



ARNPRIOR

**Minutes of Council Meeting
November 25, 2024 6:30 PM**

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

Council and Staff Attendance

Council Members Present (In-Person):

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

Council Members Present (Electronic):

Councillor Tom Burnette

Council Members Absent:

None

Town Staff Present:

Jennifer Morawiec, General Manager,
Client Services / Treasurer
Kaila Zamojski, Town Clerk
Oliver Jacob, Deputy Clerk
Graeme Ivory, Director of Recreation
Alix Jolicoeur, Manager of Community
Services / Planner
John Steckly, General Manager, Operations
Ryan Wall, Engineering Officer
Patrick Foley, Engineering Officer, Facilities
and Assets

1. Call to Order

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

2. Roll Call

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

3. Land Acknowledgement Statement

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

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

4. Adoption of Agenda

Resolution Number 376-24
Moved by Lynn Cloutier
Seconded by Billy Denault

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

Resolution Carried

5. Disclosures of Pecuniary Interest

None

6. Question Period

None

7. Adoption of Minutes of Previous Meeting(s)

Resolution Number 377-24

Moved by Dan Lynch

Seconded by Chris Couper

That the minutes of the Regular Meeting of Council listed under Item 7 (a) on the Agenda be adopted (Regular Meeting of Council – November 12th, 2024).

Resolution Carried

8. Awards/Delegations/Presentations

None

9. Public Meetings

None

10. Matter Tabled/ Deferred/ Unfinished Business

None

11. Notice of Motion(s)

Councillor Chris Couper noted that he intends to bring forward the following Notice of Motion for Council consideration regarding winter parking restrictions as outlined in Section 14 of Traffic and Parking By-Law No. 7520-24.

Moved by Chris Couper

Whereas Council passed a resolution in January of 2024, which directed staff to review Section 14 (Winter Parking Restrictions) of the Traffic and Parking By-law 6357-14, as amended, regarding possible modifications and/or accommodations for conditional overnight winter parking in the Town of Arnprior; and,

Whereas on August 26, 2024, Council received staff report 24-08-26-04, Updates to Traffic and Parking By-law; and,

Whereas the staff report informed Council that “Through this process, it has also been confirmed that By-law Enforcement will only be enforcing Winter Parking Regulations when it is operationally necessary”; and,

Whereas Council approved by-law No. 7520-24 which has been adopted by the Town of Arnprior and came into full force and effect on November 15, 2024; and,

Whereas beginning on November 15, 2024 residents received warning tickets, causing confusion and concern; and,

Whereas not all warning tickets had the word “warning”, leading to further confusion and concern; and,

Whereas Traffic and Parking By-Law No. 7520-24 does not specify that residents will only receive tickets when required due to operational necessity as contained within staff report 24-08-26-04; and,

Whereas some residents will expect blanket enforcement of overnight parking restrictions without language in the bylaw that specifies that residents will only receive tickets when required due to operational necessity; and,

Whereas the messaging that we provide to residents needs to be consistent with the language in the bylaw; and,

Whereas the Town of Arnprior has the Arnprior App, Arnprior Life social media channels, and Arnprior.ca website that could be used as official notification of winter operations; and,

Whereas other municipalities rely on a notification system to inform residents of winter operations; and,

Whereas winter operations may not always be apparent and residents are encouraged to plan ahead and not park on the streets during the winter parking restrictions; and,

Whereas it is incumbent on residents to not park on the streets when winter operations are, or will be, taking place; and,

Whereas winter operations may take place in anticipation of a weather event, during a weather event, or a week following a weather event whether or not significant snow is in the forecast. Winter operations may not always be apparent; and,

Whereas under the Delegation of Authority By-law, the General Manager, Operations is delegated authority to prohibit and regulate the movement, parking and stopping of vehicles for a temporary period.

Whereas the Town of Arnprior’s Strategic Plan identifies the values of forward-thinking; striving for solutions and a vision for the community that is progressive and innovative and accountable; a commitment to transparency, responsibility, and integrity in governance and decision-making for the community’s needs.

Therefore Be It Resolved That Section 14 of Traffic and Parking By-law No. 7520-24 be brought back for consideration with the following amendments:

1. Clearly indicate that the parking ban, enforceable by By-Law services, only applies during operational needs during the winter parking restriction period; and,
2. Clearly define what constitutes operational needs under which a parking ban and enforcement will take place; and,
3. Eliminate that cars must be moved from winter parking zones 7AM-9AM, instead saying “by 9AM” as saying 7AM is redundant if residents may park until 9AM.

Therefore Be It Further Resolved That:

1. The Town records when winter operations will be taking place and for how long; and,
2. Clearly explain where residents can find out whether winter operations are taking place; and,
3. That staff investigate the option of subscribing to text notification system, telephone notification systems, and/or email notification systems to inform residents when winter operations will be taking place; and,
4. That we review the 24-25 season in spring of 25; and,
5. That, in the future, we include helpful information and provide alternative parking recommendations and eliminate the practice of placing warning tickets on windshields.

At the request of Councillor Couper, Council considered the following motion to suspend the rules in order to permit this Notice of Motion to be debated and voted upon at the current meeting and to permit the reconsideration of a past decision without providing notice to the Town Clerk one week in advance of the Council meeting and without providing notice to be printed on the meeting agenda.

Resolution Number 378-24

Moved by Chris Couper

Seconded by Dan Lynch

That Council suspend the rules of procedure outlined in Section 7.12 (Notice of Motion) and Section 8.9 (Motion to Reconsider Past Decision) of Procedure By-Law No. 7364-23.

At the request of Mayor Lisa McGee, a recorded vote was taken:

| | |
|-----------------------------|-----|
| Councillor Tom Burnette | Yes |
| Councillor Lynn Cloutier | Yes |
| Councillor Chris Couper | Yes |
| Councillor Billy Denault | Yes |
| County Councillor Dan Lynch | Yes |

Councillor Chris Toner Yes
Mayor Lisa McGee Yes

Resolution Carried (with 2/3 majority)

Resolution Number 379-24
Moved by Chris Couper
Seconded by Dan Lynch

That Council reconsider Section 14 of By-Law No. 7520-24 (Traffic and Parking By-Law) as outlined in the Notice of Motion and in accordance with Section 8.9 of Procedure By-Law No. 7364-23.

At the request of Councillor Chris Couper, a recorded vote was taken:

Councillor Tom Burnette Yes
Councillor Lynn Cloutier No
Councillor Chris Couper Yes
Councillor Billy Denault No
County Councillor Dan Lynch Yes
Councillor Chris Toner Yes
Mayor Lisa McGee Yes

Resolution Carried (with 2/3 majority)

Resolution Number 380-24
Moved by Chris Couper
Seconded by Dan Lynch

Whereas Council passed a resolution in January of 2024, which directed staff to review Section 14 (Winter Parking Restrictions) of the Traffic and Parking By-law 6357-14, as amended, regarding possible modifications and/or accommodations for conditional overnight winter parking in the Town of Arnprior; and,

Whereas on August 26, 2024, Council received staff report 24-08-26-04, Updates to Traffic and Parking By-law; and,

Whereas the staff report informed Council that “Through this process, it has also been confirmed that By-law Enforcement will only be enforcing Winter Parking Regulations when it is operationally necessary”; and,

Whereas Council approved by-law No. 7520-24 which has been adopted by the Town of Arnprior and came into full force and effect on November 15, 2024; and,

Whereas beginning on November 15, 2024 residents received warning tickets, causing confusion and concern; and,

Whereas not all warning tickets had the word “warning”, leading to further confusion and concern; and,

Whereas Traffic and Parking By-Law No. 7520-24 does not specify that residents will only receive tickets when required due to operational necessity as contained within staff report 24-08-26-04; and,

Whereas some residents will expect blanket enforcement of overnight parking restrictions without language in the bylaw that specifies that residents will only receive tickets when required due to operational necessity; and,

Whereas the messaging that we provide to residents needs to be consistent with the language in the bylaw; and,

Whereas the Town of Arnprior has the Arnprior App, Arnprior Life social media channels, and Arnprior.ca website that could be used as official notification of winter operations; and,

Whereas other municipalities rely on a notification system to inform residents of winter operations; and,

Whereas winter operations may not always be apparent and residents are encouraged to plan ahead and not park on the streets during the winter parking restrictions; and,

Whereas it is incumbent on residents to not park on the streets when winter operations are, or will be, taking place; and,

Whereas winter operations may take place in anticipation of a weather event, during a weather event, or a week following a weather event whether or not significant snow is in the forecast. winter operations may not always be apparent; and,

Whereas Under the Delegation of Authority By-law, the General Manager, Operations is delegated authority to prohibit and regulate the movement, parking and stopping of vehicles for a temporary period.

Whereas the Town of Arnprior’s Strategic Plan identifies the values of forward-thinking; striving for solutions and a vision for the community that is progressive and innovative and accountable; a commitment to transparency, responsibility, and integrity in governance and decision-making for the community’s needs.

Therefore Be It Resolved That Section 14 of Traffic and Parking By-law No. 7520-24 be brought back for consideration with the following amendments:

1. Clearly indicate that the parking ban, enforceable by By-Law services, only applies during operational needs during the winter parking restriction period; and,

2. Clearly define what constitutes operational needs under which a parking ban and enforcement will take place; and,
3. Eliminate that cars must be moved from winter parking zones 7AM-9AM, instead saying "by 9AM" as saying 7AM is redundant if residents may park until 9AM.

Therefore Be It Further Resolved That:

1. The Town records when winter operations will be taking place and for how long; and,
2. Clearly explain where residents can find out whether winter operations are taking place; and,
3. That staff investigate the option of subscribing to text notification system, telephone notification systems, and/or email notification systems to inform residents when winter operations will be taking place; and,
4. That we review the 24-25 season in spring of 25; and,
5. That, in the future, we include helpful information and provide alternative parking recommendations and eliminate the practice of placing warning tickets on windshields.

Resolution Amended

Resolution Number 381-24
Moved by Chris Couper
Seconded by Billy Denault

That Council amend Resolution No. 380-24 by striking out the text of Resolution Number 380-24 (Notice of Motion) in its' entirety and replacing it with the following:

"That Council request a staff report addressing the items discussed in Resolution Number 380-24 (Notice of Motion) be presented to Council in Spring 2025."

Resolution Carried

Resolution Number 382-24
Moved by Chris Couper
Seconded by Billy Denault

That Council request a staff report addressing the items discussed in Resolution Number 380-24 (Notice of Motion) be presented to Council in Spring 2025.

Resolution Carried As Amended

12. Staff Reports

a) Municipal Grant Application – Arnprior Special Olympics – Director of Recreation

Resolution Number 383-24
Moved by Billy Denault
Seconded by Lynn Cloutier

That Council waive 50% of the user fees and charges for the Arnprior Special Olympics municipal grant request for the use of the Nick Smith Centre Community Pool with two (2) lifeguards on Sunday afternoons (from 12:00 p.m. to 2:00 p.m.) on eighteen (18) dates; for use of Diamond 2 at McLean Avenue on Monday evenings (from 6:30-8:00 p.m.) on 13 dates; and the use of the green space at Robert Simpson Park on 6 dates at a total value of \$2,703.93; and

Further That the 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.

Resolution Amended

Resolution Number 384-24
Moved by Billy Denault
Seconded by Lynn Cloutier

That Council amend Resolution No. 383-24 by striking out “50%” and “\$2,703.93” and replacing with “100%” and “\$5,407.86” respectively.

At the request of County Councillor Dan Lynch, a recorded vote was taken:

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|-----------------------------|-----|
| Councillor Tom Burnette | Yes |
| Councillor Lynn Cloutier | Yes |
| Councillor Chris Couper | Yes |
| Councillor Billy Denault | Yes |
| County Councillor Dan Lynch | Yes |
| Councillor Chris Toner | Yes |
| Mayor Lisa McGee | No |

Resolution Carried

Resolution Number 385-24
Moved by Dan Lynch
Seconded by Lynn Cloutier

That Council waive 100% of the user fees and charges for the Arnprior Special Olympics municipal grant request for the use of the Nick Smith Centre Community Pool with two (2) lifeguards on Sunday afternoons (from 12:00 p.m. to 2:00 p.m.) on eighteen (18) dates; for use of Diamond 2 at McLean Avenue on Monday evenings (from 6:30-8:00 p.m.) on 13 dates; and the use of the green space at Robert Simpson Park on 6 dates at a total value of \$5,407.86; and

Further That the 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.

Resolution Carried As Amended

b) Zoning By-law Amendment 5/24 – Manager of Community Services / Planner

Resolution Number 386-24
Moved by Dan Lynch
Seconded by Lynn Cloutier

That Council adopts a by-law to amend Zoning By-law 6875-18 to change the zoning for 107 Baskin Drive East, known legally as 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, Town of Arnprior, from “Airport Development Zone (A-D)” to “Employment Zone Holding Symbol 4 (EMPL(H4))” to allow the broader range of Employment Zone uses; 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

c) Water and Wastewater Master Plan – General Manager, Operations and Engineering Officer

Resolution Number 387-24
Moved by Chris Couper
Seconded by Billy Denault

That Council adopt the Town of Arnprior Water and Wastewater Master Plan, prepared by Stantec Consulting Limited, for use as a long-range planning tool to guide future infrastructure policy planning; and

Further That Council direct staff to prioritize and incorporate the master plan recommendations into the long-range capital forecast (LRCF).

At the request of County Councillor Dan Lynch, a recorded vote was taken:

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

Resolution Carried

Councillor Billy Denault left his seat at the Council table at 7:54 pm

Councillor Billy Denault returned to his seat at the Council table at 7:56 pm

Councillor Tom Burnette left the virtual meeting at 8:14 PM.

Councillor Tom Burnette returned to the virtual meeting at 8:16 PM.

d) Building Condition Assessment (BCA) for the Water Filtration Plant (WFP) and Water Pollution Control Centre (WPCC) – Engineering Officer, Facilities and Assets

Resolution Number 388-24
Moved by Lynn Cloutier
Seconded by Billy Denault

That Council adopt the Water Filtration Plant and Water Pollution Control Centre Condition Assessment Summary Reports, prepared by J.L. Richards & Associates Limited, for use as a long-range planning tool to guide future infrastructure policy planning; and

Further That Council direct staff to prioritize and incorporate the condition assessment recommendations into the long-range capital forecast (LRCF).

Resolution Carried

e) Bill 185 - Development Charges By-Law Amendment – General Manager, Client Services / Treasurer

Resolution Number 389-24
Moved by Dan Lynch
Seconded by Lynn Cloutier

That Council accept report 24-11-25-05 as information; and

Further That Council enact a by-law authorizing an amendment to By-Law No. 7369-23 (Development Charges By-Law) for updates including the costs of growth-related studies and removing the mandatory phase-in requirements.

Resolution Carried

f) 2025 Calendar of Meetings – Deputy Clerk

Resolution Number 390-24
Moved by Chris Couper
Seconded by Chris Toner

That Council approve the attached 2025 Calendar of Meetings.

Resolution Carried

13. Committee Reports and Minutes

a) Mayor's Report

Mayor Lisa McGee reported the following:

- Mayor McGee attended Garrison Petawawa where she was able to be briefed on the Canadian Armed Forces (CAF) activities on the base and had the opportunity to observe CAF members in training exercises.
- The Renfrew and Area OPP Detachment Board met recently and received a delegation from the Mayor of the Township of Admaston/Bromley regarding their municipality's opposition to the shared cost model that the Detachment Board had recommended. They also discussed the hiring of administrative support for Board activities and representation at the 2025 Ontario Association of Police Service Boards Conference.
- Mayor McGee attended the Habitat for Humanity's Steel Toes and Stilettos fundraising event.
- The 2024 Santa Claus Parade was a successful community event and it had the biggest turnout in recent year with seventy-one (71) floats in total. The event will transition to the Optimist Club of Arnprior in future years.

b) County Councillor's Report

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

- The final Taste of the Valley for the 2024 Season will be held on Saturday, December 14th, 2024 at the Renfrew Armouries.
- On November 21st, 2024, the County of Renfrew held their staff service awards at the Festival Theatre.

- County Council has scheduled two Special Meetings on November 26th, 2024 (Algonquin Trail and Development & Property) and their Regular Meeting on Wednesday, November 27th, 2024.
- There will be a secret ballot election held on December 10th, 2024 to select the County Warden for 2025. There are two candidates who have been nominated by their peers for the role including Peter Emon (Reeve of the Town of Renfrew) and Rob Weir (Mayor of the Township of Greater Madawaska).
- County Councillor Lynch also attended Garrison Petawawa alongside Mayor McGee where he was briefed on the Canadian Armed Forces (CAF) activities on the base and had the opportunity to observe CAF members in training exercises. He also noted that Garrison Petawawa contributes positively to the local economic in the County of Renfrew and that they are open to providing delegations at local Councils in the future.

c) Committee Reports and Minutes

- i. Accessibility and Age Friendly Advisory Committee Minutes – October 2nd, 2024
- ii. Culture and Diversity Advisory Committee Minutes – October 7th, 2024
- iii. Environmental Advisory Committee Minutes – October 21st, 2024

Resolution Number 391-24
 Moved by Lynn Cloutier
 Seconded by Billy Denault

That Council receive the Advisory Committee Minutes listed under Item Number 13 (c) (i-iii) as information.

Resolution Carried

Councillor Chris Couper reported on the following:

- At their October 7th, 2024 meeting, the Culture and Diversity Advisory Committee received reports from the Manager of Culture and Deputy Clerk with regard to the Cultural Night Market. He noted that the event saw estimated attendance between 1,000 and 1,200 individuals and that feedback has been overwhelmingly positive with additional focus on ensuring diversity and participation in future events. He noted that the committee also discussed staffing challenges, potential new exhibits and how the committee can support additional discussions on communications, land acknowledgements, and volunteerism moving forward.

14. Correspondence & Petitions

a) Correspondence Package No. I-24-NOV-20

Resolution Number 392-24

Moved by Billy Denault

Seconded by Chris Toner

That the Correspondence Package Number I-24-NOV-20 be received as information and filed accordingly.

Resolution Carried

County Councillor Dan Lynch noted the following items:

- Page 30 – The Government of Ontario is building over 1,300 new electric vehicle (EV) charging ports in small and medium-sized communities. Sites close to us include:
 - Arnprior – 1 (Arnprior Chrysler)
 - Renfrew – 6 (Renfrew County Place)
 - Renfrew – 10 (Renfrew Victoria Hospital)
- Page 41 – The Ontario Ministry of the Environment, Conservation and Parks has requested public comments on proposed changes to excess soil management policies to remove barriers for the reuse of soil. County Councillor Lynch asked the General Manager, Client Services / Treasurer if the Town would be submitting comments regarding the disposal of contaminated soil.
 - The General Manager, Client Services / Treasurer advised that the Operations Department has reviewed the proposed regulations and that they have no major comments or concerns on the proposal as it would permit additional flexibility for reuse of aggregate, sediment and soils for infrastructure projects.

b) Correspondence Package No. A-24-NOV-15

Resolution Number 393-24

Moved by Lynn Cloutier

Seconded by Billy Denault

That the Correspondence Package Number A-24-NOV-15 be received and the recommendations outlined be brought forward for Council's consideration

Resolution Carried

15. By-laws & Resolutions

a) By-laws

Resolution Number 394-24
Moved by Dan Lynch
Seconded by Chris Couper

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

- i. By-law No. 7537-24 - Adopt Zoning By-Law Amendment No. 5/24 (107 Baskin Drive East)
- ii. By-law No. 7538-24 - Amend Development Charges By-Law
- iii. By-law No. 7539-24 - Amend User Fees and Charges By-law (Schedule E - Nick Smith Centre Advertising & Sponsorship Opportunities)

Resolution Carried

b) Resolutions

Resolution Number 395-24
Moved by Chris Toner
Seconded by Billy Denault

That Council of the Corporation of the Town of Arnprior receive the Municipal Grant request from the Arnprior Community Choir and Valley Concert Band; and

Whereas the Arnprior Community Choir and Valley Concert Band has hosted the “Music! Music! Music!” event for the past eight years and provides an opportunity to showcase and experience musical talent in the local community;

Therefore Be It Resolved That Council approve the request for waiving the Nick Smith Centre Community Hall rental fees (value of approximately \$357.50 plus HST) for the 2025 “Music! Music! Music!” event to be held on March 1st, 2025; and

Further That the Arnprior Community Choir and Valley Concert Band 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 Toner acknowledged the passing of local Edward (Ed) Murphy who has left a lasting legacy on the local community as the Chair of the Arnprior and District Archives.

Couper Chris Couper reiterated the impact of Ed Murphy as the host of the popular history walks at the 2023/2024 Cultural Night Market and 2024 Canada Day celebrations.

17. Media Questions

None

18. Closed Session

Resolution Number 396-24 (8:40 PM)

Moved by Dan Lynch

Seconded by Chris Couper

That Council move into Closed Session regarding:

- One (1) Matter pursuant to Section 239(2)(c) of the Municipal Act, 200, as amended, to discuss a proposed or pending acquisition or disposition of land by the municipality or local board (Property Acquisition); and
- One (1) Matter pursuant to Section 239(2)(k) of the Municipal Act, 2001, as amended, to discuss a position, plan, procedure, criteria or instruction to be applied to any negotiations carried on or to be carried on by or on behalf of the municipality or local board (Integrity Commissioner Services).

Resolution Carried

Resolution Number 397-24 (9:15 PM)

Moved by Dan Lynch

Seconded by Chris Couper

That Council resume to Open Session at 9:15 PM.

Resolution Carried

Resolution Number 398-24

Moved by Dan Lynch

Seconded by Lynn Cloutier

That Council direct staff to proceed as directed in Closed Session (Property Acquisition).

Resolution Carried

Resolution Number 399-24

Moved by Chris Couper

Seconded by Chris Toner

That Council direct staff to bring forward a by-law to appoint an Integrity Commissioner and Closed Meeting Investigator for the municipality at the next Regular Meeting of Council.

Resolution Carried

19. Confirmatory By-Law

Resolution Number 400-24
Moved by Lynn Cloutier
Seconded by Dan Lynch

That By-law No. 7540-24, being a By-law to confirm the proceedings of the Regular Meeting of Council held on November 25th, 2024, be and is hereby enacted and passed.

Resolution Carried

20. Adjournment

Resolution Number 401-24
Moved by Lynn Cloutier
Seconded by Billy Denault

That this meeting of Council be adjourned at 9:17 PM.

Resolution Carried

Signatures



Lisa McGee, Mayor



Kaila Zamojski, Town Clerk