Whereas the Council of the Corporation of the Town of Arnprior has adopted policies within its Official Plan pertaining to the conveyance of land or cash-in-lieu thereof to the Town as a condition of development, redevelopment, the subdivision of land, or the granting of provisional consent over land under the *Planning Act*, as amended; and

Whereas Council for the Corporation of the Town of Arnprior deems it necessary and expedient to enact a by-law to provide for the provision of lands for park or other public recreational purposes;

Now Therefore the Council of the Corporation of the Town of Arnprior enacts as follows:

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DRAFT

1. Title, scope and intent

- 1.1 This by-law shall be known and cited as the “Town of Arnprior Parkland Conveyance By-law”.
- 1.2 This by-law shall apply to all lands within the geographic boundary of the Town of Arnprior.
- 1.3 The intent of this by-law is to enable the Town of Arnprior to provide land for public parks or other public recreation purposes. The Town is permitted to require the conveyance of parkland or cash-in-lieu of parkland as a condition of development or redevelopment, subdivision of land, or the granting of provisional consent as regulated under the *Planning Act*. Land conveyed to the Town under this by-law shall be used for parkland or other public recreation purposes, subject to the policies of the Official Plan.

2. Definitions

2.1 For the purposes of interpretation of this by-law, the following definitions shall apply:

- a) Additional dwelling unit: a self-contained residential use with kitchen and bathroom facilities that are within or accessory to a permitted single detached, semi-detached, or townhouse dwelling.
- b) Affordable residential unit: as defined in subsection 4.1 (1) of the *Development Charges Act, 1997*.
- c) Attainable residential unit: as defined in subsection 4.1 (1) of the *Development Charges Act, 1997*.
- d) Cash-in-lieu: a payment of money for park or other public recreational purposes which is collected in lieu of a conveyance of land which would otherwise be required to be conveyed pursuant to the parkland provisions of the *Planning Act*.
- e) Convey: to deed or transfer land for park or other public recreational purposes.
- f) Development: means the creation of a new lot, a change in land use, or the construction of buildings and structures requiring approval under the *Planning Act* but does not include activities that create or maintain infrastructure authorized under an environmental assessment process or works subject to the *Drainage Act*.
- g) Dwelling unit: means a unit that consists of a self-contained set of rooms located in a building or structure, that is used or intended for use as residential premises and contains kitchen and bathroom facilities that are intended for the use of the unit only.
- h) Gross floor area: the aggregate of the areas of each floor of a building or structure above or below established grade, measured between the exterior faces of the exterior walls of the building or structure, or where there are common walls between uses or buildings or structures; measured to the center-line of a common wall.
- i) Gross land area: the land area of the entire development or redevelopment

site, including the parcel of land which is to be dedicated for park purposes, including any easements, roadways and stormwater management facilities etc.

- j) Market appraisal: a written opinion of fair market value of one or more parcels of land supported by presentation and analysis of relevant data by a certified accredited appraiser.
- k) Market value: the monetary price a property should bring in a competitive and open market, as of the specified date, under all conditions, requisite to a fair sale, the buyer and seller each acting prudently, knowledgeably and assuming price is not affected by undue stimulus.
- l) Mixed use: the physical integration of residential and commercial, industrial or others uses within a building or structure or separate buildings or structures on the lands proposed for development or redevelopment.
- m) Non-profit housing development: means the development of a building or structure intended for use as a residential premises and developed by, a corporation to which the *Not-for-Profit Corporations Act, 2010* applies, that is in good standing under that Act and whose primary object is to provide housing, a corporation without share capital to which the *Canada Not-for-profit Corporations Act* applies, that is in good standing under that Act and whose primary object is to provide housing, or a non-profit housing co-operative that is in good standing under the *Co-operative Corporations Act*.
- n) Official Plan: the Official Plan of the Corporation of the Town of Arnprior in effect at the time.
- o) Parkland: land consisting largely of open space which may include a recreational area, playground, playfield or similar use and may also include accessory buildings or structures such as a maintenance building, washroom or canteen.
- p) Planning Act: the *Ontario Planning Act, R.S.O. 1990* as amended or replaced
- q) Redevelopment: means the creation of new units, uses or lots on previously developed land in existing communities, including brownfield sites.
- r) Town: the Corporation of the Town of Arnprior.

3. Interpretation

- 3.1 Unless otherwise defined, the words and phrases used in this by-law have their normal and ordinary meaning.
- 3.2 This by-law is gender neutral and, accordingly, any reference to one gender includes the other.
- 3.3 Words in the singular include the plural and words in the plural include the singular.
- 3.4 Headings and the table of contents are inserted for convenience of reference purposes only, form no part of this by-law and shall not affect in any way the meaning or interpretation of the provisions of this by-law.

4. Parkland Conveyance Rates

4.1 As a condition of consent, development or redevelopment, subdivision of land, or the granting of provisional consent, the Town shall require that land be conveyed to the Town for park purposes as follows:

Commercial and Industrial uses

4.2 Where land is developed, redeveloped, subdivided, or granted provisional consent for commercial or industrial use, parkland conveyance shall be at the rate of 2% of the gross land area.

Residential uses and all other discrete uses

4.3 Where land is developed, redeveloped, subdivided, or granted provisional consent for residential or all other uses, excluding commercial and industrial, parkland conveyance shall be at the rate of 5% of the gross land area.

4.4 Where land is developed, redeveloped, subdivided, or granted provisional consent and includes affordable or attainable residential units, parkland conveyance shall not exceed 5% of the land multiplied by the ratio of A to B where, "A" is the number of residential units that are part of the development or redevelopment but are not affordable residential units, attainable residential units or a non-profit, and "B" is the number of residential units that are part of the development or redevelopment.

Mixed uses

4.5 When land is developed, redeveloped, subdivided, or granted provisional consent for mixed uses, the land to be conveyed shall be as follows:

- a) For mixed uses on a site, the land to be conveyed shall be the sum of the requirements proportionate to the gross land area allocated to each use at the rates set out in 4.1, 4.2, 4.3, 4.4 and 5.1.
- b) For mixed uses within a building, the land to be conveyed shall be the sum of the requirements proportionate to the gross floor area allocated to each use at the rates set out in 4.1, 4.2, 4.3, 4.4 and 5.1.

5. Exemptions

5.1 This by-law shall not apply to land that is developed, redeveloped, subdivided, or granted provisional consent for any of the following:

- a) A building that was accidentally damaged or demolished and where:
 - i. The building is repaired or replaced and re-occupied before the expiry of two years; and
 - ii. The building continues to be used for the same purpose after it is repaired or rebuilt;
 - iii. There is no increase in the number of dwelling units or gross floor area;
- b) An addition or alteration to an existing residential dwelling that does not result in an increase in dwelling units;
- c) A non-profit housing development;

- d) Affordable residential units;
- e) Attainable residential units;
- f) Additional dwelling units;
- g) A place of worship;
- h) A cemetery;
- i) A municipal or other government use;
- j) An accessory dwelling unit;
- k) A home based business;
- l) An addition or alteration to an existing non-residential use building that does not require site plan control approval as per the *Planning Act* or the Site Plan Control By-law; or
- m) A temporary use for which approval has been granted under section 39 of the *Planning Act*.

5.2 Where only part of the land that is developed, redeveloped, subdivided, or granted provisional consent is subject to provision 5.1, the parkland to be conveyed shall be the amount of land that may be required to be conveyed under section 4 for the use(s) which are not exempt.

6. Land suitable for parkland conveyance

6.1 The Town of Arnprior shall accept land for passive and active parkland and other public recreation purposes. These lands conveyed to the Town shall be in a location and in a physical condition satisfactory to the Town. Any land parcel configuration, size or location that is constrained or deemed undesirable, as determined by the Town, shall not be acceptable as parkland conveyance. Factors that will be considered in determining suitability for conveyance include, but are not limited to the following:

- a) Open frontage on a public road which provides visibility and accessibility;
- b) Adequate size and configuration to accommodate park amenities such as sports fields, playgrounds, and programmable open space as required;
- c) In a physical state, including lot grading and drainage, to accommodate park amenities such as sports fields, playgrounds, and programmable open space as required;
- d) Abutting complementary land uses;
- e) Consistent with the Official Plan policies for the area and for parks and leisure areas;
- f) Consistent with the Recreation and Parks Master Plan;
- g) Consistent with the Waterfront Master Plan
- h) Connectivity to the existing trail system, where possible;
- i) Pedestrian and cyclist access;
- j) Opportunities to co-locate with schools;
- k) Equitable distribution within the community;
- l) Connectivity to existing and planned parks and open spaces.

7. Lands not suitable for parkland conveyance

7.1 The Town shall not accept lands to fulfill parkland conveyance requirements which are/have:

- a) Hazardous or floodplain;
- b) Steep or unstable slopes;
- c) Unsuitable or unstable soil conditions for intended recreation facilities;
- d) Utility right-of-way's or easements;
- e) Containing an easement, encumbrance or right-of-use that limits or restricts the Town's use of the land;
- f) Stormwater management facilities and adjacent land required for maintenance requirements;
- g) Provincial or locally significant wetlands;
- h) Environmental Protection Areas as designated in the Official Plan;
- i) Required setbacks and buffer lands from wetlands and watercourses;
- j) Roadways or walkways being conveyed for non-parkland purposes; and
- k) Lands that are deemed to be contaminated.

8. Cash-in-lieu of parkland conveyance

8.1 The Town may, in the following circumstances require the payment of cash-in-lieu of accepting a conveyance of land:

- a) Where there is no land that is either usable or functional on the site for parkland or recreational purposes;
- b) Where the conveyance of parkland from the site would reduce the number of dwelling units or the floor space of the development or redevelopment to the extent that the development or redevelopment is unfeasible;
- c) Where the development or redevelopment is located within the Employment Lands designation in the Official Plan;
- d) Where the Town has identified land in a more appropriate or accessible location and that has been or is to be acquired by the Town; or
- e) Where the area being developed or redeveloped is already well served with parkland.

8.2 The decision whether to require a conveyance of land, payment of cash-in-lieu of accepting a conveyance, or combination therein, will be made by the Manager of Community Services and the Director of Recreation at the time when parkland conveyance or cash-in-lieu is to be determined as per section 9.

8.3 Where cash-in-lieu of parkland is required, the Town shall require that the payment be in the amount of the market value of the land otherwise to be conveyed as per section 4 of this by-law.

8.4 All money received by the Town through payments of cash-in-lieu of parkland shall be paid into the Parkland Development Reserve Fund.

9. When the conveyance or cash-in-lieu is determined

9.1 The amount of land or payment in lieu required to be provided is the amount of land or payment in lieu that would be determined under the by-law on:

Development or Redevelopment

- a) The day an application for site plan control for development or redevelopment was made;
- b) The day an application for a zoning by-law amendment application was made, if no site plan control approval is required;
- c) The day a building permit was issued in respect of the development or redevelopment if no site plan control approval or zoning by-law amendment is required, or if more than 2 years have elapsed since the application referred to in 9.1 a) or b).
- d) If 9.1 a) and b) do not apply, and more than one building permit is required for the development or redevelopment, the day the first permit was issued.

Consent

- e) The day before provisional consent is given for a consent application.

Subdivision

- f) The day before approval of the draft plan of subdivision.

9.2 If a development was the subject of more than one application referred to in clause 9.1 (a) or (b), the later one is deemed to be the applicable application.

9.3 Where cash-in-lieu of Parkland is required, the value of the land shall be determined by:

- a) A market appraisal or a letter of opinion from a certified appraiser reviewed and accepted by the Manager of Community Services; or
- b) The most recent land sale record of the subject property, no more than 12 months prior to the date of the agreement, reviewed and accepted by the Manager of Community Services; provided the sale was at market value and there has been no change that may impact the land value, including but not limited to changes in the zoning, Official Plan designation or severance.

10. Credits for previous conveyances

10.1 Notwithstanding section 4 and section 8 of this by-law, where it is known or can be demonstrated that land has been conveyed or is required to be conveyed to the Town for park or other public recreation purposes or cash-in-lieu has been received by the Town or is owing to it pursuant to a condition imposed in accordance with the *Planning Act*, no additional conveyance or payment will be required in respect of subsequent development or redevelopment, subdivision or granting of provisional consent unless land originally proposed for commercial or industrial purposes is now proposed for development or redevelopment for other purposes.

10.2 Where 10.1 applies and land originally proposed for commercial or industrial

purposes is now proposed for development or redevelopment for other purposes, land or cash-in-lieu required to be conveyed or paid to the Town for park or other public recreation purposes pursuant to section 4 and section 8 of this by-law shall be reduced by the amount of land or cash-in-lieu previously received by or owing to the Town in accordance with the *Planning Act*

11 Timing of parkland conveyance or of cash-in-lieu payment

11.1 Where land is required to be conveyed to the Town in accordance with section 4 of this by-law, the lands shall be conveyed as follows:

- a) In the case of development or redevelopment to be approved pursuant to section 51.1 Plan of Subdivision Approval of the *Planning Act*, the Town may require the conveyance of land as a condition of approval, and said lands shall be conveyed to the Town either prior to or upon registration of the plan, or as may be otherwise agreed upon in the subdivision agreement,
- b) In the case of development or redevelopment to be approved pursuant to sections 53 Consents of the *Planning Act*, the Town may require the conveyance of land as a condition of approval, and said lands shall be conveyed to the Town prior to clearing the conditions for the consent, as determined by the Town;
- c) In the case of development or redevelopment where land has not been conveyed or has not been required pursuant to sections 51.1 or 53 of the *Planning Act*, the Town shall require the conveyance of land as a condition of development or redevelopment prior to building permit issuance in accordance with section 41 Site Plan Control Area of the *Planning Act*.

11.2 Where cash-in-lieu of parkland is required to be paid to the Town in accordance with section 8 of this by-law, the payment shall be made as follows:

- a) For development or redevelopment where the Town has required the payment of cash-in-lieu of parkland as a condition of an approval or consent, pursuant to sections 51.1 or 53 of the *Planning Act*, the cash-in-lieu payment shall be paid prior to plan registration or the consent being given;
- b) For development or redevelopment approved pursuant to section 41 of the *Planning Act*, where cash-in-lieu has not been required pursuant to sections 51.1 or 53 of the *Planning Act*, the cash-in-lieu payment shall be paid prior to issuance of the first building permit in respect of the development or redevelopment as per section 42 (6.1) of the *Planning Act*.

12 Disputes

12.1 In the event of a dispute between the Town and the applicant on the location or value of land, the applicant may apply to the Ontario Land Tribunal in accordance with the *Planning Act*.

12.2 If there is a dispute between the Town and the owner on the value of land the applicant may pay the amount required under protest and make an application to the Ontario Land Tribunal in accordance with the *Planning Act*.

13 Use of cash-in-lieu of parkland funds

- 13.1 All money received by the municipality as a requirement under section 8 and all money received on the sale of any land required to be conveyed under section 4, less any amount spent by the municipality out of its general funds in respect of the land, shall be paid into a special account referred to as the Parkland Development Reserve Fund.
- 13.2 All money received as a requirement under section 8 may be spent, allocated, and invested as per section 42(15) and 42(16) of the *Planning Act*.
- 13.3 Financial statements related to the Parkland Development Reserve Fund shall be prepared and provided to Council as per Section 42(17) of the *Planning Act* and O.Reg 509/20.

14 Validity and severability

- 14.1 Every provision of this by-law is severable and if any provisions of this by-law should, for any reason, be declared invalid by any court, it is the intention and desire of Council that the remaining provisions shall remain in full force and effect.
- 14.2 Where a provision of this by-law conflicts with the provision of another by-law in force within the Town of Arnprior, the provisions that establish the higher standards to protect the health, safety and welfare of the general public shall prevail.

15 Liability

- 15.1 This by-law is not to be construed at any time in such fashion as to hold the Town of Arnprior or its officers liable for failing to ensure that persons comply with the provisions of this by-law.

16 Repeal

- 16.1 That any by-law or section of by-law being a by-law to establish a procedure for requiring conveyance of land to the municipality for park purposes or requiring payment of money in lieu of, previously approved be hereby repealed as of the day on which this by-law comes into force and effect.

17 Enactment

- 17.1 That this by-law shall come into force and effect upon final reading thereof.

Enacted and passed this _____ day of _____, 2024



Town of Arnprior Staff Report

Subject: Housing Needs Assessment – Review Schedule

Report Number: 24-10-15-04

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

Department: Community Services

Meeting Date: October 15, 2024

Recommendations:

That Council receive Housing Needs Assessment Appendix 4 – Review Schedule as information and use the Review Schedule as a long-range planning tool to guide and inform future reviews of the Housing Needs Assessment completed in 2023.

Background:

The Town of Arnprior completed a Housing Needs Assessment in 2023. An application was submitted in September 2024 for Housing Accelerator Fund – Round 2. Following submission of the application, CMHC reached out to staff and identified that the Town's Housing Needs Assessment did not include a review schedule and that a review schedule would need to be added to the assessment.

Discussion:

Staff have considered the following when developing a proposed review schedule for the Housing Needs Assessment

- that the Housing Needs Assessment is heavily based on census data. The next census is 2026. Based on the 2021 census data release schedule information suggests full census data should be anticipated at the end of the following year (December 2027).
- Review timing should allow time for implementation and consideration of impact between reviews.
- Reviews should be conducted frequently enough to be current in a sometimes rapidly changing housing situation.

Staff are recommending that reviews of the Housing Needs Assessment be conducted every 5 years following completion and release of new census data. The first review is

proposed for early 2028 based on 2026 census data which would be available by the end of 2027.

The review schedule should be reviewed as part of the Housing Needs Assessment review at each 5-year period to determine if the review schedule continues to be appropriate.

Options:

1. Approve the review schedule as proposed.
2. Direct staff to develop an alternative review schedule.
3. Not approve a review schedule. This is not recommended as a review schedule for the Housing Needs Assessment is required for eligibility for the HAF Round 2.

Policy Considerations:

Approval of a review schedule for the Housing Needs Assessment is consistent with Strategic Plan Priority 5 – Growth and Asset Management, Objective 5.1 Affordable Housing Initiatives. The action item 5.1.2 is to “Investigate initiatives such as Community Improvement Plan, Housing Accelerator Fund” and progress is made in implementing these initiatives. The review schedule is required to support the Housing Accelerator Fund application.

Financial Considerations:

Reviews of the Housing Needs Assessment will incur review cost. Reviews would need to be approved through the budget process of the proposed review year(s).

Meeting Dates:

Council accepted the Housing Needs Assessment on September 25, 2023.

Consultation:

Robin Paquette, CAO

Documents:

1. Appendix 4 – Housing Needs Assessment Review Schedule

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

Document 1: Appendix 4 – Housing Needs Assessment Review Schedule

Year of Housing Needs Assessment Review	Census Year
2028	2026
2033	2031
2038	2036
2043	2041



Town of Arnprior Staff Report

Subject: Community Safety and Well-being Plan

Report Number: 24-10-15-05

Report Author and Position Title: Robin Paquette, CAO

Department: Community Services

Meeting Date: October 15, 2024

Recommendations:

That Council adopt the Town of Arnprior Community Safety and Well-Being Plan attached hereto.

Background:

On January 1, 2019, new legislative amendments to the Police Services Act, 1990 came into effect mandating every municipality prepare and adopt a community safety and well-being plan. Community safety & well-being planning is a collaborative effort to remove barriers and improve access to the social determinants of health and well-being so that every community member can realize their unique talents and potential in a safe, inclusive and nurturing environment. As part of the legislative changes, municipalities were required to work in partnership, to undertake the planning process with a person or entity that provides physical / mental health services, education, community / social services, community / social services geared to youth, police services and/or an employee or member of the municipal council. Community safety and well-being plans must identify risk factors to the community and identify strategies to decrease the demand for and costs of incident responses. Upon adoption of the plan, Council must monitor, evaluate and report on the effect the community and safety well-being plan are having.

When staff initially reported to Council on the creation of the CWBS Plan, it was hoped that the County of Renfrew would create a plan that encompassed all the 17 municipalities and themselves. The reason for this was because of the impact the County has on many of the key risk factors, such as Renfrew County Housing and the Community Paramedics Program. The County's position at the time was that no municipalities should be burdened with the need to create a CWBS Plan and in fact wrote to the Province in March of 2019 stating "We propose that the development of

Community Safety and Well-being Plans should be the responsibility of the Ontario Provincial Police. Plans should be developed through local Police Services Boards and the creation of these plans should utilize existing groups like Situation Round Tables to provide feedback to inform planning of local issues and priorities.”

Shortly thereafter, the Renfrew Police Services Board wrote to all seven detachment area municipalities indicating that since 2017, the Renfrew Police Service Board has been working with the OPP in support of CSWB through the establishment of the Renfrew County Situation Table. The situation table is a multi-sector group of human service providers that meet monthly to address situations, or individuals, which present an imminent risk of harm to themselves or to the community. Risk intervention is an integral part of the CSWB planning framework and the establishment of the situation table means that, one element of the CSWB framework has already been addressed. In addition, the already existing Renfrew County Situation table could serve well as the legislated Advisory Committee, for the purposes of CSWB planning.

In June of 2019, staff reported to Council (Report Number: 2019-06-10-02) and Council passed resolution 255-19 to support the development of a joint Community Safety and Well-Being Plan in collaboration with The Town of Renfrew, The Township of Admaston Bromley, Horton Township, Whitewater Region, The Town of Arnprior, Greater Madawaska and The Township of McNab/Braeside. The Advisory Committee began meeting in October of 2019. The Renfrew Police Services Board received a grant to assist in the preparation of the Plan and a project coordinator, Mr. Patrick Finnegan, a retired Detachment Commander from Napanee, was hired to support the Committee. Membership in the advisory committee included councillors and staff from the municipalities, as well as stakeholders such as OPP detachment staff, Renfrew County Victim Services, Mental Health Services of Renfrew County and Pembroke Regional Hospital.

Mr. Finnegan experienced serious health issues during the creation of the CWSB Plan, which, along with the pandemic, extended the time required to prepare the final Plan. The Solicitor General accepted the delays as long as the plan was progressing.

Discussion:

The Joint Community Safety & Well-Being Plan (see Document #2) was finalized by Mr. Finnegan earlier this year and has been adopted by several of our neighbouring municipalities. Mr. Finnegan has developed both the Upper Ottawa and Renfrew and Area Community Safety & Well-Being Plans which are identical, the only difference being the service area.

The Plan identifies: which municipalities are involved; key initiatives; the function of the advisory committee; key risk factors identified for prioritizing future action; and next steps in the planning process.

The Plan includes three levels of engagement with the reader which provide either a quick overview or a more in-depth look at the data and initiatives, as follows:

1. **The Elevator Pitch** is a quick read that outlines the methodology and purpose of the plan.
2. **The Dentist Office Read** describes in greater detail the methodology, priorities and goals.
3. **The Deep Dive** looks at actual data, initiatives that are underway and identifies future priorities.

The Plan identifies eight high or very high-risk factors in our area, as being:

- poverty;
- drug addiction;
- alcohol abuse;
- homelessness;
- access to appropriate housing;
- mental health challenges;
- basic needs not being met; and
- discrimination.

These factors were identified through a 'lived experience survey' however Mr. Finnegan has explained that these factors are not individual to the Renfrew Area and are like those identified around the province, as evidenced by other Community Safety and Well-being Plans.

The Plan also notes that there are four established initiatives that have benefits and impacts for all municipalities despite the geographic location of the initiative. Each is described in detail within the main body ("Deep Dive" Section) of the Plan.

These Key Initiatives are:

1. The Situation Table (now known as Renfrew County Community Risk Watch (RCCRW))
2. The Renfrew & Area Connection Centre
3. The Police/Mental Health & Addictions Partnership
4. Enhanced Response & Management of Intimate Partner Violence

Lastly, it should be noted that there are also many initiatives already established by the County of Renfrew in their areas of purview.

Within the housing landscape, the County - as the designated Service Manager - has an important role, helping to facilitate housing and homelessness solutions in collaboration with stakeholders and community partners. Given the complex nature of the housing system, having a formal plan to help coordinate responses to pressing issues is vital to the community. The development of a ten-year Housing and Homelessness Plan is also

required under the *Housing Services Act* (2011). The County's 10-Year Housing and Homelessness Plan – "A Place to Call Home" helps to establish a clear picture of housing needs in the community, as well as strategies and actions to address these needs and was revised in 2019, with an addendum added in 2021.

In 2020, the County adopted a Seniors Housing Strategy. The Senior Housing Strategy is intended to help the County support better outcomes for seniors in terms of housing and related support needs.

In May of 2024, the County launched a new initiative centered around a collaborative approach to providing compassionate care in the community. This phased approach, named *mesa* (pronounced "mey-suh"), embodies bold and compassionate work to address the root causes of homelessness, substance abuse and addictions and mental health while fostering a resilient and healthier community for all residents of the County of Renfrew. It is a collaboration between three internal service providers – Community Services, Paramedic Services and their Development and Property Department, as well as partner organizations serving our communities. One could argue that that this plan is in fact a CSWB Plan.

In conjunction with these valuable initiatives and strategies, the Town can advocate, support and encourage to address the key high/very high-risk factors within our community through the Action Plan items, which form the basis of the Town's CSWB Plan (see Document #1). The Joint CSWB Plan is attached thereto as an appendix to provide the background and data for the Action Plan items within the Town's Plan.

Next Steps

The next steps proposed in the Joint CSWB Plan is to create an inventory of all existing programs and services (the "Lighthouse Document" to be prepared by Mr. Finnegan) and engaging the Advisory Committee in an exercise of "Keep, Drop, Create" in an effort to avoid redundancy of human and economic resources as they make informed, evidence based decisions in relation to the creation of protective factors aimed at reducing and / or eliminating the identified risks. Staff will continue to participate in any discussions to this end.

Options:

Council could choose to not adopt the presented Community Safety and Well-being Plan, however based the need to have a plan in place, staff recommend adopting the plan and actions at this time and continuing to work with the other municipalities and stakeholders on moving initiatives of the joint plan forward.

Policy Considerations:

Community Well-being is one of the Key Priorities of the Town's 2024-2027 Strategic Plan and the Community Safety and Well-being Plan provides some framework to continue to be engaged in an ongoing process of assessing, responding and evaluating

the needs of our community.

Financial Considerations:

A grant was received by the Renfrew Police Board to engage a consultant to prepare the joint plan.

Meeting Dates:

Many meetings of the advisory committee have been held since October of 2019.

Consultation:

- Patrick Finnegan, Project Coordinator
- Joint CSWB Planning Advisory Committee

Documents:

1. Town of Arnprior Community Safety & Well Being Plan
2. Appendix A – Joint CSWB Plan Renfrew & Area

Signatures

Reviewed by Department Head: Robin Paquette

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

CAO Concurrence: Robin Paquette

Workflow Certified by Town Clerk: Kaila Zamojski

Document #1: Town of Arnprior Community Safety & Well Being Plan



Town of Arnprior Community Safety & Well Being Plan – Action Plan

Introduction

The Town of Arnprior Community Safety and Well-Being Plan is our commitment to ensuring our community continues to be a great place to live, work and play. This plan will serve as a guide for the municipality and our partners as we work towards Council’s vision ‘to become a sustainable and welcoming community that respects its rich history while actively building a brighter future together.’

Why develop a Community Safety and Well-Being Plan?

The Province of Ontario has legislated municipalities to have a Community Safety and Well-Being Plan under the Safer Ontario Act, 2018. We created this plan using the framework provided by the Ministry of the Solicitor General that outlined four areas of focus: social development, prevention, risk intervention, and incident response.



Alignment with The Town of Arnprior 2024-2027 Municipal Strategic Plan

The Town of Arnprior 2024-2027 Strategic Plan outlines Strategic Priority Areas for the municipality, with Community Well-being & Culture being one of the 5 Key Priorities. The Plan supports the goal 'to create a supportive environment that encourages healthy lifestyles, stimulates cultural growth, and strengthens the social fabric of our town'. This plan is also aligned with our core values of *Inclusive* and *Respectful* which focus on community building, trust and collaboration.

Community Safety and Well-Being Plan Priorities

The Joint Renfrew Area Community Safety and Well-Being Plan Advisory Committee has identified four priority, very high-risk, areas:

- **Poverty**
- **Drug Addiction**
- **Access to Appropriate Housing**
- **Mental Health Challenges**

These priorities were established after reviewing local data along with analyzing the results of the community survey and focused sessions held with organizations and agencies.

Action Plan

A. Improve Service Navigation:

- Support increase access to service navigation support for individuals and families including increased peer support, professional navigation services, and service mapping
- Support strengthening 211 service for Renfrew County to help people connect to community and social services in our community
- Establish a community awareness campaign on programs and services available

B. Expand Services and Supports:

- Support and promote mental health initiatives
- Increase access to recreational and physical activity, both indoors and outdoors
- Encourage and support options and opportunities for transitional and supportive housing
- Support funding opportunities to increase and expand mental health and addiction services and supports

- Encourage the pursuit of the targets outlined in the County's 10-Year Housing and Homelessness Plan to increase accessible and affordable housing units

C. Break Down Barriers:

- Identify and work to reduce barriers to obtaining and maintaining housing and employment
- Update Housing Needs Assessment as required
- Continue to support safe and equitable housing, including programs to help with rental arrears, emergency home repair, renovation, and home ownership

D. Collaboration and Communication:

- Encourage continued collaboration between sectors and services to promote case management and improved system coordination
- Increase public awareness and education on mental health and well-being
- Enhance awareness of the housing situation in our community
- Continue to work with the Renfrew Detachment Police Services Board, Renfrew County Community Risk Watch (RCCRW) and the County of Renfrew Mesa Initiative on moving forward the initiatives of the Joint CSWB Plan Renfrew & Area

E. Advocacy:

- Advocate for stable, predictable funding for housing and homelessness prevention
- Engage upper levels of government for a broader discussion on Universal Basic Income
- Advocate for changes to the system that will help to break the cycle of poverty

Monitoring and Reporting

We have identified a number of indicators that will be monitored regularly to assess the state of the priority areas. Additional areas may be added during the implementation of the Plan.

- Analysis of mental health calls handled by police and other agencies
- Number of applications on the Community Housing Wait List
- Review of opioid overdose data from Renfrew County District Health Unit

- Waitlists for services including mental health
- Progress on affordable housing targets in conjunction with the objectives of the County of Renfrew 10-year Housing and Homelessness Plan

An annual update will be provided to Council on the progress of the Community Safety and Well-Being Plan.

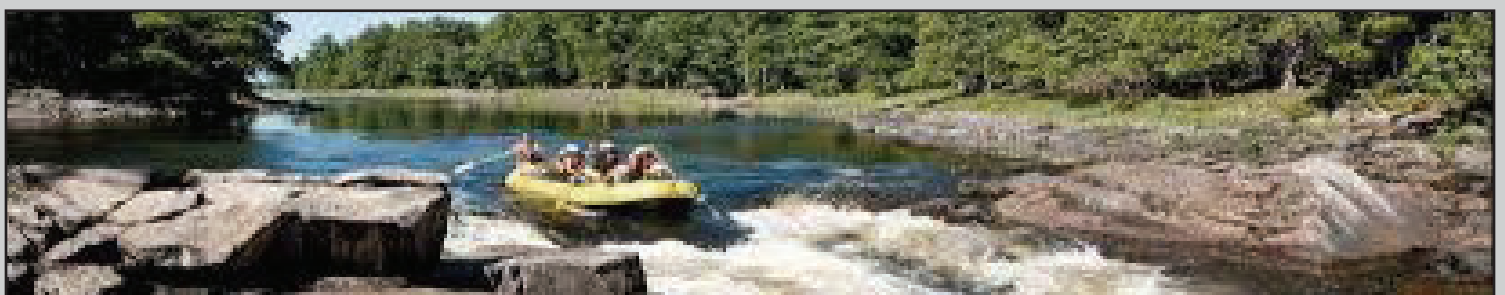
Attachment A - Joint Community Safety and Well-Being Plan Renfrew & Area

Joint Municipality Community Safety & Well-Being Plan Renfrew & Area

(The Town of Renfrew, The Township of Admaston Bromley, Horton Township,
Whitewater Region, The Town of Arnprior, Greater Madawaska and The
Township of McNab/Braeside)



If It's Predictable, It's Preventable.
If It's Preventable, We Do Something About it!





“We shall not cease from exploration, and the end of our exploring will be to arrive where we started and know the place for the first time.”

T.S. Eliot

This quote from T.S. Eliot is powerful, reflective and on point. We are at a time and place in the evolution of community safety that has come full circle since the creation of the first, modern, state-run police force, the Metropolitan Police Force of London, England.

A paradigm shift in community safety is sweeping our province, this country, and the globe. Understanding how we got here will help us understand where we need to go next and why. It will create a framework for community safety planning, grounded in history and supported by evidence-based research on what makes communities thrive.

The future is in our hands...

Pat Finnegan

Before We Get Started

A Few Words About Community Safety & Well-being

Community safety & well-being planning is about identifying **risk factors** that are negatively impacting the safety and well-being of individuals or groups, within a community.

Once risks are identified and prioritized, collaborative intervention strategies are developed and implemented by a myriad of community programs, services, organizations, groups and clubs. A key tenet of the planning process is that we all must work together in order to achieve the best results. This is a whole of community approach as opposed to relying on a few emergency response agencies to pick up the pieces after they are broken.

Those most effected must be involved in the development of these intervention strategies, consistent with the mantra, “nothing about me, without me”.

Whenever possible the point of intervention should be **upstream** of the potential harm. The goal is to divert predictable negative outcomes from happening in the first place. Traditionally, communities have focused on emergency response, responding only after the crisis has occurred. That’s a bit like trying to put the toothpaste back in the tube.

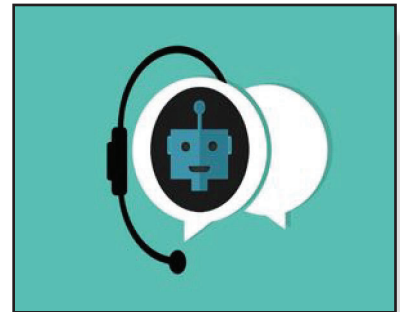
Community safety & well-being planning is a collaborative effort to remove barriers and improve access to the social determinants of health and well-being so that every community member can realize their unique talents and potential in a safe, inclusive and nurturing environment.



JUST FOR FUN...

THIS IS WHAT “ChatGPT” HAD TO SAY ABOUT COMMUNITY SAFETY & WELL-BEING PLANNING...

Community safety and well-being planning is a collaborative approach to address social challenges and improve the overall safety and well-being of a community. This planning process involves the participation of various stakeholders, including community members, local government officials, law enforcement agencies, social service organizations, and other relevant parties.



The primary goal of community safety and well-being planning is to identify and address the root causes of safety and well-being issues in a community. This includes identifying risk factors such as poverty, homelessness, addiction, mental health, and social isolation, among others.

Once these risk factors have been identified, the community safety and well-being planning process involves the development of strategies and interventions aimed at reducing these risks and promoting safety and well-being. These strategies may include programs such as education and awareness campaigns, community outreach programs, improved social services, and increased law enforcement presence, among others.



Overall, community safety and well-being planning seeks to promote a holistic approach to community safety and well-being that takes into account the social, economic, and environmental factors that influence the well-being of individuals and communities.

HOW TO USE THIS PLAN

Time is one of our most precious commodities. Please enjoy engaging with this plan in a manner that fits your interests and the time you have available to dedicate to this important community initiative.

If you are just seeking to understand the essence of this Community Safety & Well-being Plan, take a few minutes and engage with the 1 page at a glance “Elevator Pitch”.

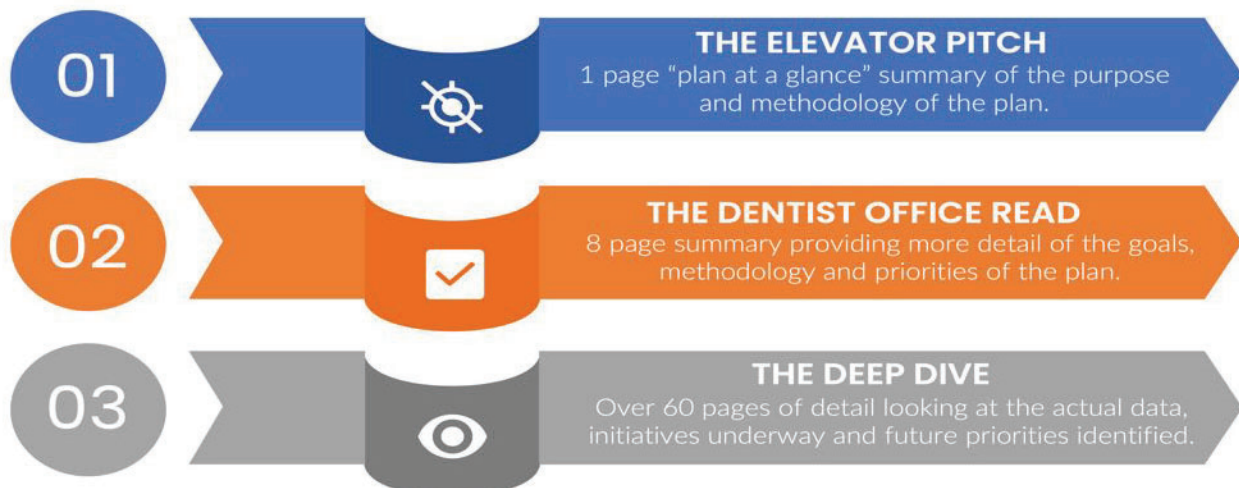
If you need to understand more and are considering becoming involved in any one of the initiatives outlined in the plan, the 8 page “Dentist Office Read” may be the right fit for you.

If you are joining our committee, engaging in research or wish to become deeply engaged in Community Safety & Well-being Planning, there are over 60 pages of information available in the section referred to as “The Deep Dive”. If that is the case, put your feet up, get comfortable and take your time as you acquaint yourself with a detailed explanation of the community safety & well-being planning process and how it relates to your community.



3 LEVELS OF “USER” ENGAGEMENT

This plan has been developed with three different levels of “User” engagement in mind. Depending on the user and their needs and the time available, each level of engagement is designed to take those factors into account.



01



THE ELEVATOR PITCH

1 page “plan at a glance” summary of the purpose and methodology of the plan.



THE “ELEVATOR PITCH”

Note: Community Safety & Well-being planning has been mandated by the Ontario government by the enactment of legislation.

The following is a visual and narrative overview of the essential elements of this plan, how and why it was created and what it hopes to achieve.



#1 PREDICT HARM BY IDENTIFYING RISK

This warning sign is cautioning pedestrians to walk carefully due to a potential slippery surface. If you slip you might fall. If you fall you could get hurt, seriously hurt. If you walk carefully or take another route, you can mitigate the risk of falling. This is a simple problem with a simple solution. Often situations pose multiple risks and require more than one risk mitigating strategy.

#2 INVOLVE THOSE AFFECTED IN COLLABORATIVE SOLUTIONS

When trying to solve complex problems with numerous risk factors that affect more than one person, collaborative problem solving models are most effective.

Occasionally our efforts to “help” others does more unintended harm than good. The expression, “nothing about me without me” reminds us that the best community solutions are discovered when those impacted by the problem are involved in the creation of the solution.

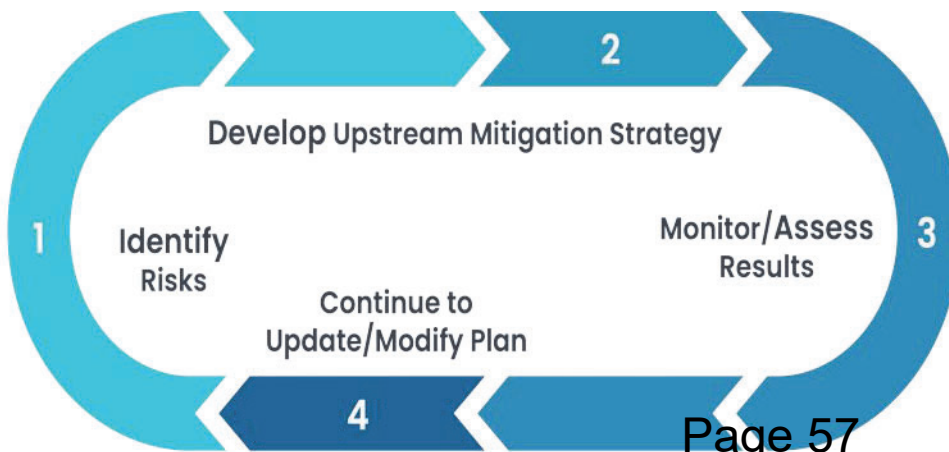


The most effective solutions to community problems come from within community.

During the planning process numerous existing Community Safety & Well-being strategies were reviewed and 5 risk factor categories were identified as high priority, requiring additional focus on possible mitigation strategies (solutions).

#3 ASSESS/MODIFY/IMPLEMENT

“As long as you live, keep learning how to live!”
Seneca



This plan is not a one and done! Community Safety & Well-being Planning is a continuous & collaborative process of constant and never ending improvement. The focus is upstream and the goal is to be as proactive as possible. CSWB planning is a way of life!

02



THE DENTIST OFFICE READ

8-page summary providing more detail of the goals, methodology and priorities of the plan.

The following 6 pages summarize key features of this Community Safety & Well-being Plan:

- What is a CSWB plan & why are we doing it.
- Which municipalities are involved.
- Key initiatives that benefit all communities.
- The functions of the advisory committee
- The CSWB planning process
- Key risk factors identified for priority future action
- The next steps in the planning process for 2024



THE “DENTIST OFFICE READ”

WHAT IS COMMUNITY SAFETY & WELL-BEING PLANNING?

It is about predicting the future by looking at risk. If it is predictable, it is preventable. As a community we look to see who is most at risk and why and then we intervene in an attempt to prevent the bad thing we are predicting from happening.



Community safety and well-being planning is prevention focused and requires the knowledge, skills, abilities and lived experience of every community member to develop mitigation strategies that make our communities healthier and safer.

WHY ARE WE DOING IT?

In 2018 the Ontario Government passed legislation requiring every municipality in Ontario to develop a community safety and well-being plan. (see Part XI of the Police Services Act R.S.O. 1990, c P.15)

The truth is, we were already doing it and having a written plan simply formalizes the process, educates others about important community initiatives and tracks our successes and failures.

THIS PLAN IS A JOINT PLAN

This plan is a joint plan between the following 7 municipalities:

- The Town of Renfrew
- Horton Township
- Whitewater Region
- The Town of Arnprior
- Greater Madawaska
- Township of McNab/Braeside
- Township of Admaston/Bromley



It's helpful to think about the plan as one big house. Some rooms are used by everyone, like the kitchen and living room, while other rooms are private and still others are used only once in a while, like a storage closet. Each room however is part of the house and each room is important.

THE “DENTIST OFFICE READ”

THERE ARE 4 KEY INITIATIVES THAT BENEFIT EVERYONE

There are 4 initiatives that have benefits and impacts for all municipalities despite the geographic location of the initiative. Each will be described in detailed within the main body (“Deep Dive” Section) of this plan.

The **KEY** initiatives are:

1. The Situation Table
2. The Renfrew & Area Connection Centre
3. The Police/Mental Health & Addictions Partnership
4. Enhanced Response & Management of Intimate Partner Violence



THERE ARE NUMEROUS INITIATIVES ALREADY ESTABLISHED

Each community has a number of community safety & well-being initiatives that are already established. This is because the respective municipal councils and numerous organizations, businesses, and clubs are already committed to community safety & well-being.

These initiatives will be catalogued and quantified in a companion document to this plan referred to as “The Lighthouse Document”.

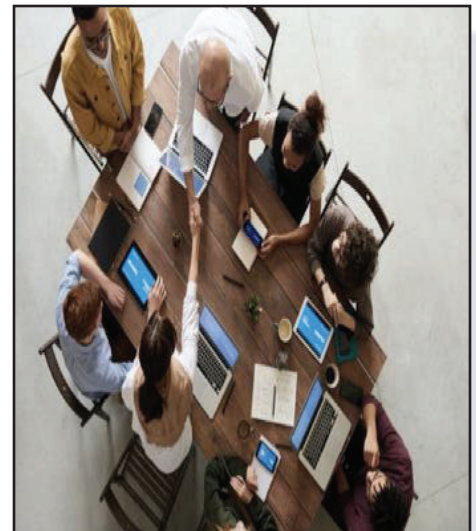
ADVISORY COMMITTEE ESTABLISHED

In order to learn more about each community and its needs, and to eventually arrive at a consensus on how to proceed, an advisory committee was established.

The advisory committee is made up of an assortment of politicians, staff and stakeholders with a variety of backgrounds primarily in the health, human, justice, and emergency service sectors.

A list of the advisory committee members can be found in the “Deep Dive” section of this plan.

Without the efforts of the advisory committee, the development of this plan would not have been possible.



THE “DENTIST OFFICE READ”

THE COMMUNITY SAFETY & WELL-BEING PLANNING PROCESS

A consultant was hired and a formal process for planning was followed during the preparation of this plan. Dr. Hugh Russell was the advisor to the government during the drafting of the legislation and assisted the government in the preparation of a booklet that can be used as a guide for municipalities engaged in this process.

The booklet is free and can be downloaded from the link below by anyone interested (see link below). It contains the principles and philosophy of planning based on over 40 years of Dr. Russell’s research as a social psychologist.



https://1drv.ms/b/s!AhRy4wgeb_Rc1nc1RlyhklrC3BDH?e=NFsQsT

6 RISK FACTORS WERE IDENTIFIED AS HIGH / VERY HIGH PRIORITY

The planning process included the review of downstream data from sources such as police records, emergency services records, situation table data, a lived experience community survey, a Coroner’s Inquest and inputs from other organizations, agencies and nongovernmental organizations.

By analyzing the data, a clear picture of the most prevalent risk factors was developed. 4 risk factor categories were identified as **very high** (red) in prevalence while 2 others were identified as **high** (yellow) in prevalence within the respective communities.



Once an inventory of existing programs and services is complete (The Lighthouse Document), the advisory committee will engage in an exercise of “Keep, Drop, Create” in an effort to avoid redundancy of human and economic resources as they make informed, evidence based decisions in relation to the creation of protective factors aimed at reducing and or eliminating these identified risks.

WE ARE DOING GREAT, NOW LET'S DO EVEN BETTER!

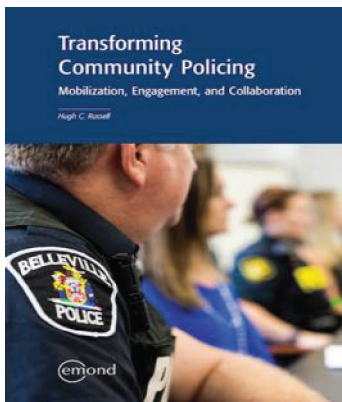
Many of our communities are very safe and the people that live there enjoy a sense of community that contributes to their health and well being. We call these “green zone” communities.

That doesn't mean we can't do better. It also doesn't mean that the experience of the majority is in any way relevant to the experience of everyone. In other words, just because many people are living a pretty good life does not mean that everyone is.

Individuals and families living lives impacted by multiple risk factors are the primary focus of community safety and well-being planning.

Many people, living in the margins of our communities are doing so through no fault of their own. Intergenerational trauma, health challenges, injuries, economic failures and workplace injuries are frequently part of their stories.

Many people with addictions to opiates were initially prescribed opiates for pain relief due to serious injuries. Community safety & well-being planning is most effective when those engaged in the process approach the effort with a “good heart”.



“In the lowest-demand neighbourhoods there are the fewest illegal activities and the least social disorder (green zone). That is because the people here share common values for a safe and secure neighbourhood and they have sufficiently durable relations to keep it that way.”

Dr. Hugh C. Russell

Talents, insights, leadership, and solutions to community problems exist in every community. In “red zone” communities where there is high demand for emergency response, those key attributes are cloaked in fear. The priority then is increased safety through the mitigation or elimination of risk factors that are contributing to that fear and preventing a safe space for those with lived experience and community made solutions to feel comfortable enough to contribute.

“The qualities of community that we value so much in our own lives and neighbourhoods—mutual trust and durable relationships—exist in insufficient measure to build and sustain community safety in those neighbourhoods where police respond most often. So we need police (among others) to take steps to help people there create those qualities. We have already identified that police most often have to get this ball rolling by using enforcement and crime suppression so that it is safe for neighbours to begin to learn about each other and experiment in working together to make their neighbourhood stronger. But after that, so much more needs to be done to build up the neighbourhood’s natural resistance to crime and social disorder.”

OUR CONTINUOUS PLANNING CYCLE

Ongoing Initiatives

There are numerous ongoing community safety and well-being initiatives that are serving our community members. A complete catalogue of these initiatives can be found in the “Lighthouse Document” which is being developed as a companion document to this plan.



4 Very High & 2 High Priority Risk Factors Identified

A “Lived Experience Survey” was developed and distributed throughout the participating communities. The survey asked people to share their lived experience as it related to the presence and prevalence of 29 specific risk factors. Our collective opinions about community characteristics are surprisingly accurate and this survey relied upon the lived experience of people who lived, worked, played or otherwise engaged in the 7 unique communities participating in this joint plan.

Programs & Services Inventory

Time is without question one of our most precious commodities. Our tax dollars share a similar characteristic in that there is a finite amount available to our communities which means we need to make informed, evidence-based decisions on how that money is spent.

Nothing frustrates the energetic volunteer more than the apparent redundancy of effort and resources. Before creating anything new, there was consensus that we need to establish a clear picture of what is currently “in stock” now. In other words, we need a detailed inventory of all the programs and services currently available within our communities before making any decisions about what we should keep, drop or create to contribute to an even better future.

The Lighthouse Document

In addition to a comprehensive inventory, we also need a sense of how each program or service is working. Are the efforts leveraging real and measurable results? A companion document is being created to act as a “one stop shop” to provide that information to anyone who seeks it. We are calling this document “The Lighthouse”. This document will serve as a future guide which will be relevant to the maintenance, creation or abandonment of our collective community safety & well-being efforts.



Keep, Drop, Create

With the Lighthouse document completed as a companion guide to this plan, our advisory committee will then have the job of considering redundancy, effectiveness, return on results and gaps. Informed, evidence-based decisions can then be made in relation to responding to the priority risk factors identified during the data analysis phase. At this point we will seek the input and involvement of those affected, people with lived experience, in the creation and implementation of protective factors aimed at mitigating, reducing, or eliminating the target risk factors.

Plan, Assess, Act

By applying the principles of community safety & well-being planning while consulting the Lighthouse document, we will be able to gauge our progress on an annual basis. The plan will grow and change in real time, responsive to our ever-changing communities. We will continue to work together with the common goal that each year we will improve safety and well-being for every citizen.



CSWB PLANNING - NEXT STEPS

SUMMARY OF NEXT STEPS

Community Safety and Well-being Planning is not a “one and done” undertaking. Our communities will continue to engage in an ongoing process of assessing, responding and evaluating.

The plan will be updated yearly to reflect this activity. Too often undertakings such as this are completed and then filed on a shelf where they collect dust despite the good intentions of those dedicated to the initial effort.

Community Safety & Well-being Planning is a philosophy that must be prioritized as a way of thinking and acting about community safety and wellness.



CREATION OF LIGHTHOUSE DOCUMENT

The advisory committee agreed that “new” initiatives should not be undertaken until a comprehensive inventory of all existing programs and services has been completed. A document will be developed that catalogues all of these efforts. Each program or service should have associated performance indicators and quantifiable outcomes.

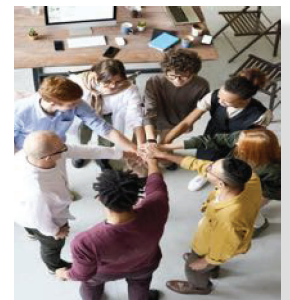
The Lighthouse Document will become a companion document to the Community Safety & Well-being plan. It will also be accessible through the web (likely a link on each municipal website and eventually a link within the plan document). It will be accessible and searchable by anyone.

The primary goal of the Lighthouse document will be to avoid redundancies of human and economic resources and create awareness of which programs and services are being offered within each community. It will also track the results of our efforts including unintended consequences which sometimes result despite our best intentions.



COMMUNITY CONNECTION CHAMPIONS

Each municipality is encouraged to establish a community safety committee (separate from the existing Advisory Committee). The members of this committee will be referred to as Community Connection Champions. They will be the eyes and ears for each municipality on all things related to Community Safety & Well-being. These committees will report to Council as well as the Advisory Committee. This will address the often unintentional but real phenomenon of the specific interests of smaller municipalities being eclipsed by the primary interests of the larger municipalities. Our champions will be trained in a number of contemporary ideologies related to community development, specifically community safety and well-being strategies.



COMMUNITY CONNECTION CHAMPION TRAINING

To be effective in their roles, each Connection Champion should be trained in the following: 1) Ontario's Mobilization and Engagement Model of Community Policing, 2) The Principles of Community Safety & Well-being Planning (4 Pillars of Intervention), 3) Situation Table Awareness, Access & Function, and 4) Asset Based Community Development known as ABCD, an innovative and wildly successful model for community building.



SITUATION TABLE AWARENESS/ACCESS & FUNCTION

Situation Tables have been functioning in Ontario for just over 7 years. When they were established, each participating organization was asked to identify an employee/member who would agree to attend the weekly meetings. These Situation Table members were trained prior to being permitted to participate in a live meeting.

What is missing is organizational awareness. An employee from a school board may attend weekly Situation Table meetings but are all teachers and education staff aware of what the Situation Table does and how to make an appropriate referral to the Table? The answer to that question is “no they are not”.



Training is currently being developed to address this issue. Once completed, it will increase referrals to the Table and enhance our ability to identify situations of “acute elevated risk” which in turn will allow the Situation Table members to respond with upstream intervention strategies aimed at preventing the acute evaluated risk from manifesting in downstream crisis.

KEEP, DROP, CREATE EXERCISE (ADVISORY COMMITTEE)

With the Lighthouse document completed as a companion guide to this plan, our advisory committee will then have the job of considering redundancy, effectiveness, return on results and gaps. Informed, evidence based decisions can then be made in relation to responding to the priority risk factors identified in the lived experience survey.

Strategy implementation teams will seek the input and involvement of those affected, “nothing about me without me”, in the creation and implementation of protective factors aimed at mitigating, reducing or eliminating the target risk factors. This is the point where new intervention strategies aimed at reducing the priority risk factors identified during the community safety and well-being planning process will be created and implemented.

THE PATH FORWARD AT A GLANCE



⇒ 01

DATA SETS REVIEWED

In addition to common data sets a Lived Experience Survey was conducted resulting in identification of Priority Risk Factors.



⇒ 02

INVENTORY PROGRAMS/SERVICES

An inventory of current programs & services with Goals, Performance Indicators & Results will help avoid redundancy of human & economic resources.



⇒ 03

LIGHTHOUSE DOCUMENT

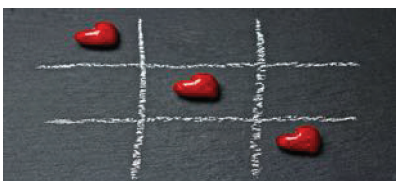
A companion to the CSWB plan, this will be a searchable document containing the results of the Programs/Services Inventory, available online to the Public.



⇒ 04

KEEP, DROP, CREATE EXERCISE

The Lighthouse Document will help the advisory committee identify redundancies and gaps before creating mitigation strategies to address the Priority Risk Factors.



⇒ 05

COMMUNITY CONNECTION CHAMPIONS

Each municipality will establish local Community Safety teams. Connection Champions will be trained in Community Development.



⇒ 06

SITUATION TABLE AWARENESS

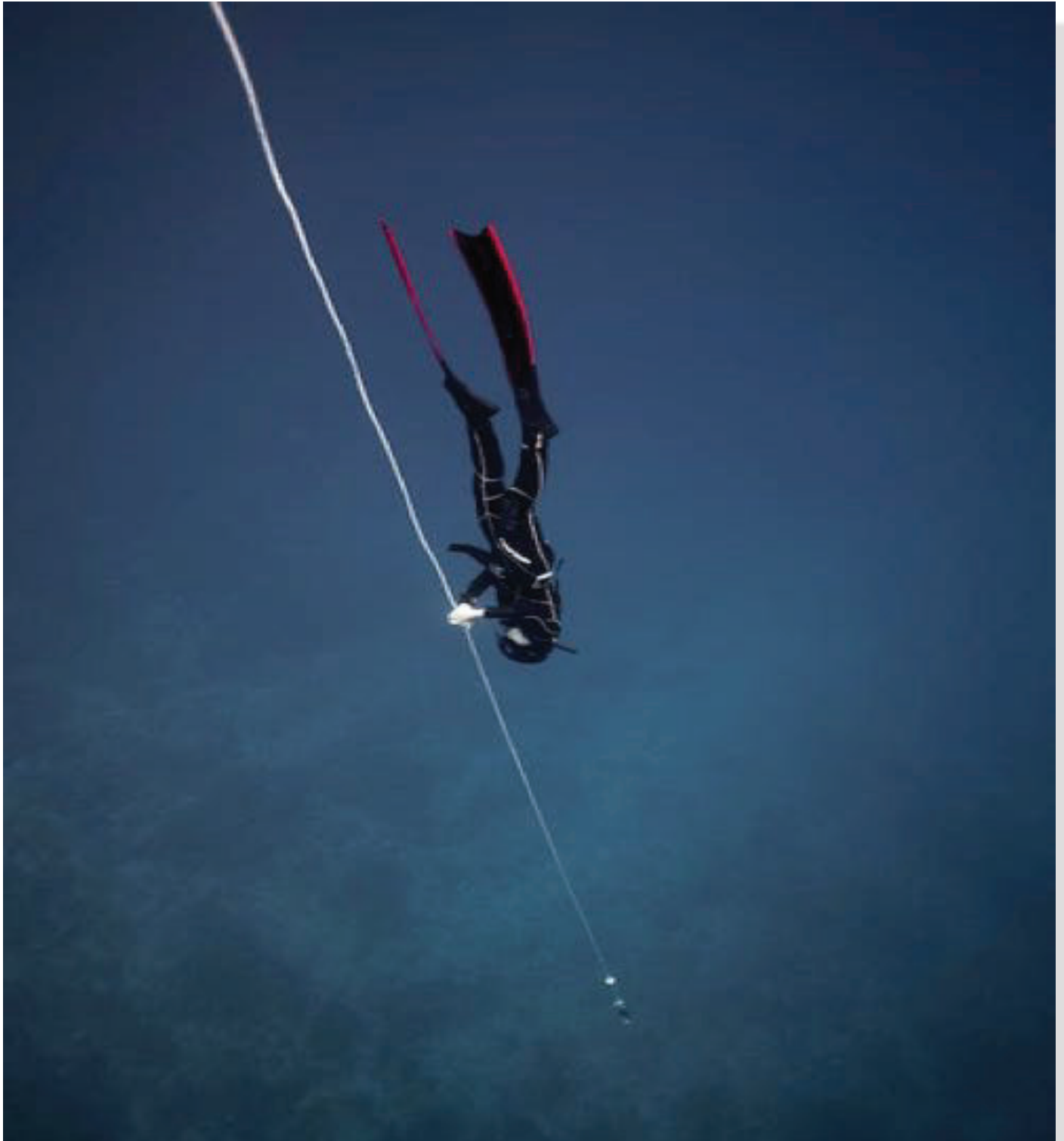
Situation Table awareness training will be delivered to a myriad of organizations on how to make a referral to the Table and what outcomes could result in doing so.

03



THE DEEP DIVE

Over 60 pages of detail looking at the actual data, initiatives underway and future priorities identified.



BACKGROUND

COMMUNITY SAFETY & WELL-BEING PLANNING MANDATE



COMMUNITY SAFETY & WELL-BEING PLANNING

WHAT IS COMMUNITY SAFETY & WELL-BEING PLANNING?

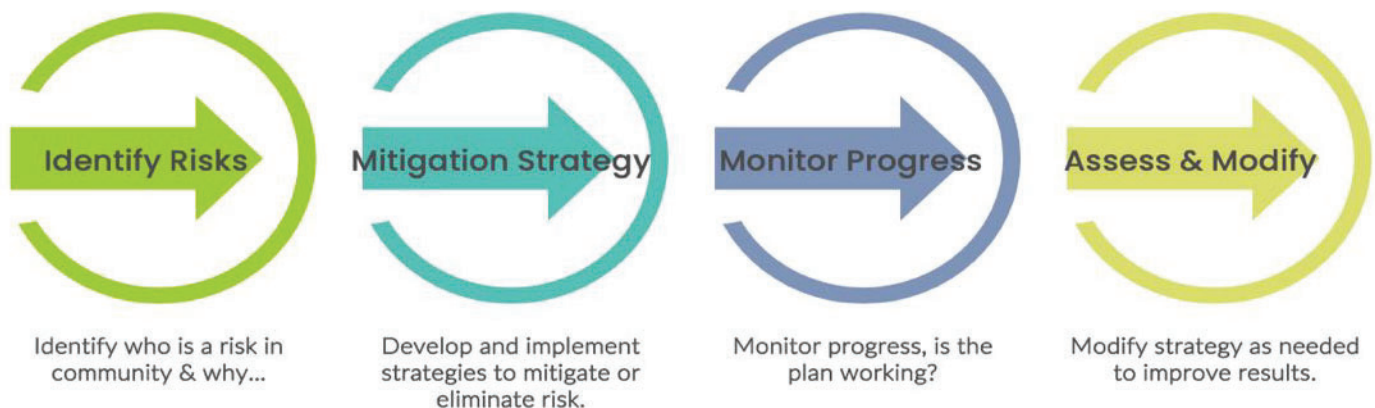
Community Safety & Well-being planning is about using the past to try and predict the future so that we don't make the same mistakes twice.

If it is Predictable, it is Preventable. This is an old adage that rings as true today as the first time it was uttered.

By looking at "Risk Factors", things that place our community members at risk, like alcohol and drug abuse, bad parenting, and living in poverty we can predict with a fairly high degree of accuracy that future harm may come. Armed with that knowledge we can move "upstream" and intervene with "Protective Factors" like good parenting, education, pro-social relationships and adequate housing in an effort to mitigate or eliminate the harm that was foreseen.

Community Safety & Well-Being planning assumes that almost every community member has assets; knowledge, skills, abilities, lived experience and the will to work collaboratively to make their communities safer and healthier places to work, live and play.

Community Safety & Well-Being planning is the process of bringing community members together to determine who is most at risk, and then develop **made in community** solutions for mitigating or eliminating those risks.



GOVERNMENT MANDATE - BILL 175, the Safer Ontario Act (2018)

Despite the fact that most Ontario communities were already engaged in trying to build healthier and safer communities, the government of Ontario passed legislation making Community Safety & Well-being Planning mandatory for all municipalities.

This responsibility was placed squarely at the feet of municipal councils, the highest level of governance within a municipality.

This legislation encouraged a new paradigm where police were no longer the sole guardians of community safety. This new approach mandates that every member of the community is responsible for community safety & well-being, especially those most impacted by the prevalence of risk factors.



HOW COMMUNITY SAFETY & WELL-BEING PLANNING WORKS...

The community safety & well-being planning process is like investigating a traffic accident. The initial focus is on crisis, things which need our immediate attention. These are events that have already occurred which means we are responding post crisis, just like a police officer responding to a collision.

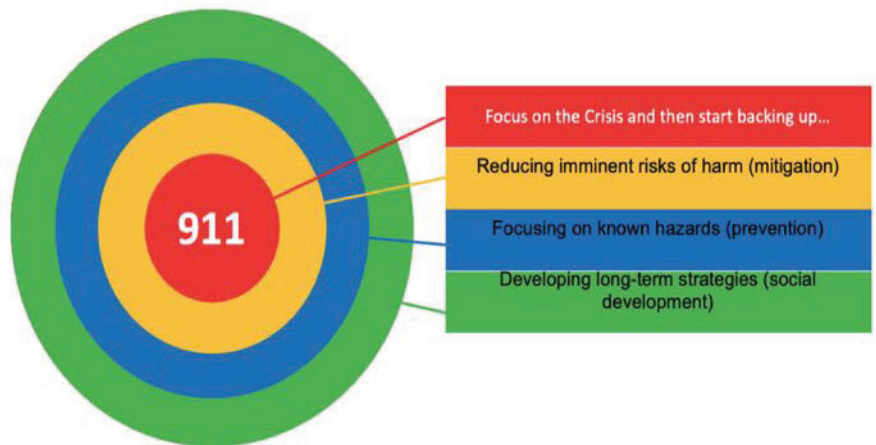


We focus on the crisis and move backwards looking for reasons the event occurred and things that could have been done to prevent it. This is called “working in the **Red Zone**”, where the focus is primarily on emergency response.

Let’s keep going with the traffic collision example. Our first priority would be to secure the scene and make it safe for police or anyone else to work there. There would be no point in trying to pull someone from a burning car on an icy highway if there is a high likelihood of being run over by a tractor trailer. In that situation we put the officer and the accident victim in great danger.

Once the scene is safe, we would assess injuries and offer immediate first aid, mitigating the risk of shock and other life-threatening symptoms. When the scene is stable our focus then shifts to causation. Was there bad weather involved? Were any of the drivers intoxicated? Is there an environment hazard associated to the location such as a blind spot caused by a curve or the morning sun?

We start with emergency response because lives are at risk. The focus then shifts to short term solutions like risk intervention and prevention. Eventually we may look at social development, longer terms interventions aimed at changing the culture and therefore behaviour of people living in that community. An example would be billboards with community safety messages about the inherent danger of impaired driving.



The important point is that until the scene is safe (red zone), yellow, blue and green mitigation initiatives are unlikely to have an impact.

We focus on the most serious risks first and then determine who besides our first responders can collaborate to develop solutions (protective factors) that will address immediate, short term and long term risk factors.

The goal is to continue to move upstream, reducing or eliminating the high volume of calls being made to our emergency service providers.

The “Risk Factors” being referred to have been identified by the Provincial Government and are outlined in the list below. These are the same risk factors used by Situation Tables when assessing risk to determine appropriate interventions. Situation tables will be explained in more detail further on in this

PROVINCIAALLY APPROVED RISK FACTORS

ALCOHOL	ANTISOCIAL/NEGATIVE BEHAVIOUR	BASIC NEEDS	COGNITIVE FUNCTIONING	CRIME VICTIMIZATION	CRIMINAL INVOLVEMENT
DRUGS	ELDERLY ABUSE	EMOTIONAL VIOLENCE	GAMBLING	GANGS	HOUSING
MENTAL HEALTH	MISSING/RUNAWAY	MISSING SCHOOL	NEGATIVE PEERS	PARENTING	PHYSICAL HEALTH
PHYSICAL VIOLENCE	POVERTY	SELF HARM	SEXUAL VIOLENCE	SOCIAL ENVIRONMENT	SUICIDE
	SUPERVISION	THREAT TO PUBLIC HEALTH/SAFETY	UNEMPLOYMENT		

When risk factors outnumber protective factors, individuals and families can be placed at serious risk of harm including death. Protective factors are simply the opposite of risk factors. Good parenting is a protective factor.



Mandate from Council & Joint Agreement Between Municipalities



JOINT PLANS PERMITTED

The legislation permits municipalities with common interests and geography to pass a resolution agreeing to create a joint Community Safety & Well-being Plan.

Below is a quote from the legislation found on the Canadian Legal Information Institute (<https://www.canlii.org/en/>) under the Police Services Act (Police Services Act, RSO 1990, c P.15)

May be prepared individually or jointly

(2) The community safety and well-being plan may be prepared by the municipal council individually or jointly in consultation with other municipal councils or band councils. 2018, c. 3, Sched. 1, s. 211 (6).

This plan includes the joint interests of: The Town of Renfrew, The Township of Admaston Bromley, Horton Township, Whitewater Region, The Town of Arnprior, Greater Madawaska and The Township of McNab/Braeside.



THE ADVISORY COMMITTEE



THE ADVISORY COMMITTEE CONTINUED

An advisory committee was established made up of an assortment of volunteers with a variety of backgrounds primarily in the health, human, justice and emergency service sectors.

It is through the advisory committee that risk factors were reviewed and priorities for mitigation strategies were developed.

It is the advisory committee's role to arrive at a consensus regarding who is most at risk and why, and then establish priorities around which risks should receive the highest priority for mitigation and or elimination.

Recognizing that lived experience is an important source of information when considering change that can affect the lives of others, holding a title or formal role of any kind was not a prerequisite to becoming a member of the advisory committee.

Thanks and gratitude are owed to the following people who contributed their time, talents and most importantly, their lived experience to the development of this plan.

Note: The position described is the position held at the time of joining the advisory committee. A number of changes have occurred since that time.



THE ADVISORY COMMITTEE CONTINUED

Name	Organization	Role
Jeff SCOTT	Renfrew Police Services Board	Chair of Police Services Board
Steve BOSA	Ontario Provincial Police Renfrew Detachment	Staff Sargent
Ivan BURTON	Township of Whitewater Region	Chief Administration Officer
Glen CAMPBELL	Horton Township	Deputy Mayor
Faye CASSISTA	Renfrew County Victims Services	Program Coordinator
Jennifer CHARKAVI	The Township of Admaston / Bromley	Chief Administration Officer / Clerk
Sean CROZIER	Whitewater Region	Treasurer / Deputy Chief Administration Officer
Andrea DAMON	Renfrew County Probation & Parole	Assistant Area Manager
Connie DICK	Township of Admaston / Bromely Police Services	Chair of Police Services Board
Hope DILLABOUGH	Horton Township	Chief Administration Officer / Clerk
Dawn FERGUSON	Ontario Provincial Police Renfrew Detachment	Inspector / Detachment Commander
Allison HOLTZHAUER	Township of Greater Madawaska	Chief Administration Officer / Clerk / Treasurer
Jacob OLIVER	Township of McNab/ Braeside	Councillor
Kevin MURRAY	Township of McNab/ Braeside	Public Works Supervisor

THE ADVISORY COMMITTEE CONTINUED

Name	Organization	Role
Neil NICHOLSON	White Water Region	Mayor
Robin PAQUETTE	Town of Arnprior	Chief Administration Officer
Joanne PATEY	MCSS Youth Probation	Probation Manager
Rae-Anne PORTER	MCSS Youth Probation	Probation Officer (Youth)
Bryan SCHUTTE	Renfrew County Situation Table	Chair
Cheryl SUMMERS	Mental Health Services of Renfrew County Pembroke Regional Hospital	Clinical Manager
Robert TREMBLAY	Town of Renfrew	Chief Administration Officer

THE DATA “WHAT WE LEARNED”



DATA SETS CONSIDERED

Data was considered from the following sources and will be summarized on the following pages:

- Lived Experience Survey
- EMS Records
- Social Services Records
- Situation Table Risk Tracking Database
- CKW Inquest Recommendations



A NOTE ON CONSENSUS...

The decision-making model used by the advisory committee was based on “consensus” using the following definition borrowed from Dr. Hugh Russell’s book, “Transforming Community Policing - Mobilization, Collaboration & Engagement.

“Consensus does not mean that everyone thinks that the final decision is the best one. What it means is that everyone is willing to support the decision as the best one in the circumstances.”

THE “LIVED EXPERIENCE SURVEY”

Section 1 of 2

Community Safety & Well-Being Lived Experience Survey

Please enter a valid email address below to proceed.

Email *

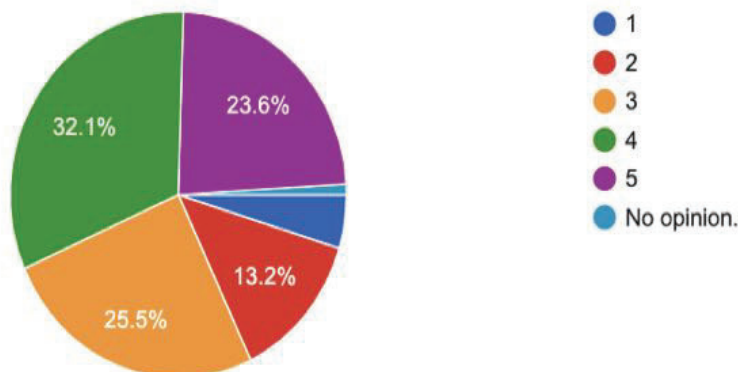
Valid email

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To what extent do you believe that homelessness is an issue.

 Copy

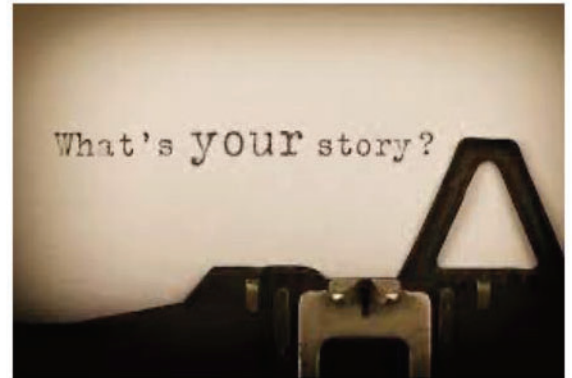
106 responses



THE “LIVED EXPERIENCE” SURVEY

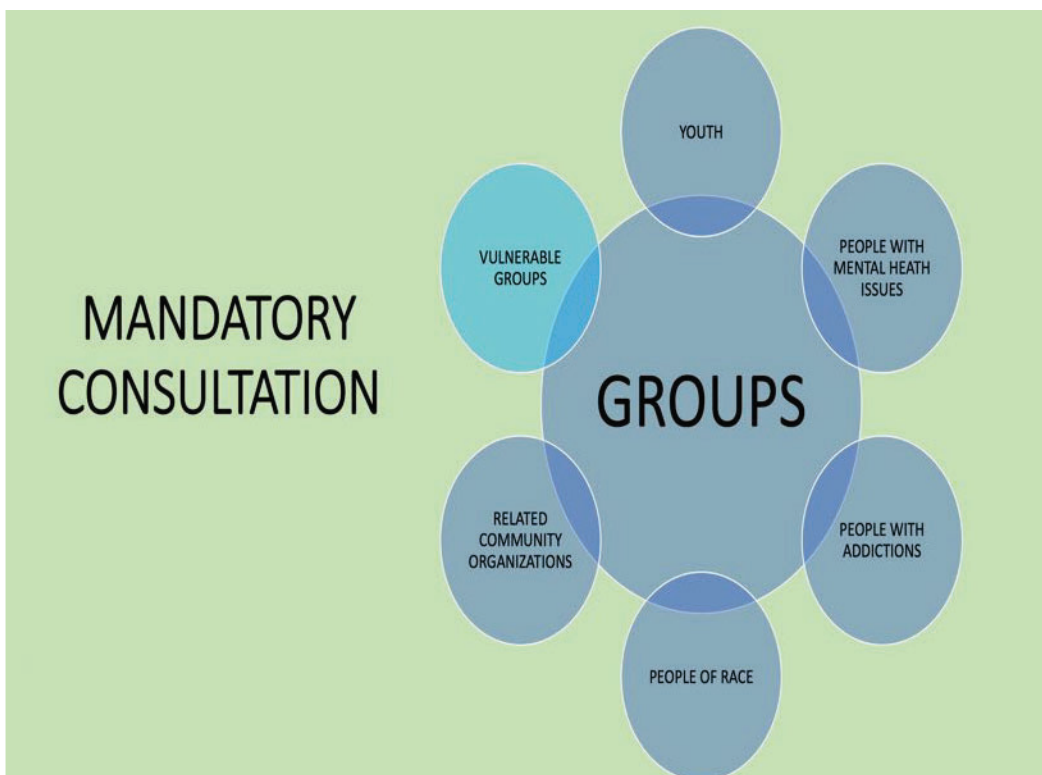
The global pandemic caused most municipalities who were in the middle of their community safety & well-being planning to hit the “pause” button for at least a few months.

Most were quick to embrace new technology such as Zoom and eventually resumed meeting virtually.



While platforms like Zoom were effective and affordable solutions for the members of the advisory board, authentic engagement with community members living in the margins of society were frustrated as computer ownership and wi-fi access are privileges often not readily available to these folks.

As a result, many of the mandatory groups that should be consulted according to the legislation, were not. Community safety and well-being planning should now become a way of life for Ontario municipalities. In order for the plans to be meaningful they have to be worked, not simply posted on municipal websites for those who happen to stumble across them to admire.



Further consultation with target groups will be conducted and incorporated into this plan on an annual basis when it is safe to do so.

Graphic showing groups that “shall be” consulted according to the legislation.

THE “LIVED EXPERIENCE” SURVEY CONTINUED

There is an expression, “nothing about me, without me”. It suggests that when we set out to help, despite our best intentions we can sometimes do more harm than good if we neglect to engage the very people we are trying to help.

“**Authentic** community engagement is the **intentional** process of **co-creating** solutions in partnership with **people who know best, through their own experiences**, the barriers to opportunity. Authentic community engagement is **grounded** in building **relationships** based on mutual **respect** that acknowledges each person’s **added value** to developing solutions together.”

LISA ATTYGALLE – The Tamarack Institute

A good example of this is recent training in how police should best respond to people experiencing a mental health crisis. Across Canada and in the U.S., this training has been significantly improved by consulting people with mental health challenges in the development of the training.

Recognizing the limitations imposed by the pandemic, a “**lived experience**” survey was developed and was distributed as widely as possible in an effort to collect responses that reflected a wide cross section of the community.

The survey listed 29 **risk factor categories** and asked the respondents to rate the risk factor on a scale of 1 to 5, with 5 being “very prevalent” and 1 being “not prevalent”.

Community Safety & Well-Being Planning Lived Experience Survey

RISK factors play a strong role in the health and well-being of individuals & families. When you live, work, play or shop in a particular community you gain experience about the presence and severity of risk factors. Quite simply, you gain experience about what it is like to live there.

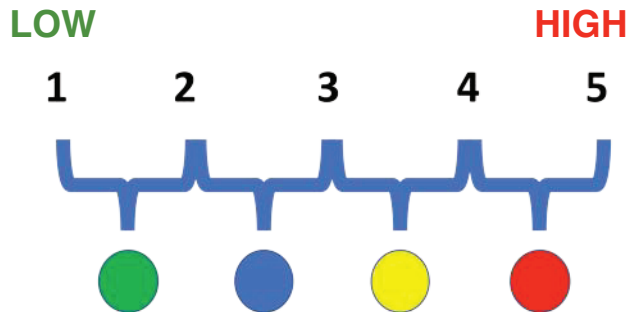
We Need You to Rank the Risk Factors

	Not Prevalent	Somewhat Prevalent	Highly Prevalent	Crisis
Adequate Housing	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Addiction	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social Isolation	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

130 people responded to the Lived Experience Survey with representation from the ages of 18 to over 80.

THE “LIVED EXPERIENCE” SURVEY RESULTS

Participants were asked to rate each risk factor category based on their personal experiences living, working, or otherwise being involved in a particular community. If they felt a risk factor such as homelessness was quite prevalent in the community, they might assign a 5 to that risk factor which signifies “highly prevalent”. If they felt the risk factor had very low prevalence they may assign a value of 1 to that risk factor.



Community Safety & Well-being planning uses a colour coded legend to identify the most appropriate type of intervention. A ‘red zone’ community is one that has a high demand for emergency resources such as police, ambulance, children’s services and other emergency response agencies.

“Green zone” communities are communities with a low demand for emergency services. These are very safe and stable communities that enjoy a high degree of community cohesion.

The colour codes also indicate the most appropriate form of intervention for the nature of the risk factors that are prevalent within a given community. Crime prevention measures like better locks and good lighting have very little deterrent value in “red zone” communities where people live in constant fear. That fear must be reduced in order to allow people to feel safe enough to contribute toward community based solutions. The chart below depicts the 4 pillars of intervention.

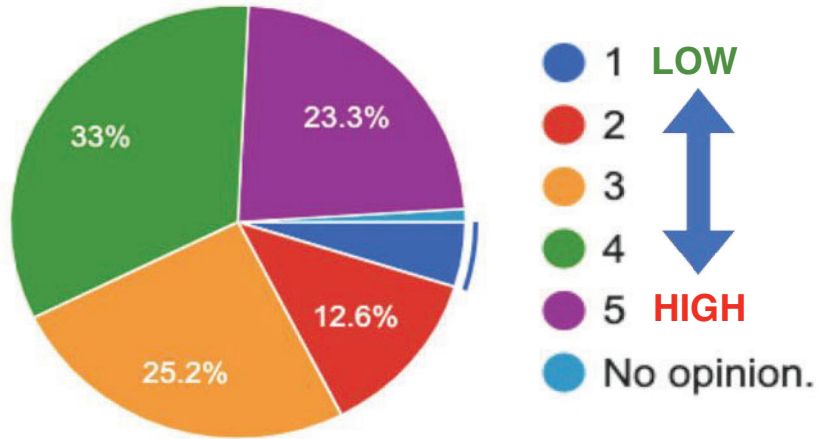
4 ZONES OF INTERVENTION - (CSWB PLANNING PILLARS)



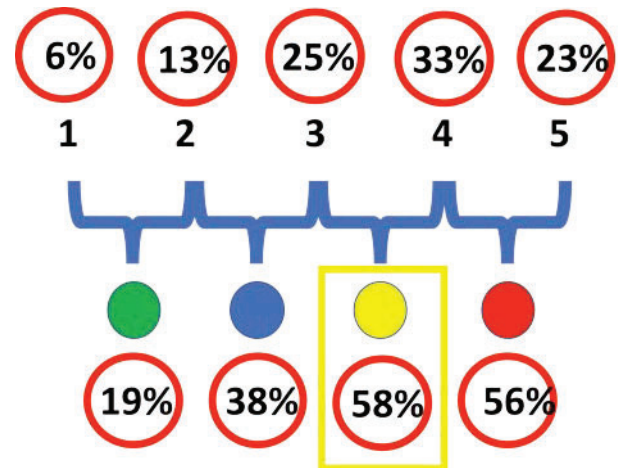
THE “LIVED EXPERIENCE” SURVEY RESULTS

The following process was used to analyze the results of the lived experience survey and to display those results in a visual way that could be easily understood by the members of the advisory committee and anyone else making reference to this plan.

Assume that the pie chart to the right represents the survey results in relation to the risk factor “homelessness”. 23.3 % of the respondents scored homelessness as “High” in prevalence while 6% rated “homelessness” as very low in prevalence.



In an effort to assign “weight” to the results, each of the two adjacent results were added together to create a new number that would then correspond to the 4 pillars of community safety and well-being planning explained on the previous page.



Example: Results 1 & 2 were summed resulting in 19% which means 19% of respondents felt homelessness as a risk factor in a specific community was either very low or low. This result aligns with what we would then refer to as a “green zone” community.

This same summing exercise was done for each combination 1&2, 2&3, 3&4, and 5&6. In this example the highest percentage produced by this process was 58% which aligns with the “yellow pillar”, representing risk intervention, mitigation and or elimination. In other words, the majority of survey respondents felt that homelessness was a serious risk factor which should be addressed. It was not in the “crisis” category yet, the “red zone” but it was serious enough that it should be considered as a risk factor that the advisory committee should consider addressing by developing a mitigation strategy within this years’ plan.

“There is one thing that every victim on this planet has in common and that is that just moments before being victimized they were merely “at risk” of becoming a victim. Upstream interventions reduce risk and prevent victimization.”

THE “LIVED EXPERIENCE” SURVEY RESULTS

After each risk factor category is weighted for each municipality, using the method explained in the previous pages, the results are then displayed graphically using the community safety planning pillars colour codes.

This provides “at a glance” clarity regarding the perceptions of people living in each community as it relates to the prevalence of each of the 29 risk factor categories.

The following model will be used to interpret the graphic.

McNab/Braeside, Arnprior & Whitewater Region respondents perceived homelessness as very high priority (Red Zone - crisis category).

The remaining respondents perceived the same risk fact as low priority (Blue Zone) and very low priority (Green Zone).



What this graphic is suggesting to the advisory committee is that 3 of the 7 municipalities could benefit from a homelessness intervention strategy. The committee was encouraged not to take on too many new goals during the first year of the community safety & well-being plan.

This model of planning is expected to continue perpetually. If your goal is optimum health, you would eat a healthy diet, exercise routinely, get an appropriate amount of sleep, and find ways to manage stress. If you lived this way for a year you would improve your health dramatically but you couldn't stop after a year and go back to your old habits. If long term wellness is your goal you would have to maintain your healthy habits forever.



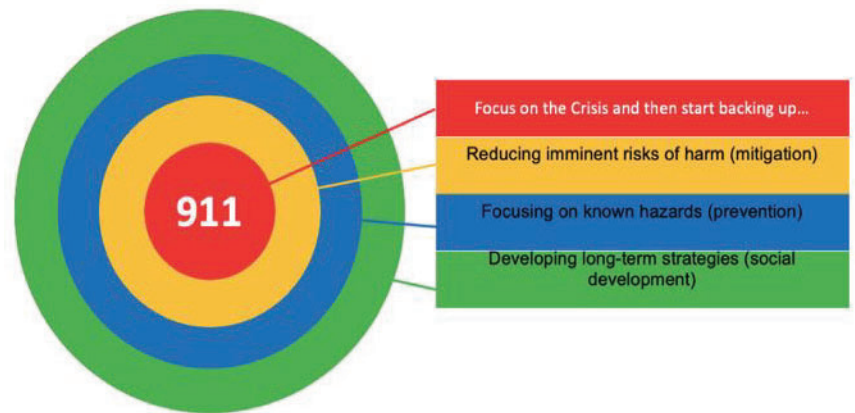
“It’s not what we do once in a while that shapes our lives. It’s what we do consistently.” Tony Robbins

THE “LIVED EXPERIENCE” SURVEY RESULTS

Special Note:

The following 4 pages provide a visual interpretation of 29 risk factors that were included in the survey. Each risk factor is colour coded to indicate the prevalence of the risk factor category as perceived by the survey respondents with respect to each of the nine municipalities. There is a considerable amount of research suggesting that our perceptions of the environment in which we live, are accurate. Even inaccurate perceptions should be addressed. Living in a state of anxiety or fear does not contribute to improved health and well-being.

Community Safety & Well-being planning uses a colour coded legend to identify the most appropriate type of intervention. A ‘red zone’ community is one that has a high demand for emergency resources such as police, ambulance, children’s services and other emergency response agencies.



LOW

HIGH

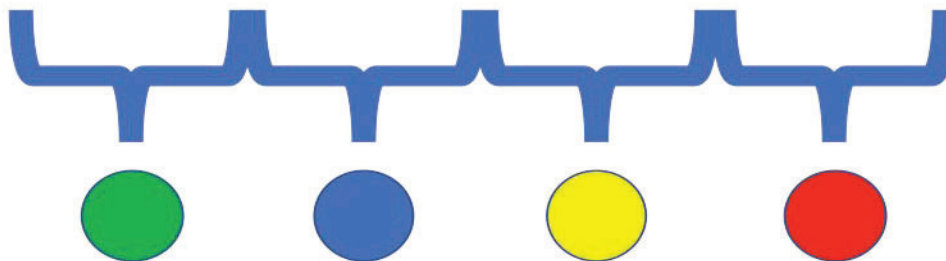
1

2

3

4

5



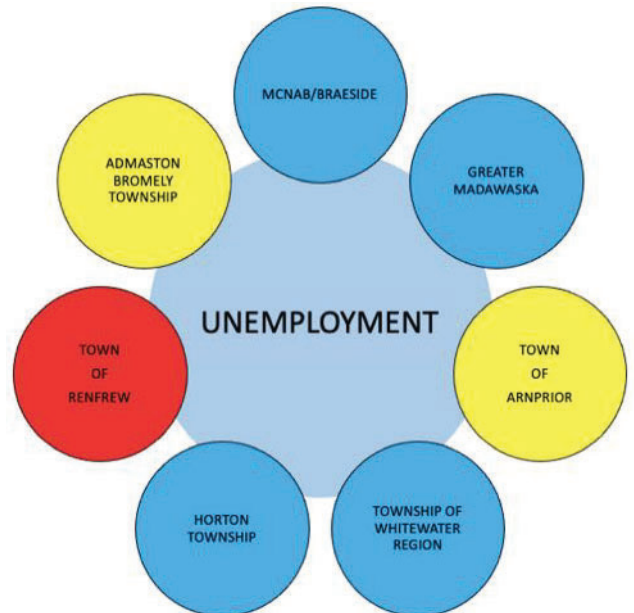
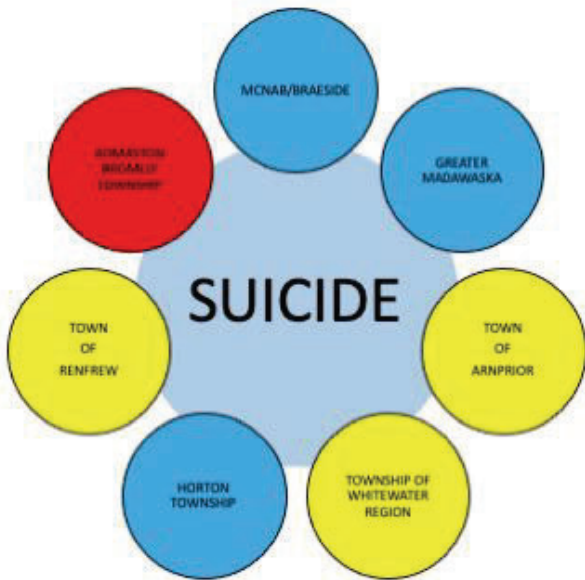
GREEN = Not prevalent, risk factor is not a concern at this time.

BLUE = Somewhat prevalent but not an immediate concern.

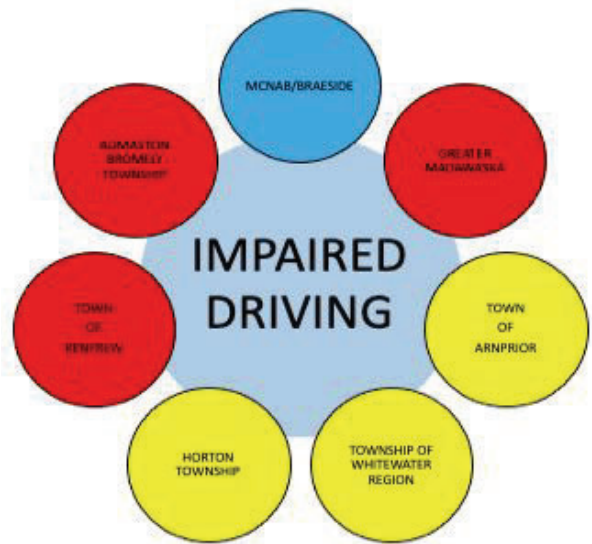
YELLOW = Significant prevalence requiring attention.

RED = High prevalence, a crisis requiring immediate attention.

THE "LIVED EXPERIENCE" SURVEY GRAPHIC DISPLAY



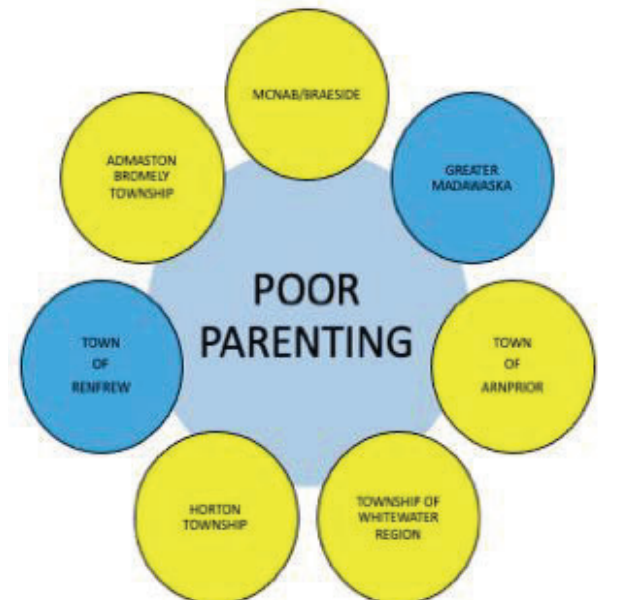
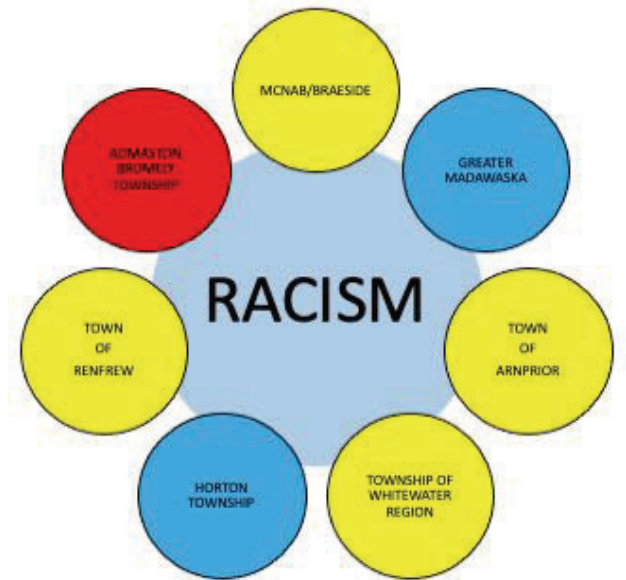
THE "LIVED EXPERIENCE" SURVEY GRAPHIC DISPLAY



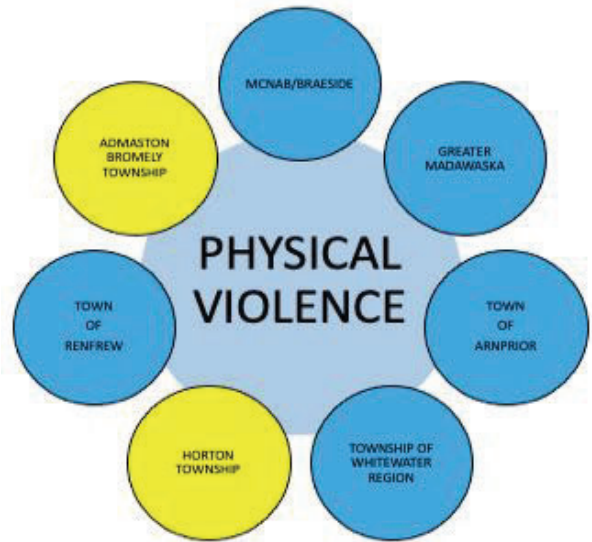
THE "LIVED EXPERIENCE" SURVEY GRAPHIC DISPLAY



THE "LIVED EXPERIENCE" SURVEY GRAPHIC DISPLAY



THE "LIVED EXPERIENCE" SURVEY GRAPHIC DISPLAY



THE “LIVED EXPERIENCE” SURVEY DATA SUMMARIZED

The following 3 pages contain a summary of the results of the Lived Experience Survey in relation to the 29 Risk Factor categories that were canvassed.



SUMMARY OF GRAPHIC INTERPRETATION OF LIVED EXPERIENCE SURVEY RESULTS

Risk Factor - Mental Health Challenges

This risk factor was rated as **very high** in prevalence (crisis status) in every municipality except Greater Madawaska where it was rated as **high** in prevalence but not yet in the crisis category.

This tells our advisory committee that regardless of current programs and supports in place to address this risk factor, more could and should be done.



Risk Factor - Access to Appropriate Housing

This risk factor was rated as **very high** in prevalence in 5 of 7 municipalities, **high** in prevalence in 1 and **low** in Greater Madawaska.

This data suggests to our advisory committee that additional County wide solutions should be considered in addition to what is already in place.



Note: The red risk factors are creating a significant demand on emergency services. The harm to those exposed to those risk factors is significant and the cost of responding to downstream crisis by emergency services is high. These risk factors require immediate consideration.

SUMMARY OF GRAPHIC INTERPRETATION OF LIVED EXPERIENCE SURVEY RESULTS

Risk Factor - Poverty

This risk factor was rated as **very high** in 5 municipalities and **high** in 1 other. Greater Madawaska rated this risk factor as **low**.

This data suggests to our advisory committee that additional County wide solutions should be considered in addition to what is already in place.



Risk Factor - Drug Addiction

This risk factor was rated as **very high** in 4 municipalities, **high** in 2 others and **very low** in Greater Madawaska.

This data suggests to our advisory committee that additional County wide solutions should be considered in addition to what is already in place.



Note: The red risk factors are creating a significant demand on emergency services. The harm to those exposed to those risk factors is significant and the cost of responding to downstream crisis by emergency services is high. These risk factors require immediate consideration.

SUMMARY OF GRAPHIC INTERPRETATION OF LIVED EXPERIENCE SURVEY RESULTS

Risk Factor - Basic Needs

This risk factor was rated as **very high** in 3 municipalities and **high** in 3 others. Greater Madawaska rated this risk factor as **low**.

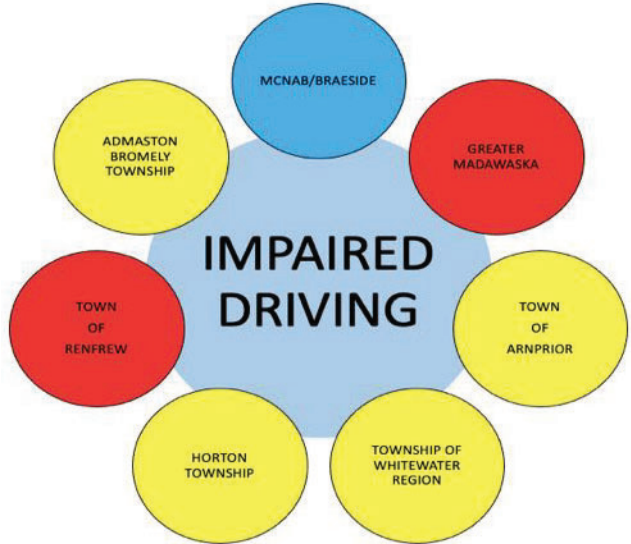
This risk factor is closely related to the “Access to Appropriate Housing” risk factor that shows up as the number 2 risk factor of concern. This data suggests that more can and should be done to address issues of marginalization in every community but 1.



Risk Factor - Impaired Driving

This risk factor was rated as **very high** in 2 municipalities, **high** in 4 others and **low** in McNab/Braeside.

This data suggests to our advisory committee that additional County wide solutions should be considered in addition to what is already in place.



Note: The red risk factors are creating a significant demand on emergency services. The harm to people exposed to those risk factors is significant and the cost of responding to downstream crisis by emergency services is high. These risk factors require immediate consideration.

RISK FACTORS PRIORITY FOCUS

With limited resources, it is important for communities to focus on what is most important first. The theory behind Community Safety and Well-being planning, which has been discussed in detail throughout this plan, is that risk factors in the Red & Yellow zones must be addressed first before shifting focus onto Blue and Green zone risk factors.

Once the Red & Yellow zone risk factors have been mitigated or eliminated, attention can appropriately shift toward the less prevalent and less harmful risk factors. It's a "First Things First" approach.



“Things which matter most, must never be at the mercy of things that matter least.”

An important phrase often repeated by the late Dr. Stephen Covey is that “things which matter most, must never be at the mercy of things which matter least”. It is a simple mantra that suggests individuals or groups should focus their time, energy, talent and money on things that are most important if they aspire to achieve the greatest impact.

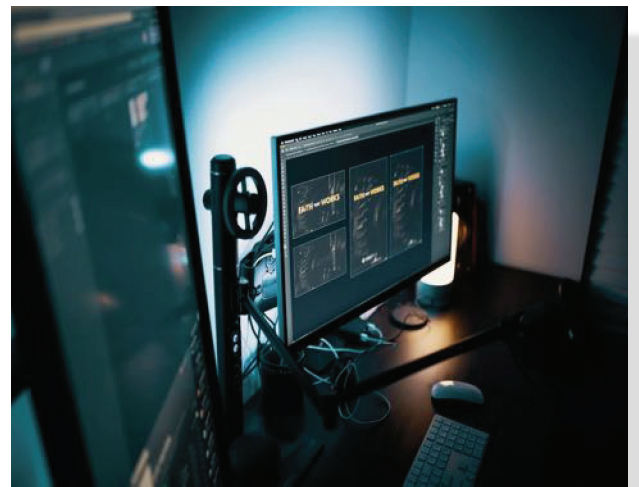
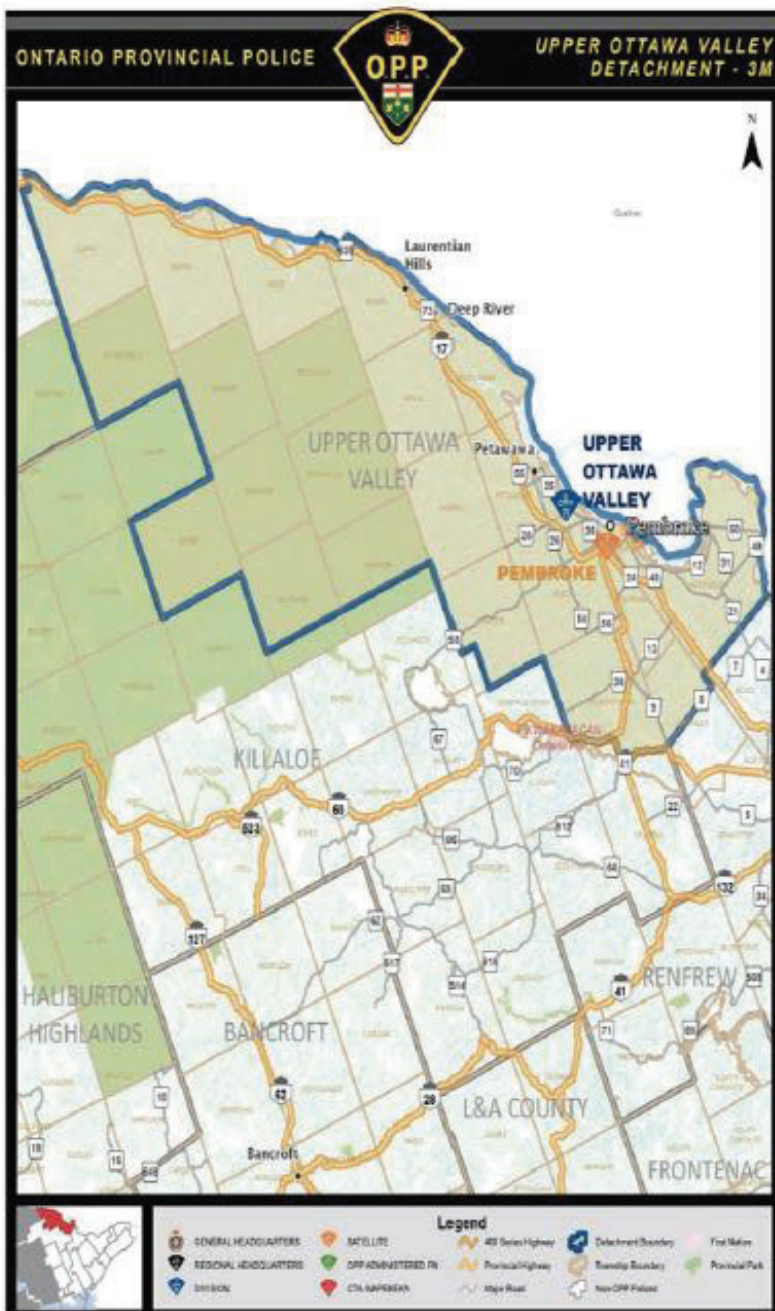
PRIORITY RISK FACTORS FOR 2023/24

Careful analysis of the Lived Experience Survey as well as the data provided by police, social services, health care and the risk tracking data gathered at the Situation Table, suggests the priority focus for this Community Safety and Well-being plan for 2023/24 should be on these **very high** and **high** priority risk factors.



POLICE DATA

Renfrew OPP



GEOGRAPHIC AREA

Cradled between the Ottawa River and Algonquin Park, the Upper Ottawa Valley Detachment is an area steeped in history, culture and beauty.

There are over 900 lakes and four major river systems in the Ottawa Valley from which it derives its well-deserved title as the Whitewater Capital of Canada.

Upper Ottawa Valley Detachment is responsible for providing policing services to the City of Pembroke, Town of Petawawa, Town of Laurentian Hills, Township of Laurentian Valley, Township of Whitewater Region, Head Clara & Maria Townships, North Algona Wilberforce Township and portions of Admaston Bromley Township.

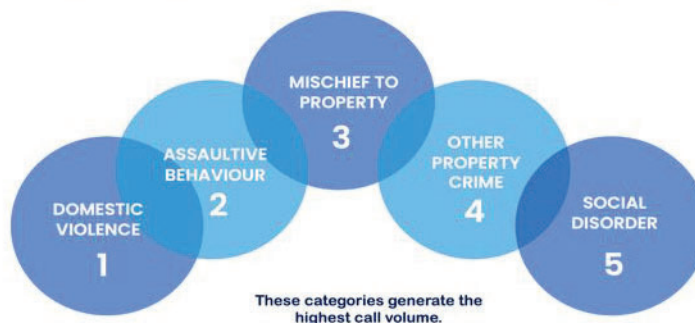
How Do Police Spend Their Time?



TOP 5 CALLS FOR SERVICE

ANALYSIS OF A 5 YEAR TREND IN CATEGORIES OF POLICE CALLS FOR SERVICE

Here's
What the
Data
Says...



What Does it Mean?

These types of human behaviours are frequently associated to “high demand neighbourhoods”, neighbourhoods where there is a high number of repeat calls for service for emergency services and higher levels of victimization due to crime and social disorder.

A neighbourhood can be an entire city or town, or it could be a particular street or apartment complex within a larger community.

When there is a concentrated population of marginalized groups, due to lifestyle conditions riddled with risk factors that prevent access to the social determinants of health and well-being, you will find significant calls for service in the police response categories listed above.

“For the most part, crime and anti-social behaviour result from insufficient access to the social determinants of health. For example, a person who is experiencing poverty and mental health challenges may act out in ways that are harmful to himself, herself, or others.”

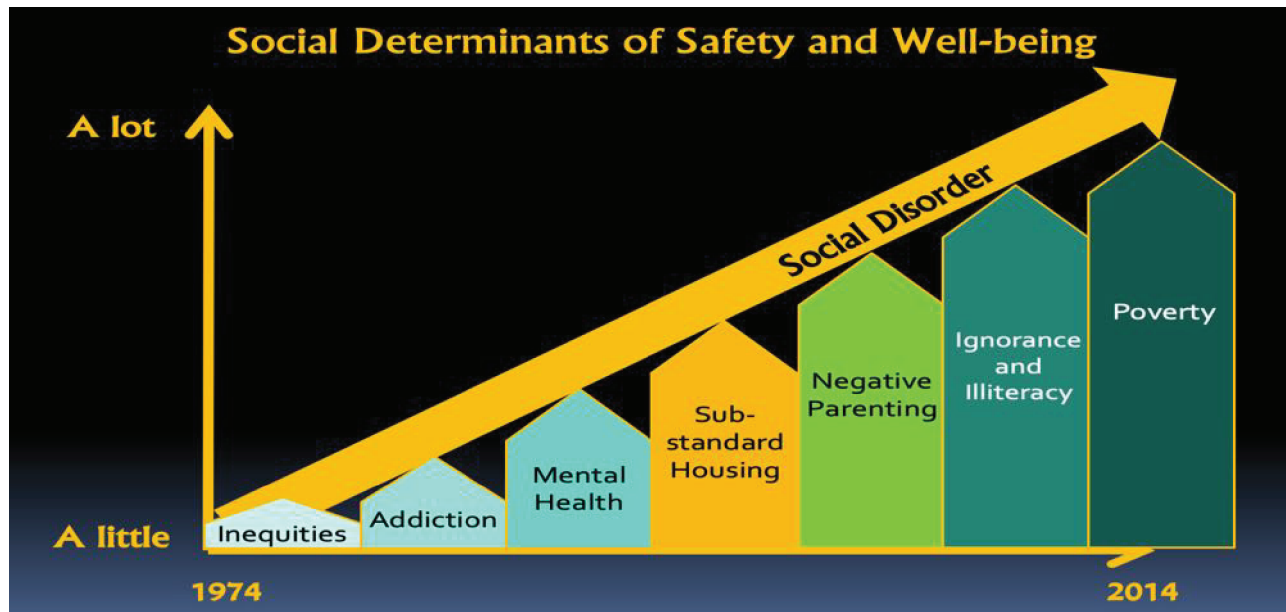
Dr. Hugh C. Russell
*Transforming Community Policing
Mobilization, Engagement and Collaboration*

“It is a Problem We Cannot Arrest Our Way Out Of!”

Inspector Scott Semple
Lennox & Addington OPP Detachment Commander

The Ontario Association of Chiefs of Police (OACP) defines **social disorder** as a “condition in which the behaviour and activities of people at a specific location lack sufficient control or order, deviating significantly from what would be considered by most to be comfortable, reasonable or safe.”

Hugh C Russell - Transforming Community Policing, Mobilization, Engagement & Collaboration
(Emond Publishing)



“What is driving social disorder up? As any police officer who has frequented a high-demand neighbourhood will tell you, “It’s mental health, addictions, poverty, negative parenting, and a host of other social ills.” These are known, in the health sector, as the **social determinants of health.**”

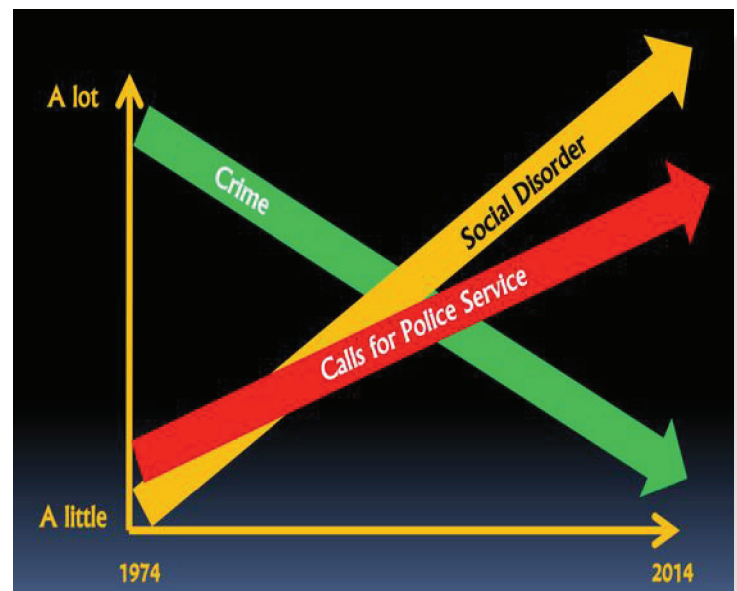
Hugh C Russell - Transforming Community Policing, Mobilization, Engagement & Collaboration
(Emond Publishing)

Despite the fact that major crime rates in Canada continue to fall, following a 40 year trend, calls for service to police and other emergency services continue to rise.

As social disorder increases, calls to emergency services continue to increase.

You can start to see why Community Safety is not solely a policing responsibility. So many other facets of society come into play.

If we want to improve community safety and well-being in our communities, we must address the **risk factors** that are driving **social disorder**.



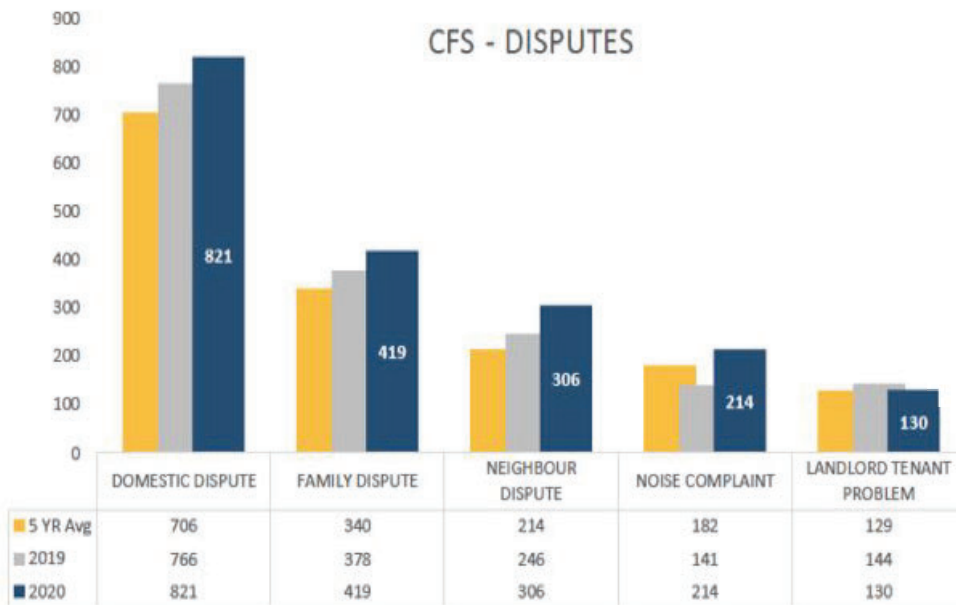
How Do We Fix It?

Communities that **invest** heavily in **social development** by establishing protective factors through improvements in things like health, employment and graduation rates, will **experience** the social **benefits** of **addressing the root causes of crime and social disorder**.

(Ontario) Provincial Community Safety & Well-being Planning Book 3 pg. 8



Police Calls For Service for Disputes, a Category of Social Disorder Where People in Our Communities are Unable to Get Along Resulting in Costly 911 Calls to Police and Other Emergency Response Agencies



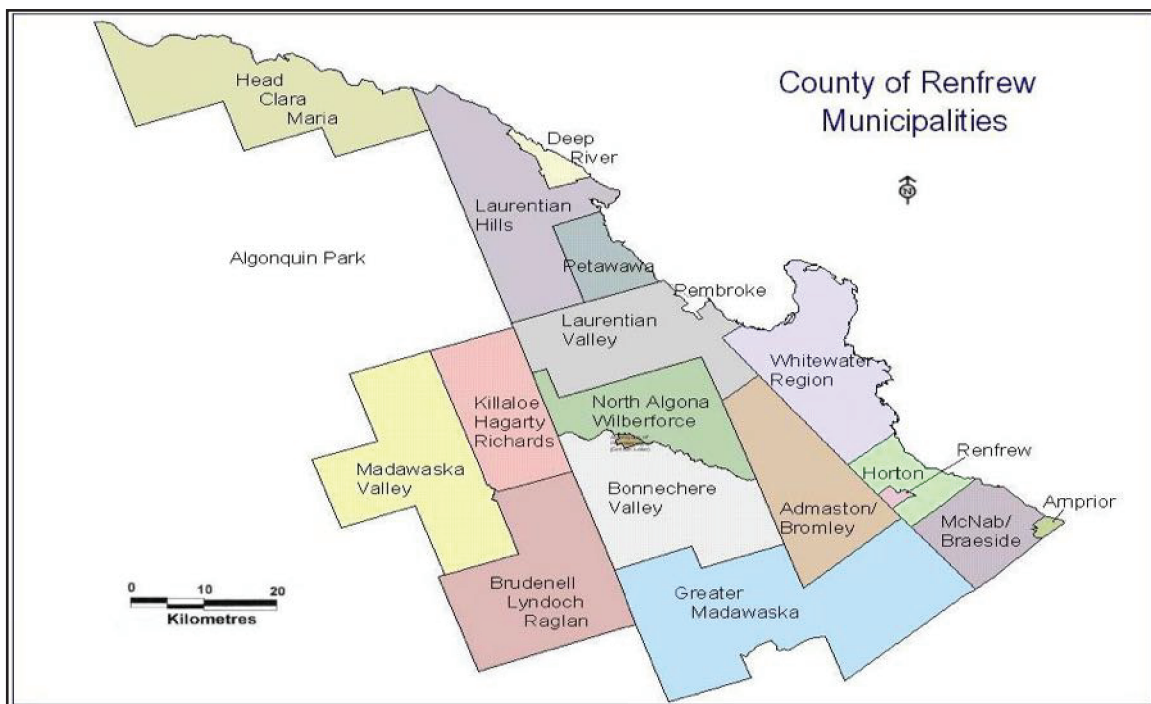
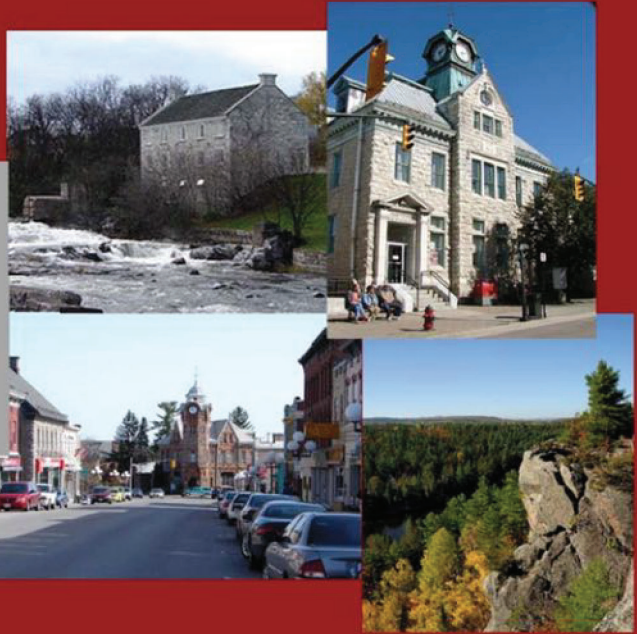
Social Disorder



Conclusion: The data provided by police is consistent with the priority risk factors identified in the lived experience survey. Although most of our communities are safe (Green Zone Communities), too many of our community members are still experiencing risk factors associated to **Mental Health & Addictions, Inadequate Housing, Domestic Violence and Poverty**.

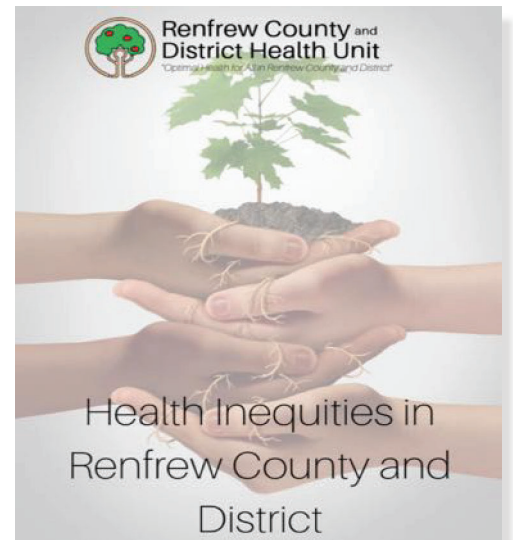
SOCIAL SERVICES DATA

County of Renfrew



Housing & Homelessness is and continues to be a priority issue for Renfrew County

In 2013, after considerable community consultation, the County of Renfrew adopted a ten-year Housing and Homelessness plan. This plan, entitled “A Place to Call Home”, helped to establish a clear picture of housing needs in the community at the time as well as strategies and actions to address these needs. Since adoption of the plan, the County has been working with community stakeholders from across the housing spectrum to improve outcomes for those in the community who are homeless, at risk of becoming homeless or who are seeking affordable housing. The County has also issued annual reports, documenting progress and highlighting key activities.



Housing is a cornerstone for any community and having adequate shelter is critical to enabling residents to live, work and participate. Given the geographic expanse of Renfrew County and the uneven distribution of a diverse population within it, there are a range of housing needs that exist, whether in terms of seniors, working families, low-income singles, or youth. Those who are homeless or at risk of becoming homeless are even more vulnerable. And while the housing market has responded to some of these needs, there are clear gaps that are not being adequately addressed. Housing affordability, suitability and adequacy are all on-going issues related to housing supply that can create challenges.

“When differences in health are systematic, avoidable and unfair and have the potential to be changed or decreased by social action, they are called health inequities. There are many things that local, provincial and national organizations can do together to reduce health inequities, improving the chances that everyone can achieve lasting good health.”

Report: County of Renfrew “Health Inequities in Renfrew & District County

SOCIAL SERVICES DATA

Homelessness is and continues to be a priority issue for Renfrew County

The County of Renfrew has partnered with **Built for Zero Canada (BFZC)** and local community groups to help reduce chronic homelessness. BFZC is an ambitious national change effort helping a core group of leading communities end chronic homelessness. **A By-Name List Survey** has been created to better know every person experiencing homelessness by name, to understand their unique needs, and to prioritize services and housing supports.



The development of a ten year Housing and Homelessness plan is also obliged under the *Housing Services Act (2011)*.

Homelessness is frequently associated to other **risk factors** such as poverty, unemployment, social disorder, domestic violence, addiction & substance use and mental & physical health challenges.

THE HOUSING CONTINUUM



SOCIAL SERVICES DATA



A Point in Time survey was completed in September of 2022 which provides a real time snapshot of housing and homelessness challenges in Renfrew County.

Number of people experiencing Homelessness.



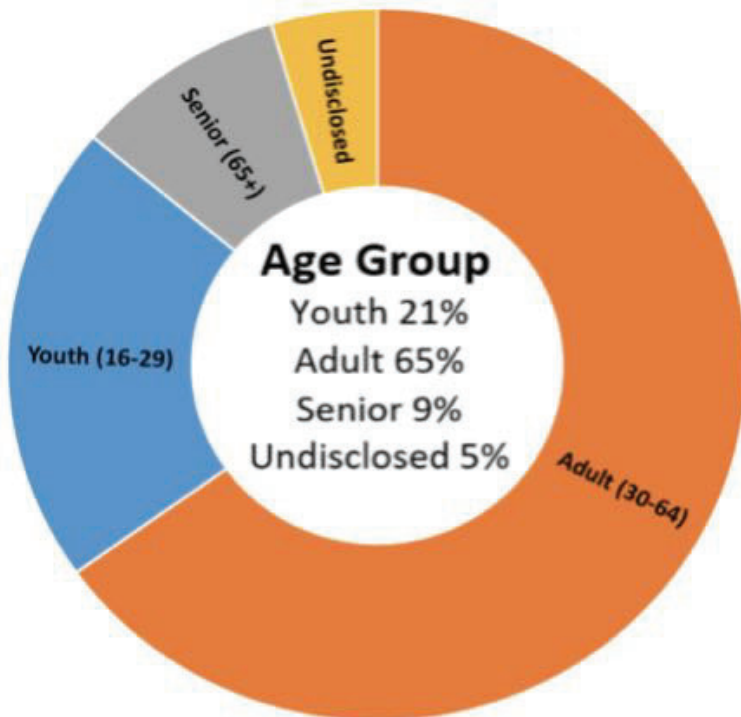
Duration Status Homelessness.

Causation Factors for Homelessness.

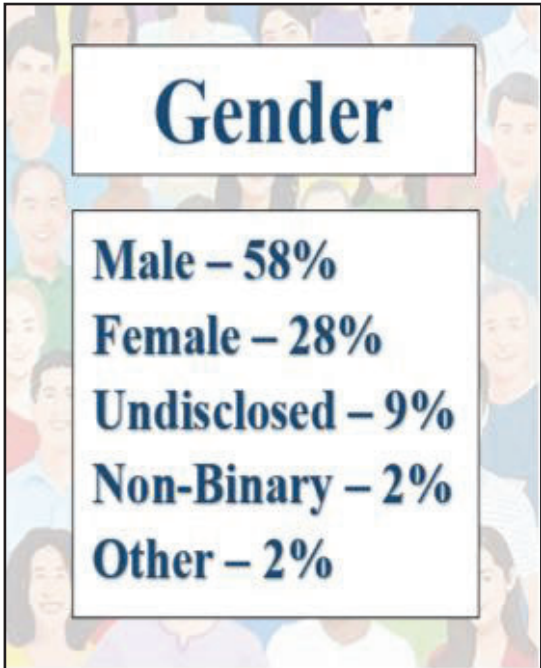


Reason for Homelessness

Point in Time Statistics Continued



It is important to note that the data contained in the infographics is a snapshot of homelessness at a moment in time. The number of people who are in fact homeless according to the definition, is likely significantly higher.



Revised Housing and Homelessness Plan (2019)

The goals and objectives of the current plan are as follows:

Goal 1: Housing persons who do not have a home

- Objective 1: Take a Housing First approach to addressing homelessness
- Objective 2: Improve access to housing and support needs by focusing on persons who are most vulnerable

Goal 2: Preventing homelessness and maintaining housing stability

- Objective 3: Reinforce homelessness prevention through emergency financial assistance programs
- Objective 4: Improve access to support services and programs through service 'hubs'
- Objective 5: Engage senior levels of government to help address identified local housing needs
- Objective 6: Increase housing awareness and promote housing stability through partnerships and education

Goal 3: Ensuring an adequate supply and choice of housing

- Objective 7: Retain and increase the affordable housing supply through effective strategies and planning policies
- Objective 8: Encourage development and investment in affordable housing through greater awareness of existing resources, models and tools
- Objective 9: Support affordable home ownership opportunities through continued investment

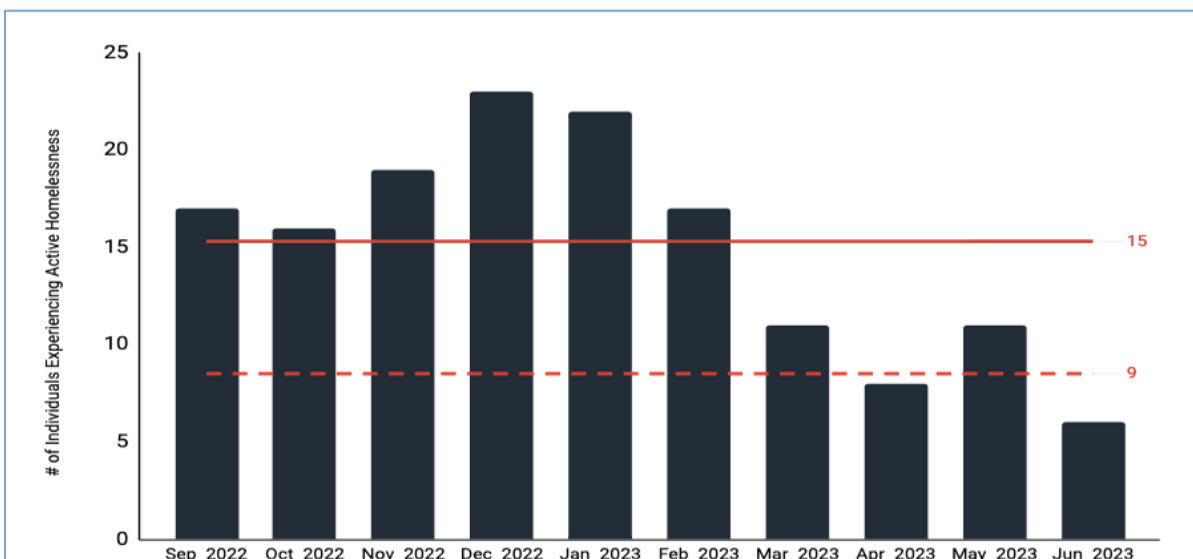
Goal 4: Improving coordination and capacity within the system

- Objective 10: Enhance the effectiveness of partners within the housing system through greater coordination
- Objective 11: Improve awareness of housing services and programs in the County of Renfrew
- Objective 12: Enhance capacity within the system through continued monitoring and assessment

Progress to Date

ACTIVE CHRONIC HOMELESS & BASELINE REDUCTIONS

This chart displays all active homeless data from the baseline date until the most recent month submitted.

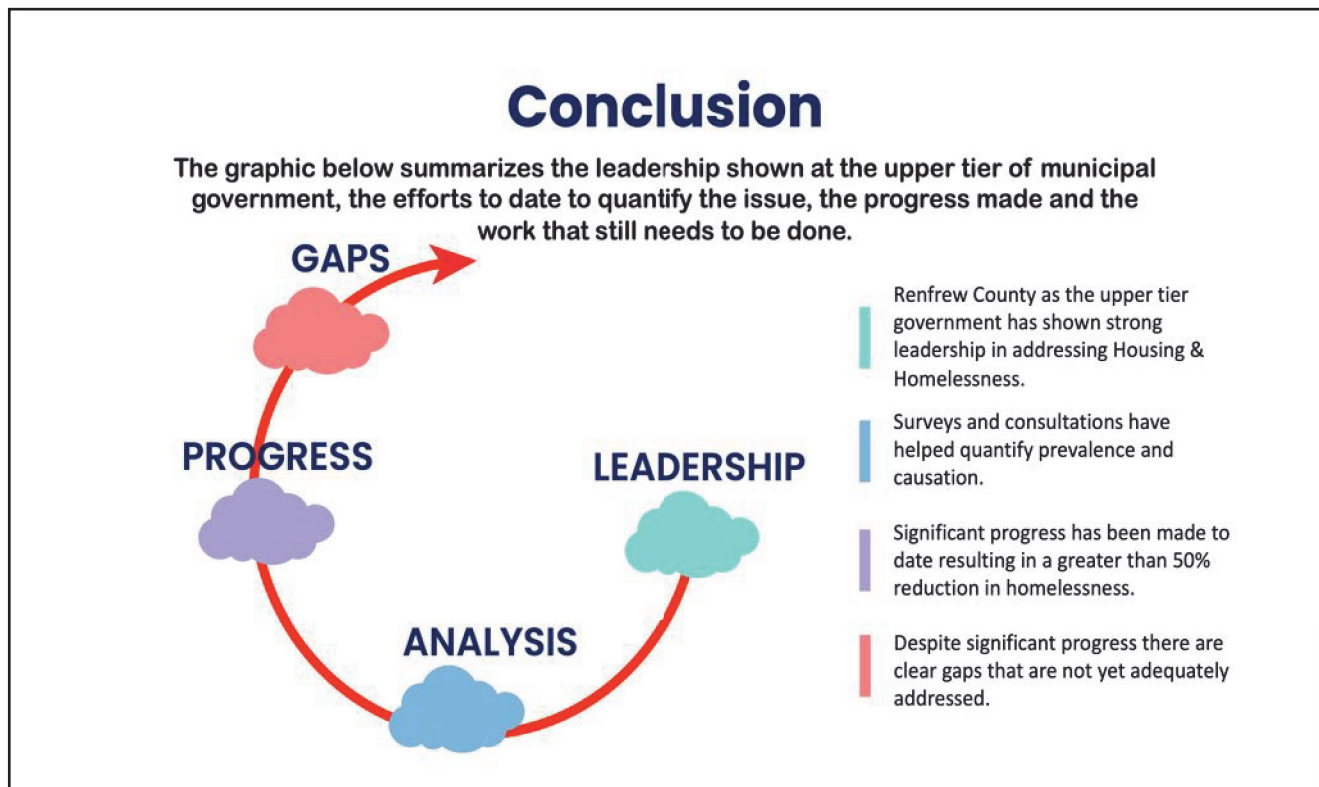


SOCIAL SERVICES DATA - CONCLUSION

While there is need for the County to help provide leadership in the housing and homelessness system, the HHP was envisioned as a community plan and as such, should reflect community efforts in pursuit of solutions to identified issues. This same philosophy should apply to HHP implementation by having the County assume a leadership role in coordination but having stakeholders take a more participatory role in system solutions. To assist in HHP implementation, a number of tools/approaches are contemplated including:

- **Developing an HHP-specific work plan** – To help support accountability and track progress on actions, a formal implementation plan for the HHP should be developed. While this could take the form of a tracking table, it should be integrated with departmental work plans to ensure necessary items are actioned and resourced. It is anticipated that some of these actions may fall under recurring tasks/roles already identified in the departmental work plan.
- **Coordinating with the Seniors Housing Strategy implementation work plan** – While an HHP implementation plan is essential for tracking purposes, those HHP actions that crossover to the Seniors Housing Strategy should be actioned accordingly in order to avoid duplication and ensure coordination of efforts and resources with other internal departments of the County.
- **Exploring opportunities for coordination with community stakeholders** – As a community-based plan, ownership of appropriate HHP actions by community partners should be encouraged to expand impact, leverage resources, engage stakeholders and build capacity. This supports a more collaborative systems approach that helps reinforce the coordination of functions that is embodied in HHP actions.

Five Year Review: Ten Year Housing & Homelessness Plan - Addendum Update June



SITUATION TABLE RISK TRACKING DATA COLLECTION



SITUATION TABLE DATA

The Province of Ontario under direction of the Ministry of the Solicitor General, maintains a data base known as the “RTD”, risk tracking database.

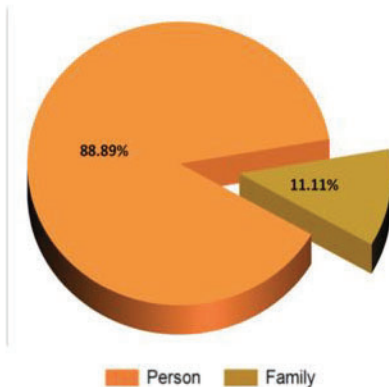
Every new situation brought to the attention of the table is given a number and specific data in relation to that situation is recorded in the RTD.

No personal information is recorded. The database tracks risk factors, broad demographics such as age category and gender and whether the intervention by the table members is successful in connecting people at risk to services that may reduce the level or risk they are facing.

RENFREW SITUATION TABLE RTD DATA



Breakdown By Discussion Type



Type	Discussions	Percentage
Person	80	88.89%
Family	10	11.11%
Total	90	100.00%

OVER A 5 YEAR PERIOD, THE MAJORITY OF SITUATIONS BROUGHT FORWARD TO THE TABLE INVOLVED INDIVIDUALS AS OPPOSED TO ENTIRE FAMILIES.

THE AGE GROUPS OF THE INDIVIDUALS BROUGHT FORWARD WERE COMMONLY BETWEEN 12-17, 30-39 AND 40-59 YEARS OF AGE.



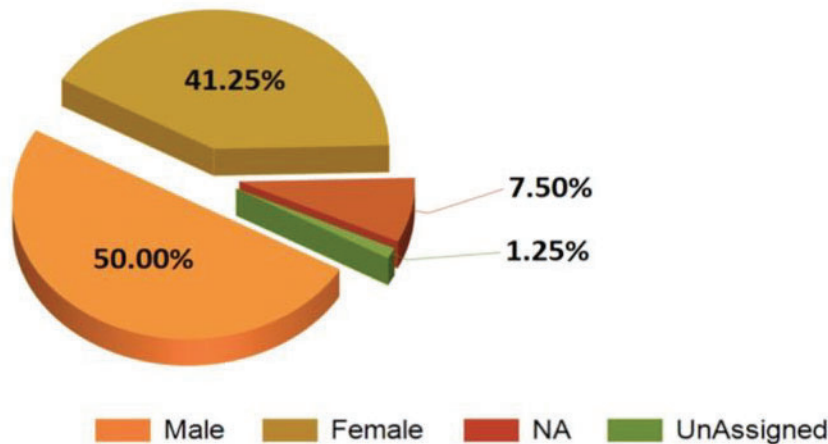
Age Group	Discussions
0-5 Years	0
6-11 Years	0
12-17 Years	15
18-24 Years	8
25-29 Years	3
30-39 Years	17
40-49 Years	0
40-59 Years	20

SITUATION TABLE DATA CONTINUED

THE TOP 5 MOST PREVALENT RISK FACTORS WERE MENTAL HEALTH ISSUES, ANTISOCIAL BEHAVIOUR, CRIMINAL INVOLVEMENT, SUBSTANCE ABUSE AND VICTIMIZATION

Top CSWB High Level Risk Priorities										
Year	Top 1		Top 2		Top 3		Top 4		Top 5	
2017	Mental Health and Cognitive Functioning	60	Criminal Involvement	56	Antisocial/Problematic Behaviour (non-criminal)	46	Substance Abuse Issues	28	Victimization	19
2018	Mental Health and Cognitive Functioning	32	Antisocial/Problematic Behaviour (non-criminal)	28	Substance Abuse Issues	21	Victimization	19	Criminal Involvement	15
2019	Mental Health and Cognitive Functioning	23	Substance Abuse Issues	23	Antisocial/Problematic Behaviour (non-criminal)	17	Criminal Involvement	15	Victimization	9
2020	Antisocial/Problematic Behaviour (non-criminal)	25	Mental Health and Cognitive Functioning	25	Criminal Involvement	24	Substance Abuse Issues	23	Victimization	15
2021										

Breakdown By Sex

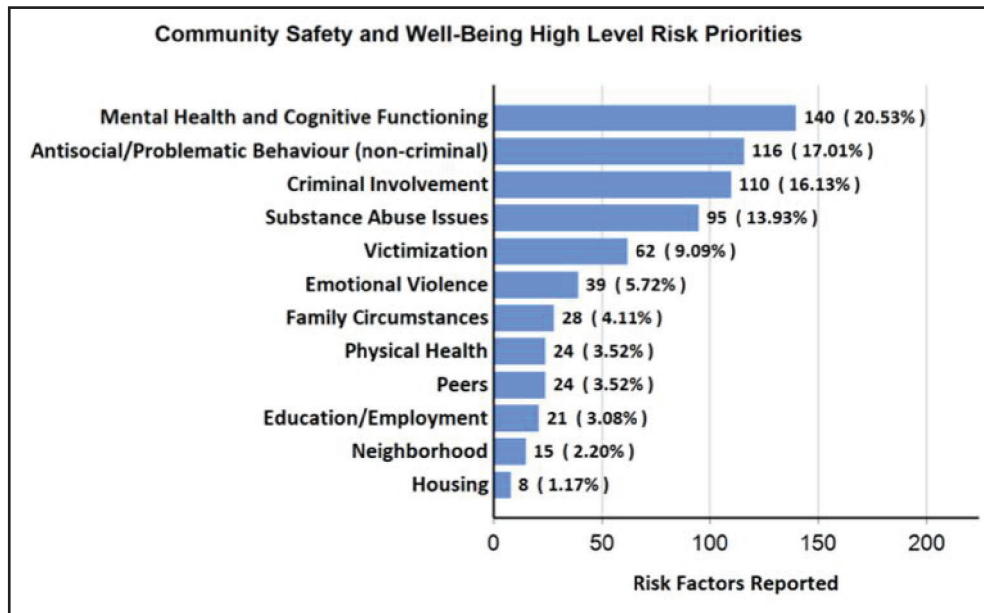


THE MAJORITY OF INDIVIDUALS BROUGHT TO THE ATTENTION OF THE TABLE WERE MALE AT 50% WITH FEMALES REPRESENTING 41.25%.

If you have ever looked at a young person in the context of their surroundings and said to yourself, "That poor kid doesn't stand a chance", then you understand risk factors and the power of their gravitational pull toward a life of potential suffering and crisis. People can and do overcome their negative environments but almost every success story told includes a role model of some sort, a coach, an aunt, a teacher, or parent of a friend, who took an interest in the child and helped steer them in a better direction. That is what the situation table tries to do, to interrupt and mitigate risk factors by introducing protective factors that just might alter the course of likely outcomes.

SITUATION TABLE STATISTICS

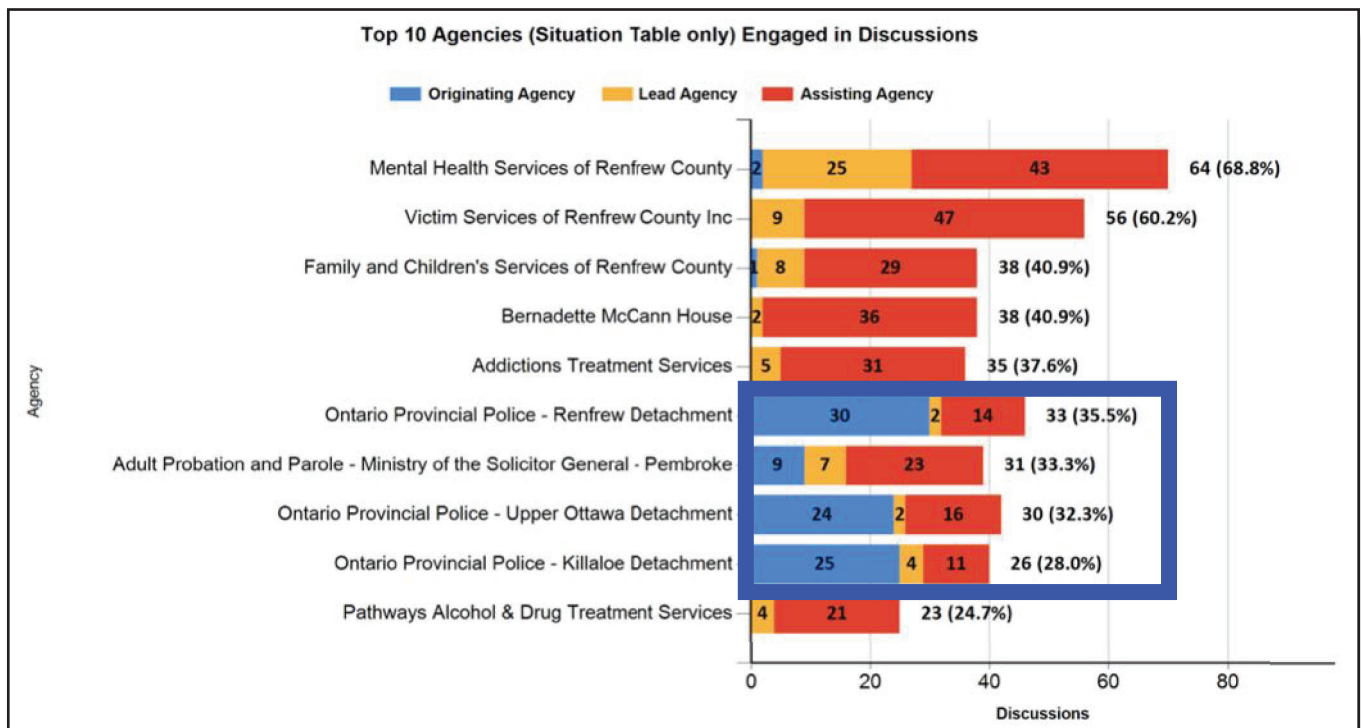
Overall Risk Information Report for Renfrew County From 4/1/2017 To 1/1/2021



Top Risk Factors:

The database tracks information specifically for use in the Community Safety and Well-being planning process.

Agency Engagement Report for Renfrew County From 4/1/2017 To 1/1/2021



Remember the statistic reported in the Police Data section. More than 75% of call for service to police fall into the category of social disorder which includes all of the risk factors listed above. Police are a 24/7/365 agency that sees the most risk. Police bring more situations to the table than any other agency. This is consistent with Situation Tables across the Province.

AGENCY THAT SEES THE MOST RISK

OF SITUATIONS BROUGHT FORWARD BY AGENCY
SINCE 01 APR 2017 to 01 JAN 2021

Agency (Situation Table only)	Originating Agency	Lead Agency	Assisting Agency	All (Originating, Lead, Assisting)	Total # of Discussions Engaged In	Percentage (Engagement out of 93 Discussions)
Mental Health Services of Renfrew County	2	25	43	70	64	68.8%
Victim Services of Renfrew County Inc	0	9	47	56	56	60.2%
Family and Children's Services of Renfrew County	1	8	29	38	38	40.9%
Bernadette McCann House	0	2	36	38	38	40.9%
Addictions Treatment Services	0	5	31	36	35	37.6%
Ontario Provincial Police - Renfrew Detachment	30	2	14	46	33	35.5%
Adult Probation and Parole - Ministry of the Solicitor General - Pembroke	9	7	23	39	31	33.3%
Ontario Provincial Police - Upper Ottawa Detachment	24	2	16	42	30	32.3%
Ontario Provincial Police - Killaloe Detachment	25	4	11	40	26	28.0%
Pathways Alcohol & Drug Treatment Services	0	4	21	25	23	24.7%
Total:	91	68	271	430	374	

This chart clearly depicts that the Ontario Provincial Police bring forward a significantly higher number of situations than any other agency. This is due to the fact that the police are open for business 24 hours a day, 7 days per week and 365 days per year.



Across the entire country the police have become the default response agency. Approximately 75% of the calls police respond to fall into the category of social disorder. Police have the largest lens on risk. They see more people facing acute elevated risk and therefore bring more situations to the table.



75% of Calls for Service to Police in Canada are for Social Disorder Incidents.

KEY COMMUNITY SAFETY & WELL-BEING INITIATIVES

1. SITUATION TABLE
2. THE RENFREW & AREA CONNECTION CENTRE
3. POLICE/MENTAL HEALTH & ADDICTIONS PARTNERSHIP
4. INTIMATE PARTNER VIOLENCE - POLICE RESPONSE



KEY INITIATIVE #1

THE SITUATION TABLE



THE SITUATION TABLE

THE RENFREW COUNTY COMMUNITY RISK WATCH SITUATION TABLE

At the heart of our Community Safety & Well-being plan sits the Situation Table, established in 2017 under the leadership of the Ontario Provincial Police in collaboration with a host of other support agencies who had a desire to work together more effectively to try and protect individuals and families from exposure to life altering crisis.

What is a Situation Table

The Situation Table is a group of front-line health, human, justice and emergency service workers who meet weekly to discuss individuals or families facing multiple risk factors that could result in crisis.

Front Line Case Worker

Over 20 agencies are currently participating.



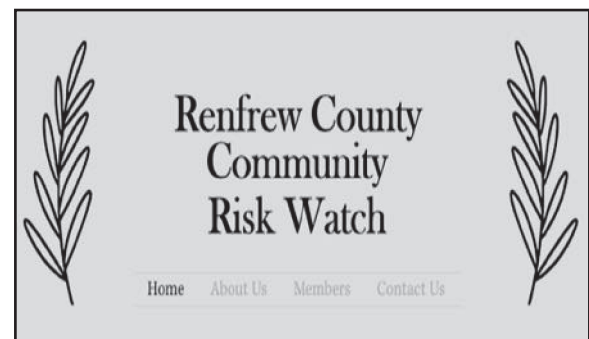
Identify Risk

An individual or family is facing "acute elevated risk".

Upstream Intervention

A collaborative upstream intervention is planned to try and avoid crisis and reduce or eliminate risks.

The initiative is called the **Renfrew County Community Risk Watch Situation Table** and it is currently in its 6th year of operation. During this time many community members have been diverted from life altering event and life-threatening crisis due to the upstream intervention efforts of the Situation Table participants.



Our Webpage can be found at:
<https://www.renfrewcountycommunityriskwatch.com/>

New 'Situation Table' aimed at preventing a crisis before it happens

IMAGINE you develop a life threatening disease and you go to see your doctor. Imagine there is a new drug that will cure you completely, but your doctor is not aware of it. How would you feel about your doctor? Anger, frustration, disappointment, distrust, contempt? The list goes on and on.

Now imagine that the same doctor gets invited to a meeting once a week with other doctors, specialists, pharmacists, scientists and pharmaceutical representatives. At this meeting your case is discussed and your doctor learns about the new drug. The drug is then offered to you and the disease is cured. That is the power of collaboration.

We are doing something like that here in Lennox and Addington County. It is called a 'Situation Table' and once a week a variety of professional human service providers and community based organizations, including the police, meet to discuss individuals or families at risk and then develop a co-ordinated plan to try and help them.

The idea started in Glasgow, Scotland several years ago. Prince Albert, Saskatchewan, brought the concept to Canada about four years ago and today the idea is spreading like wild-fire across Ontario. Hastings County has established a Situation Table and have been meeting for a few months now. L&A County partnered with Kingston and Frontenac to establish two tables with regional oversight. The L&A Situation Table meets once a week on Tuesdays in Napanee and the Kingston/Frontenac table meets week-

ly in the city of Kingston. The joint initiative is called the KFLA Community Risk Watch.

These initiatives are fine examples of community collaboration. In fact, you can't talk about Situation Tables without talking about collaboration and you can't mention the word collaboration without someone saying, 'We already do that.' This is different. This is collaboration at a point intersecting far enough upstream to prevent compounding risk factors from manifesting in acute or chronic crisis.

Let me say that another way. Picture this. A mighty river comes to a Y and branches left and right. The left turn takes you down a beautiful, serene and calm section of the river. The right turn takes you toward a set of violent rapids and eventually a life threatening waterfall. You are part of a team of people responsible for rescuing those who take the right turn. The distance from the Y to the waterfall is about five kilometers. You and your team have just received word that two people in a canoe have just mistakenly taken the right turn. Where would you set up your rescue attempt?

The obvious answer is that you would not set up a hundred feet from the edge of the waterfall. But guess what? That's where policing is. And that is where the courts and the prisons and our probation and parole programs are. The reality is that this is where these programs need to be but, we have an opportunity to split our resources and send a second team much further upstream. If the second team fails the first rescue attempt, they will be far enough upstream to

attempt a second rescue effort and perhaps even a third. With a bit of luck, the two canoeists will be rescued long before they are ever placed in any real danger — in other words, long before they even get close to the waterfall.

That is what a Situation Table is. It is a team of people planning rescue efforts for individuals and families at risk. The focus is on upstream risk as opposed to downstream crisis. The mantra is risk-driven as opposed to incident driven. This project has been over two years in the planning phase and on Feb. 10, L&A County had its first Situation Table meeting. Getting to this point was no easy task and it would not have happened without the enthusiasm and energy and collaboration of our great community partners.

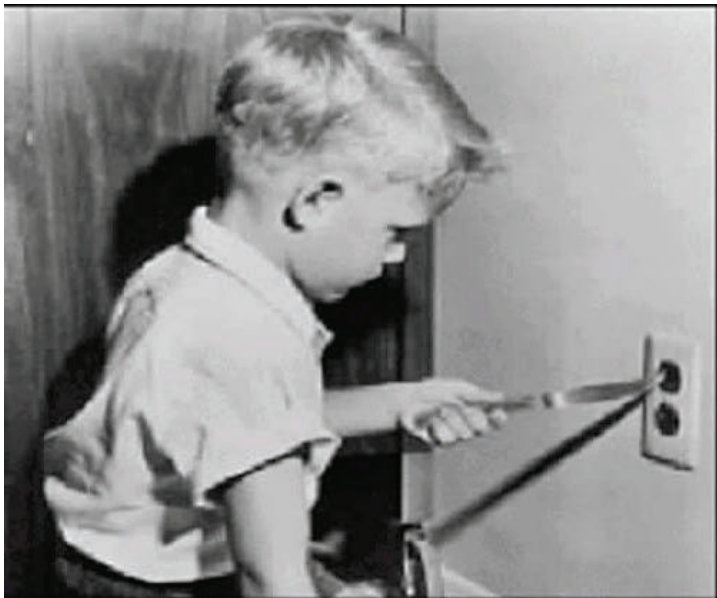
Currently we have Family and Children's Services, Addictions and Mental Health Services, Pathways for Children and Youth, Adult & Youth Probation, both the Algonquin Lakeshore and Limestone District School Boards, Interval House, Morning Star Mission, the Community Health Centre, Prince Edward/L&A Social Services, Victims Services and the OPP sitting at the Table. We are currently in the process of recruiting a few more partners to further enhance our collaborative capacity.

We don't know what we don't know, but together we are going to find out and together we are going to do something about it!

*Insp. Pat Finnegan,
Napanee OPP
Detachment Commander*

SITUATION TABLE - RISK FOCUSED - UPSTREAM

Renfrew County Community Risk Watch (RCCRW), formally known as the Renfrew County Situation Table, was established in 2017. It was founded with a mission to implement a proactive and collaborative approach to identifying acutely elevated risk situations that are currently, or have the potential to affect individuals, families and/or communities. Renfrew County Community Risk Watch encompasses all (17) municipalities within the county, as many partnering agencies provide their services on a county wide basis. Some of the services involved in this initiative fall under the following sectors: Justice, Health, Social Services, Education, Private and Government.



The entire focus is prevention. “If it is predictable then it is preventable.” If it is preventable then those of us who have the capacity should try to do something about it.

It isn't magic. It's just a group of people whose jobs or roles give them a lens on risk within the community. They get together once a week to see what if anything they can do to help individuals or families predicted to face crisis.



“ACUTE ELEVATED RISK”

HOW THE SITUATION TABLE WORKS

The Situation Table is a group of front-line health, human, justice and emergency service workers who meet weekly to discuss individuals or families facing multiple risk factors that could result in crisis.

A 4 Step Process is Used

Only cases of “Acute Elevated Risk” are brought to the table for discussion and intervention.



What is Acute Elevated Risk?

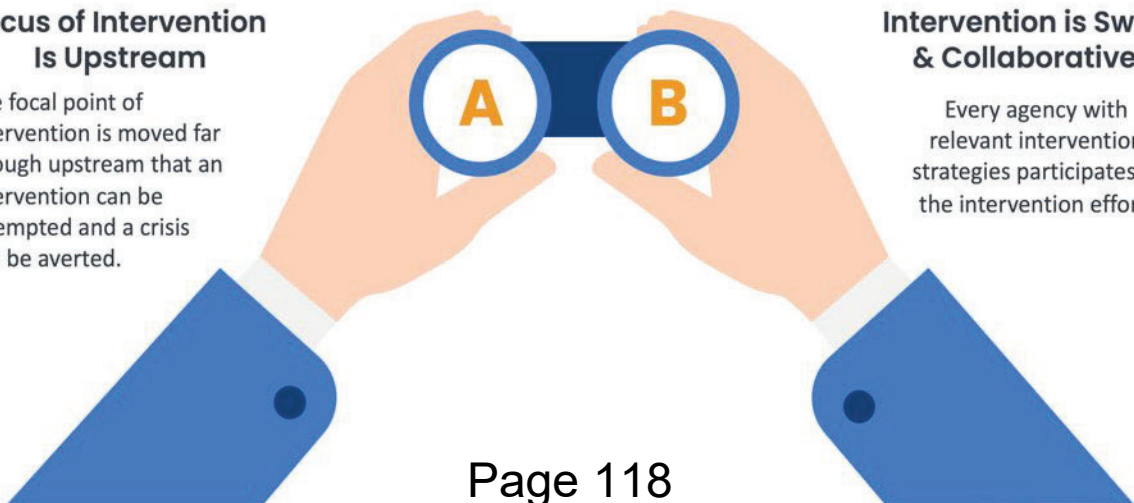
Acute elevated risk is a cluster of risk factors present in someone’s life that if left unchecked are likely to result in crisis. In other words, something bad is going to happen and it is going to happen sometime soon.

Focus of Intervention Is Upstream

The focal point of intervention is moved far enough upstream that an intervention can be attempted and a crisis can be averted.

Intervention is Swift & Collaborative

Every agency with relevant intervention strategies participates in the intervention effort.



SITUATION TABLE PRIVACY POLICY

The goal of the Situation Table is to bring awareness to existing programs and services within the community that are intended to help people at risk and prevent significant harms which often occurs in the form of crisis such as a drug overdose, crime victimization or a mental health apprehension.



THE 4 FILTER PROCESS FOR PRIVACY PROTECTION



The Privacy of those being helped is priority one. As such, information regarding the efforts of the Situation Table is tracked in a provincial database but the names, dates of birth and addresses of the individuals helped are not recorded.

When a new situation is brought to the table, the agency introducing the new situation uses “de-identified” information during the initial discussion. If there is consensus that the new situation meets the threshold of “Acute Elevated Risk” then a team of table members who can help are identified and the discussion stops. At the end of the meeting everyone leaves the room except those who self identified as likely able to help.

In other words, only those who think they can help will eventually hear information which will identify the person the group is trying to help. That team then remains together and develops a plan to try and help the individual at risk and that intervention plan is executed within 24 to 48 hours.



EXPLANATION OF THE 4 FILTER SYSTEM

Privacy is of paramount importance. The situation table applies “The 4 Filter” system to each new situation brought forward.



Filter 1: Internal agency screening. This is the stage at which an agency determines that there is an individual and/or family that has reached a level of AER and that the risk factors are beyond its scope/mandate to mitigate risk and that all traditional inter-agency approaches have been exhausted.



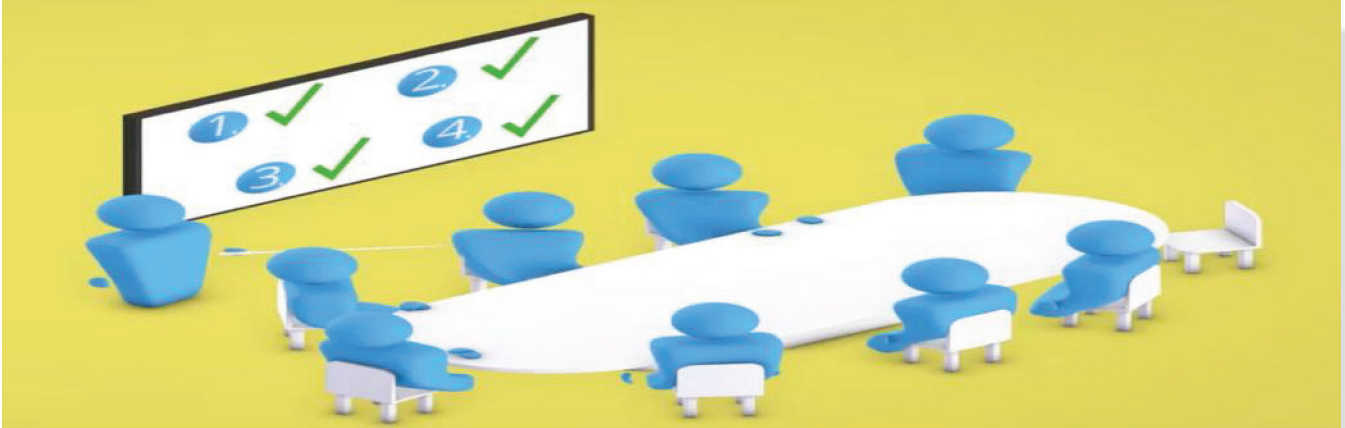
Filter 2: De-identified information. At this stage, the situation is presented to the table using only de-identified data. De-identified data refers to information that has no identifiers relating to the individual (name, date of birth, address, etc.).



Filter 3: De-identified discussion to identify intervening agencies. In this stage, it will be determined if the situation brought forward will be accepted into the table. If it is accepted, the RCCRW will determine which agencies will be required to participate in a full intervention-planning discussion, outside of the full table. Here, there will also be a lead agency determined.



Filter 4: Collaborative intervention planning among chosen intervening agencies. At this stage, identifying information will be shared only with those agencies deemed appropriate to intervene with the individual/family. This allows the professionals involved to consult their own databases to determine if they are familiar or already engaged with the individual/family. A plan will then be established to implement a risk mitigation intervention with the individual/family within 24-48 hours of the table discussion.



KEY INITIATIVE #2

THE RENFREW & AREA CONNECTION CENTRE



*Unity is strength... when there is teamwork and collaboration,
wonderful things can be achieved.*

Mattie Stepanek

“THE RACC” - RENFREW & AREA CONNECTION CENTRE



Pictured from left are Const. Tina Hunt, MCRT mental health workers Katie Golfcheskie and Jade Parks, Connection Centre admin Breanne Emon, Const. Jeff Cassidy, Jeff Scott of the Renfrew Police Services Board, Councillor Andrew Dick, Renfrew OPP Detachment Commander Dawn Ferguson, Mayor Tom Sidney and Const. Amanda Carruthers.

“It’s a one-stop shop for anyone seeking services in the area,” Renfrew OPP Detachment Commander Dawn Ferguson said. “They’re able to come in and connect with whatever service they need.”

Our Mission

To serve as a single collective voice for the common vision of developing a community-based and community-led hub in Renfrew.



Our Vision

To create a community-based and community-led hub offering multiple services and programs, including community gathering space, that meet the needs of youth and seniors, families and singles living and/or working in Renfrew and the surrounding area, enabling them to become fully engaged, healthy, socially included, and participating members of the community.

“THE RACC - RENFREW & AREA CONNECTION CENTRE

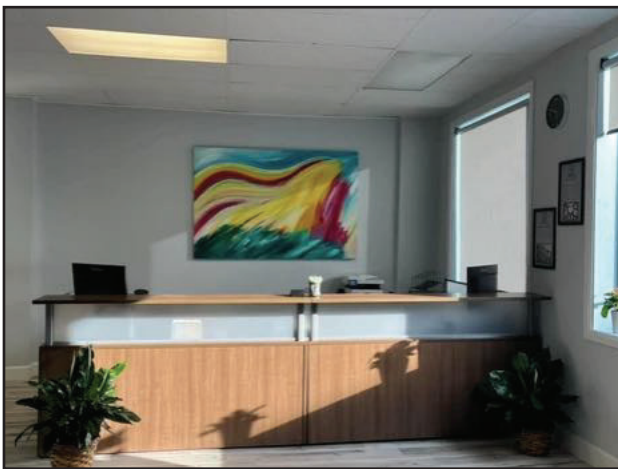
In April of 2023, the Renfrew & Area Connection Centre opened its doors to the community. A significant portion of funding for the centre was made possible by a Community Safety & Policing Grant. The grant was applied for by the Renfrew Police Services Board assisted by the Renfrew OPP Detachment.

The goal of the centre is to create a single point of access to programs and services for community members in need of those supports. The availability of supports is common but navigating access to those various supports and services can often be challenging.

The newly opened centre offers a connection point to a myriad of services in a central location with an atmosphere that is warm and inviting.

Jeff Scott, Chair of the Renfrew Police Services board gives high praise to a couple of key members of the Ontario Provincial Police, “I really have to give credit to Tina Hunt and Amanda Carruthers and the rest of the team for the transformation of the building to what it now is. It is designed to project a warm and welcoming feeling and certainly is a big change from what it was previously.”

At the RACC We Strive To:



info@renfrewandareaconnectioncentre.ca



(613) 432-4400



161 Raglan Street South, Renfrew ON K7V 1R2

“THE RACC - RENFREW & AREA CONNECTION CENTRE

LIST OF COMMUNITY PROGRAMS AND SERVICES AVAILABLE IN RENFREW & AREA

Mental Health Services of Renfrew County	Victim Services of Renfrew County
Family and Children's Services of Renfrew County	Ontario Probation and Parole
Renfrew & District Food Bank	Ontario Works - Renfrew County
Ontario Employment Resource Services	Ontario Disability Support Program (ODSP)

Community Housing	Bernadette McCann House
The Grind - Pembroke	Homeless Prevention Program
Columbus House	Mackay Manor
Addiction Treatment Services	Pathways Alcohol & Drug Treatment Services

Addiction Supportive Housing Program	Metis Nation of Ontario
Algonquins of Pikwakanagan Health Services	Women's Sexual Assault Centre of Renfrew County
RVH - Regional Assault Care Program	Carefor Health & Community Services
Renfrew County and District Health Unit	Calabogie and Area Home Support

Seniors Home Support Renfrew & Area	Ottawa Valley Community Connections (OVCC)
Community Living Renfrew & District	L'Arche Amprior
Robbie Dean Family Counselling Centre	Phoenix Centre for Children and Families
Renfrew County District School Board	Renfrew County Catholic District School Board

EarlyON Renfrew Program	Renfrew County Community Risk Watch
Renfrew Public Library	

“I define connection as the energy that exists between people when they feel seen, heard, and valued; when they can give and receive without judgement; and when they derive sustenance and strength from the relationship.” Brene Brown

KEY INITIATIVE # 3 POLICE / MENTAL HEALTH PARTNERSHIP



Most 911 Calls Have Nothing To Do With Crime. Why Are We Still Sending Police?

Nazish Dholakia Senior Writer

Apr 22, 2022



Social Disorder Trends Upward

At the same time, police services report increasing demands for emergency assistance, and increasing costs. What accounts for this disparity? The answer lies in the claims of Ontario police services, indeed police services all across Canada, that from 75-85 percent of their calls for service involve something other than chargeable offenses. These include occurrences like suspicious persons, family and neighbour disputes, and events in which serious safety issues arise -- like some addictions and mental illness calls. We use the label "social disorder" to characterize over 75 percent of all police calls for service. They are trending upward.

New Directions in Community Safety

Consolidating Lessons Learned about Risk and Collaboration

Hugh C. Russell and Norman E. Taylor

April, 2014

MAJOR CRIME IN CANADA HAS BEEN DECREASING SINCE 1992



SO WHAT ARE WE DOING ABOUT IT?



**New
Partnership
Launched in
2020.**

Renfrew OPP and Pembroke Regional Hospital create mobile crisis response team

Meet the Mobile Crisis Response Team (MCRT)!

The Mobile Crisis Response Team (MCRT) is a collaborative partnership between the Pembroke Regional Hospital's Mental Health Crisis Team and the Ontario Provincial Police. The teams consist of two individuals – a uniformed OPP officer and a crisis worker, who will jointly respond to calls for service that are in relation to mental health, addictions, or an individual in crisis. This partnership allows for the officer to focus on safety, while the crisis worker can aid in de-escalating the situation by supporting the individual through appropriate crisis intervention and completing required assessments. A significant importance is also placed upon connecting individuals and families to appropriate community resources and completing follow-ups as required.



Katie & Cst. Amanda Carruthers



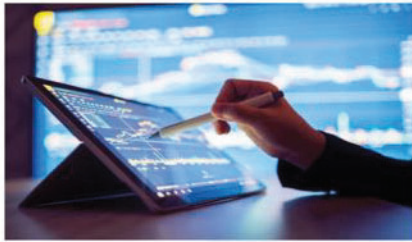
Jade & Cst. Jeff Cassidy

It's an **upstream** intervention that saves time, money, resources and most importantly it provides immediate (911) assistance to those in crisis, which is when they need support the most.

(MENTAL HEALTH) MOBILE CRISIS RESPONSE TEAM

Success to Date

Since its inception just three years ago the Mobile Crisis Response Team program has improved community safety and well-being and yielded several positive outcomes.



Results Observed to Date

Apprehensions

Police are making fewer apprehensions under the Mental Health Act.

Hospital Visits

Fewer clients are taken to hospital both voluntary & involuntary.

HRS In Custody

Significant reduction in police hours standing guard in hospital waiting rooms making those officers "unavailable" for other calls.

Use of Force

Fewer instances of police having to use force due to enhanced de-escalation.

Fewer Injuries

Fewer altercations resulting in safer outcomes for police, mental health workers and clients.

Police interactions with people suffering from mental health issues has drawn significant attention across the continent and around the globe. Early models had police officers take additional mental health response training. Dressed in civilian attire, these specialized officers would go on patrol waiting for a call for service that involved a person experiencing a mental health crisis.

Those models were not adopted in Ontario for obvious reasons. Police officers are trained in police response and mental health & addiction workers are trained in mental health & addiction issues. By building stronger relationships between the two response agencies better outcomes are being realized.

The police respond to deal with possible safety issues. The mental health workers respond to address the needs of the person suffering from a mental health crisis. Often, once it is safe to do so, police are able to leave the scene, leaving mental health workers and their clients in privacy to try and resolve the pending crisis.

Police still receive training in recognizing mental health disorders and de-escalation techniques but they don't try to become experts in mental health. That expertise is left to the appropriate agency and the highly trained workers they employ.

It's the right response, by the right people at the right time.



MOBILE CRISIS RESPONSE TEAM

“For a number of years police services started providing extra training to serving officers in an effort to increase their effectiveness when responding to calls involving people experiencing a mental health or addiction related crisis. Although well intended, this was a wrong headed approach that ignored the reality that trained mental health & addiction workers have far more to offer to a person in crisis than a police officer with some added skills. If your doctor was a full time police officer who took some medical training on the side, you would soon be looking for a new doctor. Having mental health & addiction workers respond to calls alongside police officers is the sweet spot. This approach gets it right and makes the best use of both agencies resources.”



**Inspector Dawn Ferguson
Detachment Commander RENEW OPP**

“In addition to creating a significantly better response for the person experiencing a mental health and or addiction related crisis, our officers and mental health & addiction workers are getting to know each other on a level never experienced before. It is such an improved relationship. Although that was not the initial goal it is a very real byproduct of this new collaboration and its importance cannot be understated.”

ADDITIONAL BENEFITS

The implementation of the program has been successful in diverting further Police contact and Hospital visits, unless determined that an apprehension under the mental health act is required.

When not responding to emergency calls the team conducts routine wellness checks with their clients, allowing them to build rapport and trust in an upstream effort to improve their mental health and overall wellness.

THE MOBILE CRISIS RESPONSE TEAM IS AVAILABLE 7 DAYS PER WEEK AND CAN BE DISPATCHED 24 HOURS PER DAY IF REQUIRED.

MOBILE CRISIS RESPONSE TEAM

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KEY INITIATIVE # 4 IMPROVED RESPONSE TO INTIMATE PARTNER VIOLENCE & IMPROVED RESPONSE TO VICTIMS



“There is one thing that every victim on the planet has in common. Just minutes before they became a victim, they were merely at risk of becoming a victim. That is our opportunity to prevent.”

Patrick Finnegan - Upstream Communications

INTIMATE PARTNER VIOLENCE RESPONSE / REFORM

'These deaths don't end': Inquest hears community ideas for tackling partner violence

By Noushin Ziafati • The Canadian Press

Posted June 23, 2022 12:00 pm - Updated June 23, 2022 4:18 pm



Mourners hold a candlelit vigil in remembrance of Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam in Wilno, Ont. on Friday, Sept. 25, 2015. Justin Tang / The Canadian Press

On September 22nd, 2015 something tragic happened in rural Ontario in the heart of Renfrew County. Three women, Carol Culleton, Anastasia Kuzyk and Nathalie Warmerdam were murdered in cold blood by a man with whom each had had a previous intimate partner relationship.

Nothing we do will bring any of them back to their families and their loved ones but much can be and was in fact learned from the circumstances that lead up to their deaths. An inquest held under the authority of the Ontario Coroner's Act resulted in **86 recommendations** for change.

Not all of these recommendations are within the scope of influence of our communities and our community organizations and institutions but many of them are. This section of the plan deals primarily with an improved police response to intimate partner violence as envisioned by Upper Ottawa Valley OPP Detachment. This pilot is being closely monitored by the Renfrew OPP Detachment to determine which aspects of the pilot could or should be implemented by the Renfrew OPP.

CKW INQUEST RECOMMENDATION #30

Provide specialized and enhanced training of police officers with a goal of developing an IPV specialist in each police detachment.

New Civilian Victim Specialist Position Created

A brand-new position at the UOV OPP is being created in response to the inquest recommendations and as part of a natural evolution in improved police response. This is a civilian position which will have the primary focus of working closely with high-risk victims of crime like those frequently encountered in intimate partner violence investigations. The job description is lengthy and many of the knowledge, skills and abilities are directly responsive to specific recommendations from the CKW Coroner's inquest held in June of 2022.

The chart on the next page correlates KSA's with specific inquest recommendations.

INTIMATE PARTNER VIOLENCE RESPONSE / REFORM

VICTIM SPECIALIST JOB DESCRIPTION ALIGNMENT WITH CKW INQUEST RECOMMENDATIONS

		Victim Specialist Knowledge, Skills & Abilities
Recommendation	R8, R16, R29, R30, R50	Assist & understand needs of victims, witnesses & survivors.
	R12, R15, R30, R43, R50	Provide services such as needs assessment, crisis intervention, provision of information, support & referrals to victims services
	R8, R12, R13, R16, R29, R30, R42	Knowledge of Federal and Provincial victims Bill of Rights, Criminal Justice System, Mental Health Laws, Relevant Federal, Provincial & Municipal Statues, Victim Quick Response Program, Indigenous Culture & Traditions, Victim Confidentiality and Privacy, Trauma Informed Response in Supporting Victims
	R12, R15, R29, R30	Effective Communication Skills both oral and written.
	R8, R29, R30	Empathetic listening skills - ability to understand & respond appropriately and treat people with respect and compassion.
	R9, R12, R13, R30, R36, R42, R43, R44, R50	Ability to liaise and maintain relationships with local, Provincial and Federal human services, non-profit organizations, and other stakeholders.
	R13, R16, R30, R43, R44	Assist in crime prevention initiatives in an effort to minimize ongoing victimization.

UOV O.P.P. WILL PILOT A CIVILIAN POSITION FOR POTENTIAL ADOPTION BY OTHER OPP DETACHMENTS INCLUDING RENFREW O.P.P.

“We continue to train our investigators in a myriad of investigative techniques including those specific areas referred to by the CKW inquest. This includes special training in trauma informed approaches to intimate partner violence investigations. We continue to focus on expanding and enhancing our relationships with relevant community partners and most importantly, the quality of communication that occurs between our officers and these key partners. I will be watching closely to see the results of the new civilian position being piloted by the Upper Ottawa OPP detachment with a view to adopt a similar model in our detachment. Our focus is on enhanced response to victims of crime and increased accountability for those who perpetrate violence within our communities.”



Inspector Dawn Ferguson
Detachment Commander Renfrew OPP

CKW INQUEST RECOMMENDATION #10

Encourage that IPV (intimate partner violence) be integrated into every municipality’s community safety and well-being plan.

INTIMATE PARTNER VIOLENCE RESPONSE / REFORM

The Lived Experience Survey ranked Domestic Violence, now more commonly known as Intimate Partner Violence, as Very High in 1 municipality, High in 5 municipalities and Low in 1 municipality.

Police statistics on intimate partner violence shows UOV Detachment as frequently among the highest in Eastern Ontario.

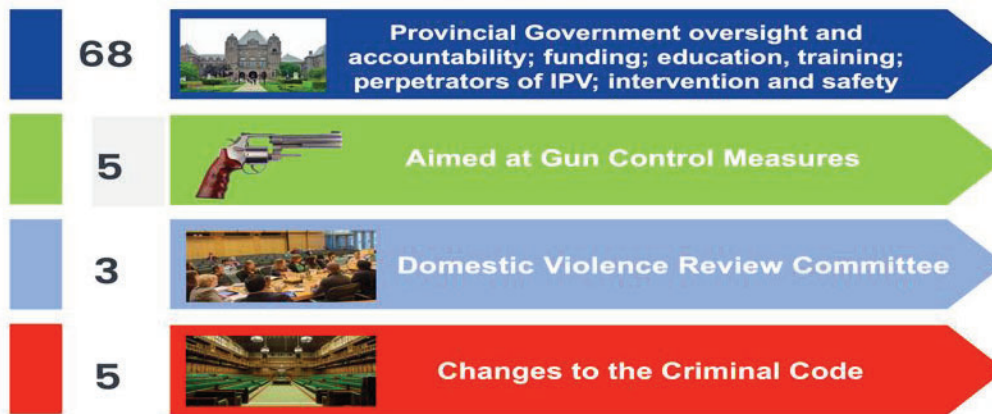
Once the Lighthouse Document is completed the Advisory Committee will engage in the Keep, Drop, Create exercise described on previous pages. Following that, the 86 inquest recommendations will be reviewed with keen interest in an effort to encourage every community partner to help reduce the prevalence of intimate partner violence in our communities.

LIVED EXPERIENCE SURVEY RESULTS BY MUNICIPALITY



86 INQUEST RECOMMENDATIONS

The CKW Coroner's Jury made 86 Recommendations which are summarized by category below:



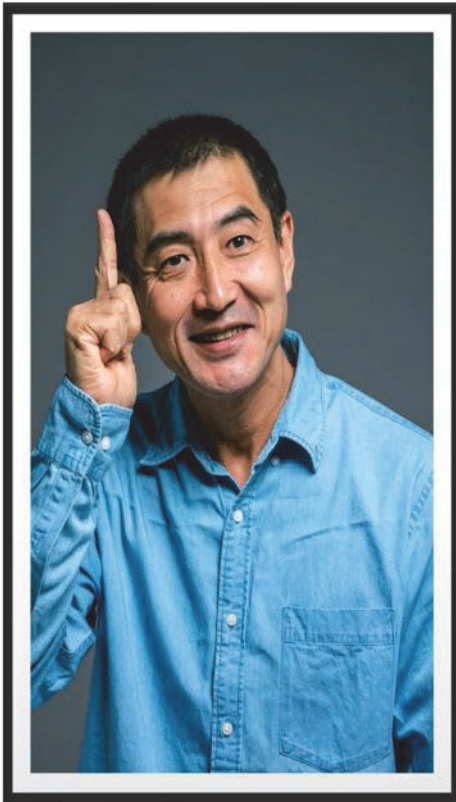
Risk Factors are related. The prevalence of one risk factor has an impact on others. Intimate partner violence does not occur in a vacuum. There is often a combination of risk factors that contribute to the environment where the violence occurs.

Following the Keep, Drop, Create exercise the Advisory Committee will make decisions about which priority risk factors should be addressed. Any effort to mitigate or eliminate any one of the risk factors will have the potential to reduce the prevalence of other risk factors. Efforts to decrease the prevalence of poverty, drug addiction, access to appropriate housing and mental health challenges will no doubt contribute to a reduction in intimate partner violence.



CONCLUSION

The following pages contain a summary of the next steps in the Community Safety and Well-being Planning process.



THE PATH FORWARD AT A GLANCE



⇒ 01

DATA SETS REVIEWED

In addition to common data sets a Lived Experience Survey was conducted resulting in identification of Priority Risk Factors.



⇒ 02

INVENTORY PROGRAMS/SERVICES

An inventory of current programs & services with Goals, Performance Indicators & Results will help avoid redundancy of human & economic resources.



⇒ 03

LIGHTHOUSE DOCUMENT

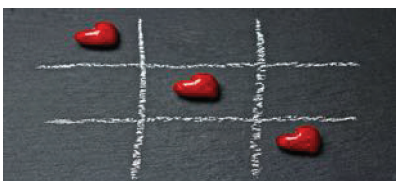
A companion to the CSWB plan, this will be a searchable document containing the results of the Programs/Services Inventory, available online to the Public.



⇒ 04

KEEP, DROP, CREATE EXERCISE

The Lighthouse Document will help the advisory committee identify redundancies and gaps before creating mitigation strategies to address the Priority Risk Factors.



⇒ 05

COMMUNITY CONNECTION CHAMPIONS

Each municipality will establish local Community Safety teams. Connection Champions will be trained in Community Development.



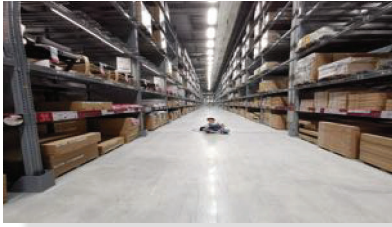
⇒ 06

SITUATION TABLE AWARENESS

Situation Table awareness training will be delivered to a myriad of organizations on how to make a referral to the Table and what outcomes could result in doing so.

THE PATH FORWARD IN DETAIL

Note: Step 1 has already been completed.



02

INVENTORY PROGRAMS/SERVICES

An inventory of current programs & services with Goals, Performance Indicators & Results will help avoid redundancy of human & economic resources.

It didn't make sense to create anything new until we had a clear understanding of what was currently available to our communities through existing programs and services. It would be hard to imagine a company like Ikea ordering another shipment of towels without knowing exactly how many towels were currently in stock. The type, size, colour and material are also relevant features that would need to be known before a new shipment of any type of towel would make sense.

Inventories such as this have been attempted in the past. There have been hard bound booklets printed that attempted to accomplish such an inventory of programs and services. Due to the predictability of constant change, these booklets became outdated shortly after they were printed. To do this effectively, we need a digital document that lives online and can be updated in real time.

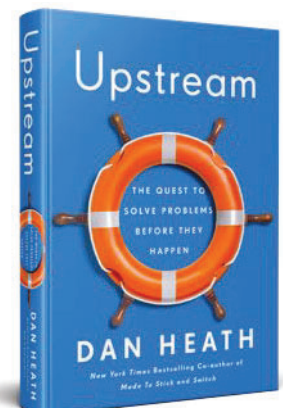
When accessing this resource, the user should not be concerned with version numbers as they would be assured that at the moment of access, the resource document they are accessing is the most up to date version.

To the extent that it is possible, each program or service should have some clearly identifiable goals, some performance indicators and some measurable results.

Measuring results can be a challenging undertaking when the goal is prevention. It is difficult to measure what doesn't happen and this challenge needs to be taken into account.

“With downstream work, success can be wonderfully tangible, and that’s partly because it involves restoration. Downstream efforts restore the previous state. *My ankle hurts - can you make it stop? My laptop broke - can you fix it?* But with upstream efforts, success is not always self evident.”

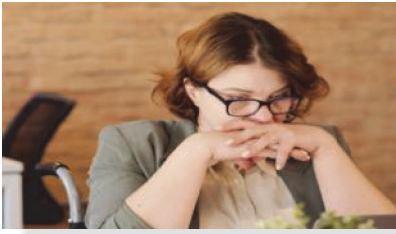
“Getting short term measures right is frustratingly complex. And it’s critical. In fact, the only thing worse than contending with short-term measures is not having them at all.”



03

LIGHTHOUSE DOCUMENT

A companion to the CSWB plan, this will be a searchable document containing the results of the Programs/Services Inventory, available online to the Public.



04

KEEP, DROP, CREATE EXERCISE
 The Lighthouse Document will help the advisory committee identify redundancies and gaps before creating mitigation strategies to address the Priority Risk Factors.

On January 7th, 2008, Shelly Jamieson was appointed Secretary of the Cabinet, Head of the Ontario Public Service. When speaking to a group of government employees in Kingston, she emphasized that in order for government to be effective it had to be “nimble”.



She explained that becoming nimble involved an important exercise that she referred to as “Keep, Drop, Create”. She said, “We need to decide what things we are currently doing that we should keep doing (keep). Then we need to decide what things we are currently doing that we should stop doing (drop). And finally, we need to figure what we are not doing that we should be doing (create).”

She stated that many organizations that engage in this exercise often add new things to what they currently do but fail to “drop” the things that are no longer effective. This creates a snowball effect that makes the organization the exact opposite of nimble, they become large and cumbersome.

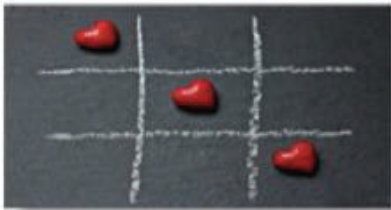
The Advisory Committee is going to engage in this exercise prior to creating anything new in an effort to avoid redundancies of human and economic resources. The Lighthouse Document will serve as an important guide, a compass of sorts that will allow the Advisory Committee to make informed, evidence-based decisions about what should happen next.

If and when gaps are identified, implementation teams will be formed and tasked with developing a strategy to bridge the gaps by adding protective factors and reducing or eliminating risk factors. It will be critical at this stage to consult and include those with lived experience who are affected by the decisions being made. The very best solutions to community problems come from within community.



Most of us have had the experience of first-time ownership and the sense of responsibility and engagement that results. You probably didn’t care about your parents car half as much as the very first one that you could truly call your own, even if your parents drove a Cadillac and your first car was an “old clunker”.

When we involve community in the effort to solve community problems, we create a sense of ownership and pride. We create a sort of sovereignty that gives communities the confidence and the will to act and take ownership of their own community safety and well-being initiatives. That is exactly what Ontario’s Mobilization and Engagement Model of Community Policing tries to do. It is about getting someone to do something that makes themselves or others safer. When we form implementation teams to address priority risk factors we will need to keep this important concept in mind. That is why lived experience is so important to the solutions we propose to community safety and well-being improvement efforts.



⇒ 05

COMMUNITY CONNECTION CHAMPIONS

Each municipality will establish local Community Safety teams. Connection Champions will be trained in Community Development.

When first invited to participate in the development of a Joint Community Safety and Well-being Plan, a number of the smaller municipalities expressed concern that their specific needs might be eclipsed by the needs of the larger communities. This is a fear that is founded in historic truth. Many smaller communities know too well what happens when an amalgamation occurs. The lone cries of the smaller communities are often not audible over the roar of the larger crowd. This consequence is often unintentional, but it happens just the same, leaving those in the smaller communities wary of future group efforts.

A practical way to avoid this is for each municipality to form its own Community Safety Committee. These small but mighty committees should include people who are connected and engaged with community, and they must include people with lived experience.

These Community Connection Champions will be trained in four specific themes relating to community development.



COMMUNITY CONNECTION CHAMPION TRAINING

To be effective in their roles, each Connection Champion should be trained in the following: 1) Ontario's Mobilization and Engagement Model of Community Policing, 2) The Principles of Community Safety & Well-being Planning (4 Pillars of Intervention), 3) Situation Table Awareness, Access & Function, and 4) Asset Based Community Development known as ABCD, an innovative and wildly successful model for community building.

The Connection Champions will channel community concerns to the Advisory Committee which makes decisions (Keep, Drop, Create) guided by the Lighthouse Document. The Advisory Committee reports to Council who are legislated to engage in Community Safety & Well-being Planning.



“Successful community development depends on sovereignty, a community’s authority to make decisions for themselves.”

Cormac Russell - Asset Based Community Development



SITUATION TABLE AWARENESS

Situation Table awareness training will be delivered to a myriad of organizations on how to make a referral to the Table and what outcomes could result in doing so.

SITUATION TABLE AWARENESS/ACCESS & FUNCTION

Situation Tables have been functioning in Ontario for just over 7 years. When they were established, each participating organization was asked to identify an employee/member who would agree to attend the weekly meetings. These Situation Table members were trained prior to being permitted to participate in a live meeting.

What is missing is organizational awareness. An employee from a school board may attend weekly Situation Table meetings but are all teachers and education staff aware of what the Situation Table does and how to make an appropriate referral to the Table? The answer to that question is “no they are not”.

Training is currently being developed to address this issue. Once completed, it will increase referrals to the Table and enhance our ability to identify situations of “acute elevated risk” which in turn will allow the Situation Table members to respond with upstream intervention strategies aimed at preventing the acute evaluated risk from manifesting in downstream crisis.

Situation Table Awareness Training

Situation Table Awareness Training will focus on education people in a myriad of organizations, services and institutions on key aspects relating to the existence of the Table, it's mandate, how to engage it and what to expect.



“We don’t know what we don’t know. The Situation Table is a way of sharing our knowledge with each other so that we can take upstream action to try and make our community and it’s members healthier, happier and safer.”

MESSAGES FROM MUNICIPAL LEADERS



Message from the Police Services Board Chair - Jeff Scott

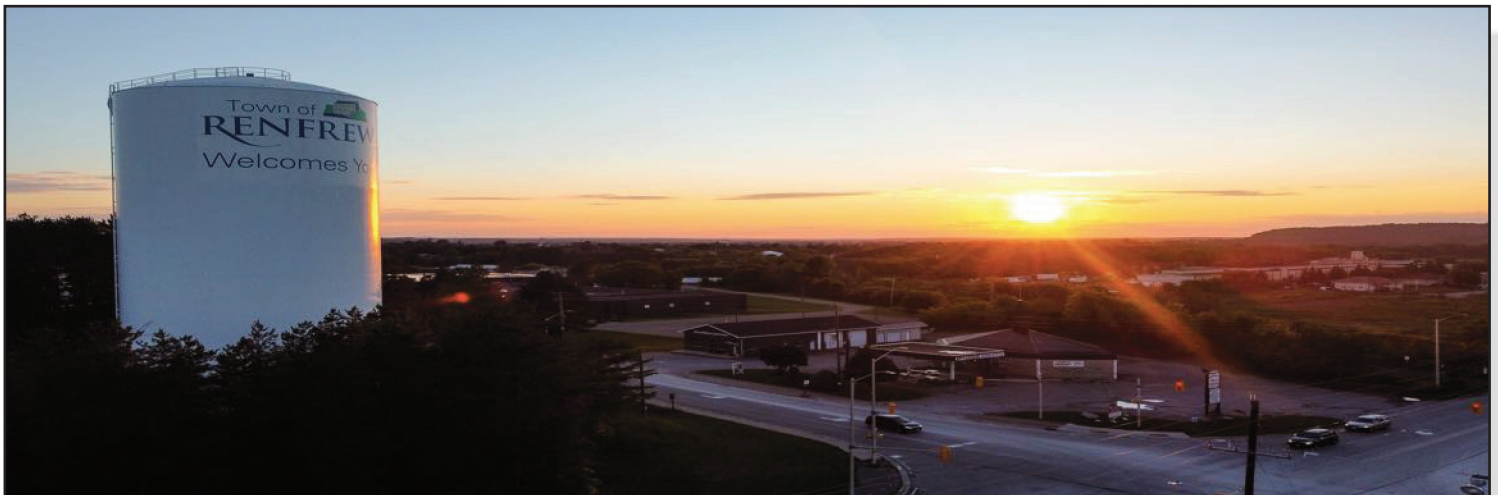
Thriving communities are essential for human health and well-being. We have a primal desire to belong to something bigger than ourselves. When we live in healthy and safe communities everybody wins. Unfortunately, life does not treat everyone equally and there are members of our community who have through circumstances beyond their control, been exposed to risk factors that have made safety and well-being a challenge far greater than it ever should be.

Our Community Safety & Well-being plan provides a foundation and a philosophy for achieving improved safety and well-being for everyone. It showcases the great work already being done in our communities and identifies the risk factors being face by our most vulnerable citizens.

The Lighthouse Document will provide a one stop shop of available programs and services. This information is critical and will help us make the best use of our current resources and prevent redundancy when new programs and services are being considered. I am proud of our communities and the partners who work hard to keep them healthy and safe. I look forward to the full implementation of this plan and the benefits that will be achieved for all members of our community. I am confident that this plan will serve as moral compass to guide each of us as we embark on this worthwhile and challenging journey.



Jeff Scott - Chair Renfrew Police Services Board



Message from Mayor Tom Sidney Town of Renfrew

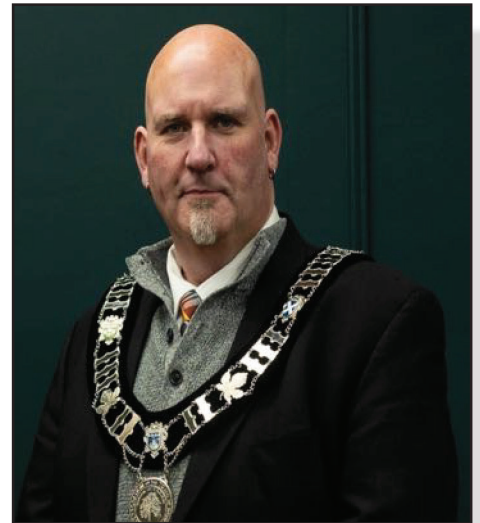


Renfrew
INC • 1858 Bridging Charm and Convenience

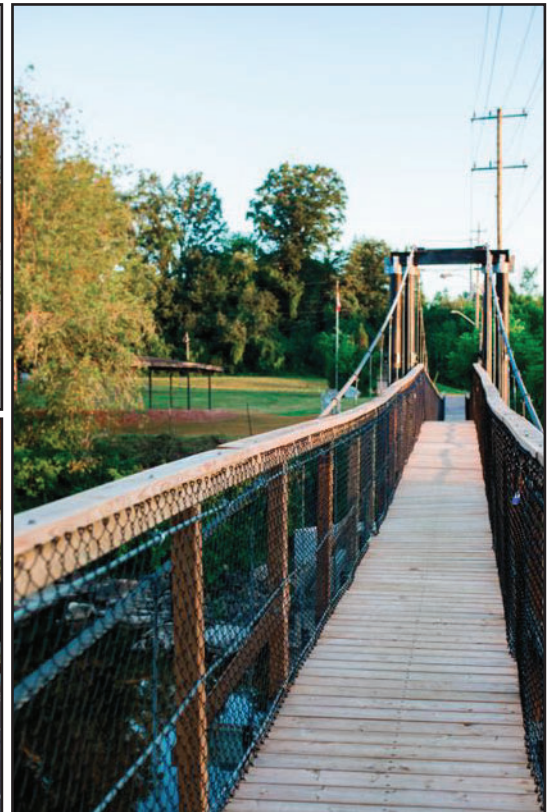
The Town of Renfrew looks forward to implementing this plan to ensure the safety of residents and enhance the quality of life in Renfrew.

On behalf of Renfrew Town Council, I want to thank the Renfrew Police Services Board and everyone involved in the development of the Community Safety and Wellbeing Plan. Your dedication to the well-being of our community is invaluable.

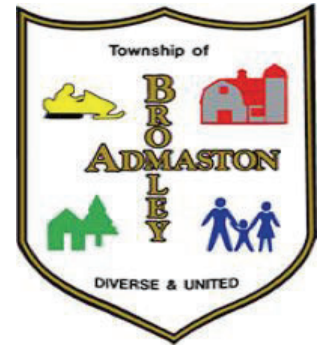
This plan will act as a living document and evolve with the changing needs of our Town. Renfrew is committed to being a safe and inclusive community.



Tom Sidney, Mayor of Renfrew

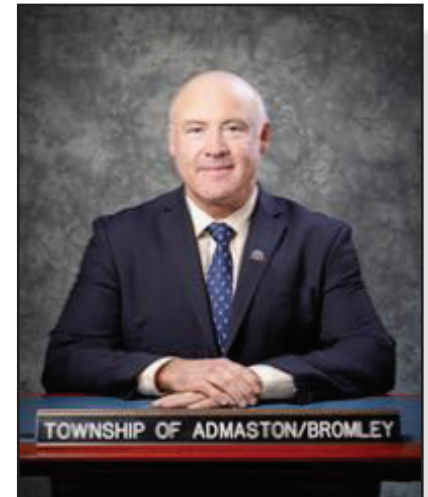


Message from Mayor Michael Donohue Township of Admaston/Bromley



An oft-quoted axiom holds that those who have only a hammer at their disposal view every issue as a nail. As our communities and societies evolve in both scale and complexity, so too must the delivery of public sector services evolve.

This Community Safety and Well Being Plan sets the foundation of how we – the collective we – respond not just to the safety and security of our communities, but also to each of the individuals within. It expands upon the Situation Table model that was empowered to erode the compartmented silos that existed across police, social, education and health services; it will further reduce barriers and leverage the incredible value of collaboration across sectors.



**Michael Donohue, Mayor
Township of Admaston/Bromley**

It is imperative that the plan be an evergreen, or living, document. It is incumbent upon municipalities and all stakeholders to commit to continual review and renewal. Our aspirational goal must be providing safe and inclusive communities such that each individual can realize their full potential.



Message from Mayor Neil Nicolson Whitewater Region



On behalf of the Council of the Township of Whitewater Region, I want to recognize and thank the partners for their efforts and work in developing the Community Safety and Well Being Plan. The Township supports a collaborative effort to ensure that those in need will receive the right response, at the right time, by the right service provider.

This strategic document will provide quantifiable outcomes along with performance measures to assess the effectiveness of the plan.

The Township, along with the help of partners, will continue the development and implementation of initiatives which support and benefit our community and respond to local issues.



Neil Nicolson, Mayor Whitewater Region & Member of the Community Safety & Well-being Planning Advisory Committee



Message from Mayor David Bennett - Horton Township



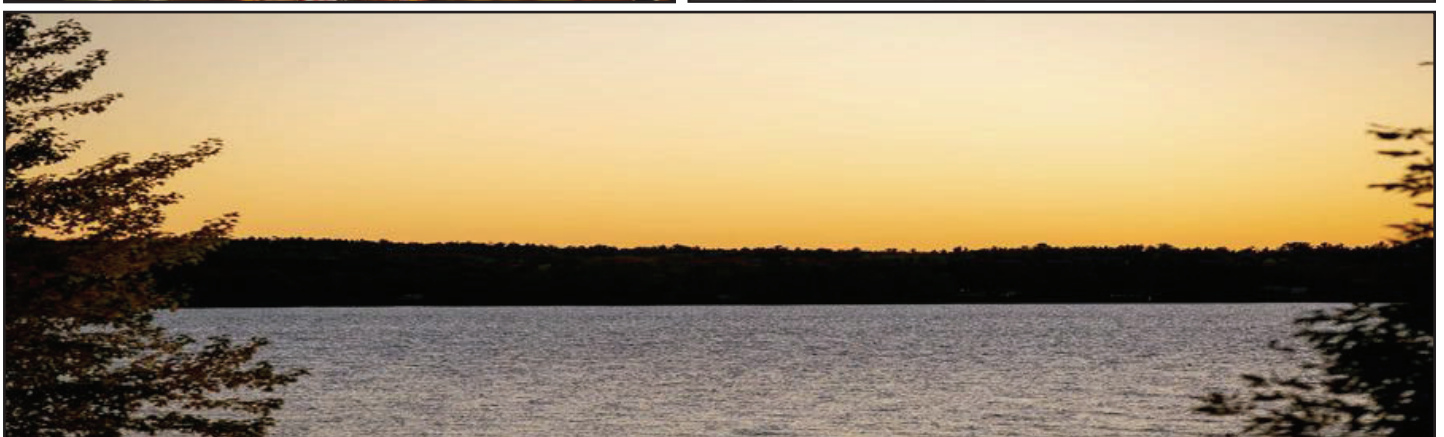
On behalf of Council and the residents of the Township of Horton, I'd like to thank everyone who provided time, commitment, and value in the development of the Community Safety and Wellbeing Plan.

The safety of our community is paramount and with the creation of this strategic document, it creates the steps in how to support and respond to the safety and security of the Township of Horton as well as our other municipal partners.

I look forward to working with all partners involved to ensure the plan is effective and efficient in making our community as a whole healthier and safer.



**David M. Bennett, Mayor of
Township of Horton**

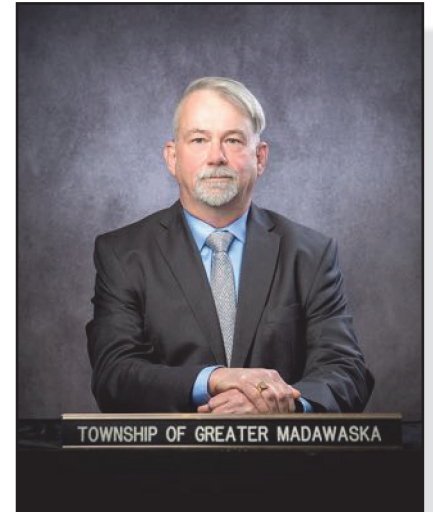


Message from Mayor Rob Weir Township of Greater Madawaska



The Council and Community of the Township of Greater Madawaska want to recognize and thank the partners for their efforts and work in the collection and correlation of data that is contained within this document.

Public safety, well-being, and inclusion are integral pillars of a thriving municipality, forming the bedrock of a harmonious and resilient community. The safety of residents is paramount, encompassing protection from crime, accidents, and emergencies. Greater Madawaska prioritizes public safety not only to foster a sense of security among its residents but also to attract businesses and investment, contributing to overall economic growth. Furthermore, the emphasis on well-being ensures access to healthcare, education, and social services, promoting the physical and mental health of individuals.



**Rob Weir, Mayor
Township of Greater Madawaska**

Inclusion is equally crucial, as a diverse and inclusive municipality celebrates the richness of its community and ensures that all voices are heard and valued. By embracing diversity, municipalities can harness the collective strength of their residents, fostering innovation and creativity. Ultimately, a municipality that places a premium on public safety, well-being, and inclusion lays the foundation for a vibrant and sustainable community where every individual can thrive.



Message from Mayor Lisa McGee Town of Arnprior



On behalf of the Council of the Town of Arnprior, I wish to express how pleased we were to partner with our seven local neighbouring municipalities in Renfrew County, police services/boards and various other sectors, including health/mental health, education, community/social services, and children/youth services to see the creation of the Community Well-being and Safety Plan. This partnership encouraged strong collaborative working relationships by the sharing of information and strategies that are essential in minimizing risk factors and improving the overall well-being of our communities. We thank all those whose contributions resulted in the Plan.

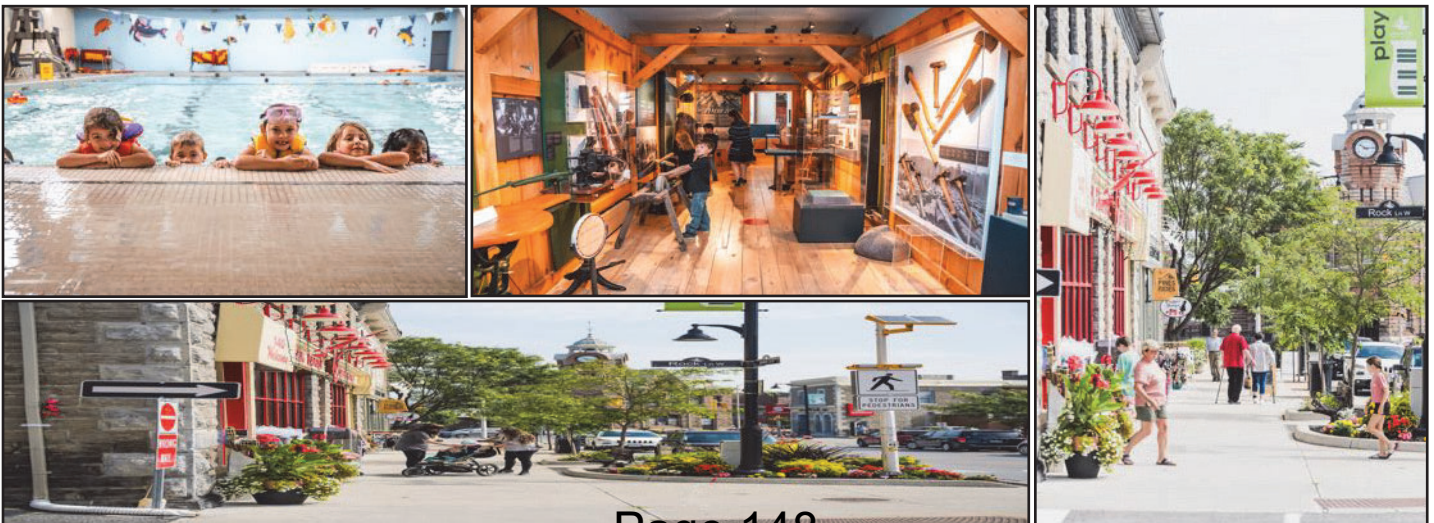


**Lisa McGee, Mayor
Town of Arnprior**

One of our key Strategic Planning initiatives for our community is to be more than just a place to reside; we aim to create a vibrant community where everyone feels safe, healthy, and deeply connected to their neighbours.

Our commitment extends beyond the basics of a well-functioning town; it is about fostering a sense of belonging and fulfillment among our residents. Our goal is to create a supportive environment that encourages healthy lifestyles, stimulates cultural growth, and strengthens the social fabric of our town.

I look forward to working with all involved in ensuring our Plan is as efficient and effective as possible in making our community safer and healthier.



Message from Mayor Mark MacKenzie Township of McNab/Braeside



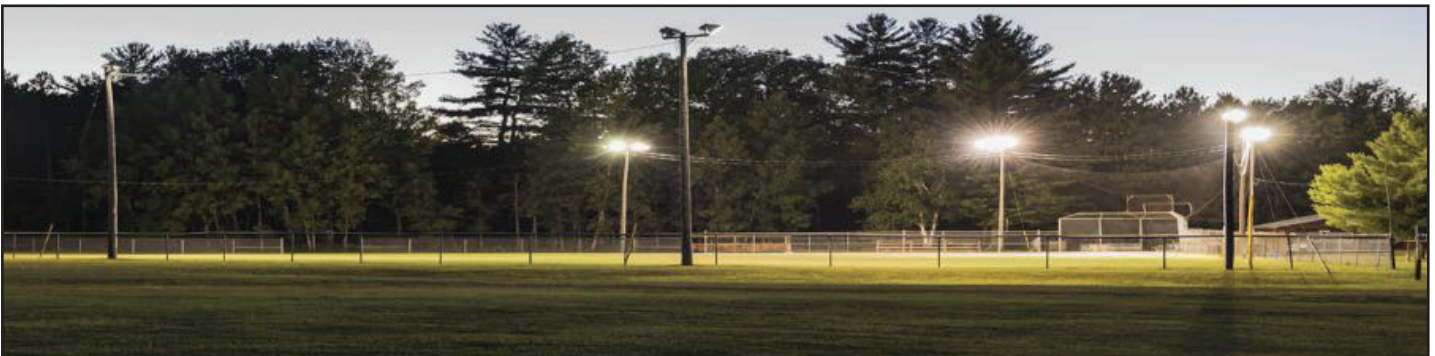
On behalf of the Council of the Township of McNab/Braeside, I want to laud the efforts of the many partners who have worked tirelessly to develop this workable Community Safety and Well Being Plan. Pointing many departments of various levels of government and agencies in the right direction, the Plan is poised to improve the safety and quality of life for citizens across the County for years to come.

The issues facing society can sometimes feel daunting. With a better understanding of the roles of different agencies, police services, health care and social professionals, coordinated efforts will improve the social fabric right where we live. Emphasizing an understanding of root causes and being proactive, this Plan outlines how difficult situations can be addressed before they escalate.

Our Township Council and Staff look forward to participating in this wide collaborative effort by directing resources and efforts in the most beneficial way towards a safer and healthier society.

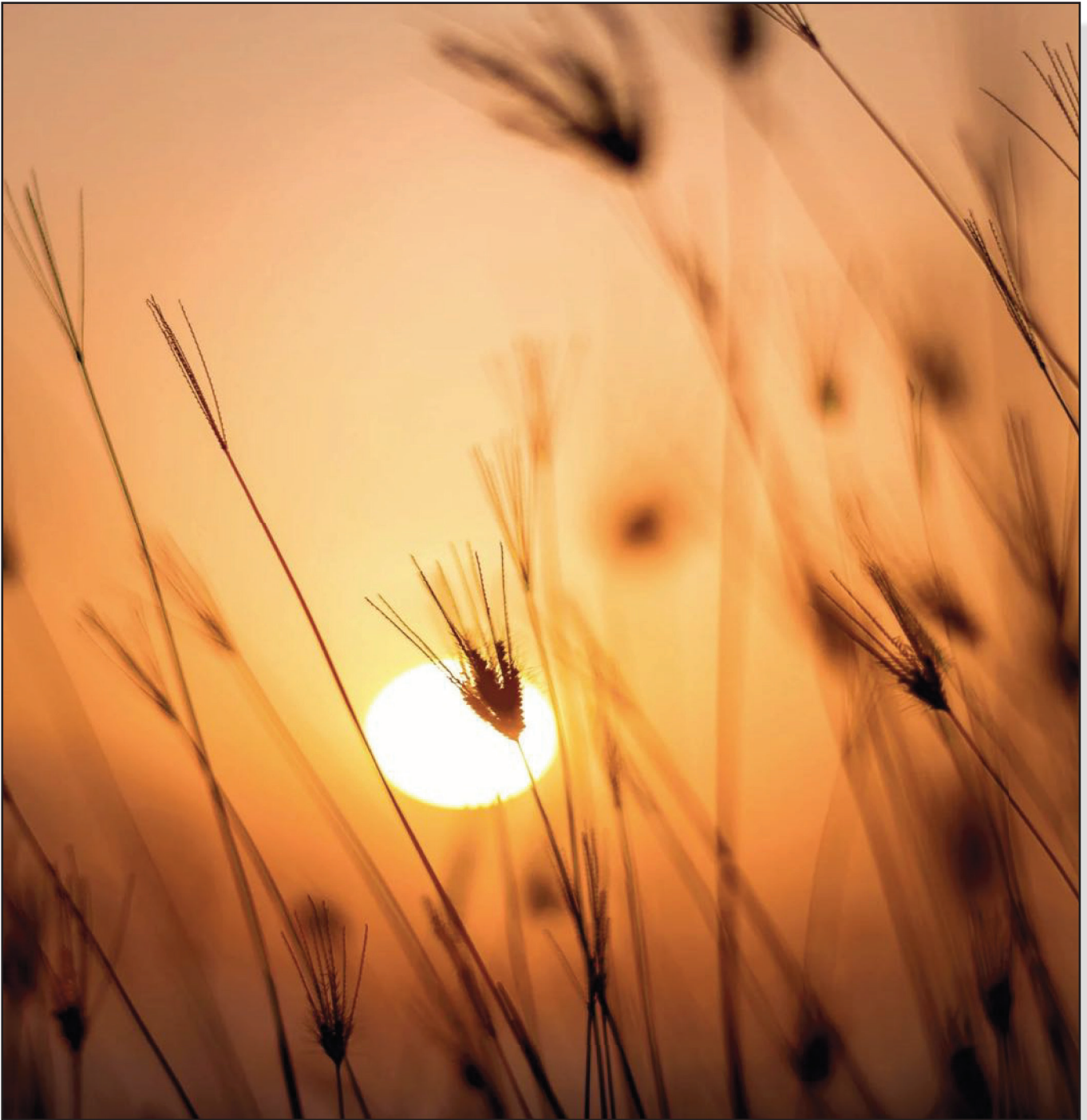


**Mark MacKenzie, Mayor
Township of McNab/Braeside**



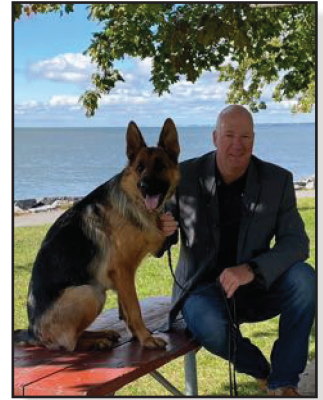
CONCLUSION

AUTHORS COMMENTS



Some Final Thoughts...

My name is Pat Finnegan and I am the author of this plan. To say that I have some first hand experience with risk factors is indeed an understatement. I spent thirty years as a police officer and during that time I saw my fair share of grief, loss, and suffering. Sadly, many of the tragedies I witnessed were preventable. I retired from the Ontario Provincial Police in 2017 and became a professor at Loyalist College in the policing program.



In 2007 my house caught fire due to a faulty installation of the fireplace. Yes, it was in fact preventable, but the contractor took some short cuts and 17 years after the initial installation our house caught fire and was destroyed. We got out safely and we rebuilt. My wife and I and our three young children lived in 5 different places during the 9 months it took to rebuild.

During the development of this plan I was diagnosed with stage 4 cancer and was told that I would not likely survive the summer of 2022. I underwent extensive treatments and fought like hell for two years and here I am.

During that fight I continued to work on this plan. Even when I could only see out of my left eye because the massive cancer tumour on my right eye was completely blocking my vision, I continued to do my best to move the needle on this project forward.

The amazing, unconditional support I received from numerous council members and members of the advisory committee played a key role in my healing journey and for that I will be eternally grateful. In particular I would like to thank Jeff Scott for his unyielding patience, kind words, encouragement and support. I believe that I am still here because I have more to contribute. I made a promise to God to spend my remaining days in the service of others. Safety and well-being for all community members continues to be a passion that gets me out of bed in the morning and keeps me thinking about a better future for all.

Downstream intervention models are easy to measure because they primarily involve restoration, trying to put things back together after they are broken, like rebuilding a house after a fire. Upstream interventions are more difficult to measure because we are dealing with things that did not happen, hopefully as a result of our proactive efforts.

Downstream response simply attempts to restore things to the previous state. Upstream efforts are intended to create a different reality altogether.

I hope this plan becomes a touchstone for new ways of thinking about community safety and well-being. I hope that people approach the next steps in this plan with a good heart and an awareness that everyone has a story and despite where that story has led them, they have unique gifts and talents that can be engaged to make our own corners of the world a better place to live, work, play and raise our families.

I am committed to continue to volunteer as a community safety and development consultant for the next few years. If you have thoughts or ideas about this plan and the next steps proposed I can be contacted at patrickthomasfinnegan@gmail.com.

It would be my pleasure to engage with you on any topic relating to improving safety and well-being in your community.



Town of Arnprior Staff Report

Subject: Municipal Grants Application – Arnprior & District NeighbourLink Fountain

Report Number: 24-10-15-06

Report Author and Position Title: Oliver Jacob, Deputy Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendation

That Council approve the grant support request submitted by the Arnprior & District NeighbourLink Fountain for \$3,000.00 in support funding; and

Further That Council approves the in-kind support (single) request to waive the landfill voucher fees for 15 landfill vouchers (approximate value of \$388.30) for the Arnprior & District NeighbourLink Fountain.

Background

In 2019, the Town of Arnprior adopted a [Municipal Grants Policy](#) under By-law Number 6931-19 to define the process through which Council provides municipal grants to eligible non-profit / charitable organizations. Organizations must provide programs or services that address an identifiable need or problem in the community and bestow some community-wide benefit. The policy outlines four (4) streams for grant support and these streams are outlined in Appendix A for reference.

The current application is from Arnprior & District NeighbourLink Fountain (NLF) who have received support funding annually since 2015 (except for 2016) in the amount of \$3,000.00. In-kind requests for landfill vouchers and mattress vouchers have also been provided over the years.

The Arnprior & District NeighbourLink Fountain has operated in the Town of Arnprior since 2003. The organization describes itself as a community life centre which works to assist those in need through providing advice, advocacy, friendship and a hot meal through their community partnerships with churches, support agencies and community

services sector organizations. As an organization primarily run by volunteers, the NLF provides a resource centre, weekly meals (including frozen take home meals), thrift store and other connections to available services / programs in the community.

Discussion

Applications are received and evaluated based on the qualifications and eligibility criteria listed in Section 3 of the Municipal Grants Policy. The applications received come forward to Council in the form of a Staff Report or through an Action Item, depending on their type.

The current application was evaluated based on the qualification and eligibility criteria outlined in the Municipal Grants Policy, attached as Appendix B. With respect to the requirement to demonstrate financial need, while NLF does maintain reserve funds, in speaking with NLF, they confirmed these savings are in place to support future capital needs and other unexpected expenses, due to the unpredictability of their operations and fluctuations of need in the community.

The processing of the application is completed by Town staff and the application is being provided to Council for consideration of grant funding.

Options

Council could choose to support only a portion of the grant requests submitted in the Arnprior & District NeighbourLink Fountain's application or choose not to support the request submitted in its entirety.

Policy Considerations

The application meets the stated purpose of the Municipal Grants Policy in providing financial assistance to an organization/group that provides services within the Town of Arnprior which are of general benefit to the community.

Financial Considerations

Council has approved budget funding in the amount of \$10,000 in the Municipal Grants Account (1-5-7600-6999) for various Municipal Grants. To date, Council has approved \$2,000 (school bursaries) in the 2024 fiscal year. Should Council approve the NeighbourLink Fountain request for \$3,000, there will be \$5,000 in funding remaining.

The Arnprior & District NeighbourLink Fountain is also requesting the waiving of fees associated with the provision of fifteen (15) landfill vouchers (approximately \$388.30).

Meeting Dates

None

Consultation

None

Documents

Appendix A – Overview of Municipal Grant Streams

Appendix B – Evaluation Matrix

Appendix C – Application Package

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

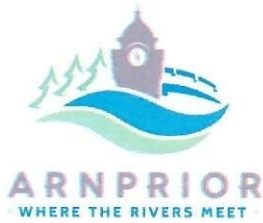
Appendix A – Overview of Municipal Grant Streams

Municipal Grant Stream	Definition	Application	Request Eligibility
Support Funding	A Municipal Grant provided by Council to an eligible community organization, by way of a dollar (\$) amount.	<ul style="list-style-type: none"> • Organizations will be provided an annual maximum of \$3,000 under this stream • A maximum of one (1) request per year per organization 	Support Funding cannot be used to: <ul style="list-style-type: none"> • support ongoing operating costs; • support annual capital costs; • to retire debt • to increase endowment funds
In-Kind Support (Partnership)	A form of Municipal Grant that is provided by Council to an eligible community organization, by way of an on-going in-kind contribution over the course of a year, or specified timeframe, to support a program, activity, event or service.	<ul style="list-style-type: none"> • Organizations may require a specified lease/partnership agreement • A maximum of two (2) requests per year per organization 	Eligible Requests – Waiving Fees for: <ul style="list-style-type: none"> • Town Facilities • Town Equipment • Town Staff time
In-Kind Support (Single)	A form of Municipal Grant that is provided by Council to an eligible community organization, by way of a single in-kind contribution to support a program, activity, event, or service.	<ul style="list-style-type: none"> • A maximum of two (2) requests per year per organization 	Eligible Requests – Waiving Fees for: <ul style="list-style-type: none"> • Town Facilities • Town Equipment • Landfill Vouchers/ Garbage Bag Tags • Town Staff Time
Festivals and Events Support Funding	A form of Municipal Grant that is provided by Council to an eligible events organization, by way of a single one-time support funding and/or in-kind contribution to support a festival or event held in the Town of Arnprior.	<ul style="list-style-type: none"> • A max of one (1) request per year per organization 	Festivals and Events Support Funding cannot be used to: <ul style="list-style-type: none"> • support ongoing operating costs; • support annual capital costs; • retire debt; • increase endowment funds; • provide gifts, hospitality, or other benefits to individuals and/ or organizations

Appendix B – Evaluation Matrix

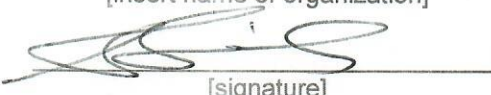
Qualification Criteria	Meets Criteria
A not-for-profit or charitable organization operating in the Town of Arnprior (Other community groups may be considered based on demonstrated benefit to overall community)	Yes
Hosting a program, activity, event or service that primarily benefits the residents of the Town of Arnprior	Yes
Using the Municipal Grant for operating program, activity, event or service, not capital projects or debt payments	Yes
Demonstrates financial need	Yes
Demonstrates having explored additional sources of potential funding from other levels of government, the private sector, donations, fundraising efforts, etc. where applicable	Yes
Completed and submitted the appropriate application form a minimum of 60 days prior to their need	Yes

Eligibility Criteria	Meets Criteria
<p>Overall contribution to community: NeighbourLink Fountain (NLF) is a community life center and drop-in center where dedicated volunteers link those in need to resources from churches and the broader community to meet their physical, emotional and spiritual needs.</p>	Yes
<p>Supports & promotes Town’s vision, values and strategic priorities: NLF supports the vision, values and strategic priorities of the municipality by providing access to resources and supports that promote well-being, health and safety, and community services for all ages.</p>	Yes
<p>Financial Management of the community organization: NLF’s projected 2024 budget anticipates that they will be in a small surplus position of \$1,850. Additional funding is often reinvested into the community to further serve individuals in need. Financial statements for year-end 2023 include a positive equity position of \$86K. Reserves and donations are earmarked for future capital requirements including new kitchen equipment and to buffer operating fluctuations. NLF actively pursues government grants, donations, sponsorships and fundraising opportunities. These sources of revenue are often unstable, and the equity can be used as a buffer in times of lower-than-average donations in order to continue operations. They have noted that they have seen a significant increase in individuals seeking assistance in the community and they anticipate that expenses will continue to grow in 2024.</p>	Yes
<p>Demonstrated support of volunteers: NLF operates with approximately 40 registered volunteers. Volunteers assist in many capacities including guidance, advocacy, friendship, preparation and distribution of hot meals, working in the thrift boutique, offering crafts, board games, scrapbooking in the activity room, and programming geared to help meet the physical, emotional and spiritual needs of individuals.</p>	Yes
<p>Demonstrated the benefits to the residents of the Town of Arnprior: People from all walks of life experience hardships and assistance. NLF provides programming, resources and a physical space for individuals to access help. If further assistance is required, NFL reaches out to other agencies to be able to best meet an individual’s needs.</p>	Yes



Town of Arnprior
 105 Elgin Street West
 Arnprior, ON.
 K7S 0A8
 613-623-4231

Municipal Grants Application

General Information	Submission Date: _____		
Name of Organization:	ARNPRIOR & DISTRICT NEIGHBOURLINK FOUNTAIN		
Street Address:	138 MARY ST		
City/Town:	ARNPRIOR	Postal Code:	K7S1E6
Contact Person:	SUSAN FRIDGEN	Position/Title:	TREASURER
Telephone:	613-623-4200	Fax Number:	
E-mail:	INFO@NEIGHBOURLINKFOUNTAIN.COM		
What is your organization's status?	Charitable	Not-for-profit	Other
	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Authorization:	I declare that I am authorized to sign this grant request on behalf of ARNPRIOR & DISTRICT NEIGHE _____ [insert name of organization]		Name (print): SUSAN FRIDGEN
	 _____ [signature]		Position/Title: TREASURER
	<u>June 10 / 24</u> _____ [date]		Phone: 613-623-7098
Please provide project/event date(s) or any relevant timelines related to this request.			

NOTICE WITH RESPECT TO COLLECTION OF PERSONAL INFORMATION: Personal information collected on this application form is collected under the authority of the Municipal Act, 2001 and will be used for the purpose of processing the application and for administrative purposes. Questions about the collection and use of this information in accordance with the Municipal Freedom of Information and Protection of Privacy Act may be made to the Town Clerk, 105 Elgin Street West, Arnprior, ON K7S 0A8 or by phone: (613) 623-4231 ext. 1817.



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Grant Request	Please check applicable request	Brief description of request (i.e. dollar amount and/or type of in-kind support, staffing requirements)
Support Funding (complete Parts A and B)	<input checked="" type="checkbox"/>	\$3000
In-Kind Support (Partnership) (complete Parts A and B)	<input checked="" type="checkbox"/>	10 DUMP PASSES 5 MATTRESS DUMP PASSES
In-Kind Support (Single) (complete Part A)	<input type="checkbox"/>	
Festivals and Events Support Funding (complete Parts A and B)	<input type="checkbox"/>	

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Part A (to be completed for all municipal grant requests)

Organization/Grant Information	
<p>What is the function of your organization (mandate/key objections)?</p> <p>The Arnprior & District NeighbourLink Fountani (NLF) is a community life centre. The NLF purpose is to assist in the needs of the community to provide guidance, advocacy, friendship and a hot meal through the assistance of churches, agencies and organizations through the expression of God's faith and love.</p>	
<p>Please provide an overview of the service, program or event being supported with this funding.</p> <p>Working with local agencies, service clubs, churches and the general public, our team of Client Resource Advocates meet the people seeking assistance in order to obtain relevant information and complete applications and forms. Meals are provided during the week with 'take home' meals made and frozen for those in need. The Thrift Store provides clothing and other essential household items to all who visit. Gift cards for food and gas are given to clients when available.</p>	
<p>Please explain how this service, program or event benefits the Town of Arnprior and its residents.</p> <p>People in our community are still experiencing hardships and need assistance as they continue to rebuild after the pandemic and struggle to meet financial needs. NLF have been able to advocate various agencies, offering a warm meal, assisting with transportation costs and sometimes medical costs. NLF is a central point of contact with churches, agencies and organizations to eliminate duplication of services in our community.</p>	
<p>Does your organization use volunteers?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If yes, how many volunteers are involved and in what capacity? (e.g. administration, service level, etc.)</p> <p>NLF has built up their volunteer base to approximately 40 dedicated members. All volunteers are screened and registered in accordance with 'Plan to Protect' policy.</p>

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<p>Please select target population that will benefit from this request.</p>	<p>Age Range:</p> <p><input checked="" type="checkbox"/> Children (Ages 0-12)</p> <p><input checked="" type="checkbox"/> Youth (Ages 13-18)</p> <p><input checked="" type="checkbox"/> Adults (Ages 19-59)</p> <p><input checked="" type="checkbox"/> Seniors (Ages 60+)</p>	<p>Number of participants benefitting from this request:</p> <p><input type="checkbox"/> 1-50</p> <p><input type="checkbox"/> 51-100</p> <p><input checked="" type="checkbox"/> 101-499</p> <p><input type="checkbox"/> 500-1000</p> <p><input type="checkbox"/> >1000</p>
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Does this request align with the Town of Arnprior's [Strategic Plan](#), as determined by Council? Please explain.

<p><u>Key Priorities</u></p> <ul style="list-style-type: none"> Economic Development – Attraction, retention and marketing initiatives and economic impact 	<p>NLF services are available to anyone who contacts the centre individually, are referred by churches and agencies, or walk through the doors. As NLF rebuilds their services, many of the programs are being introduced to include senior exercises, music, activities and information sessions.</p>
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 613-623-4231

<ul style="list-style-type: none"> Community Well Being – Community support, arts and culture, recreational and leisure, health and well being support initiatives 	<p>NLF continues to offer support for the physical and mental health of our community by offering a place to meet, enjoy a meal and conversation.</p> <p>It is planned to open more social activities to have a relaxing place to enjoy entertainment, learn more skills, creat a garden area and gain information on important daily issues.</p>									
<p>Has your organization received support from the Town of Arnprior in previous years?</p> <p>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></p>	<p>If yes, please provide additional details below.</p> <table border="1"> <tr> <td data-bbox="639 785 1003 890"> <p>Dollar (\$) value received:</p> </td> <td data-bbox="1008 785 1495 890"></td> </tr> <tr> <td data-bbox="639 896 1003 1100"> <p>Service/ Program/ Festival/ Event grant support was received for:</p> </td> <td data-bbox="1008 896 1495 1100"></td> </tr> <tr> <td data-bbox="639 1106 1003 1499"> <p>Type of grant support received:</p> </td> <td data-bbox="1008 1106 1495 1499"> <p><input checked="" type="checkbox"/> Support Funding</p> <p><input checked="" type="checkbox"/> In-Kind Support</p> <p><input type="checkbox"/> In-Kind Partnership</p> <p><input type="checkbox"/> Festival and Event Support Funding</p> </td> </tr> <tr> <td data-bbox="639 1505 1003 1808"> <p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p> </td> <td data-bbox="1008 1505 1495 1808"></td> </tr> </table>		<p>Dollar (\$) value received:</p>		<p>Service/ Program/ Festival/ Event grant support was received for:</p>		<p>Type of grant support received:</p>	<p><input checked="" type="checkbox"/> Support Funding</p> <p><input checked="" type="checkbox"/> In-Kind Support</p> <p><input type="checkbox"/> In-Kind Partnership</p> <p><input type="checkbox"/> Festival and Event Support Funding</p>	<p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p>	
<p>Dollar (\$) value received:</p>										
<p>Service/ Program/ Festival/ Event grant support was received for:</p>										
<p>Type of grant support received:</p>	<p><input checked="" type="checkbox"/> Support Funding</p> <p><input checked="" type="checkbox"/> In-Kind Support</p> <p><input type="checkbox"/> In-Kind Partnership</p> <p><input type="checkbox"/> Festival and Event Support Funding</p>									
<p>Was Town staff support provided?</p> <p>If yes, in what capacity?</p>										

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If this submission/request differs from previous year(s), please describe the difference?

NLF are finding that their services are increasing to meet the needs of the community. There are more evidence of strife as people continue to try and meet the needs of family, food and housing. NLF continues to support those needs daily.

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Part B (to be completed for the following Streams: Support Funding, In-kind Partnership, Festivals and Events)

Financial Information
<p>Indicate your organizations fundraising policy. Comment on your organizations fundraising plans for the current year and upcoming years. (If Applicable)</p>
<p>NLF continues to apply for grants from different municipalities, government and other sources. Local organizations continue to donate monetary proceeds from events. Money is realized from the sale of items from the Thrift store to meet obligations. Individual donors continue to support NLF through monthly payments.</p>
<p>Does your organization raise enough money through fundraising to cover its expenses? If not, indicate your organizations plan to pay these expenses. (If Applicable)</p>
<p>NLF is a non profit charity that relies on the generosity of the churches, individuals, grants and community support to meet all the financial needs and expenses.</p>
<p>Indicate if you received funding or are seeking funding from sources other than the municipality.</p>
<p>NLF continue to receive funding from service organizations, individuals and proceeds from the Thrift Store to meet financial needs. As the needs in the community continue to grow, NLF has to reach out to other sources to meet those needs.</p>

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Funding provided must benefit the residents of the Town of Arnprior. Please indicate how the funding would be used to benefit the residents of Arnprior.

NLF services are available to anyone who visits or calls for assistance. There is a wider expanse of struggling families, seniors and individuals as they look for housing, face increase in food costs and deal with transportation issues and challenges. NLF advocates to ensure every person is heard.

In what way is your organization working on becoming self-sufficient?

NLF is a charity, non-profit, faith-based organization that relies on the generosity of the community, other organizations, churches, grants and fundraising activities to meet our commitments.

What effect would the denial of all or a part of this request have on your organization and/or the event/activity/program/service you are applying for?

NLF continues to be the main contact of the community support groups to ensure everyone has a place to go to get the help and assistance they need. After our fixed costs (rent, phone, internet and payroll of 1 part time person) are met, available funds are used directly to serve those in need.

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Has your participation been greater, less or more than last year? (If Applicable)

NLF has seen a significant increase in the people seeking assistance in our community. There is also an increase in Seniors visiting to enjoy friendship and a hot meal. The increase in requests for assistance is especially noted for food and gas cards for clients and it is anticipated that the need will continue to increase in 2024.

Part B (cont'd)

Projected Budget

Please fill out the projected budget for your organization's festival/event/initiative/project below.

<u>Revenue Description</u>	<u>Budget Amount</u>
Grants -- Federal and/or Provincial	\$
Grants -- Town of Arnprior	\$ 3000
Donations/Sponsorships	\$ 55089
Earned Income	\$ 24055
Applicant Contribution	\$
User Fees	\$
Membership Fees	\$
Fundraising Efforts	\$
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
Other (please specify)	\$
Total Revenue	\$ 82144

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<u>Expenses Description</u>	<u>Budget Amount</u>
Salaries and Benefits	\$ 23701
Advertising and Promotion	\$ 192
Entertainment	\$
Administration	\$ 3000
Facilities Rental	\$ 25777
Prizes and Awards	\$
Other (please specify) OFFICE/TELEPHONE/POSTAGE	\$ 4876
Other (please specify) STAFF TRAINING	\$ 895
Other (please specify) BUILDING SUPPLIES/CLEANING	\$ 8981
Other (please specify) OUTREACH GIFT CARDS/FOOD/GAS	\$ 9872
Total Expenses	\$ 77294

Please attach the listed documentation to your completed application.

- Most recent financial statements
- Financial statement from previous year or previous festival/event
- Budget for program, service, festival/event
- Proof of incorporation, if applicable
- Proof of insurance (required if funding is approved)


 (initial)

I hereby acknowledge that the Town of Arnprior requires any successful applicant to provide a follow-up report, as described in the Municipal Grants Policy.


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Conditions of Assistance

- a) Any Grant funding provided by the Town of Arnprior must be applied to current expenses associated with the approved project, and not be used to subsidize any other project of the applicant, or to reduce or eliminate accumulated deficits.
- b) The Town of Arnprior must be notified in writing of any significant changes and/or purpose of the supported activity or event. In the event that the activity or event is not completed, or does not move forward, the Town of Arnprior reserves the right to request the return of any grant funding provided.
- c) Receipt of a grant does not guarantee funding the following or any subsequent year.
- d) The applicant acknowledges and agrees that the Town of Arnprior shall not be liable for any incidental, indirect, special or consequential damages, injury or any loss of use, revenue or profit of the organization arising out of or in any way related to the approved program/event/ service.
- e) Where applicable, the Town of Arnprior must be acknowledged on promotional materials related to the funded activities/event, including but not limited to brochures, print ads, programs, posters, signage and media releases, as well as websites, e-newsletters, and social media campaigns, where possible. The Marketing and Economic Development Officer will require information from the applicant, in advance on what materials/ electronic formats the Town's logo will be included on to ensure compliance with the Town's brand guidelines.
- f) The Town of Arnprior reserves the right to an onsite presence, or formal role, at Festivals and Events. Failure to acknowledge the Town's support may result in the inability of an organization to obtain grant support in future years.

 (initial)	I acknowledge that I have read and understand the Condition of Assistance for receipt of Town of Arnprior Municipal Grants. I also acknowledge that I have read and agree to follow the Town of Arnprior's Municipal Grants Policy.
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NeighbourLink/The Fountain
Balance Sheet Prev Year Comparison
As of 31 December 2023

	31 Dec 23	31 Dec 22	\$ Change	% Change
ASSETS				
Current Assets				
Chequing/Savings				
Chequing Bank Account	83,505.24	75,566.15	7,939.09	10.5%
Gift Cards	600.00	3,893.00	-3,293.00	-84.6%
Petty Cash	565.00	415.00	150.00	36.1%
Total Chequing/Savings	84,670.24	79,874.15	4,796.09	6.0%
Accounts Receivable				
GST Receivable	387.27	372.55	14.72	4.0%
Total Accounts Receivable	387.27	372.55	14.72	4.0%
Other Current Assets				
PST Receivable	1,016.01	977.52	38.49	3.9%
Total Other Current Assets	1,016.01	977.52	38.49	3.9%
Total Current Assets	86,073.52	81,224.22	4,849.30	6.0%
TOTAL ASSETS	86,073.52	81,224.22	4,849.30	6.0%
LIABILITIES & EQUITY				
Equity				
Retained Earnings-Previous Y...	992.04	992.04	0.00	0.0%
Unrestricted Net Assets	80,232.18	79,074.90	1,157.28	1.5%
Net Income	4,849.30	1,157.28	3,692.02	319.0%
Total Equity	86,073.52	81,224.22	4,849.30	6.0%
TOTAL LIABILITIES & EQUITY	86,073.52	81,224.22	4,849.30	6.0%

NeighbourLink/The Fountain
Profit & Loss Prev Year Comparison
January through December 2023

	Jan - Dec 23	Jan - Dec 22	\$ Change
Income			
Donations			
Churches/Non-Profit	31,793.04	18,360.00	13,433.04
Individuals	23,296.37	19,800.70	3,495.67
Specified	0.00	1,000.00	-1,000.00
Total Donations	55,089.41	39,160.70	15,928.71
Government Agencies	3,000.00	13,000.00	-10,000.00
Inhouse Donations	24,054.08	35,859.65	-11,805.57
Total Income	82,143.49	88,020.35	-5,876.86
Expense			
Advertising and Promotion	86.73	400.11	-313.38
Bank Service Charges	94.58	104.00	-9.42
Building Expense			
Supplies			
Cleaning	6,782.19	0.00	6,782.19
Supplies - Other	2,199.02	10,387.75	-8,188.73
Total Supplies	8,981.21	10,387.75	-1,406.54
Total Building Expense	8,981.21	10,387.75	-1,406.54
Cafe Supplies	3,806.87	2,783.33	1,023.54
Computer and Internet Expen...	0.00	0.00	0.00
Covid 19	0.00	2,202.90	-2,202.90
Insurance Expense	2,705.40	2,756.80	-51.40
Membership/Licence	295.00	280.00	15.00
Office Supplies	891.17	1,698.37	-807.20
Payroll	23,701.28	29,179.93	-5,478.65
Postage and Delivery	99.67	299.68	-200.01
Professional Fees	0.00	98.50	-98.50
Program Supplies	10.00	98.44	-88.44
Rent	25,777.12	24,945.60	831.52
Specified - from Donations	860.00	1,000.00	-140.00
Specified Gift-Vouchers, etc.	5,205.71	6,575.00	-1,369.29
Telephone Expense	3,884.99	3,602.66	282.33
Volunteer Expense	894.46	450.00	444.46
Total Expense	77,294.19	86,863.07	-9,568.88
Net Income	4,849.30	1,157.28	3,692.02



Town of Arnprior
105 Elgin Street West
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Municipal Grants Report

Instructions:

- To be submitted within 60 days after completion of the program, activity, event or service to which applicant received support funding, in-kind (partnership), or festivals and events support funding.
- Please note release of the grant funding holdback (20%) is subject to the receipt of this report.

Briefly describe the program / activity / event the service funding was provided for (including the length of time it was offered).

What was the amount of municipal grant funding provided by the Town of Arnprior? Please include dollar value and/or in-kind contributions received)

Please indicate the key outcomes of the program, activity, event or service undertaken.



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Briefly describe how the program, activity, event or service benefitted the Town of Arnprior as a community, outlining if it was a success. If the program, activity, event or service was not a success, please describe why and outline any contributing factors.

How many people participated in the program, activity, event or service?

Please indicate the age group(s) who participated in the program, activity, event or service.

Please note how the event supported both the Economic Development and/or Community Well Being priorities outlined in the [Town's Strategic Plan](#).



Town of Arnprior
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Please note any other relevant information.

Further Information Required for Festivals and Events Support Funding

A Financial Statement of actual revenue and expenses related to the festival/event

Copies of any print materials and/or electronic materials (ads, programs, website content, etc.) if applicable



Town of Arnprior Staff Report

Subject: Proclamation for Local Government Week (October 20th to 26th, 2024)

Report Number: 24-10-15-07

Report Author and Position Title: Kaila Zamojski, Town Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendations:

That Council proclaim October 20th to 26th, 2024 as Local Government Week in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior, ON K7S 0A8
Section 5.2.2 – Contact Person’s Name	Kaila Zamojski, Town Clerk kzamojski@arnprior.ca
Section 5.2.3 – Name of Proclamation and Duration	Local Government Week October 20th to 26th, 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 – Local Government Week (October 20 to 26, 2024)
2. AMCTO – Local Government Week Announcement

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

Local Government Week

October 20th to 26th, 2024

Whereas the municipal level of government performs the functions that significantly impact the day-to-day life of citizens throughout the world; and

Whereas the Association of Municipal Managers, Clerks and Treasurers of Ontario (AMCTO), the Ontario Ministry of Municipal Affairs and Housing and the Association of Municipalities of Ontario (AMO) acknowledge and celebrate the significant role that municipal governments play in helping to define the character, priorities, physical make up and quality of life of communities across Ontario; and

Whereas the 3rd full week in October in each year is celebrated as Local Government Week across the Province of Ontario; and

Whereas AMCTO has noted this year, Local Government Week is taking place from October 20-26, 2024, with the goal of increasing public and youth awareness and understanding of the amazing opportunities that exist within the sector, the importance of local government, how to get involved, and why we love what we do; and

Whereas the Clerk's Office will be welcoming local school classes to visit Town Hall during the month of October 2024 to educate and raise awareness about the role that local government plays in people's everyday lives and the many opportunities that they can avail themselves of from their local government; and

Whereas the Town of Arnprior will be holding a Local Government Week contest for students and/or their classes in Grades 1, 5 and 10 where students will be asked to answer the question "What does your local government do for you?" through an artistic expression; and

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 20th to 26th, 2024 as Local Government Week in the Town of Arnprior and encourage all residents to learn more about municipal government and how they can get involved.

Lisa McGee, Mayor
Town of Arnprior

[Home](#) > [Local Government Week](#)

Local Government Week

When

Sun, Oct 20 - Sat, Oct 26 2024, All day

#LocalGovWeek

As Ontario's largest member-based association for municipal professionals like you, we always look forward to celebrating Local Government Week during the third full week of October each year. Local Government Week is our opportunity to highlight your successes as members and the hard work that all local government professionals do to serve their communities.

This year, Local Government Week is taking place from October 20-26, 2024, and our goal is to increase public and youth awareness of the amazing opportunities that exist within the sector. **Please join us in spreading the word about the importance of local government, how to get involved, and why we love what we do.** To assist with this, the Association has created the following resources you can use within your own organizations and municipalities to encourage engagement and initiate conversations about the various roles and opportunities that exist, and the value of working in local government.


Stay tuned for Local Government Week Toolkit coming soon!


In addition to using these resources, members are also encouraged to consider:

- Ways to regularly connect with your local youth groups, students and volunteers to support them in stepping into the sector
- Inviting council to join you in promoting Local Government Week

- Sharing your local government and member stories with us – we are always looking for ways to promote our community of and for municipal experts
- Taking a team photo for sharing on social media using the hashtag **#LocalGovWeek**

The Association of Municipal Managers, Clerks and Treasurers of Ontario

 5090
Explorer
Drive, Suite
510
Mississauga,
ON L4W
4T9

 905-602-
4294

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Town of Arnprior Staff Report

Subject: Proclamation for Waste Reduction Week (October 21st to 27th, 2024)

Report Number: 24-10-15-08

Report Author and Position Title: Oliver Jacob, Deputy Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendations:

That Council proclaim October 21st to 27th, 2024 as Waste Reduction Week in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior, ON K7S 0A8
Section 5.2.2 – Contact Person’s Name	Amy Dean Environmental Engineering Officer adean@arnprior.ca
Section 5.2.3 – Name of Proclamation and Duration	Waste Reduction Week October 21st to 27th, 2024

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

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

Documents:

1. Proclamation Document – Waste Reduction Week (October 21st to 27th, 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

Waste Reduction Week

October 21st to 27th, 2024

Whereas the week of October 21st to 27th, 2024 has been recognized as [Waste Reduction Week](#) by municipalities, environmental groups and industry across Canada since 2001; and

Whereas Waste Reduction Week is a national environmental campaign that builds awareness around the issues of sustainability and responsible consumption, encourages choice for more environmentally responsible products and services, and promotes actions that divert more waste from disposal while conserving our natural resources; and

Whereas we, as a municipality, are committed to waste reduction, resource conservation, and community education for sustainable living; and

Whereas we recognize the generation of solid waste and the needless waste of water and energy resources as global environmental problems and endeavor to take the lead in our community toward environmental sustainability; and

Whereas we, as a municipality, will take action to reduce our waste and support the circular economy through a public education campaign aimed at bolstering environmentally friendly practices that will assist to reduce our waste. This year's themes include:

- Repair Monday
- Textiles Tuesday
- E-Waste Wednesday
- Plastics Thursday
- Food Waste Friday
- Sharing Saturday
- Swap Sunday

Whereas the Town of Arnprior will be hosting a “Halloween Upcycle Challenge” where Arnprior residents are invited to create unique Halloween decorations using repurposed household waste;

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 21st to 27th, 2024 as Waste Reduction Week in the Town of Arnprior and urge residents to prioritize environmental sustainability by purchasing environmentally responsible products and services, diverting unnecessary waste from garbage disposal and conserving natural resources.

Lisa McGee, Mayor
Town of Arnprior



Town of Arnprior Staff Report

Subject: Proclamation for Small Business Week (October 20th to 26th, 2024)

Report Number: 24-10-15-09

Report Author and Position Title: Oliver Jacob, Deputy Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendations:

That Council proclaim October 20th to 26th, 2024 as Small Business Week in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Town of Arnprior 105 Elgin Street West Arnprior, ON K7S 0A8
Section 5.2.2 – Contact Person’s Name	Kelley Jaros, A/Marketing and Economic Development Officer kjaros@arnprior.ca
Section 5.2.3 – Name of Proclamation and Duration	Small Business Week October 20th to 26th, 2024

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

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

Documents:

1. Proclamation Document – Small Business Week (October 20th to 26th, 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



ARNPRIOR

Town of Arnprior Proclamation

Small Business Week

October 20th to 26th, 2024

Whereas Small Business Week has been recognized across Canada since 1981 as an opportunity to celebrate the small business owners who provide essential services, local jobs, and an invaluable touchpoint in our communities; and

Whereas the Business Development Bank of Canada organizes [Small Business Week](#) to pay tribute to Canadian entrepreneurs; and

Whereas this year's theme is "The Power of Small: Defying the Odds" to recognize the challenges and opportunities that small and medium sized businesses experience every day and how they can work together to build a stronger future together; and

Whereas the Town of Arnprior recognizes the importance of small businesses to the growth and development of our Town and County; and

Whereas the Town of Arnprior will continue to bring awareness of opportunities to support local small businesses by:

- **Shopping** – through participation in the Live, Love, Local program;
- **Sharing** – through sharing messaging from local businesses;
- **Suggesting** – through recommending that local businesses add themselves to the Town of Arnprior [Business Directory](#); and

Whereas the Town of Arnprior sponsored small business workshops alongside Enterprise Renfrew County and the Township of Greater Madawaska earlier this month focusing on social media content creation and strategic co-marketing strategies for local entrepreneurs;

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 20th to 26th, 2024 as Small Business Week in the Town of Arnprior and encourage local residents to shop, learn about and support local small businesses across the Town of Arnprior.

Lisa McGee, Mayor
Town of Arnprior



Town of Arnprior Staff Report

Subject: Proclamation for Ontario Public Library Week (October 20-26, 2024)

Report Number: 24-10-15-10

Report Author and Position Title: Oliver Jacob, Deputy Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendations:

That Council proclaim October 20th to 26th, 2024 as Ontario Public Library Week in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Arnprior Public Library 21 Madawaska Street Arnprior ON K7S 1R6
Section 5.2.2 – Contact Person’s Name	Karen DeLuca, Chief Librarian library@arnpriorlibrary.ca
Section 5.2.3 – Name of Proclamation and Duration	Ontario Public Library Week October 20 th to 26 th , 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 – Ontario Public Library Week – October 20th to 26th, 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

Ontario Public Library Week

October 20th to 26th, 2024

Whereas October 20th to 26th, 2024 is celebrated across the province as “Ontario Public Library Week”; and

Whereas during this week, libraries and library partners raise awareness of the valuable role that libraries play in our lives and in our communities; and

Whereas the [Arnprior Public Library](#) serves as a community hub for lifelong learning and plays a vital role in helping citizens of all ages access the information and tools that they need to live, learn and work; and

Whereas the board, staff and volunteers of the Arnprior Public Library provide a vital service to our community; and

Whereas this year the theme for Ontario Public Library Week is “Libraries For Life” focusing on the role that libraries play in supporting individual and collective connections to the past and future of our communities, nations and civilizations; and

Whereas the Arnprior Public Library will be celebrating Ontario Public Library Week with a line-up of events and activities including an [author visit by Bob McDonald](#) on October 27th, 2024 at 1:00 PM.

Therefore I, Lisa McGee, Mayor, do hereby proclaim October 20th to 26th, 2024 as “Ontario Public Library Week” in the Town of Arnprior and encourage all residents to show their support for our local public library by visiting, not just this week, but all year long, and utilize the services that they have to offer.

Lisa McGee, Mayor
Town of Arnprior



Town of Arnprior Staff Report

Subject: Proclamation for World Polio Day (October 24th, 2024)

Report Number: 24-10-15-11

Report Author and Position Title: Oliver Jacob, Deputy Clerk

Department: Client Services

Meeting Date: October 15th, 2024

Recommendations:

That Council proclaim October 24th, 2024 as World Polio Day in the Town of Arnprior.

Background:

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

Section 5.1 – Charitable or Non-Profit Organization	Yes
Section 5.2 – Request received two (2) weeks prior to event	Yes
Section 5.2.1 – Name and Address of Organization	Arnprior Rotary Club PO Box 481 Arnprior, Ontario, Canada K7S 3L9
Section 5.2.2 – Contact Person’s Name	Gerhard Peters, Co-President arnpriorrotary@gmail.com
Section 5.2.3 – Name of Proclamation and Duration	World Polio Day October 24th, 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	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 – World Polio Day (October 20 to 26, 2024)
2. Request Letter - Arnprior Rotary Club

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

World Polio Day

October 24th, 2024

Whereas Rotary International is the world's first and one of the largest non-profit, humanitarian service organizations around the globe with over 46,000 clubs; and,

Whereas the Rotary Club funds projects and sponsors local volunteers with community expertise to provide medical supplies, health care, clean water, food production, job training and education not millions in need, particularly in developing countries; and,

Whereas in 1985, Rotary International launched PolioPlus and spearheaded efforts with the World Health Organization, US Centers for Disease Control and Prevention and UNICEF to immunize the children of the world against polio; and,

Whereas polio cases have dropped by 99 percent since 1988 and the world stands on the threshold of eradicating the disease; and,

Whereas Rotary International has contributed more than \$3 billion CDN and countless volunteer hours to the protection of children against polio in 122 countries;

Whereas Rotary International has also played a major role in decisions by donor governments to contribute over \$12 billion to the eradication of polio effort including a petition by the Arnprior Rotary Club to the Government of Canada; and,

Whereas these efforts are providing much needed vaccines, operational support, medical personnel, and laboratory and educational materials for health workers and parents; and,

Whereas the Arnprior Rotary Club will be hosting an information night to talk about the PolioPlus program with a guest speaker from Afghanistan on Monday, October 21st, 2024 starting at 7:00 PM at the Kenwood Corporate Centre; and,

Whereas the Arnprior Rotary Club flag raising will take place at the flagpole outside of Town Hall on the morning of Tuesday, October 22nd, 2024;

Now Therefore I, Lisa McGee, Mayor, do hereby proclaim October 24th, 2024 as World Polio Day in the Town of Arnprior and encourages all citizens to recognize the work of the Arnprior Rotary Club and Rotary International in their effort to eradicate polio through the End Polio Now campaign.

Lisa McGee, Mayor
Town of Arnprior

October 7, 2024

To Arnprior Town Council

Re: Request for "World Polio Day" proclamation and flag raising

The Arnprior Rotary Club would like to make a request to acknowledge World Polio Day in Arnprior this year both by Proclamation and by a flag raising. We propose raising the End Polio Now flag at city hall between October 22st and 24th which is the period between our awareness event and World Polio Day.

World Polio Day highlights the global efforts to end poliomyelitis (polio) worldwide. Polio is a life-threatening disease caused by the poliovirus, which the World Health Assembly committed to eradicate in 1988.

Every year on 24 October, we observe World Polio Day to raise awareness of the importance of polio vaccination to protect every child from this devastating disease, and to celebrate the many parents, professionals and volunteers whose contributions make polio eradication achievable.

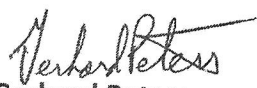
The Arnprior Rotary Club has adopted this as a core project since 1988 to both raise awareness and funds for the Polio Plus program. Through the years we have sought to "get the word out" about the program which have included articles in the paper, radio spots, window displays, posters, hand outs, provided informaton sessions and even sold Polio Plush Bears!

Our next information night will be at the Kenwood Centre on October 21st at 7 pm where we have organized a guest speaker originally from Afghanistan to talk about the program. Please join us for snacks and information to learn more about Polio in our world and our Purple Pinkie Program!

We would like to be in attendance and would appreciate being informed of the time of the flag raising. We have purchased a flag which will be available the morning of October 22nd.

We urge Council to join with us in this important intuitive to increase Polio awareness in our community.

Thank you for your consideration,



Gerhard Peters

Co-President (623-6019)

Arnprior Rotary Club - ArnpriorRotary@GMail.com

World Polio Day

WHEREAS, Rotary International, is the world's first and one of the largest non-profit humanitarian service organizations spread around the globe in over 46,000 clubs; and

WHEREAS, the Rotary motto "Service Above Self" inspires members to provide humanitarian service, encourage high ethical standards, and promote good will and peace in the world; and

WHEREAS, Rotary funds club projects and sponsors volunteers with community expertise to provide medical supplies, health care, clean water, food production, job training, and education to millions in need, particularly in developing countries; and

WHEREAS, Rotary in 1985 launched PolioPlus and spearheaded efforts with the World Health Organization, U.S Centers for Disease Control and Prevention, and UNICEF to immunize the children of the world against polio; and

WHEREAS, polio cases have dropped by 99 percent since 1988 and the world stands on the threshold of eradicating the disease; and

WHEREAS, to date, Rotary has contributed more than \$3 billion CDN and countless volunteer hours to the protection of more than two billion children against polio in 122 countries; and

WHEREAS, to date the Arnprior Rotary Club has strove to create awareness of Polio and raised funds to immunize over 230,000 children; and

WHEREAS, these efforts are providing much needed vaccines, operational support, medical personnel, laboratory equipment, and educational materials for health workers and parents; and

WHEREAS, Rotary has played a major role in decisions by donor governments to contribute \$12 billion to the polio eradication effort including a Petition by the Arnprior Rotary Club to the Government of Canada.

*Therefore, I, _____, do hereby proclaim **Thursday, October 24, 2024** as World Polio Day, and encourage all citizens to join me in recognizing Arnprior Rotary and Rotary International for their efforts to eradicate polio through the End Polio Now campaign.*

**The Corporation of the
Town of Arnprior**

By-Law No. 7527-24

A by-law to award a project to purchase, install and migrate the existing PLC5 systems at the Water Pollution Control Centre (WPCC) to a new ControlLogix PLC system.

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 Capital Controls and Instrumentation Inc. is the Town's water and wastewater instrumentation and controls contractor who have specialized expertise and familiarity with the Town's existing SCADA and instrumentation systems; and

Whereas Capital Controls and Instrumentation Inc. submitted a proposal to purchase, install and migrate the existing PLC5 systems at the Water Pollution Control Centre (WPCC) to a new ControlLogix PLC system in the amount of \$180,561.00 (plus applicable taxes).

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

1. **That** Council award a project to Capital Controls and Instrumentation Inc. to purchase, install and migrate the existing PLC5 systems at the Water Pollution Control Centre (WPCC) to a new ControlLogix PLC system, in the amount of \$180,561.00 (plus applicable taxes).
2. **That** Council authorize the CAO to execute the agreements, and related documents with Capital Controls and Instrumentation Inc. 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 15th day of October, 2024.

Lisa McGee, Mayor

Kaila Zamojski, Town Clerk

**The Corporation of the
Town of Arnprior**

By-law Number 7528-24

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

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

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

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

1. **That** subject to Section 2 hereof, the Planning Act, subsection 50(5) does not apply to the lands described as:
 - a. Block 57 on Plan 49M-115 designated as Parts 1 and 2 on Plan 49R-20776
 - b. Block 57 on Plan 49M-115 designated as Parts 3 and 4 on Plan 49R-20776
 - c. Block 57 on Plan 49M-115 designated as Parts 5 and 6 on Plan 49R-20776
 - d. Block 57 on Plan 49M-115 designated as Parts 7 and 8 on Plan 49R-20776
 - e. Block 57 on Plan 49M-115 designated as Part 9 on Plan 49R-20776
 - f. Block 57 on Plan 49M-115 designated as Part 10 and 11 on Plan 49R-20776
2. **That** this by-law shall be effective only to the extent necessary to permit:
 - (a) the creation of parcels for construction purposes and to permit such parcels to be charged and/or discharged;
 - (b) individual dwelling units, together with appurtenant rights and easements in land associated therewith, to be conveyed to each initial purchaser thereof, and to be charged and discharged; and
 - (c) any easements, including rights-of-way, as contained in the transfers to each initial purchaser of each individual dwelling unit; and this by-law shall not be construed as to permit the further severance or resubdivision of any such parcel.
3. **That** a conveyance or conveyances in favour of the Town of Arnprior shall not for the purpose of this by-law be considered to be a severance and this by-law shall

also be deemed to permit the grant or release of easements held in favour of the Town on or with respect to the lands described above.

4. **That** this by-law shall become effective upon the endorsement by the Corporation of the County of Renfrew of its said approval of the by-law.
5. **That** no further subdivision of the aforementioned lands shall be undertaken upon completing of the original purpose for which this by-law is being passed and approved except by an application made pursuant to Section 50 of the Planning Act, R. S. O. 1990, as amended.
6. **That** this by-law shall expire and be of no further force and effect as of the 15th day of October, 2026.

Enacted and Passed this 15th day of October, 2024

Signatures:

Lisa McGee, Mayor

Kaila Zamojski, Deputy Clerk



Community Sport and Recreation Infrastructure Fund (CSRIF) – Nick Smith Centre Revitalization Project

Whereas the Province of Ontario has introduced the Community Sport and Recreation Infrastructure Fund (CSRIF) providing \$200 million in capital funding delivered by the Ministry of Sport to revitalize existing community sport and recreation infrastructure and support the new facilities across the province; and

Whereas the Community Sport and Recreation Infrastructure Fund (CSRIF)'s first stream is directed for projects valued between \$150,000 and \$1 million to support projects that will result in the repair and rehabilitation of community sport and recreation facilities and spaces; and

Whereas Council authorized the Nick Smith Centre Revitalization project to be completed in 2025; and

Whereas this project will provide accessibility enhancements to the ice surface, benches, spectators stands and viewing areas of the facility; and

Whereas this project will provide additional programming space and meeting rooms for recreation and sports groups; and

Whereas this project aligns with the Town's core values of Forward-thinking; Accountability; Inclusivity and Respect (FAIR); and

Whereas this project meets the five key priority areas of the Town of Arnprior's Strategic Plan being Community Well-being and Culture; Corporate Efficiencies and Financial Sustainability; Economic Development; Environmental; and Growth and Asset Management; and

Whereas the Arnprior Accessibility and Age Friendly Advisory Committee adopted a resolution to support the funding application at their October 2nd, 2024 meeting;

Therefore Be It Resolved That the Council of the Corporation of the Town of Arnprior supports the application to the Community Sport and Recreation Infrastructure Fund (CSRIF) under the Repair and Rehabilitation Stream for the Nick Smith Centre Revitalization project.



Municipal Grant Application – Arnprior and District Humane Society – Feliz Naughty Dog Bake

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior and District Humane Society; and,

Whereas the Arnprior and District Humane Society is the local no-kill shelter and their staff and volunteers provide a safe environment for stray dogs and cats until they can find their forever adoptive home; and,

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees including set up / tear down costs (value of approximately \$357.50 plus HST) for the Feliz Naughty Dog Bake and Craft Sale on November 10th, 2024; and,

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



Municipal Grant Application – It shouldn't hurt to be a child hockey tournament

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the It shouldn't hurt to be a child hockey tournament organizers; and

Whereas the It shouldn't hurt to be a child hockey tournament will be hosted on November 15th and 16th, 2024 at the Nick Smith Centre as a fundraising event to raise money for the KidSport Renfrew County;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees including set up / tear down and security costs (value of approximately \$920.00 plus HST) for the It shouldn't hurt to be a child hockey tournament on November 15th and 16th, 2024; and

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



Municipal Grant Application – Royal Canadian Legion Branch No. 174 – 2024 Santa Claud Parade

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Royal Canadian Legion Branch No. 174; and,

Whereas the Royal Canadian Legion Branch No. 174 has sponsored the Arnprior Santa Claus Parade for many years in collaboration with a citizen-led planning committee; and,

Whereas the Arnprior Santa Claus Parade will be taking place on Saturday, November 23rd, 2024 between 5:00 PM and 8:00 PM and it will be in support of the Arnprior and District Food Bank; and,

Therefore Be It Resolved That Council approve the request as submitted to provide in-kind support for the following items:

- Use of Town barricades, staging, portable sound system, and radios for the event (estimated value of approximately \$1,200.00);
- Inclusion of event flyer in the September/October 2024 water bills which will be mailed out in early November 2024.